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Fort Hays State University Faculty Senate Minutes, September 7, 1993

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Minutes of the Fort Hays State University
Faculty Senate
September 7, 1993

A. President Dianna Koerner called the meeting of the Faculty Senate to order in the Pioneer Lounge Room of the Memorial Union on September 7, 1993 at 3:30 p.m.

B. Senators present were Harry Teitelbaum (for Bill Daley and Warren Shaffer), Garry Brower, Martha Holmes, Fred Britten, Michael Madden, Dale McKemey, Joan Rumpel, Sandra Rupp, Delbert Marshal (for Max Rumpel), Stephen Shapiro, Lance Lippert, John Durham, Judy Nixon (for Donna Ortiz), Ralph Gamble, Albert Geritz, Richard Leeson, Jean Salien, Richard Zakrzewski (for Gary Millhollen), Helen Miles, John Zody, Chris Lovett (for Norman Caulfield, Merlene Lyman, Anita Gordon-Gilmore, Charles Votaw, Mohammad Riazi, John Huber (for Lewis Miller), Martin Shapiro, Michelle Hull-Knowles, Eileen Deges Curl, Richard Hughen, Richard Heil, Maurice Witten, Robert Markley, Marc Pratarelli, Gerry Cox, Placido Hoernicke (for Michael Rettig), and Bill Havice (for Herb Zook).

Senators absent were Michael Jilg.

Guests of the Senate included: Dr. Edward Hammond, President, Dr. Rodolfo Arevalo, Provost, Dr. Bill Watt, Chair, Department of Communication, Lisa Heath, Acting Affirmative Action Officer, Lloyd Frerer, and Donetta Robbin, Leader reporter.

C. The minutes of the July 6, 1993 meeting were amended to correct the spelling of Jean Salien's name. The minutes were approved as amended.

D. Announcements

1. See agenda for written announcements.

2. A correction to written announcement #6. The new Forsyth Library Director is Mr. Lawrence Caylor not Dr. Larry Caylor.

3. A new university standing committee will be the Diversity Awareness Committee. At the October meeting there will a representative from that committee to tell the senate more about its functions.

3. Dr. Edward Hammond addressed the senate about the program reviews. In all cases except one, Dr. Hammond concurred with the Appeals Committee. The one exception being Home Economics. After the Appeals Committee recommendation, the Home Economics proposed changes including needing additional 1 1/2 FTE faculty, a 1/2 FTE admissions counselor, a public relations effort, and a name change. When the additional resources were considered in order to make the department viable, it was decided that it was not a priority within the institution's strategic planning. Therefore, the Home Economics Department was recommended for discontinuance. The Appeals Committee did not have all this information when they made their recommendation. All faculty involved in program discontinuance were issued contracts for this year. Because of the lateness in the decision process, Dr. Hammond informed the Board of Regents that he did not see that any program could be phased out for 3-4 years. Therefore, faculty would be given contracts for this period. New students just enrolled in ~~the~~ Home Economics will be able to complete their degree.

Various components of the Home Economics program, as well as faculty will likely be moved to other areas of the university. For example, the nutrition program could be moved to Health and Human Performance. The nutrition component is needed to support nursing and the General Education Program. Retail merchandising could be moved to the School of Business. Family areas could be incorporated into the new social work program. There is no place within the university, however for the home economics teaching program. Dr. Arevalo added that the university has no intention to let any faculty go but to find appropriate teaching positions within the institution. It may require some retraining of some faculty. Senator Fred Britten asked why all the information about the Home Economics program was not available to the Appeals Committee. Dr. Hammond indicated that a consultant came in to the Home Economics Department and made recommendations to him after the committee report had been forwarded. It had not been intentionally withheld but was not available at that time the committee made their decision.

