Call to order

Approval of Minutes
   March 14, 2011 Minutes

President's Report: Senator Whitlock

New Business:
   • EKU Diversity Plan – Sandra Moore (Informational only)
   • Change to Incomplete Grade Contract Form (Informational only)
   • Posthumous Degree – Hillary Hadley
   • Senate Chair & Vice-Chair Nominations
   • Rules Committee Motion on Regent Election
   • R&R Committee Motion on Promotion & Tenure Principles
   • Report from Council on Academic Affairs
     (CAA agenda is included in the Senate packet.)
     (See separate PDF file for the curriculum forms. – 52 pages)

Report Overview & Questions:
   Executive Committee Chair: Senator Taylor
   Faculty Regent: Senator Frisbie
   COSFL Representative: Senator McKenney
   Provost: Senator Vice
   Student Government Association: Caleb Armbrust
   Financial Planning Council: Senator Taylor
   Strategic Planning Council: Senator Noblitt

Standing Committees:
   Academic Quality Committee: Senators Shordike or Schmelzer, Co-Chairs
   Budget Committee: Senator Johnson, Chair
   Committee on Committees: Senator Butler, Chair
   Elections Committee: Senator Nelson, Chair
   New Senators Orientation Committee: Senator Rainey, Chair
   Rights and Responsibilities Committee: Senators J. Palmer or McKenney,
   Co-Chairs
   Rules Committee: Senator McKenney, Chair
   Welfare Committee: Senator Eser, Chair

Adjournment
The Faculty Senate of Eastern Kentucky University met on Monday, March 14, 2011, in the South Ballroom in the Keen Johnson Building. Senator Taylor called the sixth meeting of the academic year to order at approximately 3:30 p.m.

The following members were absent:

*indicates prior notification of absence
^ ALT Socorro Zaragoza attended for A. Poffenberger
^ SUB Linda Bozeman attended for D. Roush
^ ALT Mary Whittaker attended for L. Wray

Visitors to the Senate: Steven Fulkerson, IT; Jason Fuller, Chemistry; Susan Godbey, Chemistry; Philip Gump, IT; Tyler Huffman, Geography/Geology; Mona Isaacs, IT; Jerry Pogatshnik, Graduate Education & Research; Jaleh Rezaie, Graduate Education & Research; Sherry Robinson, Provost Office; Lori Wilson, Chemistry

APPROVAL OF MINUTES:
The February 7 minutes were approved as written.

REPORT FROM THE PRESIDENT: Senator Whitlock
The Legislature is meeting in special session. Their main priority is to address the financial issues with Medicaid. This may pose a significant threat to higher education if across-the-board cuts are used as all or part of the solution to the Medicaid problems.

In the amended statute on advanced practice doctorates, each institution has been authorized to offer up to three programs without acquiring additional approval from the General Assembly. In addition, the statute does provide for going beyond the three programs but only if all of the university presidents are in unanimous support. Currently EKU has two approved programs in place, so only one more program can be approved at this time.

EKU’s strategic plan is nearing completion. It’s the time of year that the FPC and the SPC are starting to meet in joint sessions. As shared by JoAnn Ewalt at the last Board meeting, the top priority emerging from the work of these two groups is faculty/staff salaries. The amount available for adjustments will be directly impacted by the final resolution on the budget in Frankfort.

Last week, the American Committee for KEEP (Kiyosato Educational Experiment Project) met in Berea on Thursday and Friday. Two members of that group from Rikkyo University toured EKU’s campus and were greatly impressed with the facilities, in particular the library.

While the earthquake and tsunami have been terrible and continue to exact a toll in Japan, EKU’s friends in the sister region and at Yamanashi University are safe. The biggest impact on those areas in Japan so far has been the rolling blackouts.
Senators Whitlock and Vice participated this morning in a very informative meeting of the work being done by the Education Extension Agents in EKU’s service region. These part-time individuals are doing much to show the face of EKU throughout the region.

On February 28 Senator Whitlock and several folks from the campus visited the headquarters of the U.S. Military's Southern Command in Miami. There are a lot of opportunities for internships for EKU students and for relationships with several departments, primarily those in the Health Sciences, Justice & Safety, and Business & Technology, as well as CRAFT.

Senator Whitlock will be presenting at an AASCU (American Association of State Colleges and Universities) conference next week in Washington, D.C. on stewardship of place.

Later this month, alumni visits are scheduled for San Francisco, San Diego, and Los Angeles. Several members of the Board of Regents will be attending the meeting in Los Angeles, as it is roughly coincident with the Association of Governing Boards meeting.

NEW BUSINESS:

Enterprise Desktop Management. AVP Mona Isaacs shared a Prezi presentation on Enterprise Desktop Management. Enterprise Desktop Management is a proactive support model with preventative measures to protect individual and institutional data from all forms of malicious intrusion. IT plans to install the Enterprise Desktop Management system on university computers as a way to combat malware on campus. This means that individual administrator privileges for each machine will no longer be available. The expected benefits for moving to the new system include: 1) more staff resources for academic technology support; 2) reduced downtime and lost productivity due to malware infestations and 3) increased security of desktops/laptops by preventing Trojan horses, bots, and key logger types of malware.

Also in attendance to answer questions were Margaret Lane, Jean Marlow, Philip Gump, and Steve Fulkerson.

Senator Johnson suggested that rather than removing administrator rights completely, IT should consider granting faculty the right to access administrator rights as needed.

Mona Isaacs suggested that the Senate create an ad hoc committee to work closely with IT during this process so that faculty concerns can be addressed. Senator Taylor stated that this would be addressed at the next Executive Committee meeting.

Senator Johnson requested that the final outcome between the two groups should be brought back to the Senate for further discussion before implementation.

Rights & Responsibilities/Rules Committee Motion. Senator Taylor reminded everyone that the promotion and tenure document will be reviewed in stages. The policy statement will be reviewed today, and then later the principles, followed by the specifics.
Senator J. Palmer moved to approve the amended promotion and tenure policy statement (listed below), seconded by Senator Potter. Motion carried.

We ask the Senate to approve the following policy statement for EKU’s faculty Promotion and Tenure Policy (4.6.4):

Eastern Kentucky University, as a matter of principle, complies with the American Association of University Professors and Association of American Colleges & Universities “1940 Statement of Principles on Academic Freedom and Tenure.” The AAUP and AAC&U statement addresses policy and procedural expectations for a wide variety of institutions of higher education.

Report from Council on Academic Affairs. - Senator Vice

Program Revisions to Required Hours to Graduate
1. Criminal Justice B.S.
   Reduce major hours from 128 to 120.
2. Assets Protection and Security B.S.
   Reduce major hours from 128 to 120 and create 3 options.
3. Mathematics B.S.
   Remove 8 hours of free electives to have 120 total hours in the degree.
4. Statistics B.S.
   Remove 8 hours of free electives to have 120 total hours in the degree.

