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Fort Hays State University Faculty Senate Minutes, May 5, 1981

FHSU Faculty Senate

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FACULTY SENATE MINUTES

May 5, 1981

The meeting was called to order by Dr. Sam Warfel, Faculty Senate President, at 3:30 p.m., in the Pioneer Lounge of the Memorial Union.

ROLL CALL

The following members were present: Dr. Garry Brower, Mr. Elton Schroder, Dr. John Watson, Ms. Patricia Baconrind, Mr. Larry Grimsley, Ms. Sharon Barton, Dr. Max Rumpel, Mr. Dave Lefurgey, Mr. Dave Adams, Dr. Richard Zakrzewski, Dr. Dan Kauffman, Dr. James Stansbury, Mr. Dave Ison, Dr. Albert Geritz, Mr. DeWayne Winterlin, Ms. Orvene Johnson, Dr. Ann Liston, Mr. Don Barton, Mr. Jerry Wilson, Dr. Carolyn Ehr, Dr. Lewis Miller, Mr. Robert Brown, Dr. Stephen Tramel, Dr. Louis Caplan, Mr. Richard Heil, Dr. Cameron Camp, Dr. Sam Warfel.

The following alternates were present: Mr. Francis Nichols, Mrs. Clarice Peteete, and Mrs. Marilyn Scheuerman.

The following members were absent: Ms. Joanne Harwick, Dr. Billy Daley, Dr. William Robinson, Dr. Michael Meade, Mr. Ed McNeil, Ms. June Krebs, Dr. Ervin Eltze, Ms. Carolyn Gatschet, Ms. Jane Littlejohn, and Dr. Nevell Razak.

The minutes of the April 6, 1981, meeting were approved.

ANNOUNCEMENTS

1. Five Senators from FHSU attended the meeting of faculty leaders sponsored by the Council of Faculty Senate Presidents in Emporia on April 16: Max Rumpel, Richard Heil, Dan Kauffman, Louis Caplan, and Sam Warfel.
2. At the Emporia meeting the Faculty Senate Presidents passed the following resolution:

WHEREAS The Regents of the State of Kansas seek to nurture the development of the Regents' Institutions of the State of Kansas by properly representing these Institutions to the people, the Governor, and the Legislature of the State of Kansas, and

WHEREAS the Faculty of these Institutions share with the Regents and the Presidents of these Institutions the goal of developing these Institutions as an investment in the future of the State of Kansas,

BE IT RESOLVED that the Presidents of the various Faculty Governance Units associated with the Regents' Institutions request that the Regents form a Faculty Advisory Committee which should consist of the Presidents of the Faculty Governance Units of the Regents' Institutions and that the Regents meet with the Faculty Advisory Committee to the Kansas Board of Regents at least four times each year to discuss matters of common concern.

A copy of the resolution signed by all six Faculty Senate Presidents was handed to Bernard Franklin, Chair of the Board of Regents for presentation to the entire board.

3. As part of the presentations of the three professional associations (NEA, AAUP, AFT) the NEA/KNEA representative proposed that each Faculty Governance Unit appoint three faculty members to a task force to study how the NEA could serve the Regents Institutions.
4. For your information: The three regional universities in the state had the following promotions requests this academic year:
 - ESU 3 to associate professor, 1 to professor
 - PSU 14 to associate professor, 4 to professor
 - FHSU 6 to associate professor, 2 to professor
5. The Graduate Council has appointed the following Faculty members to a search committee for the position of Dean of the Graduate School:

Jim Costigan	Robert Jennings
Mike Nelson	George Wall
Bob Matheny	Greg Davidson, student

The search will be limited to on-campus candidates.

6. President Tomanek has accepted all but one of the recommendations of the University Position Control Committee. He is waiting for further clarification to decide on the one remaining.
7. President Tomanek has made the following responses to proposals passed by the Senate:

SB0280 Course Overlap Procedures--approved with the following change:

"Where interdepartmental disputes involving course overlapping arise, the respective chairmen (chairperson and respective dean) will present their cases . . ."

SB0380 Computer-generated grade book sheets--disapproved with the following comment:

"Our filing system and our books for holding the grade sheets are of a certain size. This would make us completely change our system in the Registrar's Office, and I don't think it wise to do so at this time.

SB0480 Promotions granted before tenure--disapproved with the following comment:

"The guidelines do not prevent this criteria nor is there a policy preventing it. Part of the merit consideration must, however, include the impact which the promotion decision has on later tenure decision."

SB0580 Interpretation of "five years in grade" in promotion policy-- approved the general concept, but with the following substitution:

"A minimum of four years in the rank of assistant professor must be completed to be eligible for promotion to associate professor. One of these years may have been at another institution of higher education."

SR0180 Change in class schedule--no formal response.

SR0280 Guidelines for the University Position Control Committee--no formal response.

