

MINUTES
UNIVERSITY SENATE
FEBRUARY 19, 2004
GARRETT BALLROOM

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Chair Doug Smith called the meeting to order at 3:30 P.M.

Members present were: Darlene Applegate, Jim Berger, Charles Borders, Christopher Brown, John Bruni, Barbara Burch, Linda Coakley, Joshua Collins, Robert Dietle, Richard Dressler, Claus Ernst, Sam Evans, Elmer Gray, Bill Greenwalt, Kacy Harris, Michelle Hollis, William Howard, Danita Kelley, Dana Lockhart, Cynthia Mason, Pat Minors, Patricia Minter, John Moore, Russell Moore, George Musambira, Sharon Mutter, Anne Onyekwuluje, Yvonne Petkus, Keith Phillips, Matt Pruitt, Troy Ransdell, Erick Reed, Jo-Anne Ryan, Jeffery Samuels, Roger Scott, Sherrie Serros, Vernon Lee Sheeley, Fred Siewers, Nelda Sims, Brian Sleugh, Douglas Smith, Brian Strow, Judy Walker, Jue Wang, Richard Weigel, Mary Wolinski, Uta Ziegler.

Alternate members present were: Kirk Atkinson for Ray Blankenship, Susan Wesley for Suzie Cashwell, Michael Carini for Richard Hackney, Sharon Segall for Lois Jircitano, Kathleen Matthew for Pamela Jukes, Andrew McMichael for Jane Olmstead. **Members absent without alternate representation were:** John All, Christopher Antonsen, Jim Becker, Michael Binder, John Bonaguro, Robert Choate, Thad Crews II, Debra Crisp, Blaine Ferrell, Jeffrey Hackett, Robert Holman, Dan Jackson, Wilma King Jones, Robert Jefferson, Bruce Kessler, David Lee, Lee Minwoo, Connie Mills, Lora Moore, Richard Parker, Raymond Poff, Sherry Powers, Gary Ransdell, Sherry Reid, Loren Ruff, Bill Tseng, Edward Yager.

Approval of the Minutes

The minutes of January 22, 2004 were approved as presented.

University Senate Action Approval

Dr. Barbara Burch, Provost and Vice President for Academic Affairs approved, without exception, the actions taken by the University Senate at its meeting January 22, 2004.

Report from Faculty Regent

The Faculty Regent, Robert Dietle reported on budget-cutting measure to revise benefit effective date to the first of the month following the faculty employment date. The Faculty regent reported that there was vigorous debate on the issue. Thus far, this policy does not apply to staff.

Questions were received by to the Faculty Regent regarding the effective date of the new policy. This was not known. Senator Clause added that at the Budget Committee meeting, Human Resource Director, T. Glisson, said that faculty and staff should be treated the same, thus the proposed policy would be applied to both faculty and staff. Robert Dietle responded that the methods of filling position for faculty and staff positions differed significantly and that the proposed business model for benefits did not fit academe. The university model is more community oriented than the business model.

Standing Committee Reports

A. Report from the Faculty Welfare and Professional Responsibilities Committee

There was no report

B. Report from the General Education Committee

Senator Patricia Minter said the General Education Committee met on January 15, 2004 and moved approval for the consent agenda that had been sent to the membership in advance of the University Senate meeting.

Add courses to Category E:

ANTH 350 Peoples and Cultures of Africa

ANTH 410 African-American Music

Deletion of course from Category E:

INT 362 American Institutions and Minorities

The motion was passed.

The General Education Committee also moved for approval for the following agenda items passed at its meeting on November 13, 2003:

Proposal for modification of General Education designation:

Change to Category B-I from B-II

SPAN 376 Literature and Culture of Latin America

Modifications to Existing General Education Course:

WOMN 400 Western Feminist Thought (delete pre-requisites)

Deletion of General Education Course from Category C:

WOMN 400 Western Feminist Thought

Multiple sections of departmental University Experience:

AGRI 175 University Experience: Agriculture

CS 175 University Experience: Computer Science

GEOG 175 University Experience: Geography and Geology

PHYS 175 University Experience: Physics and Astronomy

THEA 175 University Experience: Theater

C. Report from the University Curriculum Committee

Senator Applegate moved approval of the University Curriculum Committee's Consent Agenda from the, January, 2004 meeting. Proposals marked with asterisks were action items by the UCC.