Program Revisions
5. Master of Public Health
   Page 80-81 of catalog – Remove Exit Requirements and refer to each option’s department page for details (for EHS page 84 and CHE page 87)
6. Master of Public Health Environmental Health Science
   Page 84-85 of catalog – Add exit requirements to part III program requirements and change Part IV exit requirements
7. Master of Public Health Community Health Education
   Page 87-88 of catalog – Add exit requirements to part III program requirements and Change Part IV exit requirements
8. Master of Science in Physical Education
   Correct Catalog and allow more flexibility in choices for students to fulfill requirements
9. Master of Science in Community Nutrition
   Clarify differences between option 1 and 2 and remove subscripts by listed courses.
10. Associate of General Studies Concentration in Homeland Security
    Create a new concentration in Homeland Security within the A.G.S. degree program
11. Anthropology B.A.
    Revise program curriculum listing due to changes in course offering.
12. Master of Arts in English
    Change the core course requirement of ENG 809 OR ENG 812 with ENG 801. Include language about the proposed course ENG 895: Mentored Scholarly Paper; and to clarify language about the comprehensive exams and master’s thesis.
13. History B.A. (non-teaching)
    Reflect the previously approved revision of HIS 312 to HIS 312A and the addition of HIS 312B and HIS 312C.
14. Associate of General Studies Concentration in Applied Engineering and Technology
    Establish a Concentration in Applied Engineering & Technology for the Associate of General Studies degree program.
15. Public Relations B.A.
    Revise the courses listed in the degree requirements for Public Relations majors, and incorporate two new alternative areas of emphasis: Management Public Relations and Creative Public Relations.
    Modify the Public Relations major by excluding Block VII (SBS) from general education and requiring selected courses from that block under “Supporting Course Requirements”. To increase free electives by 3 hours for the Public Relations major. COM 200 is required for the major and will be listed as a
16. Master of Business Administration
   Create provisional MBA status for students not having completed all prerequisite MBA foundation courses.

Program Suspension
17. Canadian Studies Minor

Information Items
The Council approved the following items in the February 17, 2011, meeting:

18. Commencement Participation, Graduation Fee, Degree Conferral Date, Office of the Registrar - University Certificate Production
19. Proposal 3 + 2 (Graduate School)
20. Clarification for Tuition Waiver for Graduate Assistants (Graduate School)

Senator Vice moved approval of items 1-4, seconded by Senator Thieme. Motion carried.

Senator Vice moved approval of items 5-16, seconded by Senator Pressley. Motion carried.

Senator Vice moved approval of item 17, seconded by Alternate Zaragoza. Motion carried.

Items 18-20 were presented as information only and will be presented for action at the April meeting.

REPORT FROM SENATE CHAIR: Senator Taylor
The Faculty Authored Texts Policy is currently being reviewed. Also being reviewed is a new policy on non-EKU credit. The proposal would allow up to 75% of academic credit earned for an EKU degree to be achieved through non-EKU work.

The Rules Committee and the Rights and Responsibilities Committee met jointly with the Promotion and Tenure policy drafting team. These committees have also met with other interested parties to discuss the Promotion & Tenure policy. All parties involved have agreed to an amended policy statement and amended principles and these changes will be coming before the Senate for input and vetting. Several suggestions have been made to improve the P&T process:

1. Senator J. Palmer suggested that a table of contents for the P&T policy would make it easier to search back and forth between principles and procedures.
2. Academic Special Assistant Dr. Sherry Robinson suggested that there should be a longer response time allowed for individuals when they receive initial feedback.
3. Senator Taylor suggested that each department provide one or two good examples of P&T submissions. These examples should be made available to serve as guidance for new faculty who are involved in the P&T process.
4. Senator Johnson suggested providing mentors for folks who are preparing to go through the promotion and tenure process.

Senator Jones reported that the Academic Quality Committee met with Tina Davis and Sherry Robinson to discuss the syllabus posting issue. The committee plans to
recommend that departments should voluntarily post syllabi. A motion on this issue is expected for the April Senate meeting. The motion to request a change to the mid-term and drop date is also expected for the April Senate meeting.

Senator Taylor has met with Student Government Association senators. The students are against changing the mid-term reporting date and the withdraw date. Student Government Senators also asked about the faculty signature requirement on the withdrawal form. Senator Taylor suggested that faculty Senators should remind their colleagues that this signature requirement was to provide face time with the instructor so the instructor and student could determine the best academic option for the student. The faculty signature requirement was never intended as a way to force a student to stay in the course.

Senator Noblitt reported that the General Education Committee created a sub committee to: 1) review gen ed programs throughout the state; 2) review EKU’s current program; and 3) look at the goals of general education throughout the state.

The Annual Employee Recognition Luncheon is scheduled for March 17\textsuperscript{th}, 11:30am-1pm in the Keen Johnson Ballroom.

**REPORT FROM FACULTY REGENT:** Senator Frisbie
The next Board meeting will be on Monday, April 18.

As President Whitlock alluded to, there will be a number of Board members going to Los Angeles on the first weekend in April to attend the Association of Governing Bodies.

**REPORT FROM COSFL:** Senator McKenney
The next COSFL meeting will be on Monday, April 11 at 1:30pm at the offices of the Council on Postsecondary Education in Frankfort. Dr. Bob King, CPE President, and Dr. Aaron Thompson will be guest speakers at the meeting.

Senator McKenney reminded everyone that all faculty are invited to attend COSFL meetings.

The resolution in support of the Kentucky Virtual Library and their ability to provide access to electronic databases for K-12 libraries in the state has been finalized and is being reviewed.

**REPORT FROM PROVOST:** Senator Vice
In response to EKU’s new Strategic Plan, colleges and departments are beginning to develop individual plans for 2011-2015. The new plans are to include the academic unit’s goals and objectives and identify the student learning outcomes. The Office of Institutional Effectiveness (OIE) has worked to simplify the annual reporting process, and the staff will provide support for any unit needing assistance in "closing the loop" from the planning phase to the assurance-of-learning phase.

The OIE offers consultation, surveys/tools, and templates to assist in this process. With effective planning, embedded assessments, mapped curricula, and resource support from the QEP, EKU can effectively show that it is a learning-centered campus.
The following upcoming events highlight the focus being placed on scholarship this semester. In addition, the TLC has sponsored a Book and Breakfast professional learning community, discussing Ernest L. Boyer’s *Scholarship Reconsidered*.

