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### Fort Hays State University Faculty Senate Minutes, January 13, 1976

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: January 13, 1976

Minutes of the meeting of Faculty Senate, Tuesday, January 13, 1976, 3:30 p.m., Santa Fe Room, Memorial Union.

I. Roll Call and Approval of Minutes.

Members Absent: Mr. Robert Brown, Mr. Isaac Catt, Dr. Louis Fillinger,  
Dr. Wallace Harris, Ms. Joanne Harwick, Mr. Donald Jacobs,  
Dr. Arris Johnson, Ms. Jane Littlejohn, Dr. Stanley Robertson,  
Mr. Mike Walker.

Also Present: Mr. David Adams for Mr. Mike Walker, Mr. Jack Logan.

The minutes of the December 8, 1975, meeting were approved.

II. Announcements by Senate President.

- A. Sick Leave Policy - The Faculty Senate mandated at its meeting of November 11, 1975, that the Senate president and the college administration are "urged to request Regents' funding for part-time replacements beyond the regular salary budget." We requested a discussion of this topic at the December meeting of the State Colleges Coordinating Committee. Mr. Max Bickford indicated that a committee of the state legislature is studying the sick leave policy in its entirety, and it is assumed that some recommendations will be made to the legislature during the next session. He also noted that the maximum number of days which can be accumulated is 150, and that upon retirement each faculty member who has an accumulation of 100 or more unused sick-leave days will receive six weeks of compensation based on that person's prevailing salary.
- B. Award of Medical and Osteopathic Scholarships as Provided for by State Statutes KSA 74-3223 and 74-3228 - There are still seven slots open for financial assistance for students who anticipate attending medical school for the present fiscal year. Any faculty member who has worked with a qualified student who is interested in this program is asked to inform that person about the scholarship program.
- C. GPA Computation for Community College Transfers - Mr. Kellerman has pointed out that there can be a great disparity between the GPA of a given community college transfer for work taken at that level and the performance of the same student at a four-year school. He noted that some colleges and universities calculate the GPA based on all college work completed and some count only classes taken at the four-year institution in arriving at the GPA. KU and KSU base the GPA of community college transfers on the academic work completed at their institution only. KSCP, WSU, and FHKSC include all college work taken in computing the GPA for transfers from the community colleges. EKSC figures the GPA the way we do, but it awards a degree only if the student has an overall GPA of 2.00 plus, as well as a GPA of at least 2.00 for all work taken at that institution.

The Council of Deans would like the Senate to consider this matter and make a recommendation. The Academic Affairs Committee has been asked to study the situation, and we will receive a preliminary report from that committee later in this meeting.

- D. CEU Presentation - Dr. Staven will make a presentation on the Continuing Education Unit concept under New Business.
- E. Progress of the Campus Advisory Committee - The Campus Advisory Committee (Presidential Search Committee) has completed the charge which was formally presented to it at its July 24 organizational meeting. The committee conducted interviews with prospective candidates for the presidency at the close of the fall semester and then presented a slate of names arranged alphabetically to the Board of Regents. The Regents will be conducting interviews this month with the applicants for the position. We have no official word concerning the date on which a final announcement is expected to be made.
- F. Part-Time Faculty Tenure and Fringe Benefits - COCAO received reports concerning this topic from the various campuses at its December meeting. Mixed interest by faculty was reported. It was agreed that further time would be needed to determine what, if any, changes might be proposed.

The Senate President sent a memo to Acting President Tomanek relative to making fringe benefits available to part-time faculty members. Dr. Tomanek indicated that this proposal will be studied more fully by the Council of Presidents. COD reacted favorably to a suggestion that fringe benefits be extended to part-time faculty at one of their earlier meetings this year. These items will have to be monitored closely by the Senate leadership.