E. Standing Committees

1. Academic Affairs -- Senator Martha Holmes

a. Motion 1: The Faculty Senate recommends approval of the following courses from the Chemistry Department for inclusion in the General Education program:

- CHEM 100 The Chemists View of the World
- CHEM 112 General Chemistry I
- CHEM 114 General Chemistry II

CHEM 100 is a former course. CHEM 112 and CHEM 114 are courses developed out of the former course, CHEM 102. They were developed because the old course covered too much material, these courses essentially divide it into inorganic and organic chemistry. Students are not expected to have high school chemistry or as much math proficiency before taking these courses.

Motion passed.

b. Motion 2: The Faculty Senate recommends approval of the following courses from the Communication Department for inclusion in the General Education program:

- COMM 125 Introduction to Motion Pictures
- COMM 318 Communications in Human Organizations

COMM 125 formerly COMM 439 is essentially the same. The committee asked for clarification on what percent each exam would be towards the final grade. COMM 318 was formerly COMM 418. The committee asked for clarification on grading and a better description about the term paper.

Senator John Durham asked if a subsequent instructor changes the percent weight of exams does that mean that the senate approval of this course is no longer valid. Senator Martha Holmes indicated that there is no way to enforce this. Courses are evaluated periodically by the General Education Committee and student evaluations. The Academic Affairs Committee is more concerned about the content of the course anyway.

Senator Richard Hughen asked what the opposition was to COMM 125 by the Academic Affairs Committee. Senator Fred Britten expressed his concern about how rigorous the course was and whether students should be given college credit for watching movies. He is not sure how this is a learning process. Senator Richard Heil thought that other courses in the Communication Department might be more appropriate for the General Education Program.

Senator Martha Holmes modified the motion to allow a separate vote on each communication course.

Senator Mike Madden asked that Dr. Bill Watt, Chair of the Communication Department, respond to comments made by the Academic Affairs members. Senator Steve Shapiro commented that when the General Education program was being constructed the wording including both theatre and film. This course is more than just watching movies. There is an analysis of the films and rigorous testing as taught by Dr. Lloyd Frerer. A great deal of emphasis is placed on composition and business components. Both Senator Richard Leeson and Lloyd Frerer supported the view expressed by Senator Steve Shapiro.

Motion passed.

The second motion to approve COMM 318 was passed.

c. Motion 3: The Faculty Senate recommends approval of the following course from the Department of Economics and Finance for inclusion in the General Education program:

ECFI 300 Economic Ideas and Current Issues

This is a new course for the General Education program.

Motion passed.

d. Motion 3: The Faculty Senate recommends approval of the following courses from the History Department for inclusion in the General Education program:

HIST 130 United States History to 1877

HIST 131 United States History since 1877

These are former General Education courses. Both courses had originally been tabled by committee in order to obtain a more detailed syllabus for each course.

Motion passed.

e. Motion 3: The Faculty Senate recommends approval of the following courses from the Physics Department for inclusion in the General Education program:

PHYS 102 Physical Science

PHYS 102L Physical Science Laboratory

The committee was concerned about how much material was being covered so the department was contacted. Senator Richard Zakrzewski asked if physical sciences was to include geology and chemistry. This was confirmed. This is not an integrative course as defined by the General Education Program. Senator Robert Markley served on the General Education Committee and concern was raised about whether this was really a physical science course or just a physics course. The laboratory was looked at with this concern. This is an interdisciplinary course not an integrative course (combining social sciences, humanities and natural sciences into one course).

Motion passed.

f. Motion 3: The Faculty Senate recommends approval of the following courses from the Physics Department for inclusion in the General Education program:

PHYS 208 Elementary Meteorology
PHYS 209 Descriptive Astronomy

Both are former courses.

Motion passed.

2. By-laws and Standing Rules -- No report.

3. External Affairs and Faculty Salary -- Senator Anita Gordon-Gilmore.

A major concern that needs to be looked at this year is salary equity, not only administrative and faculty salaries, but salaries for minorities, longevity issues, and inequities within departments and schools. There needs to be a mechanism to bring to light salary inequities and to make provisions for equity increases. A model is available and will be looked at further.

Frank Pechanec was contacted about having direct deposits to retirements funds. The process was being monitored on campus to insure the quickest deposit of these funds. When asked about electronic fund transfer, he responded that not all companies have EFTs and FHSU would not switch until EFTs were available to all. It was pointed out that not all employees have EFTs on paychecks and so he would consider that request.