**The New World of Scholarly Publishing**
Lee Van Orsdel, Dean of University Libraries at Grand Valley State University
Friday, March 18, 10-11:30 a.m. Library Discovery Classroom 204D, Main Library

**ENCOMPASS: Discovering EKU's New Digital Repository**
Linda Sizemore, Government Document/Law Librarian
Monday, March 28, 11:15 a.m., Faculty Lounge, Keen Johnson

**The BRAIN RULES of Scholarship**
Dr. John Medina, Professor of Bioengineering at University of Washington, School of Medicine
Tuesday, March 29, 12:30-1:30, Faculty Lounge, Keen Johnson

**Successful Strategies for Publishing Your Scholarship**
Society of Foundation Professors, Faculty contributors to
*It Works for Me: Becoming a Publishing Scholar/Researcher*
Wednesday, March 30, 11:15 a.m., Faculty Lounge, Keen Johnson

**Blending Service into Scholarship and Research**
Dr. Judy Spain, University Counsel
Thursday, March 31, 11 a.m., Faculty Lounge, Keen Johnson

**Writing for Publication**
Dr. Ken Henson, Professor at the Citadel School of Education
Friday, April 1, 8:30 a.m. - 12:00 p.m., Faculty Lounge, Keen Johnson

**University Scholars Assembly**
Friday, April 8, 9 a.m., Walnut Hall, Keen Johnson

**Phi Kappa Phi Initiation**
Friday, April 8, 1:30 p.m., Walnut Hall, Keen Johnson

**Undergraduate Presentation, (UP) Showcase**
Friday, April 15, 11 a.m. - 1 p.m., First Floor, Keen Johnson
Contact Rose.Perrine@eku.edu for an abstract submission form
Abstracts due by March 18, 2011

**Honors Program Theses Conference**
Wednesday - Saturday, April 13 – 16, Kennamer and Jaggers Rooms, Powell

**Honors Program Banquet**
Friday, April 15, 7 p.m., Keen Johnson Ballroom, Featuring author Ed McClanahan

**Freshman Honors Society Alpha Lambda Delta Initiation**
Wednesday, April 20, 4:30 p.m., Walnut Hall, Keen Johnson

A committee, chaired by Dean Charles Hickox, has been formed to conduct an internal search for the Dean of University Programs. The advertisement for the position will be posted soon, with a goal to identify the new dean by the end of April. The search will be an inclusive process, and the position will start July 1.

A new 5,000-square-foot space in Somerset will enable the University to offer the paralegal degree program as well as the RN to BSN (Registered Nurse to Bachelor of Science in Nursing) program, among other courses that contribute toward degree completion. All the classrooms are equipped for interactive TV (ITV) or traditional classes. Students can take ITV classes originating from the EKU Richmond campus or anywhere in the world. The grand opening will be Wednesday, March 16 at 10 a.m.

The lunch with Senators on Wednesday is canceled this week because of the Somerset Grand Opening.
STUDENT GOVERNMENT ASSOCIATION: Caleb Armbrust
Mr. Armbrust shared the following updates:

- The annual Rally for Higher Education in Frankfort was successful.
- A busload of students went to Nashville for the basketball tournament.
- The annual concert will be on May 1.
- The President’s Ball is scheduled for March 24 from 8pm to midnight in the Keen Johnson building.
- Student Senate just completed a student survey on registration and ways to improve that process. Results are expected soon.
- Student Senate considered a resolution on the drop fee. Discussions have been deferred to allow for additional research.
- The Residence Life Council has made a successful bid to host a conference at EKU next year.
- The Residence Life Council is in the process of collecting school supplies for needy schools in the area.

FINANCIAL PLANNING COUNCIL: Senator Taylor
Dean Pogatshnik presented a proposal at the last FPC meeting for graduate tuition, and the Council as a whole supported the proposal.

STRATEGIC PLANNING COUNCIL: Senator Noblitt
The comment period for the KPIs is almost over.

Committee on Committees. Senator Butler announced that the annual survey for self-nominations for university committee vacancies will be distributed electronically today.

Elections Committee/Rules Committee. Senator McKenney reported on the status of the joint committee charge listed below.

1. Examine and determine the qualifications necessary to be able to serve as a faculty regent for Eastern Kentucky University.
2. Examine and determine the qualifications necessary to be able to vote in the election of faculty regent for Eastern Kentucky University.

In view of the evidence gathered, members of the Senate Rules Committee and the Senate Elections Committee believe that full-time administrators with faculty rank would not be eligible either to run for faculty regent, nor would they be eligible to vote in the faculty regent election. Therefore the committees recommend that it may be advisable to put forward a motion adding a statement to EKU’s Faculty Handbook similar to the U.K. Human Resources Policy note (listed below), so that this question will not arise in the future.

The University of Kentucky’s Human Resources Policy and procedure Number 4.0: Employee Status provided the following helpful information:

Note: Faculty employees with administrative assignments at or above department chair are not eligible to participate in the election of faculty representatives, or serve as the elected faculty representative, to faculty governance bodies above the college level (for example, but not limited to, Board of Trustees, University Senate, Graduate Council, Undergraduate Council, and Health Care Colleges Council). Chairs and directors may run for election and serve in the University Senate as an elected representative of their constituent faculty, if their administrative service as chair or director concludes before the term of their service as a University Senator commences.
Senator Taylor stated that the motion should be presented at the March 28th Executive Committee meeting.

Rights and Responsibilities Committee. Senator J. Palmer reported that the Committee has met jointly with the Rules Committee, Faculty Senate President, and the P&T Drafting Team several times in the past two months. Collaborative efforts have resulted in: 1) a revised policy statement, which is being reviewed by the Senate today and 2) a revised policy principles document that will be reviewed at the next Executive Committee meeting. The specific procedures for P&T are currently under review.

Faculty Welfare Committee. Senator Johnson met with the University Benefits Committee before spring break. While figures are not yet available, the cost for health insurance is expected to increase next year. Recent issues with Express Scripts were also discussed.

The Behavioral Medicine part of EKU’s health care has been bought out by another company. The current company will provide coverage through April 1st and then Anthem Blue Cross/Blue Shield will pick up the coverage. Senator Johnson plans to meet with Wally Skiba and other members of the Benefits Committee to discuss this issue further.

ADJOURNMENT
Senator Vice moved to adjourn at approximately 5:30 pm.
Members of the Senate,

Senator Frisbee and I are absent from today’s meeting because we, and six of his fellow Board of Regents members, are attending the Association of Governing Boards meeting in Los Angeles. This the first time in more than six years members of our Board have taken advantage of this important professional development opportunity.

Last week was exciting for Eastern Kentucky University. We were proud Wednesday when Miles Owen, an emergency medical care major, became EKU’s first Truman Scholarship winner. More good news came Thursday when we learned Ethan Kilgore, a physics major, had been named a Goldwater Scholar and Avery Scherer, biology, earned honorable mention in that prestigious competition. And, let’s not forget last year’s graduate, Alban Holyoke, who is currently on a Fulbright teaching English in Nepal. I have every confidence as more of our students choose to compete on this very high level, we will have many more such successes to celebrate. You and your colleagues on the faculty should take great pride in these remarkable evidences of student learning outcomes. I have begun to say “This is Eastern Kentucky University; you can get there from here.” You and the rest of the faculty are why that is the case.

Thursday, we were one of 12 institutions submitting proposals to the Commission on Presidential Debates, asking to be considered as a site for one of four debates to be held in next year’s presidential election process. I am extremely proud of the hard and excellent work that a team of faculty and staff did to put together a wonderful proposal in only about two weeks. I hope you share my excitement about such a prospect. If we are successful – and I am optimistic about our chances – it will mean a lot of very hard work. But, imagine the rewards that would accrue to our campus, to our students, and to our community, region and state. I have already begun the process to generate the private support to help us accomplish such an undertaking without it being a drain on our finances.

