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Fort Hays State University Faculty Senate Minutes, December 9, 1996

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Minutes of Fort Hays State University Faculty Senate
9 December 1996

A. President Jean Gleichsner called the meeting to order in the Pioneer Lounge of the Memorial Union on December 9, 1996, at 3:30 p.m.

B. Senators present were: Joe Aistrup, Don Barton, Fred Britten, Dan Delisi, Jo Ann Doan (for Dean Zerr), John Durham, Ervin Eltze, Greg Farley, Tom Guss, Martha Holmes, Richard Hughen, Alice Humphreys, David Ison, Thomas Johansen, Dianna Koerner, Ann Liston, Robert Markley, Ann McClure, Helen Miles, James Murphy, Kenneth Neuhauser, Richard Packauskas, Richard Peters, Roger Pruitt, Max Rumpel, Debora Scheffel, Phyllis Schmidt, Alan Schoer, Steven Sedbrook, Jean Anna Sellers, Martin Shapiro, Stephen Shapiro, Craig Shwery, Robert Stephenson, Evelyn Toft, and Steven Trout.

Senators absent were: Bruce Bardwell and Michael Miller.

Guests of the senate were: Provost Rodolfo Arevalo and Dean Larry Gould, Arts and Sciences.

C. The senate approved the minutes of the November 5, 1996 meeting as printed.

D. Announcements (refer to December agenda)

1. Dr. David Schmidt, Interim Director of Computing and Telecommunications Center, will be at the January senate meeting to answer questions about the computing center.

E. Standing Committees

1. Academic Affairs - Senator Martha Holmes

- No report.

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

- No report.

3. External Affairs and Faculty Salary - Senator Dianna Koerner

a. Motion 1: Faculty Senate approves the suggested changes proposed by the President and the Provost to the Sabbatical Leave Policy (refer to attachment b of the November agenda).

The two changes were: 1) striking the words "conducting research or" in the second paragraph since that is an aspect of scholarly activities therefore the statement is somewhat redundant and 2) removing the statements "nor shall such leave be granted for course development or specifically to improve teaching skills. Course development should be included in instructional activities or reassigned time or paid overload." The reasoning is that a policy should state what it is and not what it isn't.

Motion passed.

b. Motion 2: Change the submitted action plan for sabbaticals (found in the November Faculty Senate Agenda) to reflect that Faculty Senate is seeking funding for current sabbaticals in the university budget and not seeking additional sabbaticals until the ones we have presently are funded at the university level and not the department level.

Motion passed.

4. Student Affairs - Senator Craig Shwery

a. A brief report was made on how textbooks are priced at the Memorial Union bookstore. Faculty are reminded to turn in book request forms as early as possible so used books can be located. Two workshops for faculty will be scheduled this spring by the bookstore on textbook pricing. Faculty with questions about textbook pricing should contact Steve Gonzales, Manager of the Memorial Union Bookstore.

b. Incomplete Grade Policy (refer to attachment c of the November agenda). This policy will only apply to undergraduate courses and not graduate courses.

Motion passed.

c. Improving a Grade Policy (refer to attachment d of the November agenda). This policy will only apply to undergraduate students and not graduate students.

Senator John Durham proposed to amend the first sentence of the first paragraph of the policy to read, "A student may attempt to improve a grade in a Fort Hays State University course only by repeating the course from FHSU." Amendment was seconded.

Amendment passed.

Amended motion passed.

5. University Affairs - Senator Martin Shapiro

a. Motion 1: In all procedures involving the creation of new departments from existing ones, or the combining of two or more existing departments, all affected faculty and chairs shall be included in the decision-making process.

Note: This statement will become part of the Faculty Handbook (Chapter 2 - Academic Affairs).

Senator Martin Shapiro indicated that no other Regents campus has detailed criteria dealing with this issue. The committee, however, did feel that it is important for affected faculty and chairs to be involved.

Senator John Durham pointed out that implicit in this motion is that there is a public record indicating that these individuals were consulted about this issue.

