

Fort Hays State University

## FHSU Scholars Repository

---

Faculty Senate

---

4-1-1991

### Fort Hays State University Faculty Senate Minutes, April 1, 1991

FHSU Faculty Senate

Follow this and additional works at: [https://scholars.fhsu.edu/sen\\_all](https://scholars.fhsu.edu/sen_all)

---

#### Recommended Citation

FHSU Faculty Senate, "Fort Hays State University Faculty Senate Minutes, April 1, 1991" (1991). *Faculty Senate*. 829.

[https://scholars.fhsu.edu/sen\\_all/829](https://scholars.fhsu.edu/sen_all/829)

This Minutes is brought to you for free and open access by FHSU Scholars Repository. It has been accepted for inclusion in Faculty Senate by an authorized administrator of FHSU Scholars Repository.

FACULTY SENATE MINUTES  
April 1, 1991

The Fort Hays State University Faculty Senate was called to order in the Pioneer Room of the Memorial Union on April 1, 1991 at 3:30 pm by President Robert Markley.

The following members were present: Dr. Bill Daley, Dr. Michael Slattery, Dr. Fred Britten, Ms. Martha Holmes, Dr. William King, Ms. Joan Rumpel, Ms. Sharon Barton, Dr. James Hohman, Dr. Serjit Kasior, Dr. Willis Watt, Dr. Robert Jennings, Dr. John Ratzlaff (for Dr. Paul Phillips), Dr. Ralph Gamble, Dr. Paul Gatschet, Dr. Pamela Shaffer, Mr. DeWayne Winterlin, Mr. Glen McNeil, Mr. Glenn Ginther, Mr. Jerry Wilson, Dr. Ronald Sandstrom, Dr. Mohammad Riazi, Dr. Lewis Miller, Dr. Martin Shapiro, Ms. Dianna Koerner, Dr. Mary Hassett, Dr. Richard Hughen, Dr. Richard Heil, Dr. Robert Markley, Dr. Phyllis Tiffany (for Dr. Kenneth Olson), and Dr. Michael Kallam.

The following members were absent: Dr. Robert Stephenson, Dr. Thomas Wenke, Mr. Michael Jilg, Mr. Jack Logan, Dr. John Zody, Dr. Tom Kerns, Dr. Raymond Wilson, Mr. Kevin Shilling, Dr. Maurice Witten, and Dr. Nevell Razak.

Others present included Provost James Murphy; Ms. Karen Cole, director of Forsyth Library; and Mr. Andy Addis of the University Leader.

The minutes of the March 5, 1991 meeting were approved.

ANNOUNCEMENTS

1. The following announcements came from the last Board of Regents meeting.

- a) A one-year moratorium on new degree programs was approved by the Board.
- b) The proposal from the Student Advisory Committee regarding English language competency among faculty and teaching assistants was put on hold for 90 days while more data are being gathered.
- c) The Board approved the addition of \$0.25 to activity fees for the improvement of the Memorial Union.
- d) Regent JoAnn McDowell will be the speaker at the Fort Hays State University commencement this spring.

2. An Academic Program Review Committee consisting of the Provost, the Faculty Senate President, and one representative from each of the four colleges has been established and will complete a review of all academic degree programs by the end of the semester.

3. Ms. Cole brought up the proposal regarding Collection Development and Evaluation of Library Resources (included with the meeting notice) and asked for input from senators. She remarked that the library was having difficulty dealing with duplicated items, older editions, and gift books in terms of the space available to store them. She said the library wanted to work with academic departments to decide on which items to keep and which to turn over to the department or otherwise dispose of.

Dr. Shapiro commented that the Music Department has its own library with most of its own important reference works, so that they might ask for a book from the library just to get a more recent edition than the one currently held by the department. Ms. Cole said that was fine, but added that if a department was going to ask that an item to be removed from the library there are non-profit organizations and groups that the library could donate these items to. In general, she said, if the item is needed on campus it should be in

the library.

President Markley asked about books and materials that are not clearly associated with a particular academic department, and Ms. Cole stated that when items appear to cross disciplinary lines all affected departments would be consulted. President Markley asked about the possibility of a central repository or annex for old books to save space for the library, and Ms. Holmes commented that we may want to keep some duplicate books and retain their listing on the catalog system. Ms. Cole said that they were looking at some alternative storage sites, but pointed out that if a book was needed it should simply be kept in the library. Provost Murphy stated that we probably would never have the staff to handle items stored in more than one location on campus and that we should make a decision up front regarding these items. Ms. Holmes asked if the library would contact the departmental library liaisons, and Ms. Cole said that both the liaisons and the chairs of departments would be consulted about relevant items being considered for removal.