8. The proposed Associate of Science degree in Nursing has been approved by the Board of Regents.
9. The Council of Presidents Salary Advisory Committee has recommended the following increases for Fiscal Year 83: 15% increase in unclassified salaries, 2% increase in the State's contribution to TIAA/CREF.
10. The new State Budget Director is asking agencies, including the Board of Regents to submit three budgets: one which reflects what the agency would like to receive, one which is in line with what it realistically could expect to receive, and one which represents what it could get by on.
11. The Computing Center has two more programmed learning courses on computers. It is not necessary to have completed the first course to take these. For more information call Keith Faulkner at 4487.

Dr. Warfel commented on Announcement No. 3. He stated that faculty members would not be appointed unless they were pushed to do so.

Dr. Watson commented on Announcement No. 7, SB0380, computer-generated grade book sheets. He stated that the sheets do not have to be of a different size. Dr. Warfel commented that an actual sheet was not available for the Registrar to see.

Dr. Zakrzewski asked about No. 9 and No. 10, particularly in reference to the three types of budgets. Dr. Warfel said there is Budget A--growth budget; Budget B--no growth budget; and Budget C--cut in budget.

COMMITTEE REPORTS

Academic Affairs--Dr. Max Rumpel, Chair

There were no motions. He reported that they were continuing to work on the development of an Academic Advising document.

By-Laws and Standing Rules--Mr. Dave Lefurgey, Chair

There was no report.

Student Affairs--Mr. Don Barton, Chair

There was no report.

University Affairs--Dr. James Stansbury, Chair

M₁ It was moved that the Faculty Senate adopt the attached revision of Faculty Grievance Procedures. Dave Ison seconded it. Comments followed the second. (see attachment)

Dr. Stansbury said there was a need for new procedures as a result of inaccuracies of the last grievance. He said there are two major changes; they are: (1) time limits have been lengthened and (2) the document is more specific as to who is to do it and to whom. Dr. Watson asked if the other document was approved. Dr. Warfel said that it was. Dr. Watson indicated he did not get any input from his faculty and that the new document needs to be more widely circulated so more time is needed before adopting the new document. Dr. Miller asked if the document was to cover all sorts of grievances as department heads, faculty, and upper administration. Dr. Stansbury responded that his understanding is that it is to cover all types of grievances. Dr. Miller asked about interdepartment problems. Dr. Warfel said that the President always has the final say so everything is a University decision. The next question was about the coverage of sexual harrassment. Dr. Stansbury said this document was more concerned about grievances against faculty and staff because of discrimination. He does not know if sexual harrassment is covered. Dr. Caplan said that such complaints go to Lois Lee Myerly because of Affirmative Action and she uses the present grievance procedures. Dr. Warfel said this procedure is used in case of sexual harrassment. Dr. Cox said it is served under No. 1. Dr. Votaw said it seems timely that "other" grievance would cover anything not specifically spelled out. Mr. Heil said "other" may be too open-ended but "other" covered many areas not spelled out specifically in the document.

M₂ Dr. Watson moved to table it so the representatives are given input by the faculty. Mr. Lefurgey seconded it. It did not pass.

Dr. Votaw said it is very close to the one we are now under. There is no reason for the faculty to see it until it is approved by Faculty Senate because the document is clearer than the prior document. Dr. Kauffman asked about who does it to whom. Page 1, No. 2, "A request for a formal hearing based on appeal in writing, initiated within sixty (60 days) . . ." He questioned "does anything not have to be in writing." Page 1, No. 1, ". . . this informal procedure shall be maintained. The aggrieved faculty member has the right of an informal effort at mediation . . ." His concern was about the informal procedure and mediation (does this mean talking with a third person?). Page 2, Line 6, ". . . composed of appropriate faculty . . ." Who is appropriate? Dr. Warfel said if it is a tenure problem it would be tenured faculty; if other problems, the Department has the power to appoint faculty members. Ms. Barton asked what is a certified shorthand reporter. Dr. Warfel said that he did not know. Dr. Kauffman asked about an attor-

ney being at the Department level as well as at the University level. Dr. Warfel said an attorney could be present.

The motion was voted upon. It carried.

Dr. Stansbury said that FHSU has been under pressure to comply with Title IX, etc. He said that as of now the file is closed, and we are in compliance. He said his concern is the steps used in a discrimination case against a faculty member. Dr. Jellison is willing to look at the steps since the file is closed.

The Ad Hoc Nominating Committee presented a slate of nominees for Secretary and Vice President/President-elect. For Secretary--Mr. Arbogast and Ms. Barton. For Vice President/ President-elect--Dr. Watson, Dr. Kauffman, and Dr. Camp.

Dr. Miller asked if biographical sketches would be provided. Mr. Heil said the sketches would be provided in September.

