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## **Fort Hays State University Faculty Senate Minutes, November 18, 1959**

FHSU Faculty Senate

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Minutes of the meeting of the Faculty Senate, Wednesday, November 18, 1959  
at 4:00 p.m. in the Dean's Office.

Members present: Mr. Dalton, Mrs. Bogart, Dr. Craine, Mr. Friesner, Dr. Moreland, Dr. Herren, Dr. Parish, Mr. Toalson, and Dr. McCartney, chairman.

Members absent: Dr. Coder, Dr. Garwood, Dr. Martin

The meeting was called to order by the chairman, E. R. McCartney.

New courses for approval: The chairman announced that there were requests from the Library and Music Departments for new courses. A list giving descriptions of the courses was given to the Senate Members. The chairman said that the applications for the courses have been received.

LIBRARY: The following request from Mr. Friesner was read: "To meet the maximum library science hours as set forth in the 1959 Certificate Handbook of the Kansas State Board of Education, it is requested that four new library science courses be approved as listed below:"

60. Curriculum Instructional Materials. Two credit hours. Prerequisite, Education 27. Exploration is made of the curriculum and library resources available through a school library. Opportunity for evaluation and selection of instructional aids is afforded. Units of study are selected and bibliographies of varied materials prepared for use in the classroom. Basic organization of school libraries is introduced. This course is recommended for prospective teachers and school administrators. This course will not apply toward fulfilling requirements for the library certificate.

71. Non-book Materials. Three credit hours. Non-book materials as a part of the library collection. Selection, evaluation, and organization of pamphlets, pictures, maps, films, filmstrips, microfilm, and recordings, with emphasis upon their use in school and public libraries.

78. Cataloging and Classification II. Three credit hours. Prerequisite 76. Further study of cataloging and classification in relation to library services. Practice in more detailed descriptive subject cataloging, with more difficult problems. Corporate entries, serials, a more detailed study of the Dewey Decimal Classification.

90. Library Science Workshop. Three credit hours. Prerequisite: consent of instructor. The fundamental purpose of this workshop is to provide intensive analysis and study of selected library problems and to suggest practical solutions to the problems. It is planned to meet the needs of school and public librarians.

These courses were discussed. The course 60 is not concerned with the library but rather with the resources available for the teacher in the school library. The Education Department suggested that this course would

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be valuable for students enrolled in the "block" courses as it would give information regarding instructional aids. As stated in the description, this course may not apply toward fulfilling requirements for library certificates.

RECOMMENDATION: It was recommended that the Senate approve the course, 60 Curriculum Instructional Materials, two credit hours, as described above. Seconded and carried.

Courses numbered 71, 78, and 90 are designed for those students wishing to qualify for school library work. Mr. Friesner stated that with these courses, the total offerings of the library department would be 26 credit hours.

RECOMMENDATION: It was recommended that the Senate approve the courses, 71 Non-book Materials, 78 Cataloging and Classification II, and 90 Library Science Workshop, as described above. Seconded and carried.

MUSIC: Request from Dr. Herren for new course, 124 Elementary School Music Activities. The application stated that the course would "further enrich the classroom offerings in music at the elementary level; and that the Education Department asked for this type of course."

124. Elementary School Music Activities. Three credit hours. Prerequisite, 23. An advanced course for elementary education majors. Further drill on sight singing and methods of presenting songs and musical activities to grade-school children; developing resource units, analyzing vocal, rhythmic, listening, and creative problems in the elementary school.

This was discussed.

RECOMMENDATION: It was recommended that the Senate approve the course, Elementary School Music Activities 124, as described above. Seconded and carried.

Dates for the freshman testing: The chairman announced that the dates for the freshman orientation tests have been arranged and they are as follows: May 7, June 11, and July 16, 1960.

A list of questions was given to the Senate Members. These questions were submitted last fall after the advising and enrollment were completed. It was suggested that the Senate discuss these questions and suggest changes.

The first question was: "Is it necessary for all lower division advisers to be present for all of the pre-enrollment days." This was discussed.

RECOMMENDATION: It was recommended that all lower division advisers should be present for each of the pre-enrollment days. Seconded and carried.

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The next question was, "Is it desirable to have pre-enrollment of next year's sophomores, juniors, and seniors--perhaps in late spring?" It was stated that most of the students do plan their programs with the advisers previous to the enrollment time and have an idea about how to plan, etc. It was the consensus of the Senate that they do not favor pre-enrollment but do favor continuance of the present practice of advising students and helping them plan the next semester's programs.

The next question was, "How can we have a better distribution of advisees?" The chairman had compiled the list of advisers and the number of students each adviser has to advise. It was asked if a better distribution could be made. The chairman has discussed this with the subject field advisers in areas of heavy enrollment and they would prefer to handle the advisement as it has been done even though it means a heavy load of advisees. Advisers are assigned according to the information given by the students on the application for admission in the space for major interest, etc. Frequently, students change their minds as they learn more about the areas, requirements, etc.

The next question was, "How can we have better-informed advisers? We need more than book-signers!" It was suggested that a training session regarding advising should be given for new faculty members and it should be open to any who wished to come to the meeting. There is always a problem of advising and enrolling students for those who enroll late in the enrollment period when some classes are not available. It was agreed that the advising presents many problems and that it is probably being done as well as is possible considering all the factors.

The meeting adjourned at 5:10 p.m.

E. R. McCartney, Chairman  
S. V. Dalton, Secretary