**A. REPORT FROM THE POTTER COLLEGE OF ARTS,
HUMANITIES AND SOCIAL SCIENCES CURRICULUM
COMMITTEE**

1. New Courses
 - *DANC 360 Dance in Culture: Moving History
 - *MLIS 420 Multimedia Technologies in Teaching

**B. REPORT FROM THE COLLEGE OF HEALTH AND HUMAN
SERVICES CURRICULUM COMMITTEE**

1. For Information Only
 - a. One-Time-Only Offering
 - REC 456 Advanced Studies in Recreation, Spring 2004

C. REPORT FROM THE GRADUATE COUNCIL

1. One-Time-Only Offering
 - ANSC 533 Physiology of Lactation, Spring 2004
 - PE 524 Applied Biomechanics, Summer 2004
 - SWRK 571 Introduction to Kentucky Child Welfare, Spring 2004
 - SWRK 572 Family Violence: Social Work Intervention, Spring 2004
 - SWRK 573 Assessment & Case Management of Child Sexual Abuse, Spring 2004
 - SWRK 574 Enhancing Safety & Permanency for Children, Spring 2004
2. Program Deletions
 - Master of Arts in Education:
 - Reference Numbers: 070 French majors
 - 073 German
 - 141 Spanish majors
3. Course Revisions
 - *WOMN 545 Theories of Gender, Race, & Class
 - *WOMN 555 Feminist Methodologies & Global Perspectives

Chair Smith asked if any Senator would like to remove any item from the University Curriculum Committee consent agenda to the action agenda. No such requests were made.

Chair Smith called for a vote on the undergraduate portion of the consent agenda. The motion carried. Next Chair Smith called for a vote on the Graduate portion of the consent agenda. The motion carried.

NEW BUSINESS

A. Motion (Smith/Applegate) to approve changing the accountability of the Graduate Council such that the UCC would attend to the affairs of undergraduate curriculum, and the Graduate Council would be accountable to the University Senate for all graduate curriculum and other graduate business matters. This motion required a single reading.

Chair Smith opened the floor for discussion of the motion. After discussion, the Chair called for a vote on the amendment. The motion passed on a voice vote.

Proposal to Revise the Curriculum Review Process

Whereas the College of Graduate Studies and Research is concerned that review of its material by a subcommittee of the University Curriculum Committee may threaten its accreditation,

Therefore be it resolved that the following changes be made to the Charter of the University Senate:

- That Section IV, Letter A, Number 2 be renamed to read “The Undergraduate Curriculum Committee”
- That Section IV, Letter A, Number 2, First Paragraph, be revised by striking references to the graduate curriculum committees, the Graduate Council and/or Graduate Studies and Research from the 3rd sentence and last sentence of the paragraph.
- That remainder of the section on the University Curriculum Committee be revised to read:

The functions of the Undergraduate Curriculum Committee shall be:

- a. to review existing **undergraduate** programs and new program proposals in light of the university’s mission statement
- b. to review any **undergraduate** academic matters such as degree and graduation requirements, standards of scholastic achievement, rules and regulations governing faculty-student relations
- c. to review existing **undergraduate** courses and new courses having significant consequences that cross college lines
- d. to study any **undergraduate** curricular matter it chooses
- e. to study **undergraduate** matters assigned to it by the Executive Committee

The **Undergraduate** Curriculum Committee shall have two types of responsibilities: 1) to make proposals to the University Senate concerning university-wide **undergraduate** academic policies, and 2) to review particular **undergraduate** programs and courses to determine whether they meet established standards. The latter includes both action and consent items received from college curriculum committees.

Undergraduate university-wide academic policies include such matters as admission requirements, degree and graduation requirements, and all similar matters that have application or significance beyond a single college, except matters pertaining to General Education. The **Undergraduate** Curriculum Committee shall make recommendations concerning these matters to the University Senate for its approval. Upon Senate approval

such items shall be forwarded to the Office of the Vice President for Academic Affairs.

