

**AGENDA**  
**UNIVERSITY SENATE**  
**GARRETT BALLROOM**  
**OCTOBER 19, 2000**  
**3:30 P.M.**

- I. Call to Order**
- II. Disposition of the Minutes**
  - A. August 31, 2000 Meeting**
  - B. September 21, 2000 Meeting**
- III. Report from the Chair**
- IV. UNFINISHED BUSINESS**
  - A. REPORT ON THE SENATE WEB PAGE**
    - 1. Update on the development of the page and mailing list
    - 2. Selection of a standard format for electronic documents
  - B. NOMINATIONS AND APPOINTMENTS**
    - 1. Senate Elections Committee
    - 2. Graduate Program Review Committee
    - 3. Academic Review Committee
    - 4. COSFL
    - 5. Tuition and Fees Committee
- V. NEW BUSINESS**
  - A. REPORTS FROM THE STANDING COMMITTEES OF THE SENATE**
    - 1. General Education Committee
    - 2. Curriculum Committee
    - 3. Faculty Welfare and Professional Responsibilities Committee
  - B. REPORT FROM THE PRESIDENT ON THE ATHLETIC PROGRAM**
  - C. REPORT FROM THE HEALTH CARE ADVISORY COMMITTEE**
- VI. OTHER BUSINESS**

**MINUTES  
UNIVERSITY SENATE**

ADMINISTRATIVE AFFAIRS

**OCTOBER 19, 2000****3:30 P.M.****GARRETT BALLROOM**

Chair Patricia Minter called the meeting to order at 3:40 p.m. The following members were absent without alternate representation: Karen Adams, Michael Binder, Mary Cobb, David Coffey, William Davis, Carolyn Creen, Thomas Green, Dan Jackson, Wilma King-Jones, David Lee, Alton Little, Jim Martin, Lester Pesterfield, Loren Ruff, and John Russell. Alternates in attendance were: John Petersen for Barbara Burch, Kacy Harris for Linda Clark, Blaine Ferrell for Martin Houston, Michael May for David Keeling, Rosemary Meszaros for Ruth Kinnersley, John Oakes for Michael Klein, Robert Berkhofer for Fred Murphy, Douglas Smith for Jane Olmsted, Walker Ruthledge for Karen Schneider, Teresa Wardell for James Skrabacz, William Howard for Dale Smith, and Doug McElroy for Michael Stokes.

The Minutes of the August 31, 2000, meeting and September 21, 2000, meeting were approved.

**REPORT FROM THE CHAIR**

Chair Patti Minter reported on the two actions passed last month by the Senate. The first resolution asked for the Board of Regents to raise immediately the University's contribution for employee benefits to the Benchmark average. The next day, Marshall Gary, Staff Council Chair, contacted Chair Minter to inform her the Staff Council had unanimously voted to support the resolution. Mr. Gray asked if the Staff Council could sign on the resolution with the Senate.

Chair Minter reported the President had announced his support of a \$100 increase as recommended by the Health Insurance Committee, raising the contribution for employee benefits from \$215 to \$315. She thanked everyone who worked with the Health Insurance Committee.

A second resolution opposing the proposed \$90 per semester increase in the student athletic fee was passed last month by the Senate. The Board of Regents Executive Committee subsequently met and placed the athletic fee on the agenda of the full Board of Regents and lowered the recommended amount of the fee to \$80.

Mary Ellen Miller, Faculty Regent, reported on the next Board of Regents meeting which will be held on Friday, October 27, 2000, at 9:30 a.m. The athletic fee, audit report, quarterly financial report, recommendation to name Emeritus Professors, and several other items will be on the agenda for the Board of Regents meeting.

**UNFINISHED BUSINESS****A. REPORT ON THE SENATE WEB PAGE****1. Update on Development**

John White gave an update on the Senate web page. The web page has undergone some changes over the past month. Faculty should anticipate a test message within the next week checking whether the list-serve is working.

## **2. Selection of a Standard Format**

Chair Minter opened the floor regarding standard format for electronic documents. Linda Johnson made the motion that Microsoft Word (95 version or above) be the standard curriculum document format for all university curriculum matters and that department heads and appropriate office associates be directed to use that format in all future work. Patricia Minors seconded the motion.

After discussion, Dr. Johnson amended her motion to: The standard format for submission from Dean's Offices will be Microsoft Word, to be implemented no later than February 1, 2001. The Chair called for a vote on the amendment as amended. The motion carried.

