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Fort Hays State University Faculty Senate Minutes, May 4, 2004

FHSU Faculty Senate

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Fort Hays State University Faculty Senate
Minutes for Regular Meeting on Tuesday, May 4th, 2004

The meeting was called to order at 3:34 P.M. by President Carol Patrick. It was digitally recorded for public record.

1. Approval of Minutes of Prior Meeting

1a. April 5, 2004 minutes (see Attachment A) and sign-in roster (see Attachment B)

- Changes: Senator Schmeirbach noted that the attendance roster should reflect her presence during the last meeting.
- The April 5th 2004 minutes and roster approved. Motion to approve made by Senator Jerrold Stark, seconded by Senator Shaffer.

2. Announcements and Information Items (no action required)

2a. Information from the Kansas Board of Regents

- The results of the Faculty Morale Survey are now available. There was a return rate of approximately 41% consistent across institutions within a few percentage points. Although there are issues concerning adjunct and part-time faculty, they were not addressed in this survey. Some of the items that were notably different (visual comparison, not yet statistically measured) in comparison were:
 - Question #1: Institutions expectations match actual work: FHSU more disagreement
 - Question #5: Opportunity to do research: more disagreement
 - Question #7: Workload in service: more disagreement
 - Question #8: Workload in advising: more disagreement
 - Question #16: Senior administration understand day to day concern: more strong disagreement
 - Question #17: Senior admin cares about faculty morale: more strong disagreement
 - The survey asked faculty to identify out of a list areas of most and least satisfaction. Consistent responses of least satisfaction throughout the participating institutions include: share salary, financial support for professional development, opportunity to evaluate administration, and tuition assistance. FHSU is noted for also being dissatisfied with teaching loads and the opportunity to do research. As a whole, the other institutions identified the opportunity to do research as a factor of greater satisfaction.
 - A copy of this report will be made available in the library.

2b. Report from the President's Cabinet

- A 3% salary increase, plus approximately 1% in enhancements for teaching faculty (SB345) is still on the table, but these increases are not guaranteed until the legislature adjourns.
- Issues related to listing majors and concentrations on transcripts were addressed. The Executive Committee will present a motion related to this topic.

2b1. New informational item: Senator Trout

- Senator Trout addressed the issue of salary compression at FHSU: In order to enhance the university's ability to recruit and retain quality faculty members, the administration has identified a target base salary for new faculty members of \$40,000. This is recognized as both a positive and commendable policy. Unfortunately, there are faculty members who've been at this institution for several years who will be making less than their new colleagues. This discrepancy in pay is not attributed to actions taken by the administration, but rather as an effect caused by several previous years of budgetary strain felt throughout the state. Salary compression can have a considerable impact on the morale of faculty members and act as a motivational factor towards seeking

employment elsewhere. In order to correct this the university should explore ways of addressing these salary imbalances.

- Senator Buffington noted that gathering more information on this issue is necessary and volunteered to do so. The question of whether this is endemic throughout the Regents institutions should be researched.
- Provost Gould stated that this is not a new problem for many colleges and universities.

3. Reports from Committees

3a. Academic Affairs: Martha Holmes

- No report

3b. Student Affairs: Robert Howell

- The Big Creek clean up went well and a thank you letter was sent to the committee for its contributions to the effort.

3c. University Affairs: David Goodlett

- The committee will meet this Friday.

3d. By-Laws and Standing Rules: Dan Kulmala

- No report

3e. Marketing and Strategic Academic Partnerships: Win Jordan

- No report

3f. Ad hoc Teaching Evaluation Committee: President Patrick

- The document has been completed and is under review by the committee.
- The committee is considering whether to present it during the June Faculty Senate meeting.

3g. Ad hoc Good Teaching Practices Committee: Carol Patrick

- There is a rumor that the Good Teaching Practices report is "stuck in Faculty Senate Committee". This rumor is false, as the Ad Hoc Committee finished work last May.
- The committee has tried diligently to get the report from the Committee Chair but to no avail.
- The next step in this process is to collect all materials and assign another member of the committee to complete the report.

3h. Ad hoc Faculty Retention Committee: David White and Lynn Haggard

- The Faculty Retention Report was created in order to better understand the factors concerning retention and attrition at FHSU. This research was divided into two areas: literature survey (Lynn Haggard) and survey mathematics (David White) Attrition of faculty has consequences for the institution that are financially felt, as well as in several un-quantifiable ways. The themes of this survey were: what are you unhappy with here at FHSU and what would you like to see in order to stay? A web-based survey was conducted with a return of 41.7%. A variety of demographical data was compiled. Lynn noted that she would distribute this information. Some of the findings include:
 - 78.3% of faculty members are very satisfied or somewhat satisfied with their job at FHSU.
 - 66% of faculty members have seriously considered leaving FHSU.
 - Some of the factors of consequence towards wanting to leave include: salary, salary parity, better benefits, and more affordable health care.
 - Some of the factors of consequence towards wanting to stay include: salary improvement, greater travel allocations, tuition waivers, and reduced teaching load.

