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Fort Hays State University Faculty Senate Minutes, October 16, 1957

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Discussed advisement at end of 6 weeks. Reference to "Six Weeks' Report Cards" etc. which appeared in Senate minutes of Mch. 27, 1957. Notice to the faculty regarding the use of the cards. Page 15

RECOMMENDATION: Meetings of advisers with Dr. Ray.

Discussed mathematics as a general ed. course and as a remedial course.

RECOMMENDATION: Chr. appt. a committee to study question regarding math. course and report to Senate. Appointed: Mr. Toalson Chr., Dr. Stage, Mr. Osborne, and Dr. Overton

Minutes of the meeting of the Faculty Senate, Wednesday, October 16, 1957
at 4:00 p.m. in the Dean's Office.

Members present: Mr. Dalton, Dr. Coder, Dr. Craine, Mr. Friesner, Dr. Martin, Dr. Parish, Dr. Ray, Mr. Rematore, Dr. Tomanek and Dr. McCartney, Chairman

Member absent: Dr. Richardson

Others present: Mr. Toalson

The meeting was called to order by the chairman, E. R. McCartney, who presented the question regarding advisement at the end of the six weeks. It has been suggested that a meeting might be set up for any advisers who would be interested. Such a meeting might be set up for next Monday. This is rather late because the students usually go to the advisers for the reports Monday morning and early afternoon. One plan might be to ask the students to come back to the adviser on Tuesday or later. The question regarding the comments which instructors write on the cards was discussed. All instructors should know that the comments are intended for the adviser's use in counseling with the students and are not to be shown to the student. Reference was made to the March 18, 1957 minutes of the Faculty Meeting in which the following appears:

SIX WEEKS' REPORT CARDS: Dr. Ed. Martin raised the question as to whether the six weeks' report cards made out by the faculty members should be given to the students. He said he had thought this card was to help the adviser to counsel the student who has low grades but that the student need not know just how the instructor expressed the trouble which the student seemed to be having. He said he was highly embarrassed in one instance when he had written (on the six weeks' card) that he did not believe the student was college material and later found that the student was in possession of the card. A show of hands of the faculty revealed that about one-third of them had the impression that these cards were to be given to the students and that they were doing so. The question was referred to the Student Personnel Committee for study and recommendation to the Senate.

In the minutes of the Faculty Senate, March 27, 1957, the following appears: Six-weeks reports: The purpose of the six-weeks grade reports was discussed. It was suggested that this information is valuable to the student and is a method of impressing on him the need for study and also gives a chance to improve before the mid-semester grades. All instructors as well as advisers should counsel with students. It was asked if it might be better to change the deadline for dropping courses from the present 7th week to the 4th and 5th weeks.

It was the concensus of the Senate that the comments on these cards are intended for the adviser's use in counseling with the student and that the comments should not be given verbatim to the student. It was suggested that

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a form might be used on which the instructors could check items in which students are deficient.

Notice to the faculty. It was decided to send a notice to the faculty immediately giving the following information:

1. The six-weeks cards which the advisers receive are not to be shown to the students.
2. Statements are made for the direct benefit of the advisers in counseling with students and are therefore confidential information.
3. The advisers should be very reluctant to advise students to drop a course at this time. The student should be encouraged to stay in the course and work his way out of the difficulty.
4. It is well to retain the card in the student's folder to be passed on the next adviser with other information regarding the student.

The counseling demonstration presented to the faculty at its meeting in the Sept. Faculty Conferences was commended and the Senate members said they would like to have Dr. Ray present other pertinent procedures. Dr. Ray said that he would prefer to have smaller groups, 15 or 20 people, at a time and would be willing to give time for this purpose. It was suggested that counseling is difficult and that what is a serious problem to the student may not appear to be "serious" to the adviser.

RECOMMENDATION: It was recommended that meetings be arranged for groups of advisers to meet with Dr. Ray on a voluntary basis in which Dr. Ray would present additional help on counseling. Seconded and carried.

Discussed mathematics as a general education course. At the meeting of the Faculty on Tuesday, the faculty approved part of the recommendation presented as follows: "That the Faculty Senate recommends to the faculty that the Basic Mathematics and Basic English courses shall not be offered for credit in the regular college program after September, 1960." They took no action on the rest of the recommendation from the Senate. That is, how shall the details be set up regarding the deficiencies in mathematics and English. At our last meeting it was suggested that the mathematics might be combined with the biology and physical science courses but since that time some of the faculty members thought it would not be a good plan to include this in the course.

It was suggested that a committee be appointed to study this question and report at the next meeting. There is objection to lowering the credit for the biology and physical science courses to four credit hours as was suggested at the last meeting. Also, it was suggested that it did not seem wise to add a course (additional credit hours) to the general education curriculum.

RECOMMENDATION: It was recommended that the chairman appoint a committee to study the question regarding a mathematics course and report to the Senate. Seconded and carried.

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The following people were appointed: Mr. Toalson, Chairman
Dr. Stage
Dr. Overton
Mr. Osborne

Plans will be presented later for meeting the needs of those students who are deficient in English and mathematics. Should the students remove these deficiencies before they enroll in the Biology, Physical Science and Modern Civilization courses will be discussed later.

The meeting adjourned at 5:15 p.m.

E. R. McCartney, Chairman

S. V. Dalton, Secretary