The **Undergraduate** Curriculum Committee shall place on its agenda the following items. In his/her report to the Committee, the Chair shall inform the Committee of all information items submitted by the college curriculum committees. (See Appendix A for a definition of "information item.") All consent items submitted by the college curriculum committees shall be placed on a consent agenda. (See Appendix A for a definition of "consent item.") Any member of the **Undergraduate** Curriculum Committee shall have the option of removing a consent item from the consent agenda and placing it on its action agenda for regular review. All action items submitted by the college curriculum committees shall be placed on an action agenda. (See Appendix A for a definition of "action item.") Any action item that the Undergraduate Curriculum Committee rejects shall be returned to the college curriculum committee that submitted it, accompanied by a rationale for the rejection. All consent and action items that the Committee approves shall be placed on the University Senate's consent agenda and upon its approval shall be forwarded as a recommendation to the Office of the Vice President for Academic Affairs.

- That Section IV, Letter A be amended with a number 5 to read:

6. The Graduate Council

The Graduate Council has general supervision and control over all matters of graduate instruction, including admission and degree requirements, curricula, Graduate Faculty membership, and general academic regulations. The Graduate Council submits recommendations concerning initiation or revision of graduate courses and programs through the University Senate to the Office of the Vice President for Academic Affairs, the President and the Board of Regents. The Council is composed of the Dean of Graduate Studies and Research, three faculty members elected by and from the Graduate Faculty of each of the academic colleges offering graduate courses, and four students - one graduate student member elected by and from the graduate students of each of the academic colleges offering graduate courses.

The functions of the Graduate Council shall be:

- a. to review existing graduate programs and new program proposals in light of the university's mission statement
- b. to review any graduate academic matters such as degree and graduation requirements, standards of scholastic achievement, rules and regulations governing faculty-student relations
- c. to review existing graduate courses and new courses having significant consequences that cross college lines
- d. to study any graduate curricular matter it chooses
- e. to study graduate matters assigned to it by the Executive Committee

The Graduate Council shall have two types of responsibilities: 1) to make proposals to the University Senate concerning university-wide graduate academic policies, and 2) to review particular graduate programs and courses to determine whether they meet established standards. The latter includes both action and consent items received from college curriculum committees.

Graduate university-wide academic policies include such matters as admission requirements, degree and graduation requirements, and all similar matters that have application or significance beyond a single college. The Graduate Council shall make recommendations concerning these matters to the University Senate for its approval. Upon Senate approval such items shall be forwarded to the Office of the Vice President for Academic Affairs.

The Graduate Council shall place on its agenda the following items. In his/her report to the Committee, the Chair shall inform the Committee of all information items submitted by the college curriculum committees. (See Appendix A for a definition of "information item.") All consent items submitted by the college curriculum committees shall be placed on a consent agenda. (See Appendix A for a definition of "consent item.") Any member of the Graduate Council shall have the option of removing a consent item from the consent agenda and placing it on its action agenda for regular review. All action items submitted by the college curriculum committees shall be placed on an action agenda. (See Appendix A for a definition of "action item.") Any action item that the Graduate Council rejects shall be returned to the college curriculum committee that submitted it, accompanied by a rationale for the rejection. All consent and action items that the Committee approves shall be placed on the University Senate's consent agenda and upon its approval shall be forwarded as a recommendation to the Office of the Vice President for Academic Affairs.

- That the Appendix be changed to read

[Appendix]

Functions of the College Curriculum Committees

Each college shall have undergraduate and graduate curriculum committees to review all curriculum-related matters, including the determination of degree requirements and standards of scholastic achievement. Departments shall submit to their college curriculum committees all proposals for changes in their academic programs. If a college curriculum committee approves a proposal and it has significant implications for departments in other colleges, then it shall be forwarded to **the Undergraduate Curriculum Committee or the Graduate Council** as an action item. Proposals with significant implications include the following: proposals for new programs (majors, minors, certificate programs), significant changes in programs, new courses, multiple changes to existing courses, changes in course credit hours, changes in course numbers with changes in level (e.g. PSY 342 becomes PSY 453), multiple offerings of "one-time only" courses, and academic policies and regulations.

