

MEMORANDUM

To: All Full-Time Faculty
From: Gary Johnston, Secretary, Faculty Senate
Date: 16 March 1981
Re: Faculty Senate Meeting, March 23, 1981
University Center Room 303-305

AGENDA

- I. Call to Order
- II. Approval of Minutes
- III. Additions or Deletions from the Agenda
- IV. President's Report
 - A. Academic Calendar Report
 - B. Contracts - Executive Committee Recommendations
 - C. Parking Appeals Committee Vacancy
 - D. Grand Marshal Election
 - E. COSFL Report - B. Renz
 - F. General Announcements
- V. Committee Reports
 - A. Benefits, L. Giesmann, Chair
 1. Informational Report
 - B. Budget, R. Snyder, Chair
 1. Report on meeting with Dennis Taulbee
 - C. Curriculum, T. Cate, Chair
 1. Informational Report
 - D. Professional Concerns, C. Widmer, Chair
 1. Faculty Handbook Recommendations

Executive Committee recommendation to Full Senate (for approval)

The Executive Committee recommends that a.) contracts should be issued in accordance with the handbook with the amount of the present contract reaffirmed plus any promotional increments, and the remaining salary increment be included at the earliest possible time, but no later than June 8th; and b.) that there will be an administrative review and response to the Senate's Salary Study with recommendations.

MINUTES OF THE FACULTY SENATE

March 23, 1981

Senators Present: R. Ward J. Ohren
M. Gray G. Johnston
J. Kinne R. Peterson
R. Mauldin G. Goedel
P. Moore L. Schultz
L. Noyd B. Renz
V. Hicks J. Wainscott
J. Bushee L. Giesmann
D. Kelm D. Pearce
F. Stallings R. Vitz
E. Weiss R. Bruno
T. Cate J. Fouché
J. Miller R. Snyder
C. Widmer D. Bennett
K. Cooper

Senators Absent without Alternates:

M. Clark M. Osborne
F. Steely D. Brett
A. Miller D. Elder

Guests Present: T. French, Chase (Alternate for Paul Joseph)
Lyle Gray, Provost
Phyllis Wieland, Registrar
Jeffrey Williams, Faculty Regent

I. Call to Order

Jim Fouché called the meeting to order, March 23, 1981.

II. Approval of Minutes

Under General Announcements on page 2, Lois Schultz noted that Bob Kempton was appointed to the search committee for the Director of Librarys rather than the Media Services search committee. The last paragraph on page 3 incorrectly lists Michael Adams as having been awarded a sabbatical leave. Dr. Yudhister Datta should be included in the list as having been awarded a sabbatical leave for the entire 1981-1982 year. The minutes as amended were approved.

III. Additions or Deletions from the Agenda

Peter Moore requested a place in the agenda to discuss the budget questionnaire; The issue was placed in Dick Snyder's Budget report. Gary Johnston moved to accept the agenda as amended. The motion was seconded and approved.

IV. President's Report

A. Academic Calendar Report

Phyllis Wieland reported on the length of the academic calendar. Peter Moore and Vernon Hicks were asked to prepare a statement reflecting the views expressed concerning the academic calendar and recommending appropriate changes. It was suggested that it might be a good idea for the chairperson of the Professional Concerns Committee to serve on the University Calendar Committee.

B. Contracts - Executive Committee Recommendations

Don Kelm moved that the university administration issue faculty contracts for 1981-82 as soon as possible, but no later than May 8, 1981. That these contracts include all salary increments for 1981-82. That the university administration review and respond to the 1981-82 Faculty Senate Salary Report in its deliberations on salary. Mike Gray seconded the motion. Jonathan Bushee suggested moving the deadline up to May 1st. Don Kelm accepted this as a friendly amendment. The motion failed. Joseph Ohren moved to recommend the original motion with the May 8 deadline. Mike Gray seconded. The motion passed unanimously.

C. Parking Appeals Committee Vacancy

Phillip Koplow and Kent Curtis have been nominated to serve on the Parking Appeals Committee. The executive committee will select one to serve on the committee.

