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Fort Hays State University Faculty Senate Minutes, January 11, 1994

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Minutes of the Fort Hays State University
Faculty Senate
January 11, 1994

A. President Dianna Koerner called the meeting of the Faculty Senate to order in the Pioneer Lounge Room of the Memorial Union on January 11, 1994 at 3:35 p.m.

B. Senators present were Warren Shaffer, Dale McKemey, Joan Rumpel, Sandra Rupp, Max Rumpel, Stephen Shapiro, Lance Lippert, John Durham, Donna Ortiz, Albert Geritz, Ralph Gamble, Richard Leeson, Jean Salien, Gary Millhollen, Helen Miles, Merlene Lyman, Anita Gordon-Gilmore, Charles Votaw, Mohammand Riazzi, John Huber (for Lewis Miller), Martin Shapiro, Michelle Hull-Knowles, Eileen Deges Curl, Stephen Tramel (for Richard Hughen), Roger Pruitt (for Maurice Witten), Richard Heil, Robert Markley, Marc Pratarelli, Gerry Cox, Michael Rettig, and Herb Zook.

Senators absent were Bill Daley, Garry Brower, Martha Holmes, Michael Jilg, Fred Britten, Michael Madden, John Zody, and Chris Lovett.

Guests of the Senate included: Shala Mills Bannister, Affirmative Action Officer, Rebecca Lofton, Leader reporter, and Adele Shaver, Hays Daily News reporter.

C. The minutes of the December 6, 1993 meeting were approved.

D. Announcements

1. See agenda for written announcements.

2. Announcement #2 - the word "the" was inserted after "At" in the first line and before "Governor's" in the last line. The word "was" was inserted after "business" in the second line.

3. Announcement #5 - FS stands for Faculty Senate. In paragraph 2, "said" should be "sad." In paragraph 3, "adjusted" should be "adjustment." In paragraph 5, "skrinkage" should be spelled "shrinkage", a period inserted after 1.96 to complete the sentence and "to" capitalized to begin a new sentence. In paragraph 6, "by the Board of Regents" should be added to the last sentence. In paragraph 7, "a" in the last line should be "at." In paragraph 11, "the" in the third line should be "he." Delete the last line in paragraph 12.

4. Announcement #8 - "cited" should be "praised."

5. Higher Education Day at the capital is planned for January 24 from 9-1:30. The cost is \$20 which includes both registration and lunch. This is a good opportunity to talk to legislators about issues in higher education. A car funded by Faculty Senate will be going if there is enough interest.

6. President Koerner introduced Shala Mills Bannister, the new Affirmative Action Officer. Shala will have office hours Monday and Wednesday from 9-noon, and Tuesdays and Thursdays from 9-3. Shala may be reached by phone at x4033 and messages accessed daily only by her.

E. Standing Committees

1. Academic Affairs -- No report

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

3. External Affairs and Faculty Salary -- Senator Jean Salien.

a. A memo will be sent on PROFS concerning the Regents' visit.

b. A questionnaire on faculty salaries will be sent in campus mail to faculty.

4. Student Affairs -- No report

5. University Affairs -- Senator Robert Markley.

a. The committee looked at a draft from Emporia for Maternity and Family Leave (attachment a). It would allow shared sick leave for unclassified staff, which is currently available to classified staff. If you have accumulated sick leave hours, you could loan them to someone else who does not have any. The committee recommended proceeding with the policy. The Regents are looking at a policy similar to this for the entire regent's system.

b. A faculty member asked President Koerner about what years should be included in a tenure or promotion review. Should just that year's material be included or all years? It was the unanimous opinion of the University Affairs Committee that all years be included to demonstrate a pattern which extends over a period of time. Limiting the documentation to just only 1 year gives too much credence to recent victories or the appearance that you have something to hide.

Senator Eileen Deges Curl asked how this information about tenure and promotion will be shared with other faculty. President Koerner said she would talk to the Provost about this and see what response is received.

F. Old Business

1. President Koerner just returned from a meeting at BCCC about the merger. Committees (attachment b) have been established and will meet to identify major problems concerning the merger. It is estimated that the first presentation to the BOR about the merger may be at the June meeting.

2. The recommendation to the President about the library has not been formally returned. President Koerner indicated that through verbal communication with the President there will be no approval of the recommendation.

3. Senator Richard Leeson talked to Provost Arevalo and found out that the Library Committee will be looking at ways to improve the library and he will not appoint a separate committee. Therefore, Senator Leeson wanted to change the wording of his resolution to reflect this before a formal motion was made.

