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Faculty Senate

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### Fort Hays State University Faculty Senate Minutes, January 16, 1957

FHSU Faculty Senate

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Minutes of the meeting of the Faculty Senate, Wednesday, January 16, 1957, at 4:00 p.m. in P 204.

Members present: Pres. Cunningham, Dr. Coder, Mr. Dalton, Dr. Adee, Mr. D. Brooks, Dr. Garwood, Dr. Kuhn, Dr. Moss, Dr. Nutt, Dr. Ray, Mr. Rematore, Dr. Tomanek, and Dr. McCartney, Chairman.

Others present: Dr. Beckman, Miss Beesley, Mr. H. Burnett, Mr. R. Burnett, Mr. Cain, Miss Caldwell, Mr. Cook, Dr. Craine, Mr. Etter, Dr. Freeman, Dr. Harbin, Dr. Hopkins, Mr. Huffman, Miss Lacey, Mr. Marshall, Dr. E. Martin, Miss McCarroll, Mr. McFarland, Mr. McKee, Miss Mikich, Dr. Moreland, Miss Morrison, Dr. Parish, Miss Perkins, Dr. Richardson, Miss Sevy, Dr. Stage, Dr. Stopher, Mr. Thorns, Mr. Walker, Mr. Wells, Dr. White and Dr. Wood.

The meeting was called to order by the chairman, Dean McCartney, who explained that at the last meeting of the Faculty Senate it was decided to ask the advisors to meet with the Senate today to discuss changes in requirements, etc.

The chairman stated that the corrections sheet for the second semester classes had been sent to each faculty member. Then he passed out sheets showing some changes which were not listed on the first corrections sheet as they were not reported in time. It was suggested that every effort should be made to plan class offerings so as to eliminate making so many changes. The summer schedule has been set up and will be ready for the printer in a few days. In a short time the schedule of classes for next year will be requested and so planning should be started now.

In advising students, Dr. McCartney suggested that the advisors should be most careful regarding the physical education requirement in order that the students complete it as outlined. Almost no conflict should be allowed to interfere with completing this requirement during the first two years. It is more difficult to complete if not taken in the regular order.

The Faculty Senate reviewed the question regarding the credit hours for such activities as band, choir, etc., and made no change in the present plan. One of the difficulties which seems to exist is regarding the overload of students created by the activities in which they enroll. Some of this is caused by the requirements of the activity itself, such as admission by audition, etc. It was the feeling of the Senate that perhaps the advisors are not aware of the amount of time required by the activities; and also the wide difference between activities. In some activities, attendance is the major requirement while in others active participation as well as preparation are required and these take considerable time. It is the consensus of the Senate that we should be concerned in the amount and type of activities for which the students enroll and that these activities should be figured in the total program of the students and that the counselling should cover this.

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The following are the observations of those present:

It was asked how a student could enroll for 20 hours without getting an excess program approved by the dean. The method of figuring the load by the grade point as explained in the catalogue was referred to with regard to this question. It was asked if the Faculty Senate did anything to check the requirements for active participation in the activities of the college. The action of the Faculty Senate as recommended in the minutes of November 14, 1956, and presented to the faculty in the meeting on December 4 which they rejected, was an attempt to equalize these differences in the activities.

In a large measure the student should determine the load and the advisor should know when to exercise judgment in counselling students. If the student is doing creditable work--an overall average of C or better--perhaps it is better to allow the student to make the decision regarding his enrollment.

Very often students enroll for activities after the official enrollment card is completed and the advisors are not aware of the number or type of activities for which the student has enrolled. Often, too, the advisor has difficulty contacting the advisees and in some cases even at the time the nine-weeks grade slips are to be distributed.

Attention was called to the fact that a great amount of time is given to advisement and counselling of students. Faculty advisors reported that for the past three weeks they have been giving all their free time to the advising of students for the second semester enrollment. It was suggested that perhaps the freshmen were too dependent on the advisors and they may have gotten the impression from the fall enrollment. Advisors stated that they felt that this was an opportunity to talk with advisees and that it was worthwhile but the time should be arranged to be convenient for both the advisee and advisor.

It was suggested that the regulation regarding the determination of a student's program should be followed carefully. Advisors should realize the responsibility regarding the programs allowed and also what is required. Again, it was explained that the excess program forms are in the Dean's Office and that students wishing to take excess programs are to be sent to the Dean for approval.

It was asked if membership in an organization would give a student activity credit or if there were other requirements; and also why activity credit is given. The chairman reminded the group that at the faculty meeting on December 4, it was decided that the activities should show as a part of the student's permanent record.

In view of the increased enrollment, it was suggested that the advisement system might need to be checked. Some of those present said that perhaps under-advisement is often the case and that probably only the best and the poorest students are getting full attention and the others are short-changed.

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During the enrollment days, faculty members are asked to do routine duties which could be done by student help and this would release the faculty members for advising. Some members of the faculty feel that new staff members should not be expected to do advising as they should be oriented first regarding requirements, etc. New staff members could be seasoned by apprenticing them to advisors for indoctrination.

Advisors should ask students if they intend to audition for such groups as band, choir, etc., and be sure that the students realize that if they enroll in such groups, the enrollment must be recorded on the official enrollment card in the Registrar's Office.

It was suggested that a statement should be formulated regarding the responsibilities of the advisor and the responsibilities of the students with regard to enrollment. A definition might be set up which would set forth the duties of the advisor in this matter of advising.

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Dr. White announced that if the advisors, who will be advising students regarding the enrollment in the block courses for whom admission has not been granted, have questions they should call Dr. Kuhn for the elementary field and Dr. White for the secondary field.

Special attention was called to the new reading program as described in the Leader.

The meeting adjourned at 5:15 p.m.

E. R. McCartney, Chairman

S. V. Dalton, Secretary