I suspect you have followed the news on the state budget actions as closely as I. As I described in earlier meetings of the Senate, funds were moved from the second year of the biennium to the first to satisfy maintenance of efforts requirements for the state to receive some federal money for elementary-secondary education. We will remind the public policy makers in the executive and legislative branches of their commitment to us that this will not impact our funding base moving into the 2012-2014 biennium.
After the Governor’s line item veto of additional 2011-2012 cuts, we will go into the next fiscal year with only the additional one percent cut (almost three quarters of a million dollars) which was budgeted for and which we have prepared. But, unless the executive branch can realize its projected savings through managed care in Medicaid, we could have as much as $1,232,000 at risk of a mid-year cut in early 2012. We have already begun, and will broaden, discussions on how to prepare for such an eventuality.

Despite these concerns, I have asked the FPC and SPC to move forward with their joint work with faculty-staff salary improvements as our highest priority. In my view, this is a very strategic use of our resources.

Thank you
Eastern Kentucky University
Comprehensive Diversity Plan

Introduction:
In response to the Kentucky Public Postsecondary Education Diversity Policy & Framework for Institution Diversity Plan Development, the President of Eastern Kentucky University charged the Associate Provost for Diversity Planning with developing the Eastern Kentucky University Comprehensive Diversity Plan. To complete this task, the Diversity Planning Council was created. The council reflects a diverse body representing the various units within EKU. This planning document includes the following: a mission statement and principles, values and goals, and strategies and action plans for enhancing and increasing diversity within the university community.

Mission Statement:
The Eastern Kentucky University’s history and traditions are embedded in Appalachian values, which include a belief in the sovereignty and uniqueness of the individual and the conviction that a University education is of great value and should be available to anyone who wants to pursue it. Aligned with the EKU Strategic Plan and Kentucky Public Postsecondary Education Diversity Policy & Framework for Institution Diversity Plan Development, the EKU Comprehensive Diversity Plan is designed to prepare the University community for a global society.

Statement of Principles:

Diversity Definition
Eastern Kentucky University is a community that respects and celebrates diversity, which includes, but is not limited to race, ethnicity, religion, socio-economic status, gender, sexual orientation, disabilities, and cultural or national backgrounds, in pursuit of common unity.

Dignity and Diversity
Members of the EKU community expect one another to adopt high moral principles and professional standards both inside and outside of the University setting. We honor and pursue a University community that respects and celebrates the diversity of peoples, seeks to embrace all individuals, and prohibits judgments and discriminations based on race,
ethnicity, religion, socioeconomic status, gender, sexual orientation, and physical disabilities.

**Civic Responsibility and Civility**
We believe that it is the duty of Eastern Kentucky University to promote an understanding of the benefits of higher education to the citizens of southeastern Kentucky, the Commonwealth of Kentucky, the nation, and the world. An emphasis on civic responsibility teaches our students the value of democratic decision-making, participatory democracy, and active citizenship. At the heart of civic responsibility lies another value: civility. The University community strives for civility in public discourse and social life and encourages democratic conflict resolution through reason and public debate.

**Student Success**
The EKU community acknowledges that its students, faculty, staff, and alumni are the source of its strength. They determine the spirit, eminence, and efficacy of the institution. The future of EKU directly hinges on the success of its students, so our most central value is “student success”--in the classroom, at work, and on the world stage where students will represent the collective efforts of the EKU community.

**Values**

**Diversity**
is characterized by equitable opportunities and treatment, mutual respect, and the inclusion and celebration of diverse peoples and idea;

**Sense of Community**
is characterized by a supportive environment with strong relationships and a commitment to service, shared governance, collaboration, and unity of purpose;

**Excellence**
is achieved through integrity, continuous quality improvement, and an emphasis on the personal and professional growth of students, faculty, and staff.

**Procedure**
As one aspect of accountability, the Provost and Vice President of Academic Affairs and Associate Provost for Diversity Planning will provide funds and recognition to units that excel in implementing the EKU Comprehensive Diversity Plan. The goals and strategies for implementation of the EKU Comprehensive Diversity Plan are explained below.

**Goals**
In compliance with Kentucky Public Postsecondary Education Diversity Policy & Framework for Institution Diversity Plan Development, the Eastern Kentucky University Comprehensive Diversity Plan will address four areas: (1) student body that reflects the diversity of the Commonwealth or the institution’s service area, (2) student success/achievement gaps, (3) workforce diversity, and (4) campus climate.

**Goal 1: Improve enrollment of diverse students.**

**Strategic Direction 1.1:** EKU, while implementing the progressive admissions standards, will either maintain or increase the current diverse undergraduate student population of ten percent:

**Action Plan:** Enrollment data for undergraduate students will be collected on an annual basis at both the University and College levels, and information regarding diversity enrollment trends will be analyzed by Institutional Research and distributed to the appropriate units;

The appropriate units under Academic Affairs & Student Affairs will meet annually to review the data and develop strategies to address areas of concern.

**Measures:**
- First year diversity enrollment;
- Transfer diversity enrollment;
- Undergraduate diversity enrollment.
**Strategic Direction 1.2:** EKU will either maintain or increase the diverse graduate student population to reflect the diversity of the Commonwealth:

**Action Plan:** Enrollment data for graduate students will be collected on an annual basis at both the University and College levels, and information regarding diversity enrollment trends will be analyzed by Institutional Research and distributed to the appropriate units;

The appropriate units under Academic Affairs & Student Affairs will meet annually to review the data and develop strategies to address areas of concern.

**Measures:**
- Graduate student diversity in comparison to the Commonwealth.

**Strategic Direction 1.3:** EKU will increase cultural diversity by expanding the enrollment of international students:

**Action Plan:** Enrollment data for international students at the graduate and undergraduate levels will be collected on an annual basis at both the University and College levels, and information regarding diversity enrollment trends will be analyzed by Institutional Research and distributed to the appropriate units;

The appropriate units under Academic Affairs & Student Affairs will meet annually to review the data and develop strategies to address areas of concern;

The Strategic Planning Council and Financial Planning Council should consider reducing the out-of-state tuition multiplier to make EKU more attractive to international students;

The Strategic Planning Council and Financial Planning Council should consider improvements to the infrastructure to the International Student Office.
Measures:
- Undergraduate international enrollment;
- Graduate international enrollment.

Goal 2: Improve the retention and graduation rates of diverse students.

Strategic Direction 2.1: The first year to second year retention rate of diverse students will maintain parity with the overall first year to second year retention rate:

Action Plan: Retention data for first-time first year diverse students will be collected on an annual basis at both the University and College levels and compared with the retention rate for first-time first-year students as a whole;

The appropriate units under Academic Affairs & Student Affairs will meet annually to review the data and develop strategies to achieve parity.

