

**Faculty Senate Agenda
October 1, 2001
3:30 p.m.**

CALL TO ORDER

APPROVAL OF MINUTES

- September 10, 2001

REPORTS

- Report from the President: Senator Hughes
- Report from the Executive Committee Chair: Senator Schlomann
- Report from the Faculty Regent: Senator Thompson
- Report from the COSFL Representative: Senator Falkenberg
- Report from the Student Senate: Nick Bertram
- Report from Standing Committees
- Report from Ad Hoc Committees

UNFINISHED BUSINESS:

- Foundation Professorship Motion
- Motion to Accept Faculty Workload Recommendations
- University Research Committee Motion

NEW BUSINESS:

- Report from the Provost: Senator Marsden
- Council on Academic Affairs

ADJOURNMENT

All faculty are welcome to attend Faculty Senate meetings on the second floor of the Keen Johnson Building at 3:30 p.m. Please arrive early and sign the guest list. Agenda items are available on the Faculty Senate web site at: <http://www.eku.edu/academics/facultysenate/>.

ATTACHMENTS:

Printable Agenda for October 1, 2001
September 10, 2001 Faculty Senate Minutes
Revised Foundation Professorship Motion
Faculty Workload Recommendations

FACULTY SENATE MINUTES EASTERN KENTUCKY UNIVERSITY

September 10, 2001

The Faculty Senate of Eastern Kentucky University met on Monday, September 10, 2001 in the South Room of the Keen Johnson Building. Senator Schlomann called the first meeting of the academic year to order at approximately 3:30 p.m.

The following members of the Senate were absent:

L. Collins*	P. Elrod	M. Hodge	S. Long
E. Rini	R. Rink	D. Jackson*	J. Stephens*

* Denotes prior notification to secretary

Visitors to the Senate were:

Joanne Glasser, President Elect; Teresa Belluscio, Kacey Coleman, Ken Johnston, Elizabeth Wachtel; Nick Bertram, Student; Erin Michalik, student.

APPROVAL OF MINUTES:

The April 30, 2001 minutes were approved with the following correction. On page 3 under the Faculty Regent report, the eighth paragraph down should read as follows: "The University budget was approved for the coming year. The budget approved list ed monies to address salary inequities, including \$150,000 for classified staff, none for contract staff, and \$50,000 for faculty, with additional monies requested through CPE pending." The minutes were approved with the noted correction.

The April 30, 2001 organizational minutes were approved as written.

ANNOUNCEMENTS:

Senator Schlomann announced that President Elect Joanne Glasser will meet informally with the Faculty Senate members and guests from 2:30 p.m. to 3:30 on October 1 in Walnut Hall before the scheduled 3:30 p.m. Faculty Senate meeting.

Senator Schlomann mentioned that she and President Hughes would like to invite the senators to the fall Faculty Senate dinner at the Mule Barn at Arlington on Friday, September 14 at 6:00 p.m. This year the members of the Board of Regents have also been included in the invitations.

REPORT FROM THE PRESIDENT: Senator Hughes

Senator Hughes welcomed the Senators back. He also welcomed President Elect Glasser and indicated that the two of them are working closely together during the interim period.

Senator Hughes announced that Eastern has been approved for an on-line master's degree in Loss Prevention and Safety.

Senator Hughes reported that he will be making a recommendation to the Board of Regents at its October meeting to modify the order of capital priorities previously submitted. The modifications will be to move the new Business and Technology building to the number one priority and the Student Wellness Center to the number two priority.

Senator Hughes requested the Senate to forward two names of individuals to appoint to the new alcohol task force and to the new centennial committee as soon as possible.

REPORT FROM THE EXECUTIVE COMMITTEE CHAIR: Pam Schlomann

The Executive Committee met for a called meeting on June 26 and met again on August 27 for a regularly scheduled meeting.

At the June 26 meeting, The Executive Committee appointed the newly formed Ad Hoc Committee on Compensation and Benefits to develop a long range plan to correct salary inequities. The rest of the meeting focused primarily on a budget report presented by Ken Johnston which would later be presented to the Board of Regents. That report summarized the current status at that time and also projected estimates of the budget.

The second meeting was a regularly scheduled meeting on August 27. The September 10 Faculty Senate agenda was the primary discussion at this meeting.

REPORT FROM THE FACULTY REGENT: Merita Thompson

Senator Thompson indicated that the Board is unanimous in expressing pleasure in its choice of Dr. Eugene Hughes as Interim President. They seek his advice both individually and collectively and they have spoken often of appreciating his wisdom and his encouragement and his sense of humor.

The Board was very pleased with the response of faculty and staff at the forums held with candidates for president. In spite of the fact that the forums were held during the first week of classes, many people did participate and fill out the evaluations.

REPORT FROM COSFL: Virginia Falkenberg

The first COSFL meeting for the 2001-2002 year will be in Louisville on Saturday, September 22. All of the faculty representative bodies of the COSFL membership have now endorsed the COSFL statement on shared governance that the Senate endorsed last spring.

Senator Falkenberg indicated for the new Senate members that COSFL stands for the Coalition of Senate and Faculty Leadership.

