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## Fort Hays State University Faculty Senate Minutes, July 18, 1978

FHSU Faculty Senate

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FACULTY SENATE MINUTES  
July 18, 1978

The meeting was called to order by Ms. Veed, Faculty Senate President, at 3:30 p.m. in the Santa Fe Room of the Memorial Union.

The secretary called the Senate roll and the following members were present: Dr. Sam Warfel, Ms. Leona Pfeifer, Dr. Lewis Miller, Dr. Stephen Tramel, Dr. Lloyd Frerer, Mr. Elton Schroder, Dr. John Watson, Dr. Richard Zakrzewski, Dr. Charles Votaw, Ms. Ellen Veed, Dr. Louis Caplan, Ms. Sharon Barton, Dr. Allen Busch, Mr. Richard Heil, Dr. Keith Campbell, Dr. Billy Daley, Ms. Orvene Johnson, Mr. Mac Reed, Ms. Calvin Thomas.

Those members absent were: Ms. Joanne Harwick, Dr. Clifford Edwards, Mr. Mike Meade, Mr. Robert Brown, Dr. Suzanne Trauth, Mr. Thaine Clark, Dr. Ed Shearer, Dr. Robert Meier, Mr. Daniel Rupp, Dr. Ron Smith, Dr. Louis Fillinger, Ms. Donna Harsh, Mr. Edgar McNeil, Ms. Sandria (Godwin) Lindsey, Mr. Glenn Ginther, Mr. Donald Jacobs.

Also present were: Mr. Dale Peier for Meier, Mr. Bill Rickman for Rupp, Mr. Jim Walters for Ginther.

Ms. Veed called for addition and corrections to the minutes of the previous meeting as distributed. She announced there were no corrections.

ANNOUNCEMENTS BY FACULTY SENATE PRESIDENT

1. Update on fall 1978 applications. As of 7/11/78, 59 more Freshmen have applied for admission than last year and 12 more transfers than last year.
2. Dr. Tomanek has acted on several recommendations from Senate.
  - a. He approved the recommendation from the November 8 meeting which states: The administration should inform new faculty and that the faculty handbook should state:
    - 1) The University is to hire terminally degreed faculty for new positions whenever possible. 2) Tenure and promotion to full professor for faculty hired after 1 September 1977 will be granted only in extraordinary cases to persons without terminal degrees.
  - b. He approved the recommendation from the May 9 meeting which states: "The Faculty Senate endorses the proposal of the Cultural and Intellectual Center Committee that a maximum of two daytime convocations be scheduled each semester, one on Tuesday or Thursday, and the other on Monday, Wednesday or Friday to insure that no classes will be interrupted more than once a semester.
  - c. He disapproved the recommendation from the May 9 meeting which states: The Faculty Senate proposes that unclassified personnel be given the option of having their salary checks sent directly to their bank for deposit. If this is not possible, the checks for each department should be delivered to the department chairman.

Rationale: Mr. Keating claims it would be too burdensome for his office to make out individual deposit slips for each check. It is believed that department chairmen picking up checks for distribution would not be allowed by the legislative post auditors. The University Affairs Committee will check with other universities to see how they handle direct deposit of checks.

COMMITTEE REPORTS

1. Academic Affairs Committee: The Academic Affairs Committee of the FHSU Faculty Senate proposes the following resolution for the Faculty Senate's consideration, July 18, 1978:

"The Faculty Senate opposes the establishment of a dead week before Homecoming weekend."

Seconded by Dr. Votaw. Carried.

Dr. Zakrzewski suggested that early in this coming fall that the Faculty Senate minutes should contain procedures that must be followed to get a new course approved.

2. By-Laws and Standing rules: No report.
3. Student Affairs: No report
4. University Affairs Committee: Dr. Caplan moved that the Reallocation proposal be amended as follows:
  - a) The Committee membership shall include as members, the Vice President for Administration and Finance and the Vice President for Student Affairs. p.1 part (2) will be as follows:

The Committee Membership is as follows:

- a) Dean of Education
- b) Dean of Arts and Sciences
- c) Dean of Nursing
- d) Dean of Business
- e) President of the Faculty Senate
- f) President Elect of the Faculty Senate
- g) One faculty member from each of the schools of Education and Arts and Sciences as determined by the Faculty Senate
- h) Vice President for Administration and Finance
- i) Vice President for Student Affairs
- j) Student Body President
- k) Vice President for Academic Affairs, chairman

Motion seconded by Mr. Heil. Carried

The University Affairs moves that the Reallocation proposal be amended as follows:

- b) p.4, paragraph three - In order that there is no doubt that peer institution comparisons are not to be used to make Fort Hays a carbon copy of the peer institutions, paragraph 3 will be replaced by the following:

The criteria are not listed in order of importance but rather in the order that they should be examined. It is the view of the Faculty Senate that Criteria IV and V should carry the most weight in the deliberations of the Committee. Requests for new positions will be initiated by departments in the case of teaching faculty and by the appropriate administrative authority in the case of administrative and unclassified support staff. In each case supporting justification will be submitted to the Committee.

It is not the intent of the Faculty Senate to make Fort Hays State University a carbon copy of the average of the five peer institutions, so special care must be taken by the Committee in the use of the first three criteria: peer institution comparisons of administration and unclassified support staff to teaching faculty, peer institution comparison by academic discipline and peer institution comparison by department. These comparisons are to be made to provide a data base to be used as a starting point for deliberations. It is emphasized again that Criteria IV and V will ultimately carry the most weight in the deliberations of the committee.

In an effort to maintain a balance in the ratio of administrative and unclassified support staff (see page 3) to teaching faculty, Criteria I is the first peer institution comparison the Committee should study. If on the basis of this it is determined that changes are to be made in the number of teaching faculty, the Committee will study Criteria II, a peer institution comparison by academic discipline (see page 3), to determine which disciplines may be affected. After determining the academic disciplines, the Committee will study Criteria III to determine which departments within the designated disciplines may be affected. Criteria IV and V will then be used to determine which of the designated departments will undergo increases or decreases in size. If a decision consistent with the best interests of the University and its students cannot be reached after considering Criteria IV and V, the Committee will then go back to Criteria I and start again.

Motion seconded by Mr. Heil. Carried.

Concern was voiced by Senate members about the Committee being too large to function. Also concern was expressed that the task will be unwieldy for a single committee to allocate both classified and unclassified positions. Others contended that these would not impose serious obstacles and that a single committee would be most able to deal with the problem of allocating personnel.

OLD BUSINESS: None

**NEW BUSINESS:** None

There being no further business, Ms. Veed adjourned the meeting at 3:55 p.m.

DR ELTON E BEOUGHNER