

2-10-1995

## **Fort Hays State University Faculty Senate Minutes, February 10, 1995**

FHSU Faculty Senate

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### **Recommended Citation**

FHSU Faculty Senate, "Fort Hays State University Faculty Senate Minutes, February 10, 1995" (1995).  
*Faculty Senate*. 893.  
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Minutes of the Fort Hays State University  
Faculty Senate  
February 10, 1995

A. President Dianna Koerner called the meeting of the Faculty Senate to order in the Pioneer Lounge Room of the Memorial Union on February 6, 1995 at 3:30 p.m.

B. Senators present were James Murphy, Robert Stephenson, Martha Holmes, Frank Potter (for Gary Hulett), Ann McClure, Joan Rumpel, Sandra Rupp, James Hohman (for Max Rumpel), Stephen Shapiro, Bruce Bardwell, Fred Britten, Arup Mukherjee (for John Durham), Carl Parker (for Tom Johansen), Albert Geritz, Steven Trout (for Richard Leeson), Evelyn Toft, Richard Zakrzewski (for Ken Neuhauser), Tom Kerns (for Helen Miles), John Zody, Norman Caulfield, Merlene Lyman, Anita Gordon-Gilmore, Mohammad Riazi, Lewis Miller, Martin Shapiro, Michelle Hull-Knowles, Jo Ann Doan (for Eileen Deges-Curl), Keith Krueger, Joseph Aistrup, Robert Markley, Marc Pratarelli, Alice Humphreys, and Bill Havice.

Senators absent were Warren Shaffer, Joanne Harwick, Mike Miller, Donna Ortiz, Richard Hughen, and Debora Scheffel.

The Guests of the Senate were Dr. Rodolfo Arevalo, Provost, Dr. Keith Campbell, Sociology Department, Dr. Pelgy Vaz, Sociology Department, Dr. Ruth Firestone, Chair, Modern Languages Department, Dr. Jean Salien, Modern Languages Department, Audrey Nogle, President, Student Government Association and Tammi Harris, Leader reporter.

C. The minutes of the January 10, 1995 were approved as printed.

D. For the Good of the University: President Audrey Nogle of the Student Government Association (SGA) addressed the Faculty Senate concerning student issues. Topics included: 1) proposed qualified admissions policy at FHSU (attachment a), which basically states that any individual can be admitted to general courses but in order to do course work for their major students must meet certain standards set by the respective college, 2) multiculturalism issue, 3) putting sexual orientation into the University's Non-Discrimination Policy (President Dianna Koerner mentioned that Faculty Senate had made such a suggestion but that President Edward Hammond had not supported its inclusion in the non-discrimination statement), 4) the governor's recommendation of no extra money for scholarships, 5) possible cutting of tuition grant money for students, and 6) the effectiveness of faculty evaluations.

E. Announcements

1. See agenda for written announcements.
2. Concerning announcement #4, five faculty from FHSU are attending the AAUP Day with the Legislature.
3. Concerning announcement #5, the Senate Recommendation #14 on AMIGOS was not approved because of lack of funds. The University Library Committee is preparing an official response to the President and the Provost on why the funding of AMIGOS is necessary in hopes that outside funding may be found.

4. Senate Recommendation #15 on faculty having input into the design, use and evaluation of proposed and existing media and ITV classrooms was approved by the Provost and the President.

F. Standing Committees

1. Academic Affairs -- Senator Martha Holmes

a. Motion 1: The Faculty Senate recommends approval of the following courses for inclusion in the General Education Program (results of the committee voting for the following courses were 9-0-0):

- MLNG 201 Beginning French I
- MLNG 202 Beginning French II
- MLNG 208 Beginning German I
- MLNG 209 Beginning German II
- MLNG 225 Beginning Spanish I
- MLNG 226 Beginning Spanish II

The course descriptions were printed in the agenda. Please note there was an error in the second paragraph of the descriptions for MLNG 202 Beginning French II, MLNG 209 Beginning German II and MLNG 226 Beginning Spanish II. The description should read, "This course is designed for students with an equivalent of one semester of college (substitute either French, German or Spanish for each respective course)."

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):

- INTS 350 Multiculturalism in the U.S. (8-0-1)

The course description was printed in the agenda. Senator Albert Geritz supports the concept but questioned the delivery of the course. The course has been taught by 3-4 faculty, some who teach it on an overload basis. A class size of 100 students is not appropriate for the delivery of this type of material. President Dianna Koerner indicated that the issue of class size has been discussed with both the Provost and the President. Hopefully, with faculty input the class size will be appropriate to the nature of the material presented.

