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Fort Hays State University Faculty Senate Minutes, September 6, 1994

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Minutes of the Fort Hays State University
Faculty Senate
September 6, 1994

A. President Dianna Koerner called the meeting of the Faculty Senate to order in the Pioneer Lounge Room of the Memorial Union on September 6, 1994 at 3:34 p.m.

B. Senators present were James Murphy, Tom Guss (for Warren Shaffer), Robert Stephenson, Martha Holmes, Mike Miller, Ann McClure, Joan Rumpel, Sandra Rupp, Max Rumpel, Stephen Shapiro, Bruce Bardwell, Fred Britten, John Durham, Donna Ortiz, Tom Johansen, Albert Geritz, Richard Leeson, Evelyn Toft, Jean Salien, Ken Neuhauser, Norman Caulfield, Anita Gordon-Gilmore, Mohammad Riazi, Lewis Miller, Martin Shapiro, Eileen Deges Curl, Michelle Hull-Knowles, Richard Huguen, Keith Krueger, Joseph Aistrup, Robert Markley, Marc Pratarella, Alice Humphreys, Debora Scheffel, and Bill Havice.

Senators absent were Joanne Harwick, Gary Hulett, Helen Miles, John Zody, and Glen McNeil.

The Guests of the Senate were Julie Long, Leader reporter, Dr. Larry Gould, Dean, College of Arts and Sciences, and Dr. Rodolfo Arevalo, Provost.

C. The minutes of the July 5, 1994 meeting were approved as printed.

D. Announcements

1. See agenda for written announcements.

2. There is a new policy on hiring underrepresented faculty. Each dean may use salary savings within each college in order to accomplish this goal. Senator Richard Leeson asked if any money will be taken from the administrator's salaries to address this problem. The highest salaries on campus are at the administrative level and a small percentage of those salaries could go a long way in solving this problem. President Koerner mentioned that that could be a recommendation from University Affairs.

Senator Richard Huguen wanted to know what the definition of underrepresented faculty is. President Koerner responded that it is defined in the policy. Senator Huguen also asked how will we know when these groups are no longer underrepresented. President Koerner indicated that that is not addressed in the new policy. Perhaps that can be addressed by the University Affairs at the same time previous issue is discussed.

Provost Rodolfo Arevalo indicated that the money does not come out of the merit pool but rather from salary savings (someone retires at a higher salary and a replacement is hired at a lower salary). This money could also be used to address equity problems.

3. Department Chairs received a memo dated August 30 from the Provost concerning the preparation of tenure and promotion files. Chairs received the memo August 31, one day before tenure files were due. Since it is not possible to meet the guidelines for this year, the Provost would like the guidelines to be met next year.

Senator Joe Aistrup asked why the guidelines in the Faculty Handbook were not followed and if changes needed to be made then the Faculty Handbook needs to be changed. President Koerner responded that that issue was brought up to the Provost and he would be visiting with the Deans about it. Any changes to the Faculty Handbook would then be brought through Faculty Senate.

4. The Board of Regents has new policies on Student Academic Dishonesty and for the Approval of New Academic Programs.

5. All senators and alternates should have received a copy of the Faculty Senate By-laws in the mail earlier this year. If you did not, please contact the Faculty Senate Secretary.

E. Standing Committees

1. Academic Affairs -- Senator Martha Holmes

Senator Martha Holmes is again serving as chair and Joan Rumpel will serve as secretary for Academic Affairs.

a. Motion 1: The Faculty Senate recommends approval of the following course for inclusion in the General Education Program - Integrative (results of the committee voting follow the course title):

INTS 401. Ethical Issues in the Professions and Business. (12-0-0) A consideration of the challenges to living ethically that arise in the methods and practices of the scientific, educational, medical, legal, and business communities and of the variety of reasoned responses offered to these challenges.

It is a new course that has been submitted by the Philosophy Department. It does not duplicate a course that is currently being taught by the Department of Business Administration.