4. The annual Spring Faculty Meeting will be held on Friday, May 3 at 3:00 pm in the Fort Hays Ballroom of the Memorial Union. The meeting will be followed by a reception for faculty and staff at the Farmers State Bank starting at 4:30 pm.

STANDING COMMITTEE REPORTS

1. Academic Affairs. Presented by Dr. Britten.

M-1. Motion to approve changing the name of the Department of Earth Sciences to the Department of Geosciences.

Dr. Shapiro asked if this was a fairly common change among departments elsewhere, and Dr. Ratzlaff responded that it was and that the proposed name was more descriptive.

Motion carried.

M-2. Motion to approve a new course:

NURS 773.† Problems in Nursing. (1-4) Intensive inquiry into a particular area or problem in nursing. 340-773-3-1203.

Motion carried.

2. University Affairs. Presented by Ms. Holmes.

M-3. Motion to approve the proposed Guidelines for Administration of Student Evaluations of Faculty (included with the meeting notification). Ms. Holmes commented that the Executive Committee made a couple of changes from the proposal that came from the Ad Hoc Committee on Evaluation of Faculty, and that the principal change was limiting the requirement of course evaluation to only those courses having a Hegis designation of 0 or 1. This change would specify that only lecture, seminar, and laboratory courses must be evaluated, other types of courses may be evaluated but are not required to be.

Dr. Ratzlaff commented that the attempt to standardize the administration of evaluations was good but questioned the seriousness with which students view course evaluations. He stated that a few years ago an article in the University Leader illustrated the attitudes of some students toward evaluations, and he read some excerpts from the article. He asked about finding out if students really take the evaluations seriously; and commented that many students finish the evaluation forms in just a few minutes, showing their lack of interest. Ms. Holmes indicated that these proposed guidelines are in response to efforts by students statewide to get better student evaluations of faculty. Dr. Ratzlaff asked if we could get help from the student government in publicizing

the seriousness of these evaluations and how they are helpful not only in decisions regarding tenure, promotion, and merit but also in improving teaching performance. Ms. Holmes pointed out that the proposed guidelines include a sample statement to be read at the time the forms are passed out asking the students to take the evaluations seriously and explaining their use.

Dr. Gamble asked if the part of the sample statement that indicates that the evaluation form need not be filled out by the student might not be deleted, since we want every student to fill one out. President Markley stated that it was standard in social science research that subjects cannot be forced to respond. Dr. Gamble asked if that did not automatically make the evaluations less than statistically valid, but President Markley said that in his experience perhaps one out of a hundred would refuse to fill out the form. Dr. Ratzlaff pointed out that leaving out this statement might make students feel compelled to fill out the form against their own preferences, which could affect the results.

Provost Murphy asked if the student government had an opportunity to provide input to these proposed guidelines, and Dr. Watt stated that he had met with Erik Sandstrom that day (April 1) and that some concerns were discussed, particularly the need for anonymity of the evaluations. Dr. Watt said that the Student Advisory Committee's major concerns were with regard to the evaluation of major and General Education courses but that Erik felt that all courses should get some kind of evaluation. Provost Murphy stated that one way to get people to take something more seriously is to impart some kind of ownership, and suggested that the SGA be made co-sponsors of the evaluation process. Dr. Watt commented that that would certainly address the issue of student lack of interest in the evaluations, and Dr. Hughen said that he did consult with students before writing these guidelines so that students' concerns would be reflected.

Dr. Sandstrom stated that he was totally in favor of such a policy but that more time was needed for faculty and student consideration of these changes. He moved that the vote on this motion be postponed for one month, and Dr. Watt seconded this motion. Ms. Holmes asked what they wanted to accomplish by postponing the motion, and Dr. Sandstrom said that he simply wanted more time to consider it.

Dr. Gatschet brought up two points regarding the evaluations as they are conducted by the English Department. First of all, he said that perhaps 30% of the faculty were opposed to the idea of students evaluating the faculty, feeling instead that evaluations should only be done by peer professionals or administrators. Dr. Gatschet indicated that he was not able to really resolve this issue but that the English Department has since changed the designation from "Student Evaluations" to "Student Ratings", and this change seemed to satisfy the faculty. Secondly, he said that the original rating form was too long, so the department shortened the form by more than half by focusing more on the information they really wanted. President Markley commented that these proposed guidelines dealt with procedures for administration of the forms and treatment of the resulting data, but the questions asked and the forms used are still departmental decisions.