D. Grand Marshal

Frank Stallings was elected Grand Marshal for the 1981 Commencement.

E. COSFL Report - B. Renz

COSFL met most recently on February 28, at Eastern Kentucky University in Richmond. A resolution was passed to accept Morehead into the COSFL organization. Representatives from the University of Louisville and Murray State reported that their Senates have been working on the issue of whether higher education faculty should remain in the social security program. No decision has been reached at this time. Jim Fouché presented a copy of a special report by TIAA/CREF which prompted some discussion. A motion was passed that COSFL petition the Council on Higher Education for a full study on the S.S. matter. COSFL encouraged the Boards of Regents and Trustees of the Commonwealth Universities to join with the Council on Higher Education Blue Ribbon Committee, the University Presidents, and COSFL to increase their efforts as advocates of higher education. COSFL urged that a study of the efficiency or accountability of the state system of higher education with a view toward its reorganization be conducted by a group representing all of the affected constituencies within the university communities. A fourth resolution stated that COSFL send a letter to the President of Western Kentucky University and the Chairman of the Board of Regents in appreciation of his advocacy of higher education beyond the boundaries of Western. The fifth resolution was that Tom Jones, President of COSFL, organize a meeting of COSFL with the University Presidents as soon as possible. Sixth resolution: COSFL urged that state officials take necessary steps to insure that higher education be maintained and enhanced. Seventh resolution: Tuition should continue to go to the institutions collecting such revenue and not to the general fund. The eighth resolution

was that COSFL recommend that the state establish a major five-year plan for the enhancement and upgrading of higher education similar to the five-year plan for road repair. The last resolution was to thank ENU for a nice evening.

Jim Fouché announced that he had attended a meeting of the subcommittee on the Future of Higher Education in the Commonwealth. This subcommittee is soliciting suggestions on how best to implement budget cuts imposed on higher education and has agreed to receive suggestions from the various faculties until April 10. Position papers are on reserve in the library for those interested in responding.

F. General Announcements

It was incorrectly reported at the last meeting that Pam Juengling had requested one-quarter reassigned time to work on the Honors Program. The source of the request was the Faculty Senate.

Donna Bennett has been asked to chair the committee to coordinate the elections for next year's Senate. Rachelle Bruno and Ted Weiss will assist Ms. Bennett in this task. Announcements will be forthcoming as the election will be held the first week in April.

The faculty was urged to attend the post-commencement reception being held in the University Center.

The nominations for the Paul J. Sipes award are due April 6.

The faculty were reminded to consider their colleagues for the Outstanding Professor Award.

V. Committee Reports

A. Benefits, L. Giesmann, Chair

A recommendation for 16 faculty grant requests was sent to the Provost last week. Dr. Gray has indicated a decision has been reached. A memo will be sent to the faculty detailing the dental benefits proposal.

B. Budget, D. Snyder, Chair

No information was available concerning the state of the budget at the time of the meeting with Dennis Taulbee. The budget committee is currently in the process of tabulating budget data from other regional institutions.

Peter Moore moved to delete items no. 8 and 13 on the Salary Study questionnaire. Gary Johnston seconded the motion. After some discussion the motion failed.

C. Curriculum, T. Cate, Chair

A proposal for the Honors Program has been drafted and presented to the Professional Studies Curriculum Committee. If the proposal passes all of the appropriate committees, it will then be presented to the Senate at the April meeting. A request for responses regarding remedial work has been sent to various chairpersons. The Curriculum Committee in conjunction with Ralph Pearson developed a certificate program flow chart on how to get approval for a certificate program. Copies of those can be found at Dean Pearson's office or the Provost's office. Eventually each department chairperson will have a copy.

D. Professional Concerns, C. Widmer, Chair

Dr. Widmer presented a list of concerns which the Professional Concerns Committee presented to the Faculty Handbook Committee. All faculty members were urged to submit any suggestions, concerns, or comments to Jerry Warner or Dick Ward as soon as possible.

Bob Vitz moved to limit the meeting of April 13 to two items: 1) Honors Program; 2) Faculty Handbook and to call a special meeting on April 15 to deal with the salary study and dental benefits. George Goedel seconded the motion. The motion passed.