If a proposal does not have significant implications beyond the college, then it shall be forwarded to the **Undergraduate Curriculum Committee or the Graduate Council** as a consent item. Proposals that do not have significant implications for programs in other colleges typically include the following: proposals to change program (major, minor, certificate) titles, replace one intradepartmental course in a program with another, delete

programs, suspend programs, delete courses, suspend courses, change course titles, change course catalog descriptions (as long as course content is not changed), change course numbers without changing level (e.g. PSY 342 becomes PSY 353), change course prerequisites, or create community college equivalent courses. Any member of the **Undergraduate Curriculum Committee or the Graduate Council** shall have the right to remove a proposal from a college-curriculum committee's list of consent items and to treat it as an action item. If a member of the **Undergraduate Curriculum Committee or the Graduate Council** does so, the committee may postpone review of the item until their next meeting.

One-time only course offerings and proposals to change course prefixes shall be forwarded to the **Undergraduate Curriculum Committee or the Graduate Council** as information items.

If a new course is also being recommended for inclusion in general education, then the proposal shall first be forwarded to the **Undergraduate Curriculum Committee** for approval. If approved, the proposal shall be forwarded simultaneously to the University Senate for consent and to the General Education Committee for review.

If the **Undergraduate Curriculum Committee, the Graduate Council,** or the General Education Committee rejects a proposal from a college curriculum committee, the college curriculum committee shall have the opportunity to revise its proposal and to resubmit it to the same committee. If the proposal is rejected a second time, the college curriculum committee shall have the right to appeal its case to the University Senate. It shall submit the proposal to the Chair of the Senate to be placed as an action item on the Senate agenda. If the University Senate rules in favor of the college curriculum committee's proposal, the proposal shall be forwarded as a recommendation to the Office of the Vice President for Academic Affairs.

After discussion, a vote was taken. The motion carried.

B. Senator Applegate moved approval of a copy editor for the University Curriculum Committee. This motion required a single reading.

Proposal to Create the Position of Copy Editor

Whereas, there is a common perception that the University Curriculum Committee meetings take too long due to committee members copy editing proposals;

Therefore be it resolved that the following change be made to the Charter of the University Senate:

That a new paragraph be added to Section IV, Letter A, Number 2, which reads:

"It is not the role or responsibility of the University Curriculum Committee to edit proposals. Instead, a copy editor, who need not be a Senator, shall be appointed by the Chair of the University Senate in consultation with the Executive Committee. The copy editor shall be appointed for a two-year term. The copy editor is eligible for reappointment to a second

consecutive term, but ineligible for further reelection until one year has elapsed. After the University Curriculum Committee approves new proposals the proposals will be sent to the copy editor. The copy editor will review proposals for wording and punctuation errors. In the event of wording changes, the copy editor will contact the primary author of the proposal and work with that individual to ensure that the proposal's original intent is not lost through the change."

Not Supported by the University Senate Executive Committee

Rationale for Not Supporting:

The University Senate Executive Committee had some concerns about whether proposals should be sent to the copy editor before or after being read by the University Curriculum Committee. There was also concern as to whether the entire proposal was to be copy edited or only the portion of the proposal to be listed in the catalog.

After discussion, a vote was taken. The motion failed.

Motion (Smith/Applegate) to approve changing the accountability of the Graduate Council such that the UCC would attend to the affairs of undergraduate curriculum, and the Graduate Council would be accountable to the University Senate for all graduate curriculum and other graduate business matters.

C. The remaining motions under each will require two readings, the reading at this meeting being the first. Chair Smith requested if there were any objection to limiting debate on each proposed change to be limited to 15 minutes. No verbal objection was voiced. Discussion followed.

