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### Fort Hays State University Faculty Senate Minutes, October 6, 1975

FHSU Faculty Senate

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FORT HAYS KANSAS STATE COLLEGE

TO: The Faculty  
FROM: Vera Thomas, Secretary  
Faculty Senate  
RE: Faculty Senate Meeting  
Minutes  
DATE: October 6, 1975

Minutes of the meeting of Faculty Senate, Monday, October 6, 1975, 3:30 p.m., Santa Fe Room, Memorial Union.

I. Roll Call and Approval of Minutes

Members Absent: Ms. Joanne Harwick, Dr. Steven Tramel.

Also Present: Dr. Edith Dobbs for Dr. Louis Fillinger, Ms. Helen Miles for Ms. Orvene Johnson, Mr. Marc Campbell for Ms. Esta Lou Riley, Dr. Robert Jennings for Dr. Lavier Staven.

The minutes of the September 2 meeting were approved.

II. Announcements

A. Standing Committee Appointments.

Mr. Rupp announced that appointments to the standing committees were made in accordance with the choices expressed on the committee preference sheets; all Senate members who expressed a preference were given their first choice.

The Committee on Committees met and determined temporary chairpersons for the standing committees, who then met and chose permanent chairpersons.

<u>Committee</u>	<u>Chairperson</u>	<u>Number on Committee</u>
Academic Affairs	Dr. Zakrzewski	9 (minimum required, 9)
Bylaws and Standing Rules	Mr. Ginther	5 (minimum required, 3)
College Affairs	Dr. Frerer	7 (minimum required, 7)
Student Affairs	Dr. Adams	8 (minimum required, 5)

B. Other Committee Appointments.

External Degree Committee - Dr. Richard Zakrzewski and Dr. Roger Pruitt (will serve with Dean Huffman, Dean Staven, and Dean Thompson).

Special Events Committee - Mr. Robert Brown (This committee replaces the Artists and Lectures Committee).

Parliamentarian - Dr. Arris Johnson.

General Education Committee - Mr. Helmut Schmeller and Dr. Cliff Edwards, who will serve in liaison with the Academic Affairs Committee.

Academic Long-Range Planning Committee - Dr. Robert Adams, Dr. Edward Stehno, Dr. Eugene Fleharty, and Dr. Cliff Edwards.

Research Committee for the Graduate Council - Mr. Ron Fundis and Dr. Stanley Robertson.

Curriculum Committee - Dr. Robert Luehrs, Dr. Nancy Vogel, Dr. Robert Markley, Dr. William Robinson, Dr. Marcia Bannister. Dr. Patrick Drinan is temporary chairman; Mr. Rupp said he will request that this be made a permanent position to promote continuity.

Veterans' Affairs Committee - Mr. Isaac Catt, Mr. Bill Rickman, Mr. Louis Caplan.

Faculty Personnel Committee - Dr. Charles Votaw, Dr. Allan Miller, Dr. Wilda Smith, Dr. Charles Wilhelm. This is a new committee, proposed by the Faculty Senate last year, which will consider a policy for faculty additions and deletions.

Welfare Committee - Dr. Arris Johnson, Ms. Joanne Harwick, Dr. Lloyd Frerer. Faculty Association representatives on this committee are Dr. Wilda Smith and Dr. Maurice Witten.

Tenure Committee - Dr. Patrick Drinan, Dr. Donald Stout, Dr. William Robinson. Alternates are Dr. Eugene Fleharty, Dr. Verna Parish, and Dr. George Wall.

National Student Exchange Program - Dr. John Klier, Dr. David Pierson. The Student Senate requested two faculty members to serve along with the five student members on this committee.

State College Coordinating Committee - Ms. Ellen Veed.

Mr. Rupp commented that he had tried to achieve a balance of the old divisions on these committees.

Dr. Delbert Marshall and Mr. Keith Campbell were appointed by Dr. Adams, Chairman of Student Affairs Committee, to serve on the special committee established by the Student Government Association to study the use of student fees by the athletic department.

- C. The Faculty Senate Executive Committee met on September 26 to attempt to establish goals and programs for the standing committees. Some key items of interest will be presented in the reports of standing committees.
- D. The Faculty Senate President reported that the Senate has received a request from KHEA that they would like to make a presentation to the entire faculty. Mr. Rupp is referring the request to Dr. Tomanek.
- E. Mr. Rupp reported on items discussed at the September 25 meeting of State College Faculty Senate Presidents:
  - 1. Concern for a uniform sick leave policy. What do we do about short-duration illnesses? Wichita State has an informal policy that provides that as long as classes are covered, a single day's absence due to illness will not count against the faculty member's accumulated sick leave.