The officers for next year are Jean Salien, Chair and Anita Gordon-Gilmore, Secretary.

President Koerner questioned Dr. Hammond about salary inequities. He said it is run every three years. Any inequities observed are reported to the Deans and they are to look into the situation. Individual faculty do not have access to this information currently but that will be looked at in committee.

4. Student Affairs -- Senator Dale McKemey.

The annual Who's Who is initiated out of the Provost office and will be selected by this committee. Undergraduate students working on second degrees are currently not eligible for Dean's Honor List but something will come forward from the committee within the next few months about this.

5. University Affairs -- Senator Robert Markley

New officers for the committee will be Robert Markley, Chair and Michael Rettig, Secretary.

An issue that will be looked is how to deal with a faculty grievance after it reaches the University Affairs Committee. Currently there is no standardized procedure to handle this. Procedures need to be developed to give some guidance to an Appeals Committee.

F. Old Business

1. Chapter 3 - attachment to agenda.

Senator Robert Markley asked where these additions and deletions came from? This document was originally passed by the Faculty Senate a year ago. President Koerner indicated that when the document was passed no action was taken because of the interim Provost. When the new Provost arrived he reviewed the document and met with the Faculty Executive Committee in July about suggested changes.

Page 1 - no changes.

Page 2 - Senator Richard Hughen felt that community service should not exclude activities outside one's professional expertise. Senator Art Morin disagreed with this comment. Senator Placido Hoernicke asked who determines professional expertise. President Koerner indicated that validation would have to be determined at the department level, even though it could be challenged at any level. Provost Arevalo agreed with this statement. Senator Martin Shapiro commented that there will need to be some give and take when working with the department chair. The new wording as proposed by the Provost is acceptable.

Page 3 - Senator Richard Leeson asked if the Faculty Senate has a standardized evaluation form. President Koerner indicated that a process not a form has been approved by the Faculty Senate for initiation this fall. The chairs have received this procedure. Each department is allowed to develop their own form. Provost Arevalo indicated that the Board of Regents requires that the forms be norm referenced. Senator Robert Markley commented that the Regent's policy is that a norm referenced instrument be made available.

Page 5 - Senator Martha Holmes asked why the lined out area was being deleted since it was originally added to cover people that were not tenured but applied for promotion. Since the granting of promotion did not also imply tenure. President Koerner said the new wording would cover this concern.

Senator Art Morin questioned the use of "normally" under assistant professor, "in all but exceptional circumstances" under associate professor, and "in all but very exceptional circumstances" under professor. That kind of language allows too much leeway. Senator Robert Markley pointed out that if these words were deleted it could create absolute categories and would not allow for exceptional cases. Senator Jean Salien pointed out that exceptional circumstances often occur in the humanities field. Senator Art Morin moved to delete the three phrases mentioned in each first argument. Motion was seconded. Senator Delbert Marshall suggested leaving the wording as it is because if you make absolutes you are stuck with them. Senator Richard Leeson believes that there is enough flexibility without the phrases. Senator Robert Markley commented that the phrase "equivalent in the field" is ambiguous but should not be interpreted to mean experience in the field. Senator Ralph Gamble suggested leaving the wording for assistant and associate professor alone but making a terminal degree a requirement for professor. Provost Arevalo suggested leaving it as it is because it does allow for exceptions. Senator Ralph Gamble asked the Provost to give examples of very exceptional circumstances. Examples were given. Senator Robert Markley moved to amend the motion by splitting it into three motions. Amendment was seconded but did not pass. Motion to delete the three phrases did not pass.

Page 7 - no changes.