Senator John Durham moved that the Faculty Senate agrees with Dr. Edward Hammond that to use his words, "Forsyth Library needs more books and periodicals...that the collection needs improving." Furthermore, the Senate wishes to commend Dr. Hammond for asking Provost Arevalo to ask the Library Committee to work on a "Five-Year Plan" designed, in part, to look into ways to improve and update the library's collections. Dr. Hammond's vigorous support of Forsyth Library is welcomed. That improving the library's collections is high on his priority list is greatly appreciated by the Senate and, surely, the entire university community. Senator Gerry Cox seconded the motion.

President Koerner commented that over the last few months it has become quite evident to the President that the faculty is concerned about the library. It is also important to remember that the library falls under the jurisdiction of the Provost.

Motion passed. Senator Ralph Gamble opposed the resolution.

4. President Koerner mentioned that the Governor is proposing a 7% salary increase if faculty do not fight the Washburn issue. Senator Gerry Cox pointed out that even though the Governor asks for the salary increase there is no guarantee that we will get it. Senator Cox moved to reaffirm the Faculty Senate's former position on the Washburn issue. Motion was seconded.

Motion passed.

G. New Business

a. The BOR has recommended a policy on student academic dishonesty (see agenda for policy). Senator Robert Markley asked whether any action needs to be taken to implement this policy on campus. President Koerner responded that if the university does not have specific policies, procedures and programs than we will have to develop them. Senator Richard Heil asked what our policy is? President Koerner stated that the university does have a policy but it is not very detailed. The policy is printed in the university catalog on page 59. The Regents may require the university to identify what actually happens.

Senator Helen Miles asked if the policy implies that no action is taken by the instructor in individual courses. Senator Stephen Tramel believes that each department has on file an appeals procedure and the instructor's response is part of the document looked at by all committees. President Koerner stated that the BOR wants a stronger statement about this problem. Senator Robert Markley stated that some departments have policies about this. President Koerner mentioned that this is probably fine as long as it does not conflict with the university policy.

The faculty voted in favor of supporting such a policy.

b. President Koerner asked the Provost about the availability of 1-800 numbers on campus. In the past 1-800 numbers were misused so only the admissions office has such a number. However, there may be selected areas on campus that could benefit from 1-800 numbers. For example, the library could really benefit from having one. The Provost suggested putting together an action plan addressing this need.

c. The updated Faculty Handbook will be coming out from the Provost's office soon. Over Christmas President Koerner compared the updated handbook to the old handbooks to make sure nothing was lost. President Koerner found a reorganization and not a revision of material.

Senator Martin Shapiro asked if the guidelines for program discontinuance were in the handbook. President Koerner said she did not find it in the handbook, since it is currently covered by the Grievance Policy. If we want a separate policy then the University Affairs will have to develop one.

Senator Martin Shapiro commended President Koerner for her hard work comparing handbooks but still suggested allowing the University Affairs a look at it. Senator Robert Markley commented that if the major concern is about a Program Discontinuance Policy then that can be addressed later and yet allow the rest of the handbook to go through. Senator Martin Shapiro pointed out that the Regents have a copy of our Program Discontinuance Policy.

Senator Max Rumpel suggested that the Faculty Senate should have time to solicit comments from the faculty about discrepancies in the updated handbook. President Koerner was concerned about the printing of draft copies and then the printing of hard copies. Senator Charles Votaw pointed out that our new policy is that only individuals that ask for a hard copy will get one. President Koerner mentioned that if you want a copy of the updated handbook you will have to contact the Provost's office. A list of previous requests was not kept. President Koerner pointed out that if an error is found once it comes out, the Faculty Senate can still take action and correct it.

The Faculty Senate agreed to send the handbook to the Provost with the suggestions by President Koerner.

H. Reports from Liaisons

1. Classified Senate -- no report.
2. Computer Advisory Committee -- Senator Max Rumpel.

The committee has prioritized activities for the coming year. Items to be looked at include Intellectual Property Rights, the replacement of hardware and software, ethics policy for use of Internet, student access to laser printers for IBM compatible computers on campus, disabled student access to computers, and student access to PROFS and Internet.

3. Instructional Media Committee -- Senator Eileen Deges Curl

a. The committee is looking at the Classroom of the Future. Should each classroom be equipped with multimedia equipment or should we have an integrated system that serves a number of classrooms? The classrooms would be wired to a central location that would be staffed by an individual who would put in our videos, slides, etc. We would access them through a remote.

b. The library director has agreed to collect multimedia public domain items. If you have anything you would like to give, please contact the library. This then would allow access by everyone on campus.

4. Library Committee -- no report.
5. Student Government Association -- no report.
6. General Education Committee -- no report.
7. Faculty & Staff Development -- no report.

I. The meeting was adjourned at 4:18 p.m.

Respectfully submitted,

Jean A. Gleichsner
Secretary