REPORT FROM STUDENT SENATE: Nick Bertram

Mr. Bertram thanked the Senate members for the opportunity to attend the meetings and he issued a standing invitation to the Senate chair to attend any of the Student Senate meetings.

Mr. Bertram introduced Erin Michalik as Chair of the Student Senate.

Organizational funding was a priority last year, and is a priority this year. The Student Senate has \$60,000 that they will be sending out to other student organizations. Mr. Bertram indicated that the budgeting process starts in the next couple of days when he and the student organizations' presidents meet.

The Student Senate has passed an alcohol policy. Mr. Bertram indicated it is important for the University community to have a consistent alcohol policy. The new policy is one that sets very clear standards and expectations and most importantly has a very clear educational component. The policy will be directed to the new alcohol task force that Dr. Hughes is in the process of creating. Mr. Bertram expressed his belief that there should be a universal policy that treats students, staff, faculty, administrators, alumni and visitors fairly.

Mr. Bertram reported that the Student Senate is still discussing some concerns regarding the newly adopted plus/minus grading system.

UNFINISHED BUSINESS:

University Research Committee Motion: Senator Schlomann stated that this was a motion that was brought to the floor at the April 30 meeting and was postponed until the September meeting for action. As a representative from the Committee was not able to be present today, the Senate members were in agreement to postpone until the October 1 meeting.

NEW BUSINESS:Elections

- *Faculty Rights and Responsibilities*. Need to elect one member. Senator Callahan was nominated, nominations were closed by acclamation and the Senate members voted in favor of her nomination.
- *Committee on Committees*. Need to elect one member. Senator Polmanteer was nominated, nominations were closed by acclamation and the Senate members voted in favor of her nomination.
- *Budget Committee*. Need to elect one member. Senator Kristofik and Senator Rainey were nominated. By ballot vote, Senator Rainey was elected to serve on the Budget Committee.

Provost Report: Senator Marsden

- Senator Marsden announced that there are two assessment workshops scheduled for 8:00 a.m. - 4:00 p.m. on September 12 and 13 in the East Room of the Keen Johnson building. Faculty can attend the morning of one and the afternoon of the other, in order to work it into their schedules.
- Senator Marsden reminded the Senate members that he and Senator Schlomann will be sending out a joint memo shortly regarding the new mid-term grades policy.
- Senator Marsden indicated that he, Senator Schlomann and President Hughes are currently working on a policy which will live up to the intent of a faculty senate motion approved last spring with regard to the market adjustment funds (\$50,000) which were set aside in the budget for faculty salary adjustments. He indicated that it should be possible to come up with a policy that stays true to the motion passed and yet will still be consistent with the long term salary adjustment policy which should be instituted later this year.
- Sick Leave Policy. Senator Marsden indicated that this was brought back to the Senate from the Board of Regents for input from the Senate. Ken Johnston was present to explain the proposed changes to the Senate members. The new policy basically would state in writing that the university has the option to request a second doctor's opinion, at the University's expense, for anyone requesting an extended period of sick time. At the Senate's recommendation, the sick leave policy will be modified and brought back to the Senate again before action is considered.
- Council on Academic Affairs Materials.
 1. Writing Proficiency and UWR Proposal. Senator Marsden moved approval of the proposal, seconded by Senator Harley. The motion was approved by the Faculty Senate.
 - I. After a student takes the UWR three times and fails to meet the minimum pass score then he or she must take ENG 099 (this should not add more than one section per semester).
 - II. Expand the Writing Center to accommodate those that would be recommended based on previous taking of the UWR and not meeting a minimum requirement pass score after the first taking (should not require more than one extra GA). Money to cover the expense would be provided by Trust Funds for Enrollment and Retention.

2. Senator Marsden moved approval of a new B.S. major and minor in Earth Science (Teaching) and a new B.S. major and minor in Physics (Teaching), seconded by Senator Siegel. The motion was approved by the Faculty Senate.
 3. Senator Marsden moved approval of a new certificate program in Real Estate, seconded by Senator Harley. The motion was approved by the Faculty Senate.
 4. Senator Marsden moved approval to suspend the Specialist in Education Degree with a focus in Student Personnel Services in Higher Education, seconded by Senator Slater. The motion was approved by the Faculty Senate.
- Foundation Professor Process Proposal. Senator Marsden introduced the proposal to modify the procedures for selecting Foundation Professors. Senator Harley indicated that the reason for the requested change is to make the process simpler in an effort to encourage more faculty to apply. Senator Harley moved approval of the motion, seconded by Senator Miranda. Senator Schlomann indicated that as this is a substantial motion, action on the motion will be moved to the October 1 meeting.

Senator Schlomann did indicate that under item 3, there should be a comma after the word department. A corrected version of the proposal will be available on the web prior to the next meeting.

- Adding Disability Statement to Course Syllabi. Senator Marsden indicated that the disability statement should be listed on course syllabi. Teresa Belluscio, from the Office of Individuals with Disabilities, and Kacey Coleman, the University attorney, were present to answer questions concerning the disability statement; and Ms. Coleman indicated the importance of including the statement in the course syllabi as a means of protection for the instructor.

