

Minutes

Western Kentucky University Faculty Senate XXI

Thursday, March 5, 1998

CALL TO ORDER

The faculty senate was called to order by Chair Arvin Vos at 3:35 p.m.. Absent without representation were: Stan Cooke, Wade Ferguson, Michael Kallstrom, Dean May, Don Nims, John Oaks, Jack Rudolph, Loren Ruff. Marilyn Casto substituted for Martha Jenkins. Dr. Ransdall and Dr. Burch were also unable to attend.

DISPOSITION OF MINUTES

The minutes of the February 5th meeting were accepted as distributed.

FACULTY REGENT

Regent Mendel reported on the Finance Committee business with regards to faculty pay raises. Dr. Mendel indicated that:

- A) a 1.7% Cost of Living Adjustment was being proposed;
- B) there would be a 2.3% merit pool for the upcoming year;
- C) \$425,000 was being set aside for equity adjustments by discipline.

COMMITTEE REPORTS

Academic Affairs - Lyn Miller

No Report

Bylaws, Amendments, and Elections - Fred Murphy (appointed chair)

The following senators have been elected to the Faculty Senate XXII

Dean May	-	Allied Health
Zack Murrell	-	Biology
JD Droddy	-	Government
Joel Lenoir	-	Engineering Technology
Mike May	-	Geography and Geology
Murat Tiryakioglu	-	Industrial Technology
Lyn Miller	-	Mathematics
Kathryn Abbott	-	History
Matt Pruitt	-	Sociology

Faculty Status and Welfare - Carl Kell

Senator Kell reported that his committee is continuing to develop the faculty salary survey with data collection and correction being completed. Senator Philhours presented a report suggesting that the current practice of increasing the summer teaching stipend cap by \$500 per year will never reach the benchmark for the University. Senator Philhours proposed a plan that would reach benchmark within ten years. See New Business for the text of the resolution.

Fiscal Affairs - David Keeling

Senator Keeling presented the committee's report on Part-timer faculty status and pay to the senate. See New Business for text of resolution.

Professional Responsibilities and Concerns - Zack Murrell

No Report

Senate Communications - Rose Davis

Announced that new articles are needed for the next issue of the Senate Newsletter and also asked for feedback on how the newsletter has been received by university faculty.

Executive Committee - Arvin Vos

Chair Vos reported that several representatives from University of Kentucky, Eastern Kentucky University,

University of Louisville, and Western met with Senator Philpot regarding the bill before the general assembly requiring post-tenure review. University representatives suggested to Kentucky Senator Philpot:

- A) that he has succeeded in his goal, as all universities in the commonwealth are considering policies to add post-tenure review;
- B) that legislation might be constrictive as the universities are varied in mission and should be allowed to develop policies specific to each organization;
- C) Senator Philpot will be sponsoring a resolution to the General Assembly to the effect that all Universities have some form of post-tenure review in place.

Chair Vos also announced that the Senate Faculty Morale Survey and the Faculty Evaluation of the President were being distributed and several points of discussion arose. As the methods for distributing the survey were discussed, two motions were made to help clarify the administration of the surveys.

- 1) Senator Otto motioned that only Full-time faculty participate in the survey. Seconded by David Briscoe. Motion passed.
- 2) Senator Murphy motioned that department heads be excluded from the survey. Seconded by John White. Motion passed.
- 3) Further discussion indicated that the Senate wished the executive committee to study how to further define and improve the survey for 1999.

OLD BUSINESS

Resolution from Professional Responsibilities and Concerns:

"The Faculty Senate recognizes the reliability and validity of the core items of the SITE questionnaire as an effective assessment of teaching and we support the use of this method of evaluation of teaching.

- 1) We recommend that the core items be made available to the individual faculty members, the individual's Department Head and Dean, and the Provost and President as part of the established review process of annual review, promotion review, and tenure review.
- 2) In addition to the SITE core, the Faculty Senate strongly recommends that all departments utilize additional methods of evaluating teaching at the University.
- 3) The Faculty Senate recommends that the transcribed student comments be made available to the individual faculty members and the individual's Department Head for the annual review.
- 4) Furthermore, we recommend that the transcribed student comments be made available to the individual's Dean, the Provost, and the President only at the request of the individual faculty member or under extraordinary circumstances, in which case the individual faculty member must be notified in writing of that action."

Motion passed unanimously.

