

1-16-2001

# Fort Hays State University Faculty Senate Minutes, January 16, 2001

FHSU Faculty Senate

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## Recommended Citation

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Fort Hays State University  
Faculty Senate  
Minutes for Regular Meeting  
of  
January 16, 2001

(3:30pm, Memorial Union, Pioneer Lounge)

**1. Announcements and Information Items (no action required)**

1a. With the consent of the Senate: John Reid and Patti Scott, Kelly Center and Student Health Director John Reid spoke to the senate regarding the referral process for services. Each explained the role they have and the departments activities, including a new support group for individuals taking medications for mental health conditions.

1b. With the consent of the Senate: Provost Gould spoke to the group on the three policies that went into effect since the last faculty senate meeting.

Faculty approval process (Attachment-A),  
Endowed and named faculty appointments (Attachment-B), and  
Policy for provision and use of faculty office space (Attachment-C).

An explanation of the rationale for each policy was given. The faculty approval process was generated based on a need to have such policy in place with the new Navy Contract. The endowed and named faculty appointments was developed based on the fact that no policy existed, while we had some potential donors for such positions identified. Finally, the policy for the use and provision of office space was developed based on a faculty member's question of whether a policy exists at FHSU for personal effects of faculty, and state property in offices. Provost Gould reported that Jerry Choate had informed him of a death of a faculty member at another institution and how the personal effects from the faculty member's office were handled. Kim Christianson developed the policy which was also reviewed by Facilities and Planning Committee. These issues go to AAUP as bargaining items.

Faculty Senate does not have final approval as much *Smith*

In addition, Provost Gould informed the senate that a file has been brought against Dr. Gould and his secretary citing prohibitive practice based on the request for changes of the faculty handbook. Doug Drapkin clarified that the file was not from AAUP. It was discussed that Rich Huguen does not accept the faculty senate action regarding this item last month.

Discussion regarding the three policies were brought forth.

Fred *Brittan* made a motion, seconded by Martin Shapiro, that these policies should go to University Affairs. All voted unanimously in favor of this motion.

Budget information - Attachment E FY 2001 use based. Governor is proposing to remove some one time resources. Total cost is 1.7 million dollars. It was discussed that in the larger context, this may spur an increase of taxes.

Sylvia Robinson has submitted her resignation from the Regents.

**2. Approval of Minutes of Prior Meetings**

2a. December, 2000 minutes (see Attachment-D)-Motion by Durham, Second by Duane Winfrow to approve minutes with the addition of Dr. Martin Shapiro as the chairperson of university affairs. John Durham also noted that we need to have the attendance roster as an archival copy. All approved the motion.

*Shapiro*

*Ranfrow*

*Brittan*

### 3. Reports from Committees

3a. Academic Affairs = Dr. Holmes reported on courses being considered for approval. All INT courses were approved by academic affairs, 8 for 1 abstain, 0 no votes. Some changes in procedures were requested and 770 had a change in title (it has been done) all are for the major program. Some discussions occurred regarding content of courses. Brief descriptions follow:

- INT 401 Introduction to Web Development,
- INT 529/729 Law of Cyberspace,
- INT 550/750 Interactive Systems Design,
- INT 571/771 Intensive Web Development-administration of web sites.
- INT 573/773 Advanced Web Development-what's happening now in Web development. ,
- INT 580/780 Network Architecture and Data Communications I,
- INT 581/781 Network Architecture and Data Communications II,
- INT 776 Professional Topics in Information Networking,
- INT 778 Seminar in Information Networking and Telecommunications

All received unanimous approval

Joe Aistrup commented that it is hard to track courses without having copies on the agenda. President Art Morin agreed to include courses on agendas in the future.

- IDS 300 Economic Ideas and Current Issues to 'integrative' course-They are not approving the content, but instead changed it from the distribution area of general educations to the integrative area. General education and academic affairs looked at if for possibility as an integrative course, and both approved to go to Integrative area. The prefix goes to IDS. Approval: unanimous approval
- IDS 411-Aims of Education: Committee asked one change be made to the course description. Approved by general education committee and academic affairs- 8 for 1 abstain, 0 against. It was also approved by education dean and chair of the respective department. It counts towards integrative component at the 400 level. Intended for seniors. Approval: unanimous

3b. By-Laws and Standing Rules-none

3c. University Affairs none

3d. Student Affairs none

3e. External Affairs and Faculty Salaries-none

3f. Executive Committee-none

### 4. Old Business

1a. Discussion of library's request for copies of course syllabi (tentatively)

Donna Northam spoke to the faculty. In the past they have depended on faculty that syllabi are given when needed to the library. By having the syllabi on hand they can better help faculty and students. John Durham asked if they are accepting syllabi in electronic format? Liane Connelly noted the problem of blackboard and having syllabi in different places. In the event of new syllabi, they can collect material that are not already available in the library. Faculty Senate supports and encourages this practice.

## 5. New Business

5a. Discussion of faculty executing (manually entering) on-line drops-concern about online drops, this seems more like a clerical duty than a faculty duty. What degree is clerical responsibilities being moved to faculty. The registrar reported that 2 dates exist that classes would be dropped if fee payments were not made. Usually dropped the night before, the day of classes could add. This year, they have a clean roster the first day of classes. This way students can make fee and class changes. Jan 5<sup>th</sup> they dropped all classes in which registered students did not make fee payments. It was noted that 86% of registered students were enrolled by that day. Some did pass in the mail, and were re-entered on Monday and Tuesday. On Tuesday night, they were dropped for those who did not make fee payment arrangements. Questions from faculty included who approves drop and add when it is done electronically. It was reported that after classes start, faculty do the normal drop and add process. The paper process has not changed after the first day of class.

5b. Add drop policies and procedures-Fred Brittain reported that he was asked to be a part of this process review. Most of it relates to drop process. He raised some issues including: do we have a problem of dropping 10 weeks into the semester? Are there problems? Academic affairs looked at the policy and felt there was nothing to be changed. Virtual College may present some different issues. No action taken.

5c. We now have dozens of classes offered through Virtual College-is there a need to undertake developing standard or suggestions for quality criteria. Senate was asked to think about this potential issue.

## 6. Reports From Liaisons

6a. Classified Senate = John Durham-no report

6b. Student Government = ~~Howard Peters~~ for Ervin Eltze-main work continues on the Ride program

6c. General Education = Martha Holmes-all depts. have received letters from committee to review all general education courses. A current syllabus should be sent in for general education courses. These are courses in place for 5 years or more.

6d. Instructional Technology Policy Advisory Committee = Loretta Dorn-no report

6e. Virtual College Advisory Committee = need a replacement for Jim Rucker-Donna Northam will serve as liaison. No report

6f. Library Committee = Duane Renfrow-no report

6g. Faculty and Staff Development Committee = Chris Crawford-no report

6h. Report from AAUP liaison = Doug Drabkin reported in place of Rich Huguen (who is on sabbatical)-Doug is representing philosophy department. AAUP negotiations is open, and collegial, both sides are working on the meet and confer process. Will work into the summer months if needed.

Some issues:

Personel files, who has access

Sabbitals-what, how many

VC courses-how it impacts working conditions. Who decided how they will be taught, impact of faculty workload.

Raises-what should happen to state approved raises?

Think about the list of topics that was sent out , review these by Carl Singleton.

## 7. Adjournment-5Pm moved and adjourned.

Submitted by

Dr. Liane Connelly