

MINUTES

WESTERN KENTUCKY UNIVERSITY FACULTY SENATE

January 15, 1981

Call to Order

The regular meeting of the Faculty Senate was called to order on Thursday, January 15, 1981, at 3:15 p.m. in Rooms 202, 203, and 204 of the Garrett Conference Center by the chair, Don Bailey. A quorum was present.

Roll Call

Absent:

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|------------------|-------------------|
| 1. Dan Benardot* | 6. Wilburn Jones* |
| 2. Robert Blann | 7. Michael Klein |
| 3. Jeff Crisp* | 8. Ed Pease* |
| 4. Connie Foster | 9. David Rivers |
| 5. Larry Hanser | * sent observer |

Minutes

For the December 11, 1980 meeting Mahmoud Salem sent an observer. With this correction the minutes were approved.

Report of the Treasurer

Treasurer Bill Davis reported that after a 10 percent cut in August, 1980, the Faculty Senate had \$2,597.15 for operating expenses for the year. As of November 30, \$1,484.17 had been spent. This is 57 percent of the total; as of November 30, 1979, 36 percent had been spent. Increases in costs and the increase in the secretary's salary account for the greater expenditure. Senator Davis estimates that at the current rate of expenditure, the Faculty Senate will end the year with a deficit of \$1,300- \$1,800. However, part of this deficit will be caused by the service administrator evaluation for which the Senate will be reimbursed by the University.

Report of the Chair

Chair Don Bailey reported that the promotion policy is almost finished and should be available to the Senate at the February meeting. On the revision of the consultation guidelines he reported that no date had been set for the final revision. He called attention to the letter from President Zacharias to the vice presidents concerning the financial state of the University. This letter was included in the January mailing to the Senators.

STANDING COMMITTEE REPORTS

Executive Committee

Senator Pat Bowen reported that the Executive Committee and the Council of Committee chairs had met jointly on January 12. Because of the holidays the committees had not met and

the greater part of the meeting was given to discussion of budgetary matters of the University.

Ad Hoc Committee on Service
Administrator Evaluations

Senator Phil Constans, assistant chair of the committee, reported that, having no experience in evaluating services, the committee spent several meetings in exploratory discussion to reach agreement on their purposes. At this point they have identified the areas to be evaluated and sent questionnaires to several of the units asking what services they perform. From these pilot questionnaires, the committee will devise a questionnaire to be sent to all units and will use the results to aid them in writing the evaluation instrument. This instrument will include an attempt to assess the degree of contact or use of the service by faculty members, to ascertain the level of awareness of services, and to evaluate the quality of the services.

Unfinished Business

Since the Academic Affairs document AA 008.1 dealing with the student's academic rights was being given a first reading at the December meeting, the amendments made at the meeting were declared invalid. Therefore, AA 008.2 was technically receiving first reading. The Executive Committee suggested that the rules be waived to consider AA 008.2 for a second reading. It was moved by Senator Constans, seconded by Weigel. The motion passed without discussion and Senator Glaser presented the rewritten document. After some discussion, Senator Taylor proposed an amendment to the opening statement of the resolution: to strike "once his or her degree program has been approved" from the first sentence. The amendment was seconded by Bluhm and passed. The amended recommendation was passed.

President Addresses
Senate on Budget

President Donald Zacharias addressed the Faculty Senate discussing the financial situation of the university and the necessity of budget cuts.

He reported that the news continues to get worse: although a tuition increase is coming, it may not offset the budget cut, for all indications are that another cut will be added to the \$987,000 already taken from next year's budget. In addition, the president predicted cuts in federal funds for education under the Reagan administration, and pointed

out the coming necessity to spend money to comply with the Civil Rights Act.

President Zacharias then outlined what is being done. He is attempting to delay the actual budget process until mid-February, when he will have a better idea of how much money the University will have. Meanwhile, a number of actions are being taken; some specific ones are outlined in a letter the president wrote to the vice presidents on January 5. Among these are documentation of the impact of budget cuts on the quality of instruction and systematic review of every budget unit. Though it is difficult to document effects on the quality of instruction, the president wants to be able to demonstrate to any state official or legislator that the budget cuts are detrimental. The review of budget units will include planning for consolidation of operations, reduction of expenditures, and elimination of programs. The president emphasized that no area will remain untouched, though he recognizes that faculty sometimes feel some areas will not be affected by cuts. That is not true in this case.

In emphasizing the severity of the problem President Zacharias pointed out that academic programs and personnel will also be lost. Personnel decisions are administrative responsibilities, but in the area of academic programs, administrators must have the co-operation of the faculty. Vice President Davis has established a plan to involve the faculty in the evaluation of programs, which he described to the Senate following the president's remarks.

The president also indicated that faculty would be represented through the faculty regent, and promised to consult with as many as possible during the budgeting process.

There is little time for debate about changes that will be made, but there is no pre-conceived list; what will happen will depend on the reviews, and these must take place as soon as possible, the president said in answer to a question on timing. On being asked what faculty can do to aid in the process, President Zacharias listed three things: the Senate should work with university officials to distribute information to those who should get it, by doing such things as speaking to civic clubs, for example; faculty members can suggest people for membership on the Committee of 75, people who can speak

strongly for the university; and faculty can also suggest any particularly strong argument, any evidence, reflecting on the quality of the university (such as a high rate of acceptance of Western graduates into graduate or professional schools in particular areas).

After the president answered several questions, Vice President James Davis explained the method of evaluating programs. All department heads will receive an evaluation instrument, with which they can work with the faculty in any way they wish to answer substantive questions about each program in their departments. These will subsequently go to the deans for further comments, then to Vice-president Davis; the president will receive them by February 15. These questionnaires will ask, among other things, for top priorities and essential programs.

Service areas working with academic offices will receive similar evaluations.

The vice president also announced the formation of an advisory committee to work with him both during the budgeting period and later.

Announcements

Senator Zacharias announced that a joint meeting of the Sub Committee on Education of the Interim Joint Committee on Appropriations and Revenue and the Sub Committee on Higher Education of the Interim Joint Committee on Education would be held on campus on January 20, 1981.

Chair Bailey called attention to the President's memo on the Committee of 75 and requested suggestions for membership on that committee.

Adjournment

A Veenker/Roberts motion for adjournment passed unanimously at 5:15 p.m.