NEW BUSINESS

- A) Resolution from Faculty Status and Welfare concerning

Elective Benefit Contribution (1st reading):

In consideration of the large increase that would be needed to reach the average elective contribution of benchmark institutions, the Senate recommends to the University a three-year phase-in to reach the average. As benchmark institutions will likely increase their contributions over the same three-year period. We recommend the following for WKU's contribution:

Budget year Amount

1998-1999 \$204 (=\$147+\$57)*
1999-2000 \$261 (=\$204+\$57)
2000-2001 \$318 (=\$271+\$57)

*Assumes a 3% annual increase in elective contributions by benchmark institutions as it is unlikely these will remain constant over the three-year period.

Further, there are cases for which WKU's contribution for medical insurance is in excess of the employee's premium for the selected medical coverage. Currently, WKU allows that excess to be applied toward riders (dental, vision, etc.). The Senate recommends that this excess be applicable to any plan available through WKU. Additional examples, at present, are dental, life insurance, and medical payment accounts such as those processed by Colonial.

- B) Resolution from Faculty Status and Welfare concerning Summer Teaching Stipend (1st reading):
Recommendation: In consideration of the large increase necessary to reach the benchmark, we recommend a three-year phase-in over the period 1998-2000. The annual increases would be 1.25% in the rate and \$1,500 in the cap. Further, we recommend the cap be removed after the year 2000.

Year	Rate	Cap
1997	15.00%	\$5,500
1998	16.25%	7,000
1999	17.5%	8,500
2000	18.75%	10,000
2001	18.75%	No cap

- C) Resolution from Fiscal Affairs concerning Part-Time Faculty Status and Pay (1st reading):
Whereas two top priorities of Western Kentucky University in recent years have been: (1) to increase funding for academic instruction and (2) to improve faculty/staff salaries; and
Whereas part-time faculty are an indispensable instructional resource at Western Kentucky University; and
Whereas the 1994 SACS Report recommended that Western lessen its reliance upon part-time faculty; and
Whereas the compensation for part-time faculty has not increased since 1993 for Grades III and IV and for over a decade for Grades I and II, while full-time faculty have over the past decade shared in percentage increases ranging from 2% to 6.6% (depending on rank and merit);

Be it resolved that the XXI Senate of Western Kentucky University recommend that the following actions be taken by the University to improve conditions for part-time faculty:

FINANCIAL:

1. Commit to providing an acceptable level of remuneration for part-time faculty that matches or exceeds benchmark averages.
2. Raise the minimum pay per 3-credit semester course effective Fall 1998 as follows: Grade I - \$1,500; Grade II - \$1650; Grade 3 - 1,850; Grade IV - \$2,100, with future increases in harmony with adjustments made to full-time faculty salaries.
3. Provide limited health insurance benefits and allow part-time faculty to opt into the KTRS or similar retirement system.
4. Change the payroll delivery system so that part-time faculty receive their FIRST payroll check each semester NO LATER than the fourth week of the semester.
5. Encourage the Board of Regents to include explicitly part-time faculty in long-term policies to bring Western faculty salaries and benefits up to benchmark levels.

ADMINISTRATIVE:

1. Establish two categories of part-time faculty (excluding overloads, retirees, and graduate students):
 - a. "Continuing;" those faculty that have a long-term commitment to the University demonstrated by length of employment (three or more years of continuous service), ties to the University, or Departmental needs;
 - b. "Occasional;" those faculty who are needed on a term-by-term basis (graduate students, for example) and have no long-term ties to the University.
2. Establish a limited number of permanent instructor positions (Terminal graduate degree, teaching a 15-hour semester load) in key departments that draw heavily on part-time faculty (Biology, English, Communication and Broadcasting).
3. Institute a comprehensive part-time faculty evaluation process that includes an annual meeting (at least) with the Department Head to review previous performance, student evaluations, and to discuss instructional issues and problems.
4. Encourage Department Heads to include part-time faculty in all Department meetings and functions.
5. Provide adequate private office space, instructional materials (including office supplies), a telephone, and computer access to each "continuing" (as outlined in 1. above) and, where feasible, occasional part-time faculty member.
6. Encourage an attitude of respect and appreciation for part-time faculty.
7. Establish a University-wide awards system to recognize excellence in teaching, research, and public service by part-time faculty.
8. Require Department Heads to notify, whenever possible, part-time faculty of their employment situation at least one month prior to the beginning of the semester.
9. Encourage Deans and Department Heads to reduce their

reliance on part-time faculty.

10. List all "continuing" part-time faculty members in the University phone book.

ANNOUNCEMENTS

None.

Motion to adjourn was made by Senator Keeling. Chair Vos adjourned the senate at 4:50.

Respectfully submitted,

John B. White
Secretary/Treasurer