2. Where is collective bargaining? The bargaining unit at Pittsburg State is still negotiating a contract and has filed an unfair employment practices complaint. The faculty there have not received salary increases for the 10 percent across-the-board increase funded for this year. There is some concern that if an agreement isn't reached by July, the salary increase money may revert to the general fund. The other state schools don't seem to have much interest in collective bargaining.
3. Posting of grades - The Faculty Senate President at Emporia State reported that their interpretation of the Buckley Amendment is that student grades cannot be posted in any form, such as by social security number, etc.
4. The bi-weekly payroll law is still in effect; however, its implementation is not being funded.
5. Procedure for removal of faculty due to financial exigency - This is handled on our campus by the Personnel Committee. Only two or three campuses in the state have such committees.
6. Liability insurance - Questions here concern liability of faculty members. For example, if a faculty member serves on a department tenure committee that recommends a faculty member not be given tenure, can he be sued by the affected person? The feeling was that if negligence was not involved, the state would defend the faculty member.

F. Issues discussed at the State College Coordinating Committee meeting on September 25 were communicated by Mr. Rupp:

1. Beer on campus - The Board of Regents is scheduled to take this issue up at its meeting on October 16.
2. The residency appeals system should be uniform on the various campuses of the Regents institutions.
3. Faculty liability - It was indicated that a self-funded insurance plan might be made possible for administrators through a new statute.
4. The Buckley Amendment - What are the procedures for notifying students of their rights? What are the colleges obligated to do?
5. Title IX - Each institution needs to conduct a self-study to learn if women are being discriminated against as students.

G. The following items of interest from recent COD meetings were noted by Mr. Rupp:

1. The sick leave policy implemented on June 15 provides for an allocation of 10 days of sick leave for each year of service on the college staff. Mr. Rupp sent a proposal to the COD meeting of September 23 that short-duration illnesses of one day or less per month not be counted against the current year's 10-day allocation, with no more than two such absences allowed in a given semester. This proposal was rejected by COD. The use of substitute teachers for faculty on sick leave was discussed. Mr. Keating said that any money budgeted for substitute teachers would have to come out of the faculty salary budget.

2. The titles of the various faculties, i.e., Faculty of Nursing, Faculty of Education, etc., have been officially changed to School of Nursing, School of Education, etc.
  3. The master calendar for the year has been completed; copies were distributed to Senate members.
  4. Tenure hearings are expected to begin the last week of October. The Director of Institutional Research will prepare a list of 4th, 5th, and 6th year people who are eligible for review. Department Chairmen are being asked to check to make sure the list is accurate.
  5. Tenure for part-time faculty was discussed. It was indicated that the difficulties in implementing the retirement program for part-time faculty makes the establishment of tenure in their behalf impractical. Mr. Rupp noted that Affirmative Action programs suggest strongly that we have a comparable tenure policy for part-time faculty.
- H. The Senate President announced that Lyle Staab, President of the Student Body, has been elected Vice-President of the State College Coordinating Committee, and suggested that perhaps the Faculty Senate should offer an appropriate commendation to Mr. Staab. Mr. Rupp mentioned that the Student Senate is entering into a number of activities concerning faculty welfare.
- I. Mr. Rupp reported briefly on the progress of the presidential search committee: A very satisfactory number of nominations have been received. The committee has been meeting about every two weeks, and it is presently screening the candidates. Resumes that are rejected in early screening can still be reconsidered later if the committee finds that some of those rejected have qualifications they want to reconsider. The cut-off date for receiving nominations is October 18, and the cut-off date for reviewing resumes is November 1.
- The Committee expects to be meeting almost weekly soon, and the screening process should move more expeditiously. When the list of candidates is reduced to a manageable level, the committee will be able to search the backgrounds of the candidates more closely via telephone and other contacts. Those candidates who are considered to be presidential timber will then be called for interviews. The committee will then submit a list of five candidates, alphabetically arranged, to the Board of Regents when the screening process has been completed. No exact time has been set for this as the committee does not want to rush a procedure that should receive such careful attention.
- J. The National Student Exchange timetable has been set up for the spring semester. February 2-13 is set for campaigning on campus for candidates to participate in the exchange. February 16-25 will be the time in which the candidates are interviewed by the Academic Affairs Committee and other faculty members; and on February 26 the Student Senate will be presented with a list of candidates for the exchange that they can notify of their selection. During March 4-6 the actual bartering will take place in Chicago.



### III. Reports from Standing Committees

#### A. Academic Affairs.

Dr. Zakrzewski reported that the External Degree Committee has met; as yet it has nothing substantial to report.

Dr. Drinan, Chairman of the Curriculum Committee, reported that the committee has met and established deadlines regarding course proposals: New course proposals for the summer or fall of 1976 must be received by the committee by December 1. All new programs, such as the External Degree Program, must be received by the committee by November 3; and recommendations must be made to COCOA in December. New course proposals for the spring of 1977 must be submitted by April 2, 1976.

#### B. College Affairs.

Dr. Frerer reported that the committee has met and that some of the issues they will be concerned with are tenure and retirement benefits for part-time faculty, implementation of the sick-leave policy, faculty liability insurance, and faculty grievance procedure.