3i. Executive Committee: President Patrick

- **Resolution 104_25_R:**
 - WHEREAS the Faculty Senate is an advisory body to the Administration that has been granted specific customary roles, and
 - WHEREAS Fort Hays State University espouses shared governance over academic affairs between the Administration and the Faculty Senate, and
 - WHEREAS the establishment of curriculum is so vital to academe that it should not be controlled by one individual and has therefore customarily come under the purview of the faculty by way of the Faculty Senate, and
 - WHEREAS a process has been established to review and approve courses and programs prior to their inclusion in the curriculum, and
 - WHEREAS the Faculty Senate Bylaws and Standing Rules Committee has reported that the bylaws and standing rules neither specify nor preclude what actions should be taken when such process is violated, and
 - WHEREAS efficient and collegial relations between the Administration and the Faculty Senate may best be facilitated by maintaining an open and clear communication of ground rules for operating together,
 - BE IT THEREFORE RESOLVED that the Faculty Senate of Fort Hays State University wishes to reassert the primary and customary role of the faculty in determining all aspects of the curriculum, including courses to be incorporated in the General Education program and programs to be offered. The Senate also wishes to make it known that serious consequences, up to and including a vote of censure or of no confidence in members of the administration, will attend any attempt to circumvent its customary role regarding General Education or any other courses or programs.

- Executive Committee voted to withdraw 104_025-R for the time being to concentrate on the issue of the \$334,000, particularly as it pertains to GTA stipends, OOE and salary, and perhaps the issue of correcting the salary compression issue.
- These issues are time sensitive, whereas the faculty control of the curriculum issue does not have a time limit.
- The Faculty Senate has had a chance to discuss the curriculum issue before. It has the right to hold a censure/ no confidence, if necessary, at any time. While it certainly would clarify matters to also pass this as a resolution, it is not strictly necessary at this month's meeting.
- The Executive Committee reiterates that:
 - It is essential that curriculum decision be made by a representative group of faculty, and not by a single individual, since all of us have biases.
 - That the faculty should not be bypassed in the consideration of courses and programs
 - That the Faculty Senate, as an advisory body, has only one form of recourse when this occurs - censure or a vote of no confidence.
 - That the Senate should use these measures if unilateral decisions regarding curriculum (courses or programs) are made by any member of the current or future administrations.
 - This it's the fair and collegial thing to do to be straightforward about the possible consequences of future unilateral actions.

- **Resolution 104_037:**
 - The Faculty Senate supports an increase in GTA stipends to \$7,000

- The following information was provided by Tom Jackson regarding GTA stipends:
 - The GTA allocation scales propose paying \$8,000 per year for each full-time GTA. Currently, GTAs are paid \$5,000 per year (\$2,500 per semester) for 20

hours of work per week. The GTA award amount has not been changed since the Fall 1997 semester. The current award is below that being paid by our peer institutions (average = \$6,431, range=\$5,500-\$7250) (Western Carolina State University, Northern Michigan University, Eastern Washington University of Nebraska, Kearney) and by regional universities in Kansas (average=\$6,248, range=\$4,520-\$8,000) (ESU, PSU, WU). The three major research institutions in Kansas are considerably higher (average=\$12,833, range=\$8,500-\$18,000) (KU, KSU, WSU)."

- The motion to appended the resolution towards increasing the GTA allocation to \$8,000 was made by Senator Trout and seconded by Senator Buffington. The change was unanimously approved.
- The resolution unanimously passed.
- **Resolution 104_038:**
 - The Faculty Senate Executive Committee suggested earlier in the year that the \$334,000 diverted from the Virtual College back to the regular university be used to restore OOE funds. With the new knowledge that the \$334,000 is not "soft" money, as previously thought, the Faculty Senate recommends that "soft" money be used to restore OOE funds when it becomes available, and that the \$334,000 be used to increase faculty salary base and GTA stipends.
- Senator Stark made the motion to amend the resolution to read: "and that the \$334,000 increase faculty salaries and GTA stipends". The motion was seconded by Senator Squires. The amendment was unanimously approved.
- The resolution was passed unanimously.
- **Resolution 104_39:**
 - The Faculty Senate Executive Committee recommends that diplomas issued to BGS students contain no mention of the concentration area.
- As the SIAS agreement allows BGS students (all are BGS) to have concentration printed, a cultural issue (diplomas used in transcript). The question was: do we want to do that for our domestic students also? Some concerns in the Cabinet include the workload for the registrar and a possible extra fee charged by Josten's. Concerns from the Executive Committee is if the concentration is treated like a minor; why would we print that, but not majors and minors? Some discussion in the Cabinet focused on including the major with the BS and BA certificate, but was dismissed (more hrs spent in the gen-ed than major; students may not want to display if they change fields).
- Dean Faber requested that the resolution not be accepted in its current form. He explained the method that the Chinese use the student's diploma in the same manner domestic students use transcripts. Considering this, Dean Faber suggested that the resolution at least acknowledge that students in China be exempt from the resolution as it's been drafted.
- Senator Shaffer made the motion to amend the resolution to read: "The Faculty Senate Executive Committee recommends that diplomas issued to BGS students contain no mention of the concentration area, except in international programs where diplomas are used in place of transcripts." The motion was seconded by Senator Siegrist. The amendment to the resolution passed unanimously.
- The resolution was approved unanimously.
- **Resolution 104_040:**
 - The Faculty Senate urges that the University, before the beginning of the Fall 2004 semester, subscribe to a serve or purchase software that can effectively identify plagiarized material.