The content of these motions below are presented in the order that follows:

1. Charter: Proposal to Revise the Selection of At-Large Alternates
2. Charter: Proposal to Amend the Functions of the University Senate Executive Committee
3. Charter: Proposal to Revise the Composition of the University Curriculum Committee
4. Charter: Proposal to Revise the Composition of the Faculty Welfare and Professional Responsibilities Committee
5. Charter: Proposal to Revise the Composition of the General Education Committee
6. Bylaw: Proposal for revision to the University Senate Charter [term limits on committees]

Proposal to Revise the Selection of At-Large Alternates

Whereas, the current system of at-large alternate selection has proven unwieldy and caused much rancor among senators;

Therefore be it resolved that the following changes be made to the Charter of the University

Senate:

1) That Section II, Letter A, Number 3, be revised by:

- Changing “alternates” to “representatives” in first sentence.
- Striking the last two sentences.
- Adding “At-large representatives shall select their own alternate to serve in their place if they are unable to attend a University Senate function. The designated alternate shall have the full rights and privileges of an elected senator.” to paragraph.

After the changes Section II, Letter A, Number 3, would read:

3. Each college and the library shall select as many at-large representatives as required so that the total of departmental and at-large representatives is equal to ten (10) percent (rounded to the nearest whole number) of the unit’s total faculty. At-large representatives shall select their own alternate to serve in their place if they are unable to attend a University Senate function. The designated alternate shall have the full rights and privileges of an elected senator.

2) That Section II, Letter C, Number 2, be revised by:

- Striking the last sentence.

After the changes Section II, Letter C, Number 2, would read :

2. Election of at-large members shall be conducted by the Vice-Chair of the Senate, assisted by College representatives on the Executive Committee. The election shall proceed as follows: in the first week of March each department may nominate up to three faculty members to a pool from which its college’s at-large representatives shall be chosen. (The same procedure shall be used by the library.) The list of nominees for each college shall be published and voting by ballot shall be in the offices of the college deans and/or other designated place at a time determined by each college. Each eligible voter shall be permitted to vote for as many persons as positions being filled. Those with the highest number of votes shall be declared elected. In the event of a tie, a drawing to determine the winner shall be conducted by the Vice-Chair. The runners-up shall be placed in a pool from which replacements will be selected when vacancies occur. In each case, the person with the highest number of votes shall be selected.

3) That Section II, Letter C, Number 4, be revised by:

- Changing the second sentence to read: “If an at-large senator resigns, the first eligible runner-up from that unit’s at-large pool shall replace the resigning senator.”

After the changes Section II, Letter C, Number 4, shall read:

4. If a departmental senator resigns, then the department’s alternate shall become the department’s representative. If an at-large senator resigns, the first eligible runner-up from that unit’s at-large pool shall replace the resigning senator.

Supported by the University Senate Executive Committee

Proposal to Amend the Functions of the University Senate Executive Committee

Whereas, the University Senate needs to better communicate its accomplishments to the faculty,

Whereas, the University Senate needs feedback from faculty on academic and curricular issues,

Therefore be it resolved that the following changes be made to the Charter of the University Senate:

1) The Charter of the University Senate, Section IV, Letter A, Number 1 be amended by adding the following to the list of executive committee functions:

- g. to serve as a liaison to the faculty in communicating the current issues under review by the senate and its committees and in describing the accomplishments of the senate.

2) To add the following paragraph after the list of functions.

“The Vice-Chair and the college senators to the Executive Committee shall undertake as one of their duties on the Executive Committee the publication of a newsletter (in either paper or electronic format) to be distributed to the faculty. This Communications subcommittee may appoint additional faculty, who need not be a Senator, with appropriate expertise to aid them in this duty. The newsletter shall be published no less than once a semester.”

Supported by the University Senate Executive Committee

Proposal to Revise the Composition of the University Curriculum Committee

Whereas, the appointment of additional faculty members by the executive committee unbalances representation on the committee;

Whereas, the inclusion of member of the College Curriculum committees currently constrains the meeting time of the University Curriculum Committee increasing the length of time for passage;

Whereas, there is currently a perception that course proposals take too long to make their way through the approval process;

Whereas, social science research on group size and decision-making processes shows that efficiency decreases as group size increases;

Therefore be it resolved that the following change be made to the Charter of the University Senate:

That Section IV, Letter A, Number 2, First Paragraph, be revised to read:

“The University Curriculum Committee shall consist of voting members and alternates. Voting Members will be selected as follows: one senate representative and one alternate from each college and the Library shall be selected by Senate colleagues from the same college. One student senator and one student alternate shall be selected by the Student Government Association to serve on the committee. The Registrar, a representative of the Office of the Vice President for Academic Affairs, and the deans (or their representatives) of the undergraduate colleges, the Library, and Graduate Studies and Research shall be advisory members.”

