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# Agenda & Meeting Minutes

WKU Council of Academic Deans

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A G E N D A

Council of Academic Deans

January 24, 1972

- I. Administration of Grants and Contracts - Dr. Hardin
- II. Developmental Procedure - Non-Degree Credit Courses
- III. Part-time Faculty and Overload Justification
- IV. Policy on Class Size
- V. Fall, 1972, Calendar - Dr. Chelf
- VI. Catalog Revisions - Dr. Chelf
- VII. Communications - Dr. Russell
- VIII. Other Business

## COUNCIL OF ACADEMIC DEANS

The Council of Academic Deans met on Monday, January 24, at 1:30 p.m. in Dr. Cravens' office. All deans were present except for Dr. Hatcher, who was represented by Dr. Mounce; and Dr. Sandefur, who was represented by Dr. Gray. President Downing and Vice-President Minton were visitors at the meeting.

Dr. Minton discussed the meeting with representatives from Kentucky's community and junior colleges which will be held on Western's campus on Saturday afternoon, January 29. Mr. Brad Mutchler is coordinating the meeting. The deans were extended an invitation to attend.

President Downing commented on several topics - education legislation now under consideration, the specialist degree, budgets, and TIAA.

Dr. Hardin discussed the Administration of Grants and Contracts with the deans. The topic will be continued at a later meeting.

A proposed form concerning justification for offering classes with less than ten students (undergraduate) or six students (graduate) was discussed by Dr. Davis. The deans concurred in the use of this form.

The deans discussed further the topic of class size as related to academic productivity. Dr. Russell said that Institutional Research should make a number of studies to enable Western to make academic decisions based on adequate data from present and past situations. The topic of communications was also discussed at some length.

Dr. Chelf commented on the academic calendar for the first semester of the 1972-73 school year.

Dr. Cravens suggested that the deans might consider meeting every two weeks for the remainder of the semester so that more time could be devoted to the self-study. The deans concurred with this idea.

The meeting adjourned at 3:20 p.m.