Motion passed.

b. Motion 2: The Faculty Senate recommends approval of the following course for inclusion in the General Education Program (results of the committee voting follow the course title):

CHEM 105. Introduction of Chemistry Laboratory. (12-0-0) An introductory laboratory course designed to accompany CHEM 100. This laboratory course is designed to provide a series of experiences with the tools and methods of chemistry corresponding to topics presented in CHEM 100. Activities include experimental design, data collection, data presentation, data reduction, and the drawing of conclusions. One three-hour meeting per week. May be taken concurrent with or after the completion of CHEM 100. Not acceptable for a science major. A student receiving credit for graduation in this course may not also receive credit toward graduation in CHEM 112L or CHEM 120L.

Motion passed with two abstentions.

c. Motion 3: The Faculty Senate recommends approval of the following course (results of the committee voting follow the course title):

HHP 231. Children's Rhythm and Movement. (12-0-0)
This course is designed to study the underlying components and concepts of movement as applied in the physical education curriculum. Included will be specific instruction in skill development of dance and gymnastics.

This course is a result of the reorganization of programs currently going on in HHP. It replaces separate courses on dance and gymnastics.

Motion passed with 1 abstention.

d. Motion 4: The Faculty Senate recommends approval of the following course (results of the committee voting follow the course title):

HHP 420. Curriculum and Methods in Secondary Physical Education. (12-0-0) A course designed to introduce prospective physical educators to the fundamentals, principles, and practices of secondary school physical education with emphasis on curriculum development, teaching methods, and program of activity.

Motion passed.

e. Motion 5: The Faculty Senate recommends approval of the following course (results of the committee voting follow the course title):

MUS 278. Introduction to Music Technology. (11-1-0)
An introductory course that exposes the student to history of music technology, waveform, and waveform manipulation, analog synthesizers, digital technology and micro computers, recording studios and MIDI. A major laboratory project will be completed by each student in Music Technology Laboratory.

It is an elective course for Music majors. There are no prerequisites, just approval by the instructor.

Motion passed.

f. University Affairs would like to recommend that Student Affairs look into the policy on mid-term grades again. The original recommendation from Student Affairs was to eliminate midterm grades but the recommendation was vetoed by President Hammond.

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

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

John Durham was elected as chair and Anita Gordon-Gilmore as secretary. Items being worked on are salary comparisons, the Equity Study Report, and the Board of Regents visits (October 3 and also in November).

4. Student Affairs -- No report

5. University Affairs -- Senator Martin Shapiro

a. The committee will be looking at the following:

- 1) Consenting Amorous Relationships,
- 2) Stop the Clock Policy,
- 3) Compensation for Degree Completion,
- 4) Program Discontinuance,
- 5) Composition of University Tenure and Promotion, Committees (all full professors),
- 6) Definition of Teaching Faculty,
- 7) Recommendations from the Empowerment Committee on Changes to Chapter 3,
- 8) Operating Procedure to for Grievance Appeals,
- 9) Intellectual Property Rights (software, taped lectures, etc.),
- 10) Conflicts in the Final Exam Schedule,
- 11) Handicapped Parking Spaces (spaces behind the new science building are currently blocked and can not be used), and
- 12) Salary Equity for Faculty.

F. Old Business

a. President Koerner needs a volunteer to serve as liaison to the Student Government Association. It was suggested to wait until Student Affairs met and see if someone from that committee would be willing to serve as liaison.

b. If you want to send a message to all faculty senators on PROFS, use FACSEN94 and a message to the executive committee use FS-EXE94. Distribution lists will be prepared for the committees as well.

c. Senate Recommendation 45 on the elimination of mid-semester grades was approved by the Provost but not the President. The President wanted to know what effect mid-semester grades has on retention of students. Additional discussion followed concerning the use of down slips given to students that they are doing poorly and how other institutions are using mid-semester grades.

