

5-6-1996

Faculty Senate Minutes, May 6, 1996

Eastern Kentucky University, Faculty Senate

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FACULTY SENATE MINUTES
EASTERN KENTUCKY UNIVERSITY

MAY 6, 1996

The Faculty Senate of Eastern Kentucky University met on Monday May 6, 1996, in the Faculty Dining Room of the Powell Building. Senate Chair Richard Rink called the last meeting of the 1995-1996 academic year to order at 3:30 p.m.

The following members of the Senate were absent:

C. Alcorn	C. Gardner	B. Maclaren*	J. Schwendeman*
D. Batch	G. Gow	D. Quillen	K. Sehmman*
N. Davis*	D. Greenwell	T. Ricks*	B. Sowders
J. Frazier	N. Mackinnon*	P. Scholmann*	J. Willett
L. Gaines			

*Indicates prior notification to the Senate Secretary

Visitors to the Senate were Mr. Darryl Halbrooks, Art ; Mrs. Judith Levine, English; Dr. John Taylor, Mass Communications; Mr. Paul Dean, Military Science; Ms. Gayle Denham, Baccalaureate Nursing; Mr. Joseph Beck, Environmental Health Science; Dr. Engming Lin, Information Systems; Ms. Margaret Willingham, Library Services; Mrs. Marilee Gabbard, Library Services; Dr. William Farrar, Biological Science; Dr. James McCord, Government; Dr. Joseph Biesinger, History; Mrs. Jill Allgier, Registrar; Mr. Harry Moberly, Jr., Judicial Affairs; Dr. Marijo Levan, Mathematics and Computer Science; Ms. Melody Mason, Student Senate; Ms. Mary Ann Lawrence, Eastern Progress.

Announcements

Senator Rink recognized those senators that have served the Faculty Senate for the past three years, and submitted to each Senator a certificate of appreciation.

Approval of the Minutes

Senator Rink called for additions or corrections to the May 6, 1996, minutes. Senator Rink called for the word "Representatives" on page 3 be changed to "Responsibilities." There being no further corrections, the minutes were approved as corrected.

Report from the President: Senator Funderburk

President Funderburk reported that the Board of Regents recently approved the university's 1996-1997 budget. The president pointed out that Eastern will provide its own health insurance rather than be a mandatory participant in the Kentucky Health Alliance

system.

There are two ongoing studies on Kentucky higher education. A Commission on Higher Education Institutional Efficiency and Cooperation composed of the presidents of the public institutions and six or eight other people. And a recently established Task Force on Post-Secondary Education by Governor Patton which will be composed of six state representatives, six state senators, and six gubernatorial appointees. The Commission is supposed to complete its work by October 15 and submit its report to the Council on Higher Education. Based on the Commission's report the Council on Higher Education will make recommendations to the Governor. The mission of the Commission is:

1. To recommend new and effective ways to enhance academic delivery and inter-institutional cooperation in the delivery of academic programs and other services to include, but not be limited to, increased emphasis on institutional missions, a reduction in academic program duplication, and the development of course commonality within academic programs, and between institutions.
2. To recommend practices/procedures to increase institutional administrative efficiency through the restructuring and redesign of procurement and contracting procedures, maintenance programs and facility use, and to propose privatization of services where practical, affordable, and effective.
3. To explore the uses and potential effectiveness of new technologies to improve distance learning delivery, strengthen inter-institutional communication, improve management practices, enhance academic programs and services, and provide access to higher education for Kentucky residents.
4. To recommend an evaluation system for assessing the attainment of Commission objectives and appropriate financial incentive for the implementation of Commission recommendations.

President Funderburk responded to several questions covering the recently approved Board of Regents policy on Early Retirement Option (ERO). As originated from the Council of Dean's in response to changing demographics and discussed by the Faculty Senate, the policy will be in effect for a two-year period. At the end of two years ERO will be eliminated completely unless reauthorized by the Board of Regents.

Report of the Executive Committee: Senator Rink

The Chair reported that the committee had received a report from the Ad Hoc Committee on Child Care, and that the report was approved and sent to President Funderburk. The Chair also reported that in November a motion was approved to consider the procedures for a university committee for receiving suggestions on how the University could be more efficient. In December, two new ad hoc committees were approved; the Ad Hoc Committee to Study Procedures for Late Withdrawals, and the Ad Hoc Committee on the Study of Repeat and Replacement of Grades. In February a report was given from the Ad Hoc Committee on Alternative Schedules for Classes and Holidays. In March, the Faculty Senate was given an opportunity to provide its input concerning ERO. In April, two reports; one

from the Budget Committee, and a report from the Committee on Rules.