- Approximately two years ago the Faculty Senate recommended that software be purchased to detect plagiarism. This issue is becoming more important as online information sources increase.
- The resolution was unanimously approved.

4. Reports From Liaisons

4a. Instructional Technology Policy Advisory Committee: Gavin Buffington

- The committee will meet on Friday.

4b. Internationalization Team: Josephine Squires

- No report.

4c. Virtual College Advisory Committee: Sue Jacobs

- An analysis of the Noel-Levitz survey on student satisfaction was distributed and discussed. Overall, there is a high level of satisfaction by the responders to Virtual College courses and services. VCAC will continue to discuss strategies to involve the academic units to address this in the future.
- The transition to the Barnes and Noble bookstore for courses offered through the Virtual College is going well and should occur before the start of the Summer term. An additional person has been hired in the Bookstore to handle Virtual College orders.
- Discussion about midterm grades for students taking Virtual College courses occurred and a recommendation was made by Senator Heinrichs to send automatic emails to students to remind them to check their grades through Blackboard. This automated email is being investigated through CTC.
- A concern was expressed about the online enrollment date of July 15, 2004 for Fall term. The concern is that on-campus students will have enrolled during pre-enrollment time and there may not be sections available for off-campus students.
- Virtual College course approval and contract training with departments has occurred this past month.

4d. Classified Senate: Tom Martin

- During the last annual meeting it was noted that a 3% cost of living increase is expected.

4e. AQIP and Institutional Effectiveness Committee: Carol Patrick

- Dr. Crawford could not attend the meeting, but submitted the following report of activities:
 - My report is simply that work on the Systems Portfolio is ongoing. A campus wide meeting to solicit input on the various chapters will be held next week. Email is forthcoming.

4f. Report from AAUP liaison: Douglas Drabkin

- The following report was submitted:
 - 1) This may be old news already, but the Senate may be interested to note that the Kansas Public Employee Relations Board ruled last month in favor of AAUP in a case filed against the university administration in June of 2001. Actually, three complaints were filed: (1) that Frank Gaskill, on tenure track in the College of Business, did not receive proper notification of the non-renewal of his contract – basically, he was told two weeks before the end of the spring semester that he wasn't coming back, (2) that Gaskill was denied a formal grievance hearing, and (3) the FHSU-AAUP was not allowed to represent Gaskill in his on-campus appeal. The university administration was ordered to pay Gaskill damages, and to stop doing this sort of thing.
 - 2) The organization had its spring meeting a week or so ago and officers for next year were selected. Professor Rich Hughen will serve another year as president.

- 3) Negotiations for next year's memorandum of agreement have begun.

4g. Student Government: Robert Howell

- New officers have been elected and this Thursday is the last meeting of SGA for the semester.

4h. General Education: Martha Holmes

- No report

4i. Faculty and Staff Development Committee: Sandra Thies

- The Committee met April 8th at 11:45 A.M. in room 133 of Forsyth Library.
- Twenty-three applications were submitted and twenty-one met qualifications.
- The \$2,700 allotment was dispersed to nineteen applicants in amounts ranging from \$125 to \$180.
- During this academic year there have been 114 applications submitted to the Staff Development Committee.

4j. Library Committee: Douglas Drabkin

- Work is progressing on the Kansas Cosmosphere
- The potential exists that the Kansas Digital Library will be housed in Forsyth Library
- The library continues to pursue GIS information sharing initiatives, such as the Kansas Heritage Project GIS

4k. Graduate Council: Steve Trout

- No report

4l. Research Environmental Task Force: John Heinrichs/Carol Patrick

- The committee had completed a report detailing recommendations regarding the research environment on campus. This report will be shared with the Provost and the Faculty Senate.

4m. Faculty Research Association: Steve Trout

- No report

5. Old Business

- Bylaw vote regarding removal of required July meeting
 - 77 faculty voted; 75-2; 1 of the 2 voted against because he/she wanted to eliminate June meeting also

6. New Business

7. Adjournment of Regular Faculty Senate Meeting

Meeting was adjourned at 5:07