The meeting was adjourned at 4:50 pm.

Gary Johnston, Secretary
Faculty Senate

OK

MEMORANDUM

TO: Full-Time Business Administration Faculty

FROM: Lou Noyd, Your Senate Representative and
Faculty Benefits Committee Representative

DATE: November 14, 1980

RE: Proposed Fringe Benefits

Please read the attached papers regarding the active consideration and discussion of adding a dental insurance plan to the faculty benefit package and pass your comments onto me. The Faculty Benefits Committee will formally discuss this proposal November 20 (next Thursday).

To: Larry Giesmann
Chairperson, Faculty Benefits Committee

From: Fringe Benefits Subcommittee

Date October 30, 1980

The subcommittee recommends that dental benefits be the fringe benefit requested. The cost is approximately \$5.00/ month for a single plan and \$9.00/ month additional for family. Coverage in the first three classes is recommended (see attached). The subcommittee recommends that the single coverage be picked up by the University. This is because 100% enrollment is necessary. Since 75% of families need to be enrolled for family coverage to be offered, the University might find it easier to pay all or part of the family to obtain the necessary 75% enrollment.

Attached is a copy showing the cost to the University of a \$1000 in salary increase and a \$1000 in benefits.

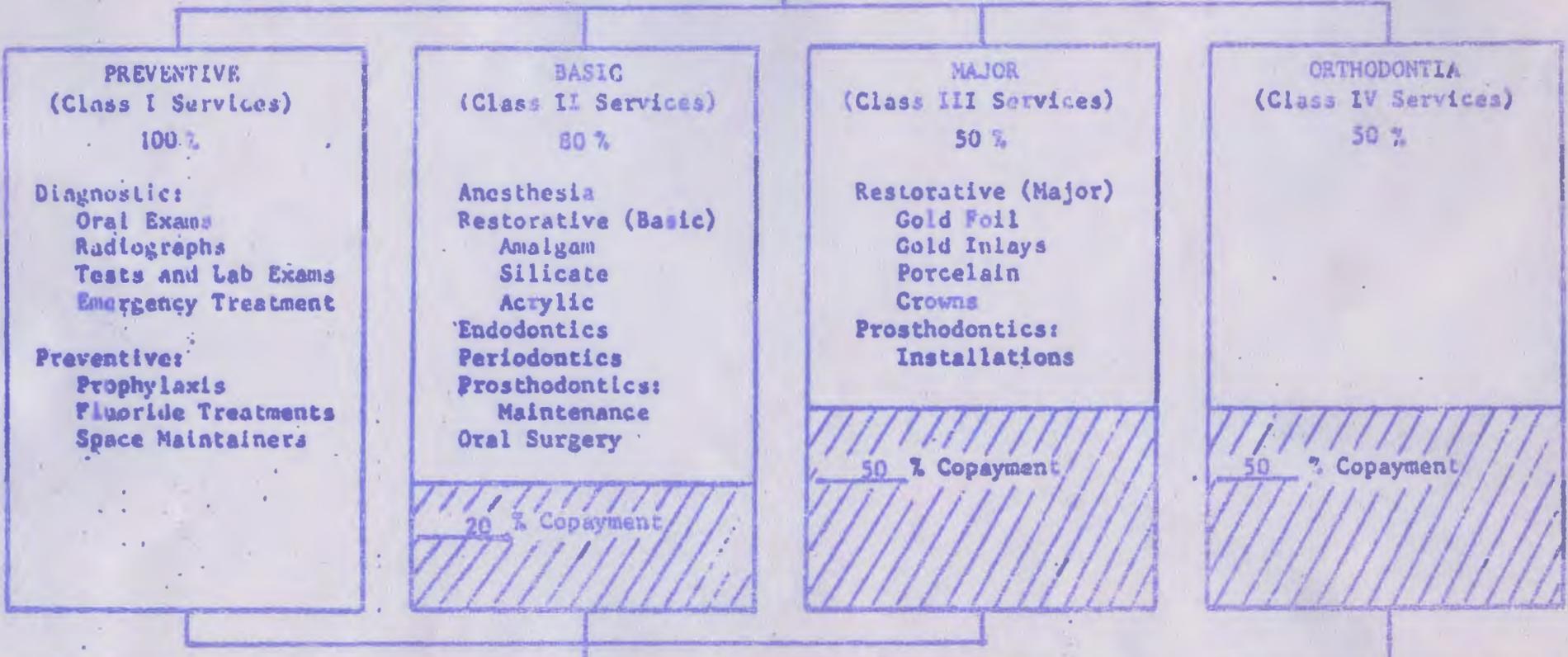
DENTAL EXPENSE BENEFITS

PLAN II

Reasonable and Customary Approach

Equitable total \$43,300
 single \$5.48/month
 family 9.25/month
 total \$98,000
Connecticut General total \$37,500
 single \$4.74/month
 family \$8.54/month
 total \$85,000

DEDUCTIBLE AMOUNT - \$50



Calendar Year Maximum Amount - \$1,000

Lifetime Maximum Amount \$500

I. \$1,000 paid in salary costs the University, per year.

\$1,000.00	salary
100.00	TIAA contribution
66.50	FICA (1981 rate)
3.60	Life insurance (estimate based on \$.30/\$1,000/mo.)
1.60	Workman's Compensation

\$1,171.70 Actual cost as % salary = 117.17%: does not include disability and BC/BS

II. \$1,000 paid for additional benefits costs the University, per year,

\$1,000.00 In addition, benefits paid for by the University do not constitute taxable wages to the employee, nor is any FICA tax paid

MEMORANDUM

To: Members of the Faculty Senate
From: Connie Widmer, Chairperson
Professional Concerns Committee
Date: 23 March 1981
Re: Faculty Handbook

The Professional Concerns Committee has reviewed the draft of the "Faculty Handbook." As a result of this review and of written and oral comments received from faculty members, the attached suggestions and concerns have been forwarded to the Faculty Handbook Committee. The Professional Concerns Committee has expressed its concern regarding the lack of adequate time for reviewing the document.