The Chair also stated that he would like to see the Faculty Senate, along with the Student Senate, review the issue of grade inflation.

Report of the Faculty Regent: Senator Freed

In response to questions concerning the recently approved gun law legislation, Senator Freed reported that Eastern's existing policy refuses to allow weapons on campus other than security offices. He also reported that records from the Board of Regents meetings, such as agendas and minutes, are open for inspection.

Report from the COSFL Representative: Senator Lee-Riffe

Senator Lee-Riffe reported that 25 members of COSFL representing all state four year institutions of higher education and some of the Community Colleges, met with Governor Paul Patton on April 13. Governor Patton discussed the formation of the Task Force and the issues it is to address. COSFL members pointed out that the faculty has no opportunity for input in any of this examination and policy, and no voice on The Council of Higher Education.

Governor Patton encouraged COSFL to draw up white papers on issues of concern to faculty and guaranteed that he himself would read them and get them into the hands of the Task Force before it concluded its study and recommendations.

The work of preparing these white papers will begin when COSFL meets on Monday, May 13, at the University of Kentucky.

Report from the Student Senate: Mr. Joseph Hoffman

Mr. Joseph Hoffman introduced the new Student Body President, Ms. Melody Mason.

Reports from Standing Committees

Committee on Elections: Senator Elias

Senator Elias reported that the attendance by new senators and chairs of the standing committees of the Senate was excellent, and everyone seemed to be in agreement that this orientation is an informative and useful affair.

The committee also coordinated the counting of full-time faculty by department, notification to academic deans and department chairs of the need to conduct elections for new senators, and reporting of the results to the secretary and the Chair of the Senate.

Committee on Committees: Senator Janssen

Senator Janssen reported good response for self nominations to university committees.

Committee on Rules: Senator Lewis

Senator Lewis reported that there was a complete revision of the Senate Rules. The revision was brought before the Senate and passed in April and will go before the full faculty in August for final approval.

In addition, the Rules Committee surveyed the various officers of the Senate for information concerning their roles and functions which will be used in the next academic year for a complete revision of the Internal Procedures of the Senate so incoming officers of the Senate will have an up-to-date guide for performing their duties.

Committee on the Budget: Senator Watkins

No report given.

Committee on Faculty Rights and Responsibilities: Senator Kipp

Senator Kipp reported the Committee on Faculty Rights and Responsibilities had looked at the summer salary issue.

Reports from Special Committees

Report from the Ad Hoc Committee to Study Procedures for Appealing to Withdraw from Courses and/or the University: Dr. Marijo LeVan

Dr. LeVan, Chair of the Ad Hoc Committee, reported on procedures suggested by the committee for appealing to withdraw from courses and /or the university. (See attachment #1). After discussion which focused on the impact of telephone registration and the role of advisors in the withdrawal process, Senator Engle moved adoption of the recommendations. The motion was approved.

Report from the Ad Hoc Committee on the Study of Repeat and Replacement of Grades: Senator Lee-Riffe

Senator Lee-Riffe presented five recommendations from the Ad Hoc Committee.

(1) A student may repeat a course only if the original grade is C, D, or F. The grade of P can be used to replace a failing grade only when the course was originally taken Pass/Fail. If a student enrolls to repeat a course with original grade of B, the student will be

administratively withdrawn from the course.

(2) A student is allowed a maximum of six repeats with replacement of grade; if the same course is repeated twice, only a maximum of four other repeats may be allowed. For these maximum of six repeats, the new grade will always replace the original grade in the calculation of the student's GPA. The limit of six repeat options applies to a student's entire undergraduate career at Eastern, no matter how many undergraduate degrees or programs are attempted. Any grade received from a seventh or subsequent repeat will be excluded from GPA calculation.

(3) A student may enroll in the same course for a third or subsequent time only under unusual circumstances and with the written permission of the dean of the college of the student's first major. If a student enrolls in a course for a third or subsequent time without approval, the student will be administratively withdrawn from the course.

(4) This policy shall be standard for undergraduate students university-wide. Colleges, departments, and programs may add their own more restrictive policies with approval of the Council of Academic Affairs.

(5) [Pending consultation with university attorney Giles Black, the committee will propose for Senate Consideration one of the following:

- This new policy shall start with the Fall 1997 catalog. Any student with six or more repeats at that time will have reached the limit allowed.

- This new policy shall start with students admitted or readmitted for Fall 1997.

- This new policy shall start with students admitted for Fall 1997.]