Ms. Koerner asked why the Executive Committee chose to limit the requirement for evaluations to courses with a Hegis designation of 0 or 1, and what the situation was with regard to other courses. Ms. Holmes responded that the Executive Committee discussed these other courses from the point of view that they not be evaluated because of the concern that department chairs would be very busy collating and typing this information. Ms. Koerner pointed out that the guidelines specify that the requirement for course evaluation is negotiable, making the limitation seem unnecessary.

Motion to postpone for one month carried.

#### M-4. Motion to approve a policy on Full-Time Temporary Faculty Member:

A full-time temporary faculty member is employed for one academic year only. There is no expectation for reappointment beyond that contract. A full-time temporary faculty member may accumulate a total of five (5) academic-year contracts.

Duties of the full-time temporary faculty member are to be identified in an attachment to the contract and become a part of that contract. Duties may include instruction, research/creative activities and service responsibilities similar to other full-time faculty.

The full-time temporary faculty member may choose to apply for an available tenure track position at FHSU. The application will be treated in a fashion similar to all other applicants. At the time of employment within the tenure track, the full-time temporary faculty member may apply for up to three (3) years of credit on the tenure track. This credit might include full-time employment at FHSU and other institutions of higher education. The decision to accept any or all of these years is retained by this university.

Dr. Gatschet commented that this policy is standard AAUP procedure, but President Markley pointed out that there were at least two areas where changes were made from what FHSU has done in the past. Dr. Shapiro stated that the major change was in increasing the maximum number of years for a temporary faculty member from three to five, and Ms. Holmes mentioned that FHSU has never before had a written policy regarding full-time temporary faculty. She said that one other change was that previously a temporary faculty member who applied for a tenure track position had to apply all of the years, while this proposed policy would allow for negotiation on the number of years applied on the tenure track. Dr. Gatschet stated that this opportunity to apply the years or not was good for people finishing their dissertations. Dr. Gamble asked if the statement that a full-time temporary faculty member is employed for one academic year only meant one academic year at a time, and Ms. Holmes said yes. Dr. Shapiro seconded the motion to approve this policy.

Motion carried.

Ms. Holmes commented that the University Affairs Committee would next month bring before the Senate the revised Appendix O, and President Markley said that it was being typed in legal form prior to mailing it to all of the faculty. He asked that senators carefully read this revised Appendix O and mark typos and grammatical errors as "Class 1" corrections. Places where the intent is clear but the words are ambiguous should be marked as "Class 2" corrections, while places where the intent is unclear should be marked as "Class 3" corrections. Finally, "Class 4" corrections should be those places where the intent is clear but there is disagreement about that policy. He asked that proposed changes be written with page and line number reference and sent either to him or to the Faculty Senate secretary at least one week before the next Senate meeting so that the proposed changes can be collated and copied for consideration by the entire Senate.

3. Student Affairs. No report.

4. Bylaws and Standing Rules. Presented by Dr. Gatschet.

Letters are being sent out to department chairs regarding the election of new senators. President Markley remarked that departments should elect

both a senator and an alternate.

5. External Affairs. Presented by Dr. Sandstrom.

Survey forms regarding Strategic Planning and University Goals and Objectives will shortly be sent to senators and should be filled out after consultation with constituents.

6. Executive Committee. Presented by Dr. Watt.

Some preliminary findings in the study of the perceived rapid increase in administrative positions on this campus are that since 1985 there has been a growth in FTE of faculty positions by 4.25 while administrative positions have grown by 5.70. However, he said that consideration of the shifting of positions within the University makes these two figures not quite so equal. He said that he would type up a formal report including his observations and attach it to the statistical information from Larry Getty that he would send to all senators.

Dr. Huguen asked if we could get a comparison of the present situation with the situation in 1973 when enrollment was at its peak, and Dr. Watt said he would look into that. Dr. Miller asked that the report include a definition of the term "administrative position", and Dr. Watt said he would include that. Ms. Holmes asked about comparisons with other schools, and Dr. Watt said he would try to get that information.

OLD BUSINESS

None.

NEW BUSINESS

None.

LIAISON REPORTS

None.

The meeting adjourned at 4:35 pm.

Respectfully submitted,

James R. Hohman, Secretary  
FHSU Faculty Senate