Senator John Durham moved to send this back to Student Affairs for further study. Senator Albert Geritz seconded the motion.

Motion passed.

d. President Koerner reported on the status of the civilization courses proposed by Modern Languages for inclusion in the General Education Program. The civilization courses had been approved by Faculty Senate but not by the Vice-Provost. Therefore, the courses were returned to Faculty Senate. Faculty Senate suggested that the chair of Modern Languages and the Vice-Provost get together to discuss the issue (Appendix A in the agenda). In the interim, the chair of Modern Languages and the Dean of Arts and Sciences agreed to offer beginning language I and beginning language II as Options 1 and 2, respectively, within the Foreign Languages area. The civilization courses would be a 3rd option. The Vice-Provost would like the beginning language courses I and II submitted as one recommendation to make sure that those become part of the General Education Program. The civilization courses would be submitted as another recommendation. President Koerner will contact the Modern Languages Department and ask them to submit the beginning language courses and the civilization courses to the General Education Committee to start the process.

e. Senator Richard Leeson commended the Library Committee on their efforts in preparing the report on the status of Forsyth Library. He asked if perhaps a summary of the findings could be reported to Faculty Senate.

President Koerner indicated that each Library Committee member has a copy of the report and a copy is on reserve at Forsyth Library.

Senator Leeson moved to have University Affairs review the report and communicate findings to the Faculty Senate. Senator John Durham seconded the motion. Senator Rich Hughen suggest that Senator Leeson might be interested in assisting with this report.

Motion passed.

f. Senator Joseph Aistrup asked why the recommendation from Faculty Senate on the Value Statement was not approved by the President. President Koerner indicated that although the President did not agree with everything that Faculty Senate recommended he did incorporate some ideas.

Senator Joseph Aistrup expressed concern about the current Value Statement and has rewritten the Value Statement incorporating his own ideas. This version will be submitted to University Affairs for further action.

G. New Business

a. Senator Martin Shapiro moved to accept the recommendation of the Task Force on Empowering Faculty that all departments, colleges and the university conduct a re-evaluation of the number and purpose of their committees. Senator John Durham seconded the motion.

Senator Ann McClure indicated that committees are ways in which individuals can be heard that might never be heard otherwise.

Senator John Durham moved to amend the motion by inserting the word "representation" after the word "number." Senator Robert Markley seconded the motion.

The amendment passed.

Senator Durham would like the results reported to the Faculty Senate or to the Task Force on Empowering Faculty.

Senator Tom Guss questioned what would happen if incomplete lists of committees were generated. Would those committees omitted, in essence not exist?

President Koerner indicated that she didn't see this process as validating committees but rather a way to look at the purpose and function of each committee and how the information from these committees is used.

President Koerner mentioned that many departments do not have by-laws indicating which committees exist and how many times they meet each year. A recommendation from the Task Force on Empowering Faculty will be sent to University Affairs concerning this issue.

Amended motion passed.

b. Senator Michelle Hull-Knowles moved to accept the recommendation from the Task Force on Empowering Faculty that all ad hoc committees at all levels of the university have a "sunset clause" that indicates when the committee will officially dissolve unless there is reason to continue. Senator Tom Guss seconded the motion.

Motion passed.

H. Reports from Liaisons

1. Classified Senate -- No report
2. Instructional Technology Policy Advisory Committee -- No report
4. Library Committee -- No report
5. Student Government Association -- No report
6. General Education Committee -- Dean Larry Gould

All courses in the distribution areas have passed through the General Education Committee, except for languages and a course on multiculturalism. Only two integrative courses are currently being reviewed. Integrative courses must be submitted to the General Education Committee by December. Most of the focus this semester will be on assessment. There is an effort going on to create an Academic Advising Handbook for General Education. The projected completion date is December.

7. Faculty & Staff Development -- No report

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

Respectfully submitted,

Jean A. Gleichsner
Secretary