



UNIVERSITY SENATE
Thursday, February 17, 2011
3:45 p.m. – Faculty House

I. Call to Order

The following members were present: Darlene Applegate, Kristina Arnold, Nathan Bishop, Erika Brady, Barbara Bush, Pitt Derryberry, Vladimir Dobrokhoto, Uma Doraiswamy, Jill Duba, Melanie Duke, Marc Eagle, Karin Egloff, Gordon Emslie, Nikolai Endres, Jim Fulkerson, Darbi Haynes-Lawrence, Jan Hunt-Shepherd, Colton Jessie, Molly Kerby, Mikhail Khenner, Randy Kinnersley, Debra Kreitzer, Joan Krenzin, Alex Lebedinsky, Nathan Love, Kelly Madole, Michael McIntyre, Mac McKerral, Andrew Mienaltowski, Steve Miller, Patricia Minter, Kumiko Nemoto, Ivan Novikov, Jane Olmstead, Holly Payne, Yvonne Petkus, Keith Phillips, Matt Pruitt, Eric Reed, Gary Schallert, Richard Schugart, Vernon Sheeley, Mark Staynings, Liz Sturgeon, Francesca Sunkin, Adrian Switzer, Travis Taylor, Megan Thompson, Evelyn Thrasher, Huanjing Wang, Carol Watwood, Richard Weigel, Maribeth Wilson, Mary Wolinski, Dawn G. Wright

Alternates present were: Andy Ernest (for Blaine Ferrell), R. Tyler (for Vicki Metzger), Elizabeth ? (for Mark Schafer)

The following members were absent: Greg Arbuckle, Eileen Arnold, Mike Binder, Lauren Bland, John Bonaguro, Richard Bowker, Robert Dietle, Scott Droege, Sam Evans, Dennis George, Andrea Grapko, Peggy Gripshover, Charlie Harris, Sonya House, David Lee, Roger Murphy, Steve Nagy, Tracey Moore, Pam Petty, Mark Pickard, Gary Ransdell, Angela Robertson, Michael E. Smith, Christy Spurlock, Martin Stone, Heather Strode, Dana Sullivan, Donald Swoboda, Samanta Thapa, Di Wu, David Zimmer

II. Approve January, 2011 Minutes

Corrections: Change date from January 2010 to January 2011

Approval: Approved with date change.

III. Reports:

1. Chair – Kelly Madole

- The latest version of the faculty handbook is available. Thanks to Julie Shadoan and committee in trimming this information down to what is relevant to faculty.
 - It's been passed on to Faculty Welfare committee before being posted for view by faculty.
- Reminder of Senate elections and anyone interested in being an officer, please inquire.

2. Vice Chair – Molly Kerby

- The departmental elections are occurring now

- We are missing a UCC representative from Potter and Gordon Ford College of Business to serve on the UCC.

3. Coalition of Senate and Faculty Leadership for Higher Education (COSFL)

Representative – Molly Kerby

- Working on webpage to update information faster

4. Advisory

a. Faculty Regent – Patti Minter

- Transparency policy is moving well; ECU is moving in that direction
- BOR: Series of reports; not a lot of action items upon which she needed to vote
- High point was report from faculty and scholars from SKyTeach.
- One of the big items going on at ECU is the one not on the agenda, which is the budget cut happening at the university. She defers to Dr. Emslie to speak on that if he wishes.
- Benefits and pensions for public employees are in the news.
- Encouraged Senators to be proactive and when people start discussion public employees getting tax money, remind them those employees work for the common good.

b. Provost – Gordon Emslie

- Encouraging faculty to accommodate students and schedules due to the weather closings so far this semester
- Three recommendations from Senate from last meeting. All have been approved
- Policies: Three Academic Affairs policies and their approval:
 - Approved through CAD and Senate - 1.1240 (Tenure Clock Extension) and 1.9800 (Salary for Faculty Administrators) will be on website as of March 1.
 - Remaining policy is EDP policy - not yet approved yet but he expects it to be approved in the next few weeks.
- Currently interviewing candidates for Associate Vice President of Enrollment Management
 - Encourages faculty to participate in interview sessions.
- Budget cut:
 - WKU had \$2.3 million dollars to absorb
 - \$1,476,129 was shared by academic affairs. He didn't do a straight cut across all areas.
 - His area 2.4% cut
 - Protected enrollment management (.5% cut)
 - Colleges – cuts ranged from 1.1 % to 1.6%
 - Cuts done in consultation with Deans
 - Nobody had to be involuntarily terminated. Had the cut went much deeper; things would have gone to that.
- Rescheduling the forum sometime in March. Date not set yet.

c. SGA President – Colton Jessie

- DUC renovation campaign
 - New resolution has been developed will be presented at next SGA meeting
- Off Campus Housing Website
 - Reviewing vendors and software providers
 - Will be doing this in-house
- Passed a resolution in support of making WKU a 'Fair Trade' campus
- Tobacco/Smoke free resolution
 - Expecting response soon