#### C. Student Affairs.

Dr. Adams reported that the committee has established communications with the student government and is exchanging visitors at the meetings. Mr. Keith Campbell mentioned that the student paper last week gave a pretty good indication of the charges that Lyle Staab has given the committee. These deal with a general analysis of what is going on in the athletic department--specifically, situations that have been labeled as problems, such as payment of money to athletes for work performed on various campus jobs. It is hoped that all jobs allocated to student athletes are being performed diligently, and the committee has been delegated with the task of studying this situation more closely.

Mr. Rupp asked if there is any concern regarding over-all utilization of the money. Mr. Campbell replied that there will be an attempt to determine specifically where the money that comes from students is being used by the athletic programs.

#### D. Bylaws and Standing Rules.

Mr. Ginther reported on the following items that the committee has been charged with:

1. Request to have a classified secretary replace the Senate secretary during Senate meetings so the elected secretary can participate in the meeting activities.
2. Establish an inner procedure to make Senate committee assignments at the beginning of each year instead of placing the burden on the president.

3. Consider a change in membership qualifications by dropping Part d of Section 2 of Article III of the Bylaws, which states, "If possible, these representatives shall have at least the rank of assistant professor and shall have served at least three full years on the staff of the college."
4. Consider a change in Senate membership requirements so that representation is based on teaching faculty per department to determine the number of representatives per department.

Mr. Ginther asked Senate members to please send him their ideas pertaining to these items.

Dr. Robertson asked if there are any cases where the change of designation of one person would change the number of representatives from a given department. Mr. Ginther replied that his committee is in the process of trying to get a list of where faculty are assigned. Dr. Miller said that he doesn't believe there was a single case last spring where the addition or subtraction of one name would have made a difference in the representation of a department.

Dr. Votaw mentioned that if Dr. Rice is counted in the Mathematics Department, that that would make a difference. Dr. Adams indicated that with the addition of Dr. Gustad to the Psychology Department staff, that department now has ten and one-fourth members.

Dr. Miller asked if there is a written definition of "teaching" faculty. Dr. Harris said that in looking into the qualifications last spring for collective bargaining purposes, they could find no such definition.

#### IV. Old Business.

None.

#### V. New Business.

Dr. Frerer asked what FY 77 means on the Academic Calendar handed out. Mr. Rupp explained that it means Fiscal Year July 1, 1976, to June 30, 1977.

Dr. Frerer announced that the play "Indians" begins this week and encouraged all faculty to mention it in their classes. Mr. Marc Campbell asked why the faculty discount was dropped this year. Mr. Frerer replied that it was because they have gone to a season ticket sale, which amounts to about the same discount.

Dr. Edwards said that last spring the word was that Fort Hays, because of its good enrollment, could lose 400 students without the number of faculty being affected, which was based on a 20-1 ratio of students per faculty member. He asked who sets this ratio--does the faculty have any voice in establishing the ratio?

Mr. Rupp replied that the Board of Regents has established the goal of reaching the 20-1 ratio, and that he believes it is worthwhile for the Senate to consider input to make sure the Regents reach this goal. He referred to

enrollment projections from the Division of State Planning and Research, which show a higher ratio of students to faculty than the 20 to 1.

Dr. Dobbs asked if every teacher attached to a division is counted in determining student-faculty ratio, and how teaching faculty is defined.

Dr. Drinan said it is based on FTE faculty, and that he does not believe non-teaching faculty are counted in arriving at the figure. The President of the Senate said that he believes the number is determined on the percentage of the faculty member's time that is devoted to teaching.

Dr. Drinan said that part of the reason for establishing the Personnel Committee was to determine how the faculty can participate in giving advice on where we should be heading with regard to the problem of deleting and adding faculty positions.

Dr. Miller suggested that it would be wiser not to attempt to nail the Board of Regents down to a specific ratio, but rather to get some commitment for stability for faculty so that if one year we lose students, we don't lose faculty, then have to rehire the next year.

Mr. Rupp commented that a specific ratio subject to the enrollment cycle runs the risk of cutting into programs and the overall quality of the institution.

After further discussion concerning the use of student-faculty ratios for determining faculty additions and cuts, it was suggested by Dr. Edwards that perhaps at a future meeting the Senate should make a motion recommending a policy regarding student-faculty ratios since recently published figures from the Board of Regents stipulate a 21.7 to 1 ratio is in operation on our campuses. Mr. Rupp suggested that we try not to allow this type of action to establish a precedent that we will have to live with.

Dr. Drinan pointed out that the realities of the budget process that he saw last year were that while the Regents sought after a general principle of reaching a ratio of 20 to 1, we must specifically justify new positions.

Mr. Rupp expressed the view that the Senate should make sure that we not let it go unnoticed that we are beyond the 20 to 1 ratio that the Regents have adopted as a policy.

Mr. Rupp announced that the next meeting of the Senate will be on November 11 at 3:30 p.m. in the Santa Fe Room.

VI. The meeting was adjourned at 4:20 p.m.