Motion passed.

b. Motion 2: All faculty shall be provided with the opportunity to review their assigned teaching schedule before it is submitted to the administration for publication. No subsequent changes should be made following such review without consultation with the faculty member.

Several faculty indicated problems in the past of changes in their assigned teaching schedule without their knowledge. Sometimes faculty find about changes only upon receiving the published class schedule.

Senators John Durham, Martin Shapiro and Roger Pruitt suggested friendly amendments to the last sentence of the motion and the senate accepted the changes. The last sentence now reads, "Subsequent changes should be made only in consultation with the affected faculty member(s)."

Motion passed (27 for, 6 opposed and 1 abstention).

F. Old Business

1. Status of departmental guidelines for Chronic Low Performance. Guidelines were due in the Provost's Office by December 5. The Provost is currently reviewing the departmental guidelines he has received.

2. Last October a faculty member asked the Faculty Senate Liaison (Senator Steven Trout) to the Library Committee to find out why some of the books requested by their department were not ordered by the library. The Library Committee has not met since then and so the question has not been asked. However, it will be asked when the committee meets.

G. New Business

1. President Edward Hammond asked the senate for input regarding a request from Congressman Jerry Moran to have an office on the campus of Fort Hays State University. He would pay rent for the space (about 500 sq ft), probably in Davis Hall and pay for utilities, office help, etc. Dr. Hammond indicated having such an office on campus may help faculty in writing grants, as well as students seeking internships. It has never been done at a Regents university. The democratic county chairman is not opposed to allowing this to occur. The office would not be used for a campaign office if Moran runs for reelection. Some faculty expressed concern that this may give people the impression that FHSU has more office space than we really need. Dr. Hammond mentioned that other organizations have been housed on campus and no problems have arisen. Another concern raised was the difficulty in parking on campus, especially when classes are in session. Dr. Hammond thanked the senate for their input about this issue.

2. Senator Tom Guss moved that the faculty of each department will select their chair using a process generally accepted among faculty, and will serve at the pleasure of the majority of faculty within the department.

Senator John Durham seconded the motion.

Senator John Durham moved to refer the motion to the University Affairs Committee. Motion was seconded.

Senator John Durham cited the problems in Minnesota and Texas concerning tenure. He indicated that those problems might have been prevented had there been strong faculty self governance.

Motion to refer was passed.

3. Senator Tom Guss moved that no change within the university administrative structure by unit of service or individual personnel can take place without the advice and consent of the Faculty Senate.

Senator John Durham seconded the motion.

Senator John Durham indicated that the problem of some faculty positions being moved to non-faculty positions has occurred at other universities. These changes take those individuals out of the natural review process.

Senator Dianna Koerner moved to refer this motion to University Affairs. Motion was seconded.

Motion to refer was passed.

H. Reports from the Liaisons

1. Classified Senate - Senator Debora Scheffel

Classified Senate is currently working on their position paper.

2. Instructional Technology Policy Advisory Committee - Senator Jean Anna Sellers

Several items have been discussed in the committee but with the visit by Dr. David Schmidt, Interim Director of Computing and Telecommunications Center in January to Faculty Senate, undoubtedly these items will be mentioned.

3. Faculty and Staff Development - Senator John Durham

The committee is still reviewing applications for this fund. Roughly \$10,000 is in the fund and about \$5,000 has already been awarded. Applications are still being accepted. The committee awards either 60% of the cost or a maximum of \$500.

The committee is interested in inviting someone to campus to speak about peer review, perhaps a half day workshop. However, the committee is not supporting the cancellation of classes as was done for the critical thinking workshop.

4. Library Committee - Senator Steven Trout

No report.

5. Student Government Association - Student Affairs Committee

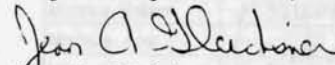
No report.

6. General Education Committee - Senator Martha Holmes

No report.

I. Meeting was adjourned at 4:37 p.m.

Respectively submitted,


Jean A. Gleichsner
Faculty Senate President