There were reports from members attending the meeting at Emporia State University. Dr. Rumpel reported on the General Education Committee. He indicated there was not a representative from Kansas State or Kansas University. He said that most of the institutions were equal to or behind us in the area of general education. Wichita State University has accepted a general education program like ours in structure. Emporia State University is similar to FHSU, but a document has not been accepted. Pittsburg State University has worked three years on a similar document, but the fourth chairman was there to represent Pittsburg State University.

Mr. Heil reported on Tenure and Faculty Responsibility Committee. Mr. Heil read the Proscribed Conduct Policy which is given in the following paragraphs.

PROSCRIBED CONDUCT POLICY

1. The Board shall take action directing the chief executive officer of each Regents institution to designate an office at the Vice Chancellor or Vice President level at each institution for the purpose of receiving and evaluating complaints or charges from nonemployees alleging proscribed conduct in the performance of their duties by employees of the institution.
2. Upon receipt of a written, formal and signed complaint or charge the designated official shall notify the chief executive officer of the institution and the Board of Regents and shall investigate the merits of the complaint. If the designated official determines that the complaint has merit, that official shall proceed to resolve it through administrative channels if possible.
3. If it is impossible for the complaint or charge to be resolved by the designated official through administrative channels, the issue shall be referred to the chief executive officer of the university for presentation to the appropriate institutional committee for hearing.
4. The hearing committee shall forward its recommendation to the chief executive officer of the university for review. The chief executive officer shall accept, reject, or modify the recommendation of the hearing committee and shall inform

the Board of the recommendation of the hearing committee along with a statement of the action taken thereon by the chief executive officer.

5. None of the above procedures shall be deemed to negate any other policy relating to the processing of claims or charges of proscribed conduct which may be made by persons directly involved with or affected by the operation and management of the university. This procedure is applicable to any individual without current access to an established institutional grievance procedure.

Mr. Heil read a paragraph from minutes of April 3, 1981, of COCAO. It is as follows:

Proscribed Conduct Policy - The Council of Chief Academic Officers reviewed a proposed outline of procedures by which the Board of Regents would assume a monitoring role related to complaints or charges from nonemployees alleging proscribed conduct in the performance of their duties by employees of the Regents institutions. Although COCAO is not supportive of the concept in principle, in view of the necessity to establish Board policy related to this subject and the request that COCAO recommend language to accomplish that end, the following language is recommended to the Council of Presidents:

Dr. Caplan reported on the Voluntary Retirement Committee. He submitted the attached report. Mr. Grimsley asked about the age for partial retirement. Dr. Caplan said it was 62.

M₃

Dr. Caplan moved that we accept this document in principle. Dr. Stansbury seconded it. It carried.

Dr. Kauffman reported on Salary and Fringe Benefits Committee. He said there were no resolutions or consensus. He stated that the Chairman wanted the Regent Institutions to share and to come up with a common report. Also it was suggested that the Faculty Senate appoint a Faculty Salary Committee if the institution did not have one. The purpose of the committee is to coordinate the Regent Institutions and to have one common document. There was no mention of additional salary at FHSU. Dr. Warfel responded that we have a Faculty Salary Committee. Dr. Miller said that in the past the University Affairs Committee drew up recommendations. Dr. Warfel said that more than recommendations were drawn up. Dr. Miller said that a list of priorities were written. Dr. Warfel said that there was a general push for higher education this year. Dr. Kauffman said that he wanted a reaction from the Faculty Senate. Dr. Warfel said that he would contact the former Faculty Salary Committee. Dr. Liston recommended that the Faculty Salary Committee be revitalized again because we need more input to the President and to Topeka. Also the Committee can work for the President in putting together data.

At 4:30 p.m., Orvene Johnson, Carolyn Ehr, and Clarice Peteete left.

OLD BUSINESS

There was none.

NEW BUSINESS

Mr. Heil moved the following:

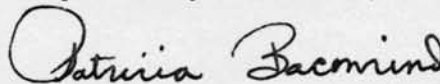
M.

The Faculty Senate moves that President Warfel send letters of appreciation to those groups and individuals that were instrumental in obtaining the additional 2% faculty salary increases for Fort Hays State University. Those groups and individuals include the following: members of the House and Senate Ways and Means Committees of the Kansas Legislature; members of the Fort Hays State subcommittees of the House and Senate Ways and Means subcommittees of the Kansas Legislature; local legislators of the Kansas Legislature; the Associated Students of Kansas and the Student Advisory Committee to the Board of Regents; and President Gerald Tomanek; Vice President Ron Pflughoft; Bill Claflin, President of Faculty Association; and Fort Hays Student Government Association.

Dr. Caplan seconded it. It carried.

The meeting was adjourned at 4:35 p.m.

Respectfully submitted,



Patricia Baconrind
Secretary

PB:dds