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Fort Hays State University Faculty Senate Minutes, October 10, 1956

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Report on: Contact Hrs. Per Wk. and No. Of Students Served Each Contact Hour. (See Attached report.)

Music Workshop for Elementary Teachers.

RECOMMENDATION: Approved the course, 191 Workshop--Elementary School Music.

Request for course in Russian History and permission to offer it 2nd. Sem. of current year.

RECOMMENDATION: Approved the course, 182 Russian History.

RECOMMENDATION: Approved request to offer 182 Russian History in current 2nd semester.

Statement regarding the changes in class programs of students. (See below.)

Minutes of the meeting of the Faculty Senate, Wednesday, October 10, 1956, at 4:00 p.m. in the Dean's Office.

Members present: Mr. Dalton, Dr. Coder, Dr. Adee, Mr. Brooks, Dr. Garwood, Dr. Nutt, Dr. Ray, Mr. Rematore, and Dr. McCartney, Chairman.

Members absent: Dr. Kuhn, Dr. Tomanek

Report on Contact Hours Per Week and Number of Students Served Each Contact Hour: Dean McCartney, Chairman, distributed a report showing the contact hours at each class period of the day and the students served for each contact hour. This year's report shows a slight increase in the afternoon class periods over the report of last fall. Most of the appointment courses are in the afternoon and these are not shown on the report which would increase the report for the afternoon. Last fall, 65.7 per cent of the contact hours and 68.85 per cent of the students were in the morning, and this year it is 67.2 per cent and 70 per cent respectively. This report was discussed. It was asked what would be a fair percentage. Mr. Dalton said that in discussing this at Kansas State College recently, they said that half of the load is in the afternoon and Saturday mornings leaving the other half of the classes in the mornings of the five days of the week.

Music Workshop for Elementary Teachers: The following letter was read from Dr. Herren Chairman, Department of Music: "Miss Phyllis Schleich and myself have discussed the matter of a Music Workshop for Elementary teachers, and we agreed that such a workshop would be invaluable to Elementary teachers who are now in the field and to potential Elementary teachers. I discussed this matter further with Miss Davis of the Elementary Education faculty and she also agreed that this course would be helpful.

"It is my recommendation that we add the course and description you will find enclosed. I will appreciate it if you will help us find a suitable catalog number for this course. The course should be open for undergraduate upper-division and/or graduate students. Thank you."

191. Workshop for Elementary Teachers. Three credit hours. Summer sessions. Prerequisites, 23 or 85, or equivalent. Emphasis upon implementing a music program in the elementary classroom. Practical demonstrations with materials, analysis of state-adopted texts, uses of consultant services, presentation and study of singing, listening, rhythmic, creative, and instrumental activities on the elementary level.

This course was discussed. It was suggested that the word, music should appear in the title and the following was suggested as a title for the workshop: 191. Workshop--Elementary School Music.

RECOMMENDATION: It was recommended that the course, 191. Workshop--Elementary School Music, be approved. Seconded and carried.

Request for a course in Russian History: The chairman, Dean McCartney, explained that Dr. Welty had send a request for the approval of a course, 182. Russian History, for which he has had some requests and "because of the importance of

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Russia in the affairs of the world today." Dr. Welty also stated that "the course we propose to offer will stress the modern period. Dr. Theodore Shane is prepared to teach this course and it will be open to juniors, seniors, and graduates."

182. Russian History. Three credit hours. Prerequisite, five hours of history or permission. This course covers the political, economic, social and religious development of Russia. Chief emphasis is given to the eighteenth, nineteenth and twentieth centuries.

Dr. Welty asked permission to offer this course in the coming spring semester if it is approved. There is a regulation in effect that a course must be printed either in the catalogue or the schedule of classes before it is offered for enrollment. Many new courses come into existence when new instructors are employed. New courses should be planned in advance and approved and printed and then they are ready to be offered to the students for enrollment when needed.

RECOMMENDATION: It was recommended that the course, 182 Russian History, described above should be approved. Seconded and carried.

RECOMMENDATION: It was recommended that the course, 182 Russian History, may be offered in the second semester of the 1956-57 school year. Seconded and carried.

Statement regarding the changes in class programs: At the last meeting of the Senate, Mr. Dalton was asked to prepare a statement to be sent to the faculty regarding changes in the class programs of students. Mr. Dalton presented the following statement:

"Each adviser is urged to exercise caution when recommending class changes for students.

"Some changes are wise and just while some are without good reason. The Registrar's Office must rely largely upon the judgment of the advisers. When the student wishes to change to a different section at the same hour just to be in class with a certain student or to hunt an instructor whom he thinks easier, it should be refused. When authorizing a class change, the academic welfare of the student is the principal point of consideration.

"Each adviser in the statement on the "Change of Program" form must give definite reason for the change. He must be specific as to (1) course name, (2) course number, (3) section and (4) hour of class meeting. When a new class is to be entered, the room number of the new class should be given."

This was discussed. It was the consensus of the Senate that there are students who have sufficient reason for changing their class programs but some students ask for a change for seemingly unimportant reasons. If these students are required to write the reason for asking for a change in the space on the form this would act as a deterrent for many of the changes. In many cases the advisers have not been consulted. The instructor should not sign the form until the adviser has signed it.

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It was suggested that it would be helpful if a copy of the form, Change of Program, were included in the Faculty Handbook.

The chairman announced that the Faculty Senate would not meet next week, October 17, 1956.

The meeting adjourned at 5:10 p.m.

E. R. McCartney, Chairman

S. V. Dalton, Secretary