Page 9 - Bill Watt opposed the suggested changes and would rather leave the original wording. He thought the president of the faculty senate often took great care in making recommendations to the provost and would do a better job than the deans. Senator Robert Markley questioned the selection of committee members and the size of the committee. Committee goes from four to seven members. He questioned why the deans had to be involved at all. President Koerner indicated that the deans would only submit names of tenured faculty. The provost in consultation with the faculty senate president would then select the individuals. It is still only an advisory role and perhaps it should be a cooperative effort. Senator John Durham asked what the rationale for having the larger number of representatives from arts and sciences on the committee. Provost Arevalo responded that since there are three distinct areas, humanities, social sciences, and natural sciences, it was necessary to increase their representation in order to adequately review files from these areas. Since it would not be fair to increase the membership only from arts and sciences, an additional member from the other schools were added. Senator John Durham pointed out a potential problem if colleges are restructured or if departments move to a different school. Senator Fred Britten expressed concerns from his department. The committee should be college neutral since the criteria outlined by the faculty handbook is not college specific. It is better to have equal representation from each school. Senator Anita Gordon-Gilmore pointed out that faculty in the library are not represented since that do not fit into any school. Senator John Durham moved to submit paragraph 10 of the handbook to the University Affairs Committee. Motion was seconded. Motion was passed.

Page 12 - no changes.

Page 13 - no changes.

Page 17 - Senator Fred Britten moved to refer paragraph 10 to the University Affairs. Motion was seconded. Motion passed.

Page 20 - no changes.

No action was taken on Chapter 3 until a report from University Affairs. is available.

2. A question was raised about faculty representation from Home Economics since the program is being discontinued. President Koerner decided to allow them representation since new students were still accepted into the program. This decision will need to be reviewed in the future.

G. New Business

1. Action plans for the Faculty Senate need to be in by the end of the month. Please submit ideas to President Koerner.

2. The proposed change by the Board of Regents in the retirement plan was included in the agenda.

3. The new Organizational Chart did not show Faculty Senate as part of the Academic Chart. President Koerner had suggested that Faculty Senate not be on the bottom of the Organizational Chart. President Hammond wanted Faculty Senate to have a direct line to him and placing them at the bottom was the best way to depict them.

4. In regards to the Veteran's Lawsuit about having to pay taxes on retirement money that they received from the state when other state employees didn't have to, the veteran's are to be reimbursed about \$100 million. One suggestion that had been proposed by the budget area of the state was not to give raises to either classified or unclassified employees next year. This idea did not go over well because the burden would not be shared by all taxpayers.

5. Responses from faculty were sent on PROFS to President Koerner about the Faculty and Staff Evaluation and Development Plan. Responses will be compiled and sent to the Provost. The preparation of this document is being mandated by the Board of Regents. Comments from faculty will be compiled and sent to other faculty on PROFS.

6. Some positions have been changed from classified to unclassified status when reviewed by the state. President Koerner asked the Provost whether this took away positions as teaching faculty and he responded that it added to positions. This year positions were added to administrative unclassified. A definition of administrative unclassified will be sent to President Koerner. Senate Martha Holmes asked what effect this has on merit increases. President Koerner will ask the Provost about this.

7. Blue Cross and Blue Shield (BC/BS) has been awarded the bid for health insurance benefits for 1994-95. There is no proposed increase in premiums for 1994 and a maximum increase of 5% for 1995. Changes in medical benefits include: the addition of home health care benefits, the mental health out-patient therapy lifetime maximum of \$7500 will be waived for the next two years, and approved utilization of the Kansas Chiropractic Network. Changes in drug benefits are as follows: the co-payment is equal to the greater of the current co-payment (\$5 on generic drugs/\$10 on name brand drugs) or 25% of the prescription to a maximum \$50 per prescription with a cap of \$900 per calendar year. After \$900, BC/BS pays full prescription cost. The co-payments have been raised from \$6 to \$10 for generic drugs and from \$11 to \$20 for name brand drugs for the 90-day period.

The total premiums paid to BC/BS will not increase, however the state has chosen to fund those premiums with increased cost to employees and decreased costs to the state. When the Employee Advisory Committee voiced concern over this cost shifting, someone pointed out that employees are still getting a bargain with low rates compared to other employees. This was mandated by the Governor since the state is broke.

H. The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Jean A. Gleichsner
Secretary