Measures:
- University and College level retention data.

Strategic Direction 2.2: EKU will continue to narrow the gap in the six-year graduation rate between first time first year diverse students and all first time first year students:

Action Plan: Six-year graduation data for first-time first year diverse students will be collected on an annual basis at both the University and College levels and compared with the retention rate for first-time first-year students as a whole;

The appropriate units under Academic Affairs & Student Affairs will meet annually to review the data and develop strategies to address areas of concern.
**Strategic Direction 2.3:** The number of degrees awarded to diverse students will increase each year:

**Action Plan:** Graduation data for diverse students will be collected on an annual basis at both the University and College levels and compared with the retention rate for first-time first-year students as a whole;

The appropriate units under Academic Affairs & Student Affairs will meet annually to review the data and develop strategies to address areas of concern.

**Goal 3: Increase the number of diverse faculty, staff, and administrators.**

**Strategic Direction 3.1:** Recruitment:

**Action Plan:** EKU Public Relations will create media vehicles to brand EKU’s commitment to diversity and to recruit faculty and staff.

**Measures:**
- Number of media vehicles created;
- Number of hits on website.

**Strategic Direction 3.2:** Faculty Recruitment:

**Action Plans:**
Each Department will develop a recruitment plan designed to attract a qualified pool of diverse faculty candidates, and the plan will be approved by the Dean of the College.

**Measures:**
- The number of diverse candidates for faculty positions will increase;
- The number of diverse faculty hires will increase;
- The number of recruitment plans on file with the College Dean
Prior to implementing a faculty search, the Department Chair and search committee will complete recruitment, selection, and diversity training;
The number of faculty who complete diversity awareness training.

**Strategic Direction 3.3:** Professional Staff:

**Action Plans:** Each administrative unit will develop a recruitment plan designed to attract a diverse pool of candidates.

**Measures:**
- The number of diverse candidates for executive, administrative, and managerial positions will increase;
- The number of diverse hires in executive, administrative, and managerial positions will increase;
- The number of diverse candidates for other professional positions will increase;
- The number of diverse hires in other professional positions will increase;
- All administrative units will develop diversity recruitment plans;
- Prior to implementing a search, the Department Chair and search committee will complete recruitment, selection, and diversity training;
- All search committees will complete diversity awareness training.

**Strategic Direction 3.4:** Retention of diverse faculty will increase:

**Action Plan:** EKU will provide necessary resources for the retention of diverse faculty. Each Department or College will provide ongoing mentoring for their diverse faculty.

**Measure:**
- Diverse faculty will be retained at the same rate as all faculty members.

**Strategic Direction 3.5:** Retention of executive, administrative, managerial, and other professional staff will increase:
**Action Plan:** EKU will provide necessary support for the retention of diverse professional staff.

**Measure**
- On an annual basis, Human Resources will analyze employment data to identify areas of concern in the retention of diverse professional staff. This information will be shared with the Associate Provost for Diversity Planning.

**Goal 4: Enhance Campus Climate for Diversity.**

**Campus Climate Definition:** A campus environment where all members of the University are respected, included, and treated equitably.

**Campus Climate Goal:** Promote and increase respect for diversity, inclusion, and equity in the University’s learning, living, and working environment.

**Campus Environment Team:**
*University Diversity Committee (UDC), also known as The Campus Environment Team (CET)* assists the University in achieving its diversity goals (per EKU Strategic Plan) “to promote and support an inclusive climate that respects and celebrates diversity by attracting, developing and educating a diverse student, faculty and staff population” and serves as an advisory body on diversity issues to the President of Eastern Kentucky University;

*Diversity Planning Advisory Council (DPC)* provides council to the Associate Provost for Diversity Planning and is responsible for the development and oversight of the Eastern Kentucky University Diversity Plan, for the review of on-going University programs and policies related to diversity initiatives, for the assessment of University progress toward achieving the goals of the Diversity Plan, and for the review of funding for diversity initiatives.

**Strategic Direction 4.1:** Determine the diversity climate on the campus of Eastern Kentucky University by developing and administering an assessment survey:

**Action Plan:**
The UDC will design a comprehensive climate assessment instrument to be administered once every planning cycle;
The UDC will coordinate with Institutional Research and Public Relations to analyze and share results;

These data will be used by the UDC to propose and implement programming;

These data will be shared with the DPC and used to revise and create diversity policies;

The DPC will conduct an open campus forum on diversity related policies and programs and share the information.

**Measures:**
- An annual report that demonstrates an enhancement of the campus climate for diversity;
- Policies for the enhancement of diversity;
- Summary of the open campus forum on diversity.

**Strategic Direction 4.2:** Promote the visibility of diversity on campus:

**Action Plan:**
The UDC will meet and plan diversity programming;

The UDC is responsible for planning and implementing four programs a year;

**Measures:**
- Program proposal;
- Evaluation surveys for appropriate programs.

**Strategic Direction 4.3:** Increase communications among University stakeholders:

**Action Plan:**
Invite stakeholders to UDC meetings to exchange information and receive feedback;
Use media to promote UDC findings and programs;

UDC will submit an annual report to the Associate Provost for Diversity Planning.

**Measures:**
- Media samples;
- Annual report.

**Strategic Direction 4.4:** Eastern Kentucky University will diversify and internationalize its academic setting:

**Action Plan:**
A diversity and/or international requirement will be a part of the EKU General Education curriculum;

Diversify and internationalize current EKU curriculum to promote cultural competence;

Promote study abroad experiences and international education;

Promote the exchange of EKU faculty members and students with international Universities;

Each Department will promote its programs to make them more attractive to diverse and international students.

**Measures:**
- Identified General Educations course(s) that have a diversity/international component;
- Identify courses that have a diversity/international component;
- Media samples for promotion of study abroad experiences and international education;
- The number of EKU faculty members and students involved in exchanges;
• Department report identifying the number of majors who are from a diverse/international background, provided by the Office of Associate Provost for Diversity Planning
EASTERN KENTUCKY UNIVERSITY
Office of the Registrar

INCOMPLETE GRADE CONTRACT

Student’s Name (please print) ___________________________ Student ID Number ___________________________

Faculty Member’s Name (please print) ___________________ Department ___________________________

Course Title ___________________________ Course # & Section ___________________________ Semester _______ Year _______

An Incomplete grade may be assigned at the instructor’s discretion under the following circumstances:

- An illness or other legitimate extenuating circumstance has prevented the student from completing the required work by the established deadline and;
- The incomplete is not based solely on a student’s failure to complete work or as a means of raising his/her grade by doing additional work after the grade report time; and
- The instructor agrees to complete this contract and to send it to the Registrar’s Office (ideally with the student’s signature). The Registrar’s Office must receive it no later than 30 days after the deadline for final grade submission for the term in question. If no contract is submitted within 30 days of the final grade deadline the “I” grade will be replaced with an “F”. Students will NOT be allowed to hand deliver incomplete contracts to the Registrar’s Office.
- Upon receipt, the Registrar’s Office will provide copies of the contract to the student and College Dean.
- Outstanding work must be completed and a Grade Change form submitted by the last day of classes of the regular semester (fall/spring) immediately following the term in which the incomplete grade was originally assigned.
- If a grade change is not submitted by the above deadline, the incomplete will default to a failing (F) grade.