- G. Tenure Statement - Dean Garwood would like to have a Senate reaction to a tenure statement which is being considered by the University of Kansas, which reads: "If, for any reason, the seven-year probationary period of an untenured employee will terminate on any date other than the last day of an academic year, the university and the untenured employee may agree in writing to extend that probationary period for a time not to exceed six calendar months beyond the date on which the employee's probationary period would be completed." KU is interested in learning if there is any desire for a uniform policy in this area. In essence, this policy statement refers to the matter of extending the maximum probationary period of those faculty who begin their employment in the spring semester.

- II. FHKSC Programs on a Provisional Status - Dean Garwood gave a report to COD concerning COCAO's recommendations relative to several FHKSC graduate programs which were on a provisional status. A complete report of the action taken by COCAO on each program will be listed in the next graduate faculty bulletin. The final status of the MFA in Art, the MBA in Business, and the three-tiered program in Nursing will be determined at the next meeting of COCAO on January 19, 1976.

### III. Reports from Standing Committees.

#### A. Academic Affairs Committee.

Dr. Zakrzewski reported that his committee expects to meet soon after the new semester begins to consider the status of the mini-course program.

He reported that in a telephone poll of his committee members regarding the GPA issue, four were in favor of accepting the Emporia plan, which would require a 2.00 overall average as well as a 2.00 average at FHS; two were opposed; one was undecided; and one member could not be reached. He added that the issue is open to the will of the Senate.

Mr. Rupp invited comments from Senate members in order to give the administration some faculty reaction to the GPA proposal.

Dr. Marshall expressed the opinion that the Emporia plan sounds reasonable, since in some cases there is a rather large discrepancy between junior and senior college grades; certainly transfer students should have to meet the same minimum requirements as the four-year students.

Dr. Tramel mentioned that if students understood generally that GPA here is not figured like the Emporia plan, it might adversely affect enrollment.

Dr. Zakrzewski said that one of the reasons given by a committee member who voted against the proposal was that in order to be certified for teaching, students must maintain a 2.25 overall GPA and a 2.50 in their major fields. He added that another option would be to raise the major GPA requirement.

Dr. Staven mentioned that the current practice is that a department must approve each person who is eligible for student teaching, and he questioned whether a department would approve a person entering the teaching block who had a 1.70 GPA at FHS and a 2.70 or 2.80 at a junior college.

Mr. Rupp asked if there would be any interference between this proposal and certification.

Dr. Staven said that the state requires a 2.0 GPA, but we require a 2.25 overall. He added that he believes we have a good policy as it now stands.

Ms. Pfeifer asked what about students who are not going into teaching, and Dr. Staven replied that he is referring to student teaching only.

Mr. Rupp pointed out that the item of contention is whether the policy reinforces the certification requirement, and that the certification requirement is actually higher than this proposal's requirement.

Dr. Frerer moved that the school adopt a plan by which the student's overall GPA is counted, but that the student must also maintain a 2.00 or better GPA in work taken at FHS.

Dr. Busch seconded the motion.

Dr. Staven expressed the view that there should be some kind of action taken on this by the Student Senate.

Mr. Rupp suggested that we give our view, the students can give their reaction to it, then COD can consider the issue further.

The motion carried.

B. College Affairs Committee.

Dr. Frerer reported on the results of the recent survey regarding the time change and the calendar change: On both issues the majority voted No.



On the calendar change the vote was 86 to 31 against the change. Some of the reasons given were discontinuity of classes for both teachers and students following the Christmas vacation, the fact that they like intersession, and students are more ready to come back to school after the longer break. At least two departments cited specific instances by which their programs would be injured by the proposed change. A reason given in favor of the change was that it is too hot to teach in August.

The vote was 58 to 49 against the time change. Those in favor felt that we would gain something in the morning by beginning classes at 8 o'clock. Reasons given against the change were that the noon hour would be a problem--breaking up the noon hour was one of the reasons for the present schedule, which allows two lunch shifts at the dormitories, helps relieve traffic congestion, and provides for better utilization of classrooms.