- SGA elections are March 29 and 20

5. Sponsored Programs (Steven Hagbloom, Kristina Arnold) – Research & Creative Activities Program (RCAP) report

- Goal is to provide information of review process, how funds are distributed and answer questions about process
- Staff in OSP received a directive of how to do this from Dr. Bayliss (how to run the program, the creation of the funding categories, etc.).
- Questions that pertain to that would be best directed to Dr. Bayliss
- **Process:**
- Received 81 proposals.
- Committee was divided into two committees. Each had a primary reader and secondary reader.
- Comments from Deans and Department Heads were taken into account as well.
- Handout shared at Senate on the overall statistics of who submitted, requested amounts, distribution of funds, etc.
- **Discussion:**
 - Question:** Only one application date per year? Has there been discussion about adding several dates throughout the year? **Answer:** This can be put on a list of suggestions and the rationale why this would be needed.
 - Question:** Several people liked the idea of defending the proposal (as was done previously). Why was this removed? **Answer:** A lot of people felt it was an opportunity to explain what they wanted to do. Others felt it was another test to pass and it wasn't uniformly well received. This was only done for Jr. Faculty and Faculty scholarships, not for summer. To have 81 people present would have been unmanageable. We can pass a concern about this on to Dr. Bayliss.
 - Other questions can be passed on to Kristina and Steve.

IV. Standing Committee Reports:

1. Senate Executive Committee

- Textbook Policy 1.4030 / 9.4030**(see attached)
- Motion to approve; second. Discussion
 - Policy intended to take existing materials that have been adopted and do an automatic role over into the next semester.
 - Eric Reed – **Motion:** Strike Number 5 – replace with “If instructor of record fails to provide any notification by the dates of 2.3, then the WKU bookstore will inform students that ‘no textbook yet requested by instructor.’”
 - Motion seconded. Discussion of motion:
 - Motion to vote immediately (Darbi Haynes-Lawrence) – Second
 - Voting on whether to vote immediately. One no.
 - Voting on Senator Reeds motion: 12 yes / 16 no
 - Eric Reed – **Amendment** – Keep current number 5, remove the last sentence and replace it with, “If the instructor of record has not previously taught a section of that course the text will be assigned by the department head.”
 - Senator Reed withdrew amendment.
- Lost Quorum 5: 46 – discussion ended / meeting ended.

- Graduate Council** (see attached report) – Nevil Speer
Chair Speer moved approval of the GC report. Approved.

- Undergraduate Curriculum Committee** (see attached report) – Pam Petty
Molly Kerby moved approval of the UCC report. Approved.

4. **General Education Committee** - No report

5. **Faculty Welfare and Professional Responsibility Committee** – No Report

6. **Academic Quality Committee** –Kristina Arnold

a. **Motion to approve Syllabus Policy** (see attached)

i. Discussion:

ii. **Motion - Friendly amendment** (Travis Taylor, SGA rep) to reword II. 1 to:

It is strongly encouraged that faculty members make basic information about their courses available to students online, *on the course registration website* at least one week prior to the start of the semester in which the course is to be taught.

1. Motion Seconded.

a. Discussion:

i. Clarification of course registration website? Answer: This replaces “TOPNET” should WKU not use such a site in the future.

b. Friendly Amendment passes.

iii. Discussion of original motion to approve Syllabus Policy

1. Discussion of 2c “Title and/or brief description of graded assignments”

2. (Mac McKerral), “Title and/or brief description of ~~graded assignments~~ (adding) ***and the extent to which the assignment shall contribute to the final grade.***”

3. Yvonne Petkus, add an additional point to 2 (F). “Extent to which the grade of each assignment will contribute to the final grade.”

4. Holly Payne – isn’t this information already in the faculty handbook already?

a. Committee is acting in direct response to a request of the SGA. Trying to clarify what is required for all faculty at WKU that is both broad and universal. Trying to put into place something that is official.

5. Mac – Motion for a friendly amendment, “Strike word ‘graded’ from 2c. Adding point 2F and that stating “Final course grade assessment.”

a. Second

b. Discussion:

c. Mac withdrew friendly amendment.

6. Mac – Motion to table definitely to next meeting and take a look at the faculty handbook. Second (Steve Miller)

a. Not a motion to refer back to committee, but to table

b. (Kristina Arnold) Policy is asking to put a brief synopsis of syllabus on TOPNET (this is not covered in handbook) and asking faculty to provide syllabi to students. This is extending what is currently asked for in the handbook.

c. Mac McKerral – what would this new policy do in relation to what is in the faculty handbook? Both are policy.

d. Vote – 21 No / 17 Yes

iv. Back to original motion to approve Syllabus Policy

1. Question: In section II Policy, 2b (required materials) and d (attendance policies) – why are they not in 2 1. (Information which is to be made available one week prior to the semester starting).
 - a. Answer – this information can change from semester to semester.
 2. **Darlene Applegate Motion to amend:** In II.2. preamble – move to amend, “ A printed or printable syllabus containing more detailed information.”
 - a. Thus II.2. would read “A *printed or printable* syllabus containing more detailed information must be made available to students, in class and/or online, the first week of class.
 - b. Second; motion passes.
- v. Back to original motion to approve Syllabus Policy
1. **Darlene Applegate Motion to amend II 2.** “More detailed information should include the information from in Section II.1 and the following as appropriate.”
 - a. Second. Discussion. Motion passes
- vi. Back to original motion to approve
1. 26 yes / 9 no, policy passes.

V. University Committee Reports

1. Campus Master Planning – Eric Reed (see attached)
 1. Information only. See Eric after meeting or email him with questions.

No motion to adjourn – lost quorum at 5:46
Respectfully submitted by Darbi Haynes-Lawrence, Secretary