Supported by the University Senate Executive Committee

Proposal to Revise the Composition of the Faculty Welfare and Professional Responsibilities Committee

Whereas, the current Charter of the University Senate arbitrarily delineates by college the number of members from each college that shall serve on the Faculty Welfare and Professional Responsibilities;

Whereas, the College of Health and Human Services is not currently listed and deserves permanent representation on the committee;

Whereas, the appointment of three additional faculty members by the executive committee unbalances representation on the committee;

Therefore be it resolved that the following change be made to the Charter of the University Senate:

That Section IV, Letter A, Number 4, be revised by:

- Striking first three sentences. Replace with: “The Faculty Welfare and Professional Responsibilities Committee shall consist of voting members and alternates as well as non-voting advisory members. Each college and the library shall select enough senators to serve on the Faculty Welfare and Professional Responsibilities committee so that their unit’s representation is equal to ten (10)

percent (rounded upward to the nearest whole number) of the unit's senate delegation."

- Striking fifth and sixth sentences.

After the changes Section IV, Letter A, Number 4, will read:

The Faculty Welfare and Professional Responsibilities Committee shall consist of voting members and alternates as well as non-voting advisory members. Each college and the library shall select enough senators to serve on the Faculty Welfare and Professional Responsibilities committee so that their unit's representation is equal to ten (10) percent (rounded upward to the nearest whole number) of the unit's senate delegation. All members are to be selected by Senate colleagues from his/her unit. A faculty member from extended campus and a part-time faculty member shall also serve as voting members of this committee. (These members shall be selected by rotation among the off-campus centers in the case of the extended campus member and rotated among the colleges for the part-time member.) One student senator shall be selected by the Student Government Association to serve on the committee. A representative from the Office of the Vice-President for Academic Affairs shall be a non-voting advisory member of this committee.

Supported by the University Senate Executive Committee

Proposal to Revise the Composition of the General Education Committee

Whereas, the inclusion of member of the College Curriculum committees currently constrains the meeting time of the General Education Committee increasing the length of time for passage;

Whereas, there is currently a perception that course proposals take too long to make their way through the approval process;

Whereas, social science research on group size and decision-making processes shows that efficiency decreases as group size increases;

Therefore be it resolved that the following change be made to the Charter of the University Senate:

That Section IV, Letter A, Number 3, First Paragraph, be revised by:

- Striking "one from each undergraduate college, shall be elected by the curriculum committees of the respective colleges;" and revising the paragraph.

After the change Section IV, Letter A, Number 3, First Paragraph, would read.

"The General Education Committee shall consist of senators, one from each undergraduate college, who shall be selected by Senate colleagues from the same college. The Executive Committee shall appoint three faculty members to this committee. (The

appointed members should normally be Senators, but non-Senators may be appointed.) In addition, one student senator shall be selected by the Student Government Association to serve on the committee. The selected senators, appointed members and selected student representative are all voting members of the General Education Committee. A representative of the Office of the Vice President for Academic Affairs and the General Education Coordinator shall be non-voting advisory members.”

Supported by the University Senate Executive Committee

Proposal for revision to the University Senate Charter

Bylaw 2. Non-senators appointed to the University Committees shall be subject to the same term-of-service regulations as Senate members. That is, a non-senator can serve a maximum of four years on Senate committees and then will be ineligible for serving on the Senate or any Senate Committee until one year has elapsed.

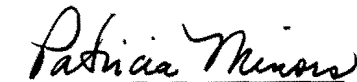
Not Supported by the University Senate Executive Committee

Rationale for Not Supporting: The Executive Committee voted against this proposal because it lacks a rationale statement and it is vaguely worded.

OTHER

The meeting adjourned at 5:28 P.M.

Respectfully submitted,



Patricia Minors, Secretary