We strongly urge all senators and all faculty members to review the Handbook and these suggestions and to submit any questions or comments to Jerry Warner, Chair of the Professional Concerns Subcommittee on the Faculty Handbook, NS 511, Ext. 5277; or to Dick Ward, Chair of the Faculty Handbook Committee, Landrum 217, Ext. 5592.

At the present, many aspects of the Handbook do not seem to take into consideration the differences that exist between faculty with academic year contracts and those with twelve month contracts. Some issues (e.g. fellowships, project grants) may require a separate section to cover problems unique to 12-month faculty. These areas of concern are emphasized by an asterick.

The following is the list of concerns which this committee presented to the Faculty Handbook committee.

1. This document should be prefaced by a clear, concise statement specifying exactly to whom it applies. Presently it is not clear whether it applies to chairpersons and administrators, and/or the general faculty.
2. ARTICLE VI-page 10-We recommend the following changes:
 - A. The first sentence should be changed to read as follows:

*Faculty are professionals employed by the University for teaching and other responsibilities commensurate with the missions and goals of the institution.
 - B. Revise Full-Time Tenure Track to read as follows:

*Full-time tenure-track faculty are probationary or tenured faculty who hold the academic rank of instructor, assistant professor, associate professor, or professor and whose academic assignment is more than 50% within an academic department (Chase Library and Stealy Library are considered academic departments). Such faculty may be reassigned for part of their academic assignment to pursue related academic services.

3. *Section V-page 11-Definition of Academic Librarians should be deleted. Librarians fall under the coverage of Section I, Full-Time Tenure Track.

4. ARTICLE VIII-page 17

- *C. Associate Professor-should be changed to read as follows:

An associate professor holds the qualifications of the previous rank; has been effective as a university teacher or in his/her primary job performance; has demonstrated success as a counselor of students (where appropriate);

- *D. Professor-should be changed to read as follows:

A full professor holds the qualifications of the previous rank; has been exemplary as a university teacher or in his/her primary job performance;

Shouldn't there be a statement as to the amount of the automatic raise that one can expect to receive when promoted?