Motion passed.

2. By-laws and Standing Rules -- No report
3. External Affairs and Faculty Salary -- No report

4. Student Affairs -- Senator John Zody

a. Motion 1: The Faculty Senate recommends naming the Intramural Fields in honor of Merlyn "Bud" Moeckel.

Senator John Zody explained that Bud Moeckel is a faculty member in the Department of Health and Human Performance who was responsible for developing a strong Intramural Program at FHSU. Bud Moeckel will be retiring this year. This proposal was initiated by students wishing to honor Bud for his hard work.

Motion passed.

5. University Affairs -- Senator Martin Shapiro

a. Motion 1: The Faculty Senate recommends approval of the Program Discontinuance Policy (attachment A in the January 10 minutes).

Motion passed.

b. Motion 2: The Faculty Senate recommends approval for the Faculty Hearings and Appeals Procedures (attachment B in the January 10 minutes).

Senator Martin Shapiro indicated that pages 1, 2 and 4 are from the Faculty Handbook and page 3 has been added to outline how the hearing shall be conducted. The committee recognized Senator Ann McClure for her input in the development of the hearing procedure.

President Dianna Koerner asked for clarification about the second to last paragraph on page 2 of the document. President Koerner wanted to know who schedules the formal hearing. Senator Martin Shapiro responded that the chair of the University Appeals Committee will schedule the formal hearing.

Senator Carl Parker wanted to know what role legal counsel would play in the hearing.

Senator Ann McClure indicated that legal counsel may be present only in an advisory capacity and would not run the cross-examination of witnesses. Affirmative Action Officer Shala Bannister has reviewed this policy.

Motion passed.

c. Consenting Relations Policy was included as attachment A (first reading) to the agenda of the meeting and will be voted on at the March meeting (attachment B). President Dianna Koerner asked senators to forward any comments to Senator Martin Shapiro before the next Faculty Senate meeting so these concerns may be addressed by University Affairs before the issue is voted on at the March meeting.

G. Old Business

1. Senator Richard Zakrzewski moved to take from the table motion concerning the hiring of under-represented faculty (att. C). Senator Marc Pratarelli seconded the motion.

Documentation about the hiring of under-represented faculty had been passed out previously (attachment D) and additional materia was handed out (attachment E and F).

Motion failed. Motion remained tabled.

2. At the last senate meeting, the Faculty Senate Executive Committee (FSEC) presented a motion about course scheduling, class size not exceeding fire codes and informing the Registrar of approved class size based on fire codes. The senate recommended returning the motion to FSEC for further work.

The Faculty Senate Executive Committee presented the following three motions concerning the above issues.

Motion 1: The Faculty Senate recommends that each instructor be consulted regarding the development of a departmental course schedule especially as it relates to increasing the size of the class, altering the time the course is to be offered and scheduling the room for the course.

Motion passed.

Motion 2: The Faculty Senate ask that the number of students to be enrolled in a course not exceed approved fire codes for scheduled classrooms.

In discussion with faculty, President Dianna Koerner indicated that student numbers often exceed fire codes. The Provost has pointed out the problem of liability if a fire should occur and students are unable to get out of the classroom.

Provost Rodolfo Arevalo mentioned that the number posted in the room refers to the maximum number of seats and not occupancy.

Motion passed.

Motion 3: The Faculty Senate recommends that the Director of Purchasing and Scheduling notify the Registrar's Office regarding the fire code approved number of maximum students for each classroom.

Senator Lewis Miller offered a friendly amendment to the motion by adding "and that the Registrar be directed to cut off enrollment if it exceeds that number." The amendment was accepted.

Senator James Murphy asked how the problem should be handled of allowing additional students to attend class in case an enrolled student drops and an opening occurs.

Senator Michelle Hull-Knowles suggested that perhaps a waiting list might be maintained.



Senator Carl Parker mentioned that often times students overbook with the intent of dropping courses later and thus preventing another student from getting into the class. Senator Parker suggested that advisors need to be careful in preregistering students for classes to prevent this from happening.

Senator Norman Caulfield believes that this points out a larger issue - a lack of classroom space. In some cases, more sections and more faculty are needed.

Provost Rodolfo Arevalo indicated that only 60% of the classrooms are utilized on campus. That is because after 3 pm and on Friday afternoons very few classes are taught. Even during the peak hours of 10 am to 2 pm, there are empty classrooms in Rarick Hall. Very few classes are taught at 7:30 am other than in the College of Business. It is difficult to get faculty to teach at times other than 10 am to 2 pm.

Senator Norman Caulfield pointed out that it is difficult to get students to take classes in the afternoons because they work and would like to get classes scheduled in the morning.