Discussion followed on recommendation five. Senator Kipp moved that "The new policy shall start with students admitted for Fall 1997." Senator Engle seconded the motion. Senator Masagatani moved to amend the original motion to read "This new policy shall begin with the Fall 1997 Catalog." Senator Kleine seconded the motion. After some discussion the amended motion was approved.

Debate continued on recommendations one through four. Mr. Joseph Hoffman presented the students viewpoint. Senator Janssen moved to amend recommendation one first sentence to read, "A student may repeat a course for grade replacement only if the original grade is C, D, F, or U." Senator Wisenbaker seconded the motion. After discussion in which Senator Falkenberg pointed out that in the Fall of 1995 only 118 students had repeated more than six courses, representing .75% of the students registered that semester, she moved to strike out the last sentence of recommendation one. Senator Janssen seconded the motion. Recommendation one as amended reads: A student may repeat a course for grade replacement only if the original grade is C, D, F, or U. The grade of P can be used to replace a failing grade only when the course was originally taken as Pass/Fail. The amended motion was approved.

Senator Lee-Riffe moved the adoption of amended recommendations. Senator Frass seconded the motion. The motion passed.

Faculty Senate Name-Plate: Senator Rink

Senator Rink presented a recently designed name-plate which will be used on all official Faculty Senate communications. (See attachment #2). Senator Janssen moved to accept the name-plate. Senator Lee-Riffe seconded the motion. The motion was approved.

New Business

Message from State Representative Harry Moberly, Jr.

Representative Moberly reported on actions that affected higher education during the recently completed session of the Kentucky General Assembly. Higher education fared well and he felt much credit is due to Governor Patton's harmonious relationship with the legislature. Initially the Governor wanted a 3% budget increase for higher education, but was persuaded to provide a 4% increase based on the model funding formula which is designed to promote institutional equity. Mr. Moberly will be working with President Funderburk and other educational leaders to reduce the impact of performance based funding and to simplify reporting requirements for higher education. He pointed out that Governor Patton wants to see greater effort by the state universities in the areas of articulation, cooperative programs, use of technology, and eliminating unnecessary duplication. If higher education can address these issues and show a cooperative spirit then the Governor will consider higher education as a top funding priority when the General Assembly meets in special session early next year.

Report from the Council on Academic Affairs: Senator Enzie

Senator Enzie moved the following proposals from the Council on Academic Affairs:

College of Applied Arts and Technology

Department of Technology

Proposed two new options: Bachelor of Science in Vocational Industrial and Technical Education degree program.

Teaching
Industrial Training

College of Business

Department of Economics and Finance

Proposed degree program suspension: Bachelor of Business Administration in Real Estate.

Proposed two new Options: Bachelor of Business Administration in finance degree program.

General Finance
Real Estate

College of Education

Department of Special Education

Proposed new certification: Special Education: Early Childhood (SEEC) - Teaching (for Interdisciplinary Early Childhood Education Teacher Certification - Birth to Five).

Proposed name change: Certification in Trainable Mentally Handicapped TO Certification in Moderate and Sever Disabilities.

College of Social and Behavioral SciencesDepartment of Economics and Finance

Proposed program option suspension: Bachelor of Arts in Economics (Teaching).

Proposed minor suspension: Economics (Teaching).

Department of Anthropology, Sociology, and Social Work

Proposed program option suspension: Bachelor of Arts in Sociology (Teaching).

Proposed minor suspension: Sociology (Teaching).

Department of Geography and Planning

Proposed minor suspension: Geography (Teaching).

Department of Government

Proposed program option suspension: Bachelor of Arts in Political Science (Teaching).

Department of Psychology


Proposed program option suspension: Bachelor of Science in Psychology (Teaching).

Proposed minor suspension: Psychology (Teaching).

Senator Gale seconded the motion. The motion was approved.

Adjournment

Senator Enzie moved that the Senate adjourn. It adjourned at 5:07.



Charles C. Hay, III
Faculty Senate Secretary

Organizational Meeting of the 1996-1997 Faculty Senate

After a ten-minute recess to allow the new senators to be seated, Chair Rink called to order the organizational meeting of the 1996-1997 Faculty Senate. The new members of the Senate are: Darryl Halbrooks, Art; Michael Bright, English; Judith Levine, English; John Taylor, Mass Communications; Paul Dean, Military Science; Gayle Denham, Baccalaureate Nursing; Joseph Beck, Environmental Health Science; Engming Lin, Information Systems; Phyllis Murray, Health Education; Margaret Willingham, Library Services; Marilee Gabbard, Library Services; William Farrar, Biological Sciences; James McCord, Government; Joseph Biesinger, History; and Dennis Quillen, Geography and Planning.