Where is a statement concerning adjustments in rank when they occur?

5. ARTICLE IX-page 26-Section VI

Section I. Structural and Procedural Issues.

- A. All materials should be forwarded at each step of the promotion and tenure procedure.

- F. College Reappointment, Promotion, and Tenure Committee. - A "straw vote" of the committee indicated that the members do not favor the initiation of a "College" level Reappointment, Promotion, and Tenure Committee. However, if it became a choice of a "College" versus a "University" level committee. The "College" level would be preferred. Another point made by some members of the committee is that there has never been an official designation of "Colleges".

If a "College" level committee is established, some standardization of the format for submitting materials should be established.

The College Reappointments, Promotion, and Tenure Committee- This committee is to be made up of full-time, tenured faculty of the college. Each department is to have one member. IF a department has no tenured faculty members, should there be a provision for an untenured member to serve?

Section II. Procedure for Notification of Recommendations.

1. The faculty member should be notified at each step of the disposition of his/her request.
2. Isn't the faculty member entitled to a written summation of the reasons for a negative recommendation?

3. The last sentence says to "see appendix." Which appendix?
There doesn't appear to be one included that covers the topic.

Section III. Appeals Procedure.

1. Is new information or interpretation supplied at the time of an appeal?

6. ARTICLE X. Termination of Appointments

Section II. Retirement for Age.

Is this in accord with Federal guidelines?

Can the wording be simplified to say will retire at the end of the academic year in which they attain age sixty-five,

7. ARTICLE XI-page 40-this should not be considered as a separate article but as a part of ARTICLE IX (or at least make it ARTICLE X)

Section IV-Rank of Instructor should be included.

Section VI-page 41-Section heading should be changed to the following:

SCHOLARLY ACTIVITY OR RESEARCH, AND CREATIVE PRODUCTIVITY

The sentence following that should read as follows:

Examples of activities which may contribute to the growth of the individual and the profession include:

Part E of Section VI-should be deleted

*Which college will the library be considered a part of with regards to tenure, promotion, service on college committees, etc.

8. ARTICLE XV-page 51-Section III-Unpaid Sick Leave
Entire statement is rather confusing and needs to be rewritten. The statement refers in lines 4 and 5 to "up to 2 years," line 10 to "1 year," line 12 to "2 consecutive years." Not clear at all.

*Section VIII. B. Annual Leaves. Statement as follows needs to be corrected. "20 working days/cal. year for a total of 22?"

The way the leave policy is presented here, it appears that the possibility exists for a faculty member to be denied leave to attend the funeral of an immediate family member, if neither he/she nor his/her chairperson is able to make arrangements to cover teaching or other responsibilities.

9. *ARTICLE XVI-Pages 59-60-How does this apply to librarians who don't have the flexibility in their schedules that would permit them to participate.

10. ARTICLE XVII-pages-

There appears to be considerable difficulty in having this article apply equitably to faculty on 12 month contracts.

*Section I. E. Summer Fellowships

If the stipend to be awarded was more than the salary of a recipient on a fiscal year contract, would he/she have the option of taking the larger amount?

*If a fiscal year contract faculty member is awarded a summer fellowship, is release time automatic?

*p.5 Payment scheduled is detailed for faculty on academic year contracts, but no mention of schedule for fiscal year contract faculty

*p.2 #7-"2 month period of reassigned time"-does this discriminate against librarians who can't abandon their duties with no replacement help? Actually makes it quite difficult for us to accept a Summer Fellowship.

Project grants (no page number)

No statement made that fiscal year faculty continue to receive salary; also no statement regarding release time for a project grant. ("K" should read - project grant rather than fellowship.)

*Reassigned time - no section on reassigned time for 12 month faculty; does not include the document on reassigned time which establishes the formula for computing time between teaching faculty and librarians.

p.3 of policy governing Faculty Initiated Reassigned Time
Section G. 1. b. Is the summer considered as a semester or would a request for reassigned time during the fall semester, have to be made during the preceding spring semester?