Outstanding Course Assignments that Need Completion: (please provide specific details below, attach additional sheets if necessary)

Special Note: A degree cannot be awarded to a student with incomplete grades on their record.

Pending graduates are cautioned that an incomplete grade in their final semester can prevent a student from graduating on time. Pending graduates with unresolved incompletes (“I”) at the end of the final term will be given the choice of accepting an “F” in the course or being deferred to the next term for graduation consideration. Students with an unresolved in-progress grade (IP) will be given the choice of accepting an “NC” for the course or be deferred to the next term for graduation consideration.

Instructor Signature (Required) ___________________________ Date _____________

Students Signature (Recommended) ___________________________ Date _____________

Dept. Chair Signature (Required) ___________________________ Date _____________

Student Note: Upon receipt of this document, if you decide to decline this offer of an incomplete and would rather receive your earned grade, please signify that decision on this form and return it to the Registrar’s Office within 10 business days.

[ ] I do not wish to be awarded an incomplete grade for this course.

Student Signature (Required) ___________________________ Date _____________
MEMORANDUM

DATE: March 1, 2011

TO: Executive Committee, Faculty Senate
    Richard Day                     Malcolm Frisbie
    Keith Johnson                   Kirk Jones
    Nancy Mckenney                 Lynnette Noblitt
    Jerry Palmer                   John Taylor, Chair
    Janna Vice, Provost             Linda Wray

FROM: Diane L. Leggett, Chair
      Family and Consumer Sciences

RE: Hillary Hadley – Posthumous Degree Nomination
    BS, General Dietetics

On behalf of the faculty in the Department of Family and Consumer Sciences, I
nominate Hillary Hadley for a posthumous baccalaureate degree. At the time of
her death, Ms. Hadley had a 3.77 GPA, all A’s and B’s. She had 31 hours
remaining for her degree and would have graduated in May 2011.

Hillary was entering her senior year in fall 2010. She died in an accident during
the summer of 2010. She was an excellent student who greatly enjoyed her
nutrition classes. Faculty recall Hillary as a very positive person who was
excited about her degree and the future. She clearly enjoyed the field she had
entered. From basic human nutrition to the preparation and tasting in
Introduction to Food Composition and particularly to the intellectual challenge of
Bio-nutrition, she found it all fascinating. She was an excellent student. She
was quiet, but willingly spoke out in class, starting or joining discussions. When
she talked, she always had something thoughtful to say.
Hillary Hadley - Posthumous Degree

Hillary had a very strong faith and was active in EKU’s Campus Crusade for Christ – CRU. While in high school, she had been very active in the Adair County High School Band. Then as a college student and alum of the Adair County program, she continued her support of the band by participating in summer band camp and traveling with the band when they marched in the Macy’s Thanksgiving Day Parade.

Thank you for considering this posthumous degree nomination. Clearly, Hillary Hadley was a student in good standing. The faculty expected a long and positive future in dietetics for Hillary. We are saddened by her death, our loss, and the loss her family is experiencing.

cc: Doug Whitlock, President
    David Gale, Dean
    College of Health Sciences
To: EKU Faculty Senate  
From: The Senate Committee on Rules and the Senate Committee on Elections  
Date: 3/29/11  

The Senate Committee on Rules and the Senate Committee on Elections propose that the Faculty Senate approve the following motion at the April 4, 2011 meeting:

MOTION:  
In the Faculty Handbook, Part II (Organization and Administration of the University): Board of Regents, we request that the following changes (in bold type) be made in paragraph 3 concerning the Faculty Regent:

Proposed Revision  
The faculty regent shall be a teaching or research member of the faculty of the rank of assistant professor or above and shall be elected by secret ballot. All faculty members of the rank of instructor or above, or librarians holding comparable ranks, are eligible to vote. However, faculty with administrative assignments at or above the level of department chair are not eligible to vote in the faculty regent election. The faculty regent shall serve for a term of three years and until a successor is elected and qualified. The faculty regent shall be eligible for reelection but shall not be eligible to continue to serve as a member of the Board if no longer a member of the teaching staff of the University. Elections to fill vacancies shall be for the unexpired term and shall be held in the same manner as the original election.

Current Version  
The faculty regent shall be a teaching or research member of the faculty of the rank of assistant professor or above and shall be elected by secret ballot. All faculty members of the rank of assistant professor or above, or librarians holding comparable ranks, are eligible to vote. The faculty regent shall serve for a term of three years and until a successor is elected and qualified. The faculty regent shall be eligible for reelection but shall not be eligible to continue to serve as a member of the Board if no longer a member of the teaching staff of the University. Elections to fill vacancies shall be for the unexpired term and shall be held in the same manner as the original election.

JUSTIFICATION OF THE MOTION:

According to a 2010 revision of KRS 164.321, faculty at the rank of instructor are now permitted to vote in faculty regent elections.

Addition of the statement that administrators at the department chair level and above are ineligible to vote for faculty regent is supported by Kentucky Attorney General opinions issued in 1968 (OAG 68-611), 1974 (OAG 74-632), 1994 (OAG 94-25), and 2004 (OAG 04-006).
To: Faculty Senate

From: The Senate Rights and Responsibilities Committee and the Senate Rules Committee

Date: 3/30/2011

MOTION:

The Senate Rights and Responsibilities Committee and the Senate Rules Committee request that the Faculty Senate consider the attached principles of the draft Tenure and Promotion Policy for revision or adoption

JUSTIFICATION OF THE MOTION:

These principles were recently rewritten jointly by the Drafting Team, the Rights and Responsibilities Committee, and the Rules Committee. We feel that Senate approval would complete their review and consideration.
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<td>1.1</td>
<td>Eastern Kentucky University, as a matter of principle, complies with the American Association of University Professors and the Association of American Colleges and Universities “1940 Statement of Principles on Academic Freedom and Tenure.” The AAUP and AAC&amp;U statement addresses policy and procedural expectations for a wide variety of institutions of higher education. With this statement in mind, EKU shall establish specific, objective criteria and processes by which tenure and promotion decisions will be made. EKU’s policy ensures that criteria and processes are clearly articulated and published and are available to all persons in the university community.</td>
<td>Eastern Kentucky University, as a matter of principle, complies with the AAUP standards for faculty promotion and tenure. These standards establish basic policy and procedural expectations for a wide variety of institutions of higher education and for disciplines within universities while [providing for appropriate professional flexibility at departmental levels.] It is with this understanding that the following statements of principles and procedures are set forth to guide the faculty and the administration.</td>
<td>CURRENT—page 1</td>
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<td>2.1</td>
<td>EKU’s policy for tenure and promotion respects the uniqueness of disciplines within the University and provides for appropriate professional flexibility at college and department levels.</td>
<td>(PURPOSE) This policy ensures that the University has established criteria and processes by which the awarding of tenure and/or promotion may be evaluated. The policy ensures that these criteria are clearly articulated and that all processes related to the evaluation of those criteria are transparent and accessible to all persons in the university community.</td>
<td>CURRENT—page 1</td>
<td>O</td>
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<td>3.1</td>
<td>1. Departmental committees, consisting of elected tenured faculty members, and the Department Chair shall have the primary responsibility for evaluating candidates in their department for promotion and tenure. Throughout the promotion and tenure process, departmental evaluations shall be given weight that reflects this primary responsibility.</td>
<td>1. Faculty peers elected to serve on departmental committees shall have the primary responsibility for evaluating candidates in their department for promotion and tenure. Throughout the promotion and tenure process, faculty and administrators shall recognize the primacy of departmental recommendations.</td>
<td>CURRENT—page 2</td>
<td>C</td>
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<td>4.1</td>
<td>2. Policies for promotion and tenure shall state the specific criteria for each of teaching, service, and scholarly/creative activities to be used in the evaluation and how they shall be applied. Those specific criteria shall be provided to faculty when they begin their tenure-track employment at EKU and those criteria shall be the basis for the tenure decision.</td>
<td>5. Policies for promotion and tenure shall state the specific criteria to be used in the evaluation and how they shall be applied.</td>
<td>CURRENT—page 2</td>
<td>NC</td>
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<td>5.1</td>
<td>3. The recommendations in the decision-making process shall be based on documented and verifiable evidence and the review process shall be transparent. Evidence shall include documentation of the candidate’s performance and how that performance compares to the criteria for tenure and promotion.</td>
<td>2. The review procedures in the decision-making process shall be open, documented, and verifiable.</td>
<td>CURRENT—page 2</td>
<td>C, O</td>
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<td>6.1</td>
<td>4. Throughout the process, the principle of confidentiality shall be respected.</td>
<td>12. Throughout the process, principles of confidentiality shall be respected.</td>
<td>CURRENT—page 2</td>
<td>NC</td>
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<td>7.1</td>
<td>5. Review processes at each level shall include appropriate evaluations of performance in teaching, service, and scholarly/creative activities. These evaluations shall become part of the individual application dossier.</td>
<td>7. Review processes at each level shall include appropriate evaluations of performance in teaching, scholarship, and service. These evaluations shall become part of the individual application file.</td>
<td>CURRENT—page 2</td>
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Comparison between Proposed 4.6.4 and Current 4.6.4

Note: strikeout = deletion of text; underline = addition of text; red = similar wording/concept; [ ] = wording that has been moved

CODE:  C = Clarification    O=Organization    D=Duplication    E=Editorial    M=Minor Editing NC=No Change    S=Substantive Change    U=Unnecessary     W=Wrong policy   A= AAUP suggestion
## Comparison between Proposed 4.6.4 and Current 4.6.4

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<td>81</td>
<td>6. Review processes at each level shall be limited to professionally relevant considerations and shall include documented evidence of performance from the candidate, students, other faculty, and appropriate administrators. The documented evidence shall be part of the individual application dossier.</td>
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<td>91</td>
<td>7. The justification for or against promotion and/or tenure shall be stipulated in writing and maintained in the candidate’s dossier at every step in the process.</td>
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<td>101</td>
<td>8. The department and college procedures not determined by this promotion and tenure policy (4.6.4P) shall be developed and approved by tenure-track faculty composing these units. Such procedures shall be made available to the faculty in these units.</td>
<td>CURRENT—page 2</td>
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<td>111</td>
<td>9. An appeal process shall be included in the promotion and tenure policy (Policy 4.6.4P).</td>
<td>CURRENT—page 2 This is established in procedures (see PROPOSED, blocks 168 through 174)</td>
<td>S</td>
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<td>121</td>
<td>10. At each level, the candidate shall be notified in writing of the results of the deliberations, including the reasons for the recommendations.</td>
<td>CURRENT—page 2 This is established in procedures (see PROPOSED, blocks 146, 150, 158, 163, 174, 176, and 178)</td>
<td>S</td>
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<td>131</td>
<td>11. Membership on committees beyond the department level shall consist of elected tenured faculty at the rank of Associate Professor or Professor.</td>
<td>CURRENT—page 2</td>
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<td>141</td>
<td>12. No individual participant in the process may VOTE at more than one level of the process.</td>
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<td>NC</td>
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<td>151</td>
<td>13. Membership on college promotion and tenure committees shall be limited to tenured faculty members with the rank of Associate or Full Professor; membership on the University Promotion and Tenure Committee is limited to tenured faculty members with the rank of Professor or the highest rank available.</td>
<td>CURRENT—page 2</td>
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<td>161</td>
<td>14. At each level, provisions for appeal shall include an opportunity for the decision makers to reconsider the decision prior to referral to another body.</td>
<td>CURRENT—page 2</td>
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<td>171</td>
<td>15. All procedures shall be subject to full faculty review at least every five years.</td>
<td>CURRENT—page 2 Procedure – now appears in PROPOSED, Block 179</td>
<td>S</td>
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<td>181</td>
<td>16. No individual participant in the process may VOTE at more than one level of the process.</td>
<td>CURRENT—page 2 This is established in procedures (see PROPOSED, blocks 180–81)</td>
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<td>191</td>
<td>17. Committees shall be comprised of members elected by their peers.</td>
<td>CURRENT—page 2 This is established in procedures (see PROPOSED, blocks 109)</td>
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<td>201</td>
<td>18. Review of applications shall occur in the following way:</td>
<td>CURRENT—page 2 This is a procedure and covered in Block 142</td>
<td>S</td>
<td>E, C</td>
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<td>211</td>
<td>a. If all recommendations are positive, the sequence of reviews of all applications for promotion and tenure are as follows:</td>
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Note: strikeout = deletion of text; underline = addition of text; red = similar wording/concept; [] = wording that has been moved

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<td>tenure committee, Dean, Provost, President, and Board of Regents.</td>
<td>b. If a candidate is not recommended for tenure by the department committee, Department Chair, college promotion and tenure committee, or Dean, the application will automatically be reviewed by the University Committee on Promotion and Tenure prior to being forwarded to the Provost.</td>
<td>following.</td>
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TO: Members of the Faculty Senate

FROM: Janna P. Vice, Chair
The Council on Academic Affairs

DATE: March 25, 2011

SUBJECT: CAA Agenda for Faculty Senate

As a result of the Council on Academic Affairs’ meeting on March 17, 2011, the following items are presented for the Faculty Senate’s agenda on April 4, 2011.