The following members of the Senate were absent:

C. Alcorn	C. Gardner	B. Maclaren*	J. Schwendeman*
D. Batch	G. Gow	D. Quillen	K. Sehnann*
N. Davis*	D. Greenwell	T. Ricks*	B. Sowders
J. Frazier	N. Mackinnon*	P. Scholmann*	J. Willett
L. Gaines			

*Indicates prior notification to the Senate Secretary

Remarks from the President: Senator Funderburk

President Funderburk welcomed the new Senators. He told them that they would be involved in many important activities over the next year and that he appreciated their time and dedication to the institution.

Remarks from the Executive Committee: Senator Rink

Senator Rink welcomed the new members and called their attention to the dates for the 1996-1997 Senate meetings. He also thanked the Senators for their service and reminded them that starting in September, Senate meetings will be held in the South Room of the Keen Johnson Building.

New Business

Election of the Senate Chair

Two persons were nominated for the position of Faculty Senate Chair at the April meeting of the Senate. Those nominated were Senator Richard Rink and Senator Karen Janssen.

The results of the balloting were Senator Rink 28 votes and Senator Janssen 25. Thus, Senator Rink was re-elected Faculty Senate Chair for the 1996-1997 academic year.

Election of the Senate Secretary

Senator Lewis nominated Charles Hay to serve as Faculty Senate secretary for the 1997 calendar year. Senator Enzie seconded the motion. The motion was approved.

Election of Members to Standing Committees

Executive Committee (1 position)

Senator O'Brien was nominated and elected.

Committee on the Budget (2 positions)

Senators Willingham and Beck were nominated and elected.

Committee on Elections (2 positions)

Senators Pratt and Chapman were nominated and elected.

Committee on Rules (1 position)

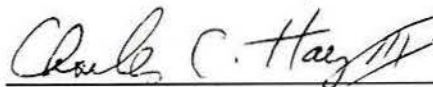
Senator McCord was nominated and elected.

Committee on Committees (1 position)

Senator Taylor was nominated and elected.

Adjournment

Senator Enzie moved that the Senate adjourn. It adjourned at 5:37 p.m.



Charles C. Hay, III
Faculty Senate Secretary

RECOMMENDATIONS OF THE *AD HOC* COMMITTEE TO STUDY PROCEDURES FOR LATE WITHDRAWALS

1. The Dean of Academic Support and Undergraduate Studies and the Dean of Graduate Studies and Research shall transmit all requests, with or without an attached recommendation, to the Registrar.
2. The Registrar shall divide these requests into two groups: (i) those not qualified to make the request (such as having been assigned an "F" in the course due to academic dishonesty) or those without documentation; and, (ii) those who are qualified and have submitted a complete petition.
 - i. The first group shall be sent a letter denying the request and explaining the reason.
 - ii. The petitions and documentation from students in the second group shall be sent to the Withdrawal Appeal Committee. In cases where the student is withdrawing from an individual course, or courses, the Registrar shall contact the instructors for input. This, too, shall be sent to the Committee. If the majority of the committee voting approves the withdrawal, the Registrar shall process the request. The Registrar shall also inform all students appealing of the Committee's decision.
3. The members of the Withdrawal Appeal Committee shall be:
 - a. The Registrar, *ex officio* and non-voting.
 - b. A representative from the Division of Financial Aid, selected by the Director of that Division to serve a twelve month (renewable) term.
 - c. An elected member of the Faculty Senate, appointed by the Executive Committee of the Faculty Senate for a twenty-four month term. Each successor appointed by the Executive Committee shall also serve a twenty-four month term.
 - d. An academic dean, appointed by the Executive Committee to serve a twelve month term. Each successor appointed by the Executive Committee shall serve a twenty-four month term.
 - e. A member of the Student Senate, appointed by the Cabinet of the Student Senate to serve a twelve month term.
 - f. Short term vacancies shall be filled by the appointing authority.
4. The Withdrawal Appeal Committee shall normally meet at 3:30 p.m. on the second and fourth Mondays (with any changes necessitated by holidays) each month of the year. Three-fourths of the voting membership shall constitute a quorum. If there are no appeals to be heard, the Registrar shall cancel the meeting and notify the Committee.
5. The Registrar shall communicate the decisions of the Committee to the student, and, if it is so recommended, process the withdrawal.