## **B. NOMINATIONS AND APPOINTMENTS**

### **1. Senate Elections Committee**

Fred Murphy will chair the Senate Elections Committee and he is asking for volunteers to serve on the committee.

### **2. Graduate Program Review Committee**

Sam McFarland has been appointed to this committee by the Executive Committee. Patricia Minors volunteered to serve.

### **3. Academic Review Committee**

Carl Kell volunteered to serve as a Potter College representative to the Academic Review Committee.

### **4. COSFL**

John White will serve on this committee. Chair Minter requested another volunteer to serve on the committee. She can be notified via e-mail.

### **5. Tuition and Fees Committee**

Arvin Vos and Mel Borland will represent the Senate on this committee.

## **NEW BUSINESS**

### **A. REPORTS FROM THE STANDING COMMITTEES OF THE SENATE**

#### **1. General Education Committee**

Robert Dietle, Chair GEC, reported that the General Education Committee met on October 12, 2000. The committee opened discussion of the Task Force Report on General Education. The committee will have a recommendation to the Senate for approval at the November meeting.

In two months, the General Education Committee will begin a formal review of the Freshman Seminar (UC 101).

## **2. Curriculum Committee**

Linda Johnson, Chair USCC, reported that the Curriculum Committee had met twice. At the first meeting, the committee decided that action items without departmental representation would not be considered and that information items would be considered without departmental representation.

Linda Johnson, Scott Richter, and Retta Poe were appointed to a subcommittee to develop a set of bylaws and standard operating procedures for the University Curriculum Committee.

At the second meeting, department representatives were recalled to discuss the proposals that had been postponed from the first meeting.

Items approved by the Curriculum Committee will be forwarded to the Senate for review at the next meeting.

## **3. Faculty Welfare and Professional Responsibilities Committee**

Katrina Phelps, Chairperson FWPR, reported that the Faculty Welfare and Professional Responsibilities Committee met on October 13, 2000. The committee will review the following items: Post Tenure Review, revision of the Faculty Handbook, part-time faculty salary schedule, communication between committees, full retirement and optional retirement, salary and benefits, faculty moral survey, summer stipends, health insurance, emeritus professor status, parking, and faculty development funds.

## **B. REPORT FROM THE PRESIDENT ON THE ATHLETIC PROGRAM**

President Ransdell opened his remarks by clarifying concerns regarding funding issues. He gave a brief summary on the various types of money in the budget and the different types of funds that cannot be carried over or used for other purposes.

President Ransdell reported on the student enrollment. He reported that Western has already reached the 2004 state target on enrollment which will have an effect on future funding for WKU. He indicated that we will continue to pursue the WKU Strategic Plan indicator of reaching 16,000 students by the year 2003.

President Ransdell also reported on progress being made in developing a new engineering program at WKU. The creation of the baccalaureate program in Electrical, Mechanical and Civil Engineering at Western and getting those programs fully accredited is fundamentally critical for southcentral Kentucky.

The Budget Council will be more empowered than in the past. President Ransdell expects decisions will be made regarding reallocations to meet our budgetary priorities. This will be done to solve the balancing of the current fiscal year budget and to having a solvent budget in the next fiscal year.

Regarding athletics, President Ransdell one year ago made a commitment to members of the Faculty Senate to address the problems in the athletic program. He is committed to not allowing the athletic program to encroach further on the existing education and general budget. There are mandates for funding as dictated by the NCAA and the Gateway Athletic Conference. Student fees are one avenue to follow to address a problem that is not normally covered in the education and general budget of the university.

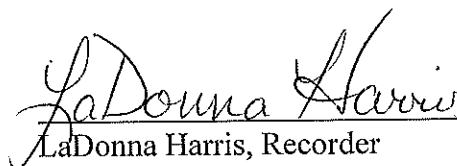
After his comments, the President opened the floor for questions or comments.

### C. REPORT FROM THE HEALTH INSURANCE COMMITTEE

Claus Ernst, Chair of the Health Insurance Committee thanked the President for accepting the recommendations made by the committee and for making them a reality. The committee made six recommendations to the President: 1.) Go to a single tier program, 2.) Create a medical spending account, 3.) Do away with Plan C, 4.) Raise the university contribution by \$100 per employee, 5.) Retain any money left at the end of the year in the medical spending account for health care costs, 6.) Charge \$25 more for single coverage.

The meeting was adjourned at 5:05 p.m.

  
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Sharon Mutter, Secretary

  
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LaDonna Harris, Recorder