

Agenda  
Western Kentucky University Faculty Senate XXI  
Thursday, April 9, 1998  
Garrett Conference Center Room 100  
3:30 pm

- I. Call to Order
- II. Disposition of Minutes from March 5 Meeting
- III. Report from the Faculty Regent - Dr. Ray Mendel
- IV. Reports of the Standing Committees:
  - A. Academic Affairs - Lyn Miller
  - B. By-laws, Amendments, and Elections - Fred Murphy
  - C. Faculty Status and Welfare - Carl Kell
  - D. Fiscal Affairs - David Keeling
  - E. Professional Responsibilities and Concerns - Zach Murrell
  - F. Senate Communications - Rose Davis
  - G. Executive Committee - Arvin Vos
- V. Remarks from Dr. Barbara Burch
- VI. Old Business
  - A. Resolution from Faculty Status and Welfare concerning Elective Benefit Contribution (2<sup>nd</sup> 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 (2<sup>nd</sup> 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%	\$ 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 (2<sup>nd</sup> 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.

VII. New Business

VIII. Announcements

IX. Adjourn