Provost Rodolfo Arevalo mentioned that the average classroom size on campus is 35 students.

President Dianna Koerner added that with the conversion of existing classrooms to mediated classrooms the number of students that can be accommodated will be lower than could be before the conversion because of the space taken up by equipment.

Motion passed.

#### H. New Business

1. The Department of Modern Languages moved the following motion concerning the beginning language courses and the civilization courses (see attachment G for the wording of the motion). Senator Jo Ann Doan seconded the motion.

Senator Evelyn Toft presented some background on the history of the motion. Senator Toft pointed out that this motion is the result of a compromise between Modern Languages and the Administration to offer both language courses and civilization courses.

Senator Joe Aistrup asked if speaking the language would be part of the civilization courses.

Senator Toft responded that these are 100 level courses and are general introductory courses. Therefore, speaking the language is not required in these courses.

Senator Norman Caulfield indicated that in general the History Department is opposed to the civilization courses.

Senator Toft mentioned that documentation by the former chair of the History Department, Allan Busch, stated that the History Department did not see these as duplication of existing history courses.

Senator Carl Parker asked if accepting this proposal would violate the rule of not allowing more than three courses from any one department for the General Education Program.

President Dianna Koerner indicated that that issue has been looked at. Because of the nature of the foreign language courses (specific languages), it is necessary to approve more than three courses in this general area. However, since we are allowing the first course in a science major or minor to count as a general education course (if approved by the General Education Committee) there are departments other than Modern Languages who are also violating the three course rule.

Senator Robert Markley added that the civilization courses were already approved by the General Education Committee and Faculty Senate. Senator Markley pointed out that the faculty created the general education program and not the administration.

Senator Aistrup asked what kind of training the faculty in Modern Languages have in order to teach civilization courses.

Senator Toft pointed out that part of the professional training involves taking classes in art, literature and history. In a language course it is necessary to build language skills through practice. Whereas in a civilization course, the intent is to expose students to the culture without the concern of being proficient in the language in order to understand the material.

Senator Caulfield asked if upper division courses in Modern Languages will still be offered.

Senator Toft indicated that those courses would still be taught because of the need for them by majors. The upper division courses would be taught in the language.

Motion passed (18 for, 5 opposed and 7 abstentions).

2. Senator Albert Geritz moved that Faculty Senate express its objection to the way the out-of-state travel is arranged for the faculty through the state-approved travel agency. Senator Richard Zakrzewski seconded the motion.

Senator Geritz related a recent problem with Bryan World Tours. In order to claim air travel (reimbursement by the state), arrangements must be made through Bryan World Tours. However, this is often more expensive (10%) than what can be arranged by using the conference travel agency.

Provost Rodolfo Arevalo indicated that if you find a cheaper flight that Bryan World Tours will allow you to use the cheaper fare.

Senator Anita Gordon-Gilmore mentioned that Bryan World Tours has refused to issue a ticket for the cheaper rate.

President Dianna Koerner asked faculty to send examples of specific travel problems to support this concern.

Senator Stephen Shapiro suggested putting the request on PROFS and soliciting comments from the entire faculty.

Senator Martha Holmes suggested taking the issue to the Council of Faculty Senate Presidents.

President Koerner will also take the issue to BOR Executive Director Steve Jordan, Representative Delbert Gross and Senator Jerry Moran.

3. In response to a question from the Communication Department, Senator Bruce Bardwell asked if the only definition of "serious and compelling reasons" for withdrawal from a class between the sixth and the end of the tenth week is mental or medical problems.

Provost Rodolfo Arevalo indicated that that is the definition of serious and compelling reasons.

Senator Bardwell wanted to know if any other reason may be considered.

Provost Arevalo responded that any policy may be appealed if circumstances do not fit into the current definition.

#### I. Reports from Liaisons

1. Classified Senate -- No report
2. Instructional Technology Policy Advisory Committee -- No report
3. Faculty & Staff Development -- No report
4. Library Committee -- Senator Jean Gleichsner

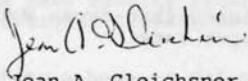
A response is being sent to the Provost and the President regarding the need for the AMIGOS Collection Assessment Tool in order to allow an accurate and in-depth evaluation of the holdings at Forsyth Library.

5. Student Government Association -- No report
6. General Education Committee -- No report
7. Faculty & Staff Development -- Senator Martha Holmes

The committee is beginning to work on assessment of general education courses.

J. The meeting was adjourned at 4:50 pm.

Respectfully submitted,



Jean A. Gleichsner  
Secretary