ADJOURNED:

Senator Marsden made a motion to adjourn at 5:10 p.m.

DRAFT
Foundation Professorships
Nomination, Evaluation, and Selection Procedures for 2001-2002

Foundation Professorships recognize those faculty members who have demonstrated outstanding performance as teachers and who are recognized by their colleagues as exemplifying outstanding qualities relating to the University ' s stated missions in teaching, service, and research. Selection of these professorships shall be based on the criteria listed under section I.B below.

I. Nomination

- A. All full-time, tenured faculty members, whose major responsibility is teaching, and who hold the rank of Professor for a minimum of five years, are eligible to be nominated.
- B. Any full-time, tenured faculty member may submit a nomination for another qualified member. Self nominations are not permitted. Nominations will consist of the following criteria:
- i. Nomination Form: The completed nomination form should be the first page of the nomination.
 - ii. Narrative: Please describe the nominee ' s extraordinary success in teaching by providing a narrative that addresses the following criteria:
 - Outstanding teaching skills: using a variety of effective instructional techniques; motivating students to a high level of interest, and guiding students to a high level of learning and achievement;
 - Distinguished expertise or accomplishment in the discipline;
 - Self-motivated and enthusiastic about university teaching;
 - Creative and resourceful in fulfilling teaching responsibilities;
 - Exemplary in linking service and research to excellence in teaching;
 - Recognized by colleagues as making significant contributions for the good and advancement of the department, college, and university, rather than simply promoting one ' s own career;
 - Perceived as a team player, a collaborator, or a mentor for colleagues, students and in the community.
- Please limit this narrative to no more than five double-spaced pages.
- iii. Nominee ' s Vita: Provide a current vita.
- C. Nomination materials shall be submitted to the Chair of the Foundation Professor Selection Committee no later than the last Friday in October (October 26, 2001).

II. Preliminary Selection

The Foundation Professor Selection Committee will give full consideration to all eligible faculty nominated and, based on these nominations, select up to six Foundation Professor Candidates. Everyone who submitted a nomination will be notified of the committee ' s selections by the last Friday in November (November 30, 2001).

III. Submission of Additional Material

The Foundation Professor Selection Committee will request additional material, including but not limited to supporting recommendations from the nominee ' s department chair and dean, for each of the final candidates selected in part II. This material will be submitted to the committee no later than the second Friday in January (January 11, 2002).

IV. Final Selection

The University Foundation Professorship Committee shall review all material submitted, conduct personal interviews with the candidates, and recommend the finalists to the Provost and Vice President for Academic Affairs and Research no later than the third Friday in February (February 15, 2002). The Provost shall transmit the recommendation, along with his own recommendation, to the President who shall notify the successful candidates. The Provost will notify the unsuccessful candidates. Announcement of the awards to the university community will be made in a timely way through appropriate university publications and the local news media.

V. Expectation

The Foundation Professor is expected to serve as an exemplar for the academic community. It is expected that the unique talents of the recipients will be shared with colleagues, in particular with junior members of the University faculty. The salary supplement of \$5,000 for a Foundation Professor assumes employment at full salary. There will be a proportionate reduction in the salary supplement for Foundation Professors who are not in full-time status at full salary, e.g. leave without pay for a semester or academic year sabbatical at one-half salary.

Motion: To adopt the following four recommendations as policy as proposed by the Ad Hoc Committee on Faculty Workload

RECOMMENDATIONS

1. In view of the fact that many seemed unaware of the existence of the current policy, it is recommended that the current policy, or its revised version, be widely circulated to both faculty and administrators.
2. The Committee recommends that Eastern move in the direction of reducing teaching loads. The Committee recognizes that because of the size and diversity of a comprehensive university, it is not possible and, probably not desirable, to have a simple and uniform set of rules governing faculty workload. A policy has to be flexible enough to allow for the many differences across disciplines and departments. We recognize that a uniform reduction in the standard teaching load from 12 hours to 9 hours is not likely to be feasible under current circumstances. However, it is quite possible that adjustments in teaching load are feasible in a number of areas. Because of the wide variation in disciplines, it is best handled at departmental levels.

It is proposed that a department, or discipline within a department, that wishes to have a reduced teaching load formulate a plan regarding scholarly activity and teaching load. Such a plan would indicate how the department proposes to generate its FTE credit hours, or an equivalent measure of output, and the nature of its research and scholarly activities. The plan would also include the plans of individual faculty in the department regarding research and scholarly activity. Where appropriate, the plan would also deal with the service responsibilities of the department. The plan would be submitted for approval to the Dean of the College and the Vice President for Academic Affairs. On approval, the plan would provide the framework for decisions regarding the allocation of workload in the department or discipline, as the case may be.

3. It is recommended that a benefit-cost analysis of the role of technology in the university be undertaken. Such a study would examine the effectiveness of technology in enhancing instruction and its cost in both monetary expenditures and faculty time.
4. It is recommended that the policy regarding advising be examined, as it relates to the treatment of undeclared advising relative to advising majors.