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Fort Hays State University Faculty Senate Minutes, June 9, 1997

FHSU Faculty Senate

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Minutes of the Fort Hays State University Faculty Senate
9 June 1997

- A. President Gleichsner called the meeting to order at 3:35 p.m. in the Pioneer Room of the Memorial Union.
- B. Attachment 1 shows the roll call sign-in sheet. May's minutes were approved as written.
- C. Announcements
1. The Council of Chief Academic Officers (COCAO) at the Board of Regents is currently working on the Intellectual Property Policy. In the future the policy will be sent to the campuses for faculty input.
 2. Status of Faculty Senate Recommendations:
 - a. #17 BIOL 655 Fisheries Management was approved by the Vice-Provost. This course had been pending the approval of the graduate level course of the same name.
 - b. #23 - Designation of how leftover reassigned money was to be used was not approved by the Provost or the President. However, the intent of the motion was achieved through the allocation of money from strategic planning.
 - c. #24 JUS 220 Contemporary Police Issues was approved by the Vice-Provost.
 - d. #25 JUS 340 Criminal Law and Procedure was approved by the Vice-Provost.
 - e. #26 JUS 372 Community Corrections was approved by the Vice-Provost.
 - f. #27 JUS 488 Advanced Seminar in Justice Issues was approved by the Vice-Provost.
 - g. #28 MUS 002 Introduction to the Study of Music was approved by the Vice-Provost.
 - h. #29 MUS 266 Composition Basics was approved by the Vice-Provost.
 - i. #30 MUS 576 Advanced Composition can not receive final approval until an updated syllabus is received from the Music Department.
 3. BOR approved the increase in student athletic fee for FY 1998 from \$3.50 to \$3.75 per credit hour to generate additional revenue of \$30,000 to provide for the hiring of a women's softball coach. An additional \$.25 per credit hour will be requested in FY 1999 for operating expenses of the program.

D. Standing Committees

1. Academic Affairs - Senator Martha Holmes

a. Music Courses:

- 1) MUS 334 Concert Choir (1-2) 111-334-5-1004 Requisites: MUS 104 or PERM.
- 2) MUS 335 Marching Band (1) 111-335-5-1004 Requisites: MUS 105 or PERM.
- 3) MUS 336 Symphonic Band (1-2) 111-336-5-1004 Requisites: MUS 106 or PERM.
- 4) MUS 337 Hays Symphony (1-2) 111-337-5-1004 Requisites: MUS 107 or PERM.
- 5) MUS 338 String Orchestra (1-2) 111-338-5-1004 Requisites: MUS 108 or PERM.
- 6) MUS 341 Jazz Ensemble (1) 111-341-5-1004 Requisites: MUS 111 or PERM.
- 7) MUS 342 Fort Hays Singers (1) 111-342-5-1004 Requisites: MUS 112 or PERM.
- 8) MUS 344 String Ensemble (1) 111-344-5-1004 Requisites: MUS 114 or PERM.
- 9) MUS 345 Brass Ensemble (1) 111-345-5-1004 Requisites: MUS 115 or PERM.
- 10) MUS 346 Woodwind Ensemble (1) 111-346-5-1004 Requisites: MUS 116 or PERM.
- 11) MUS 347 Percussion Ensemble (1) 111-347-5-1004 Requisites: MUS 117 or PERM.

The Faculty Senate dealt with all the courses as a group. All eleven courses were unanimous approved.

b. Social Work Course:

SOCW 410 Social Welfare Policy and Service II (3) This is the second of two social welfare policy and services courses and builds upon SOCW 310. This course is designed to provide entry-level theory, knowledge, research, values, and skills for social welfare policy and services analysis/practice. Emphasis is upon the processes and methods of understanding and analyzing social welfare policies/services at the local, state, and federal levels. Various welfare policy/services assumptions, socio-economic-political values, analysis frameworks, and research methodologies are presented. Various organizational and political processes used to implement/influence welfare policies/services are reviewed. 116-410-0-2208 Requisites: SOCW 310

The Faculty Senate unanimous approved the course.

2. By-laws and Standing Rules - Senator Rich Hughen

- a. Please verify the list of senators for 1997-98 (attachment b of June Agenda).
- b. End of Year Committee Report (attachment c of June Agenda).

3. External Affairs and Faculty Salary - Senator Mike Miller

No report.

4. Student Affairs - Senator Craig Shwery

a. Status of the Instructor Information Questionnaire from the Student Advisory Council (attachment d of June Agenda): SAC decided not to recommend adoption of the questionnaire until after K-State finishes their trial period. If the Student Government wants to pursue adoption of the questionnaire at FHSU, they should make a request and SAC will consider this question further.

b. End of Year Committee Report (attachment e of June Agenda).

5. University Affairs - Senator Martin Shapiro

a. Taking note that the Faculty Handbook on the University's computer system has been designated the official version of that handbook, and that it is not always current and up to date, the Faculty Senate moves that:

(1) No University policy shall be effective until its publication in the official version of the Faculty Handbook;

(2) All policies and changes shall include the dates of their approval by the Senate and by the President, as well as the date on which they become effective;

(3) All policies and changes will have an effective date of either January 1 or July 1;

(4) The Provost is requested to develop and implement an improved organization and indexing of the Faculty Handbook for more user-friendly on-line access;

(5) The Provost's Office will distribute hard copies of the Faculty Handbook to all Deans, Department Chairs and Faculty Senators. Hard copies will also be made available to individual faculty on request. Official updates will be sent to all holders of hard copies semi-annually, on January 1 and July 1.

Senator Steve Kitzis question why make the on-line version the official version when we do not know what the changes are. In addition, it is not user friendly.

Senator Max Rumpel noted that an index of changes could be put into the on-line version.

The Provost noted they were going to try to put the handbook on the Web with HTML.

Senator Tom Guss asked if we could make the on-line version a working version and make the hard copy the official version.

Senator Marty Shapiro noted that the motion only deals with the on-line version.

The question was moved and Faculty Senate approved the motion from committee with only one dissenting vote.

b. End of Year Committee Report (attachment f of June Agenda).

E. Old Business
None

F. New Business

1. The Faculty Senate Executive Committee moves to change the word "information" to "material" in Chapter 3 of the Faculty Handbook. The statement would then read, "The candidate may insert additional materials in the file at this point, but may insert no additional material beyond this point."

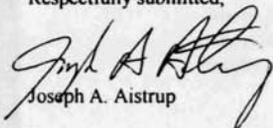
The Provost noted that any rebuttal material submitted by a candidate (rebutting a committee's or administrator's comments) would be included in the file in the section relevant to that committee's or administrator's report. However, this material can not be inserted into the original file that was created by the faculty member.

Faculty Senate approved the motion.

G. There were no reports from the Liaisons

H. Adjournment: 4:00 p.m.

Respectfully submitted,


Joseph A. Aistrup