Curriculum Proposals

New Program

1. Minor in Veterans Studies

New Certificates

2. Departmental Certificate in Veterans Studies
3. Departmental Certificate in Land Surveying

Program Revisions to Required Hours to Graduate

4. Chemistry B.S.
   *Revise program to reflect current course changes; reduce overall program requirements to 120 hours.*

5. Forensic Science B.S.
   *Revise program to reflect recent course changes; reduce overall degree requirements to 120 hours.*

6. Physics B.S.
   *Replace EET 355 with EET 399 under the Engineering Physics option and reduce the number of total required hours to 120 by reducing the number of free electives.*
Program Revisions

7. Associate of General Studies Concentration in Veterans Studies
   Add a new concentration in Veterans Studies to the Associate of General Studies degree program.

8. Elementary Education (P-5) Teaching B.S.
   Add ELE 446W to the program.

9. Special Education Teaching B.S. Learning and Behavior Disorders
   Add ELE 446W to the program.

10. Deaf and Hard of Hearing (P-12) with Elementary Education (P-5) Teaching B.S.
    Add ELE 446W to the program.

11. Accounting B.B.A.
    Revise math requirements; eliminate “Professional Skills Seminar” in the College requirements.

12. Computer Information Systems B.B.A.
    Revise math requirements; change supporting course requirements to 18 hours and free electives to 5 hours. Eliminate “Professional Skills Seminar” in the College requirements.

13. Finance B.B.A.
    Revise math requirements; change Supporting Course Requirements to 15 hours and free electives to 5 hours. Eliminate “Professional Skills Seminar” in the College requirements.

    Revise math requirements. Change Supporting Course Requirements to 15 hours and free electives to 8 hours. Eliminate “Professional Skills Seminar” in the College requirements.

15. Insurance B.S.
    Revise math requirements. Eliminate “Professional Skills Seminar” in the College Requirements.

16. Pre-Professional Pre-Veterinary Medicine
    Condense and clarify Catalog narrative. Present curriculum requirements in a standard format.

17. Fire, Protection, and Safety Engineering Technology B.S.
    Add 4 elective credit hours to total 124 for ABET accreditation

18. Geology B.S.
    Revise major requirements by: 1) requiring two introductory Geology courses
    2) removing GLY 550 from Geology Core  3) reducing Geology electives from 5 to 4 courses and revising course list 4) adding Capstone Course.

19. Science for Engineering A.A.S.
    Correct the number of hours in the supporting courses and adjust the number of hours in free electives.

20. Associate of General Studies Concentration in Physics and Engineering
    Add a new concentration in Physics and Engineering to the Associate of General Studies degree program.
Action Items

The Council approved the following items in the February 17, 2011, meeting:

21. Commencement Participation, Graduation Fee, Degree Conferral Date, University Certificate Production
   Office of the Registrar

22. Proposal 3 + 2
   Graduate School

23. Clarification for Tuition Waiver for Graduate Assistants
   Graduate School

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Business Briefs

ADMISSION continued from page 11
race/ethnicity. Only 58 percent of high school completers from the lowest income quartile entered higher education by fall 2008, compared with 87 percent of those from the highest income quartile. In 2008, Latino and African-American high school graduates accounted for 33 percent of the traditional college-age population, but they represented only 25 percent of the students enrolled in postsecondary education.

Among the four-year colleges with selective admission criteria, students’ demonstrated academic achievements—grades, strength of curriculum, admission test scores, and so on—constituted the most important factors in the admission decision. However, between 25 percent and 30 percent of colleges rated race/ethnicity, first-generation status, and high school attended as at least moderately important as criteria that influence the way admission decisions are evaluated.

SPOTLIGHT: COMPREHENSIVE AND DOCTORAL INSTITUTIONS

An Easy Way to Enrich Employee Discount Programs

At the University of Nebraska at Omaha (UNO), we found that our employee discount program was falling into the “burdensome” category. Limited participation resulted from the small number of vendors and offerings, and out-of-date information. But, the idea of finding time to create a new program that was of real value, complying with conflict-of-interest rules, and devising a plan that we could easily administer seemed daunting.

As a way to meet that challenge, the human resources (HR) department contracted with an outside vendor, PerkSpot (www.perkspot.com), to create and manage our employee discount benefit. The online program began in June 2009, and we’ve had excellent results so far. According to the November 2010 utilization report, UNO had a 37 percent participation rate. In November alone, there were 83 new registrations, and employees accessed the site 336 times. The vendor keeps the site updated, with frequent additions of providers and offerings, some of which are recommended by program participants.

Benefits at Your Fingertips
After careful consideration, we contracted with an online resource that offers discounts and rebates on goods and services from some of the top brand names in the United States. We’ve realized a number of positive improvements with the new program, including:

- A customized Web site for UNO. Once registered, faculty, staff, and students can access information about product and service offers directly through the provider’s Web site or through the UNO Human Resources Web page (www.unomaha.edu/humanresources/employeediscountProgram.php).
- Confidential transactions. Payments are handled between the participant and the vendor. In this way, HR does not compromise its relationship with faculty and staff, because no confidential information is passed between HR and PerkSpot. In addition, a disclaimer included on the Web site states that UNO does not endorse or imply endorsement of any of the companies offering products or services within the discount program.

Little or No Cost
A great attraction of the discount program is that there is no direct cost to the university. The provider generates its revenue from the participating companies. Our provider also handles vendor evaluations and establishes preferred product categories. We can also request that certain vendors be screened out if we feel they are not appropriate.

Indirect cost was only for the HR staff, who spent approximately 35 hours on vendor selection, contract negotiation, and initial rollout. The result has been a no-risk rewards program for UNO. Since the launch of the site, more than one third of UNO faculty, staff, and students have registered. As of November 2010, there were 1,105 participants. At a time when salaries and other benefits remain somewhat static, we’ve been able to create an employee discount program that has met and exceeded expectations for administration and staff.

SUBMITTED BY Marlene Anderson, director, human resources department, the University of Nebraska–Omaha

mkanderson@mail.unomaha.edu
Regent’s Report to Faculty Senate

I send my regrets that I cannot attend today’s Senate meeting. I am in Los Angeles to participate in the Association of Governing Boards’ annual conference. Since I have been a member of EKU’s Board, we have not had a delegation attend this conference. We have, however, interacted with AGB staff at the annual Governor’s Conference, which is put on by the CPE, and we have had an AGB consultant in to help with a Board retreat. Their work is good. I believe Eastern will have seven board members at this conference. I am looking forward to hearing some stimulating ideas from AGB and to being able to interact over several days with others on the EKU Board.

The EKU Board will next convene for a regular quarterly meeting on April 18, 2011. At this meeting I anticipate that we will hear recommendations for tuition, housing, and dining levels for the 2011-12 academic year. We will not be able to approve those recommendations because we must wait for the CPE to set tuition guidelines for the state institutions. CPE’s meeting will follow our meeting by a week or two. Therefore, I anticipate that, after discussion, the Board will authorize its Executive Committee to act on its behalf within parameters that the Board sets once the CPE has acted. I am on the Executive Committee, and will participate in those deliberations.

Please feel free to contact me for further information about any of these items or to discuss topics of concern to you.

Respectfully submitted,
Malcolm P. Frisbie
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