COLLEGE OF SOCIAL AND BEHAVIORAL SCIENCES

Department of Economics and Finance

Proposed program option suspension: Bachelor of Arts in Economics (Teaching)

Proposed minor suspension: Economics (Teaching)

Department of Anthropology, Sociology, and Social Work

Proposed program option suspension: Bachelor of Arts in Sociology (Teaching)

Proposed minor suspension: Sociology (Teaching)

Department of Geography and Planning

Proposed minor suspension: Geography (Teaching)

Department of Government

Proposed program option suspension: Bachelor of Arts in Political Science (Teaching)

Department of Psychology

Proposed program option suspension: Bachelor of Science in Psychology (Teaching)

Proposed minor suspension: Psychology (Teaching)

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Enclosures

Recommendations for Changes to the Undergraduate Catalog
(see page 31)

SCHEDULE CHANGES

1. Adding Classes.

After registering, a student may add classes starting at the beginning of the semester through the fourth class day of that semester. They may add a class starting later in the term up to the first day the class meets.

2. Dropping Classes.

If a student drops a class by the fourth class day of a regular semester, the course will not appear on the student's grade report or transcript.

3. Withdrawing From Classes.

With the advisor's approval, a student may officially withdraw from a course from the fifth class day of the semester to the course's midpoint. (The midpoint of a full semester course is the eighth week; the midpoint of part-semester courses is printed on the course syllabus.) A student will be assigned a grade of "W" for courses they withdraw from, and the "W" will appear on the grade report and transcript. Refer to Part II of this Catalog for the University's refund policy. Refer to the current Schedule of Classes Bulletin for deadlines and schedule change fee information.

Faculty will inform students, upon their request, of their academic progress in a course prior to the last day to withdraw.

Students assigned a grade of "F" in a course due to academic dishonesty will not be permitted to withdraw from the course.

4. Withdrawing From Classes Under Extraordinary Circumstances.

After the last day to withdraw from a class and through the end of the term, an undergraduate student who is the victim of extraordinary circumstances may petition for an administrative withdrawal from a class. The student should submit a written petition, which must include justification and documentation, to the Registrar. If the petition is approved by the Appeals Committee, the student will be assigned the grade of "W." Students assigned a grade of "F" in a course due to academic dishonesty will not be permitted to withdraw from a class.

WITHDRAWING FROM THE UNIVERSITY

To withdraw from the University, students must request an official withdrawal at the Registrar Records Office, Coates Administration Building, Room 15. A withdrawal without extraordinary circumstances (see below) is granted through the eighth week of classes during a regular semester or through the midpoint on any non-standard session. A grade of "W" is assigned. Students who leave the University without officially withdrawing will be assigned the grade of "F" in their classes.

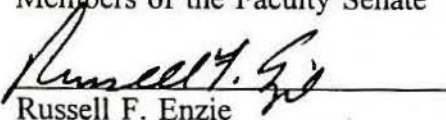
After the eighth week, a student who is the victim of extraordinary circumstances may petition for an administrative withdrawal from the University. The student should submit a written petition, which must include justification and documentation, to the Registrar. If the petition is approved by the Appeals Committee, the student will be assigned the grades of "W." Students assigned a grade of "F" in a course due to academic dishonesty will not be permitted to withdraw from the University.



EASTERN KENTUCKY UNIVERSITY
Richmond, Kentucky 40475-3101

Office of Academic Affairs & Research
Vice President and Dean of the Faculties

Coates Box 30A
108 Coates Building
(606) 622-3884

TO: Members of the Faculty Senate
FROM: 
Russell F. Enzie
SUBJECT: Report of the Council on Academic Affairs
DATE: April 22, 1996

The following proposals have been approved by the appropriate department and college curriculum committees and the Council on Academic Affairs. I recommend approval by the Faculty Senate.

COLLEGE OF APPLIED ARTS AND TECHNOLOGY

Department of Technology

Proposed two new options: Bachelor of Science in Vocational Industrial and Technical Education degree program
Teaching
Industrial Training

COLLEGE OF BUSINESS

Department of Economics and Finance

Proposed degree program suspension: Bachelor of Business Administration in Real Estate
Proposed two new options: Bachelor of Business Administration in Finance degree program
General Finance
Real Estate

COLLEGE OF EDUCATION

Department of Special Education

Proposed new certification: Special Education: Early Childhood (SEEC) - Teaching (for Interdisciplinary Early Childhood Education Teacher Certification - Birth to Five)

Proposed name change: Certification in Trainable Mentally Handicapped TO Certification in Moderate and Severe Disabilities