Dr. Frerer conveyed the recommendation of the College Affairs Committee that since there is no mandate for change, we keep the present time schedule and calendar.

Dr. Miller asked who initiated the probe for the time change, and Mr. Rupp replied that both requests came from Dr. Tomanek, who wanted to get the feeling of the Senate because he had been asked by several faculty members to pursue these matters.

Dr. Zakrzewski asked if there is any feeling regarding having final exams start at 8 o'clock rather than at 7:30. Mr. Rupp said that this might be something worth looking into.

Dr. Staven said that he would like to see the Senate look at the possibility of letting the exam period be at the discretion of the instructor--that right now there is a lot of confusion during the exam period because some instructors give exams and some do not.

Dr. Drinan noted that the current policy is that students must meet with the instructor during the final exam period, but that the period does not have to be used for a final exam.

Dr. Marshall commented that many finals are given during the last week of classes, which makes it difficult for instructors who are trying to review material for the students, many of whom are absent studying for other finals. He asked about the possibility of a dead week.

Mr. Rupp requested that the College Affairs Committee take this whole issue under advisement and then bring it to the Senate floor for a full discussion.

Mr. Ginther quoted the section regarding final examinations from the Faculty Handbook and expressed the view that everyone should give examinations during the final week or final exam week as it is now should be done away with.

Ms. Pfeifer commented that some instructors require students to remain for only about five minutes of the final exam period to pick up an exam paper, which makes it difficult for other instructors who require students to meet for an exam during the final period.

C. Student Affairs Committee.

Dr. Adams moved that the following resolution be accepted. The Faculty Senate resolves that references to the sex of an applicant are not inappropriate in letters of recommendation and other such transmissions regarding students.

He added that this motion does not come with any recommendation from the Student Affairs Committee.

The motion was seconded by Dr. Marshall.

Dr. Adams said that both Dean Jellison, the campus privacy officer, and Dean Stouffer, who chairs the Title IX Self-Study Committee, approve this resolution.

Dr. Miller offered a friendly amendment that the Faculty Senate recommend that the Director of Placement make no deletions in recommendations.

Dr. Adams suggested that if an employer wanted to correct an inequity between the number of males and females hired, not knowing the sex of the applicant would make the task more difficult.

Dr. Frerer asked if the point concerning deletions refers only to him or her. Dr. Drinan said that other deletions are made.

Dr. Adams accepted the friendly amendment by Dr. Miller.

Dr. Edwards said that it seems that the resolution still leaves the question to the Placement Director's discretion and suggested that the statement should be a stronger one.

Dr. Miller pointed out that the Senate has no power to direct the Placement Director to do anything.

Dr. Edwards asked to whom the Placement Director is responsible.

Mr. Rupp explained that we are making an advisory statement to the President of the college, and the President will make a decision as to whether or not to inform the Placement Office. He suggested that through the Senate leadership we could send a memo to the President stating reasons for the recommendation.

The motion carried.

D. By-Laws Committee.

Mr. Ginther reported that the vote was 89 to 7 in favor of the proposed revisions to the By-Laws, and that the revised By-Laws are now in effect.

IV. Old Business.

Dr. Drinan referred to the recommendation by the Curriculum Committee that was approved at the December Senate meeting that the A.A. in Natural Sciences and Mathematics be approved to be changed to an A.S. with concentration in Data Processing. He said that it was discovered after the last Senate meeting that

there is still substantial confusion regarding what was to be presented for approval by the Department of Business. It was the understanding of the Curriculum Committee that this was only a redesignation of a program already in existence. He stated that after discussions with the Chairman of the Department of Mathematics and others, he believes the matter should be reconsidered.

Dr. Drinan moved that the Curriculum Committee Report that was approved in December be reconsidered.

The motion was seconded by Dr. Frerer. The motion carried.

Dr. Drinan moved that the last item be eliminated from the list of approved courses: "The A.A. Degree in Natural Sciences and Mathematics has been approved to be changed to an A.S. with concentration in Data Processing."

The motion was seconded by Dr. Marshall. The motion carried.

Dr. Drinan then moved that the Curriculum Committee Report, as amended, be approved. The motion was seconded by Dr. Frerer. The motion carried.

#### V. New Business.

Dr. Staven made a presentation to the Senate concerning the continuing education unit. He pointed out the significance of continuing education as related to staff assignments, faculty salaries, the total college budget, influence on enrollment figures, and academic integrity.

Dr. Staven cited examples of areas in which we are already involved in continuing education at FHS, such as some degree programs, part of which can be completed off campus; enrichment type courses, such as driver training for older people; staff development courses, such as those offered to help teachers improve their teaching methods; health-related areas; and tours, both U.S. and international.

He summarized a presentation recently sent by COCAO to the Council of Presidents, which explained the purposes of the continuing education unit (CEU), the objectives, definition, the use of CEU, criteria for awarding the CEU, and operational guidelines. Copies of the presentation were distributed to Senate members.

Dr. Staven asked that the Senate consider our posture regarding the whole area of continuing education, since we are committed to it and are going to be increasingly involved in it. He expressed the belief that we should consider additional degree programs for credit, staff development for credit--both on and off campus, and enrichment programs for credit, and come up with some specific guidelines concerning what credit will be granted for.

He asserted that we should be involved in CEU, which is a non-credit activity, for which there is no funding at this point. Ultimately, he believes there will have to be some kind of reimbursement for this. He suggested that we should take action within the next fiscal year.

Dr. Miller asked for a review of the funding procedure.



Dr. Staven replied that if a faculty member teaches a three-hour course off campus and receives no remuneration except expenses, that is CEU, and he would classify that as a service.

Dr. Miller then asked if a faculty member can teach a three-hour off campus and get load compensation for it.

Dr. Staven said that if it is for credit, yes; if it is not for credit, no.

Dr. Drinan remarked that there is some discrepancy as to how continuing education hours are funded and how the legislature recognizes them as FTE. The legislature does not necessarily give full credit for every continuing education hour generated.

Mr. McNeil, referring to "service," cited examples of the numerous services his department is called upon to provide, and asked how faculty members fit into all of this. Dr. Staven replied that that is something we need to decide.

Ms. Pfeifer asked if a course offered on campus can be considered continuing education, and Dr. Staven replied that such courses are within the guidelines.

Mr. Ginther suggested that it needs to be established what a normal load is for a faculty member, then determine what the compensation should be for continuing education units taught in excess of the normal load.

Dr. Miller asked what advantages we have, aside from good will, of producing courses that do not count toward FTE credit. Dr. Staven replied that one responsibility of the institution is to provide a service to its constituents.

Dr. Miller asked if people not taking courses for credit are considered our constituents, and Dr. Staven said that they are--they pay taxes.

Dr. Staven stated that he believed our on-campus enrollment is going to drop, and Dr. Miller asked how CEU can bolster enrollment. Dr. Staven replied that we need to ask that it be funded.

Dr. Drinan suggested that the question of the reward structure is a critical one: whether people should be paid for extra work, what kinds of extra work are formalized, and what are formalized service activities. He observed that it is very difficult to come up with a definition of a "normal" load, because not only continuing education and CEU activities must be taken into consideration, but also research and other service activities.

Dr. Miller asked what the costs are to the student of CEU relative to regular credit courses. Mr. Rupp stated that the costs of the CEU's vary a great deal, depending on who is involved and other factors.

Mr. Rupp asked that the Academic Affairs Committee begin a study of the whole issue of continuing education and CEU, and suggested that perhaps by the end of this year the Senate can develop something more concrete.

The meeting adjourned at 4:40 p.m.

The next Faculty Senate meeting will be on Monday, February 9, 1976, at 3:30 p.m. in the Santa Fe Room of the Memorial Union.