

# *Faculty Senate*

Northern Kentucky University

Highland Heights, KY 41099  
(606) 572-6400

*note special meeting room*

FACULTY SENATE MEETING  
AUGUST 29, 1994  
ADMINISTRATIVE CENTER 722 3:00 p.m

- I. Call to Order
- II. Additions to, and/or Deletions from, Agenda
- III. Summer Activities
  - A. Faculty Handbook
  - B. Retirement Incentive & Phased Resignation Programs
  - C. Selection of New Vice President for Administration, Carla Chance and Acting Vice President for Student Affairs, Norleen Pomerantz
  - D. Reorganization of Faculty Senate Office
- IV. Issues & Projects Carried Forward from Last Academic Year
  - A. In Faculty Benefits Committee
    - 1. Kentucky Health Care Alliance
  - B. In Budget and Commonwealth Affairs Committee
    - 1. SB 109 Indicators for Performance Funding
    - 2. Joint Ad Hoc Faculty Salary Policy Review Committee
  - C. In Professional Concerns Committee
    - 1. Disability/Sick Leave/Maternity Leave
    - 2. Progressive Discipline Policy
    - 3. Written Standards for Written Reasons
    - 4. Uniform Reference Check Procedures
  - D. In University Curriculum Committee
    - 1. Relationship between UCC and Faculty Senate
    - 2. General Studies Review
  - E. Other Senate Issues
    - 1. Constitutional Issues
    - 2. Evaluation of Administrators
    - 3. Parking Committee
    - 4. Faculty Senate Efficiency/Credibility Survey
- V. Issues Needing Immediate Attention
  - A. Strategic Action Planning/Planning Commission
  - B. Election of New Complaint Process Advisory Committee
- VI. Old Business
- VII. New Business
- IX. Adjournment

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## FACULTY SENATE MEETING

August 29, 1994

AC 722

At what point did the theory of entropy become an actual working principle around here?

**SENATORS PRESENT:** M. Artzer, T. Cate (Vice Pres.), S. Chicurel, P. Cooper, Y. Datta, S. Dessner, S. Duggal, L. Ebersole, N. Firak (Pres.), R. Enzweiler, C. Furnish, D. Gronefeld, M. Jang, D. Kelm (Sec'y), R. Kelm, P. Knepper, Y. Kuwahara, P. McCartney, C. McCoy, D. Miller (Parl'n.), D. O'Keefe, L. Olasov *ex officio* (Univ'y. Curric.), T. Pence, A. Rini (Prof. Concerns), K. Schnapp, G. Scott, D. Sies, J. Smith, L. Smith, M. Stavsky (Budget), B. Thiel, J. Thomas, K. Verderber, T. Weiss  
**SENATORS ABSENT:** S. Forman, C. Frank (Benefits), P. Koplow  
**OTHERS:** L. Boothe, L. Calderon, D. Emery, P. Gaston, M. Huening, R. Mauldin, M. Ryan, J. M. Thomson

I. **CALL TO ORDER:** The Faculty Senate was called to order at 3:06 p.m.

Regular order of the meeting was suspended to permit Dr. Boothe to address the Senate briefly. Enrollment is 12K and while that figure is down .7% from last year F.T.E is up 1%. The usual news was that the year ahead has funding problems

II. **APPROVAL OF THE MINUTES:** Minutes of 5/13/94 were approved as presented.

III. **AGENDA:**

A. Additions

1. Three items under Old Business:

a. Air Quality Report

b. Whence goeth the Health Savings from last year?

c. Service on Senate Committees

2. One under New Business

a. Starting date for the Faculty Regent

IV. **Summer Activities Report:**

A. The Faculty Handbook is ready to be circulated. Books will be numbered.

The looseleaf, printed on one side format allows ease of updating and amending which is good since the President noted that the newly passed Handbook was already due for updating.

B. The Retirement Incentive and Phased Resignation programs are in place and to be initiated this year. Get in line!

C. Administrative Changes:

1. Carla Chance is the Vice President for Administration

2. Norleen Pomerantz is Acting Vice president for Student Affairs

D. The Senate Office was cleaned and ordered.

V. **Issues and Projects Carried Forward from Last Year**

A. Faculty Benefits

1. Matter of Kentucky Health Alliance and YOU

2. Bringing Disability/Sick Leave Maternity Leave in compliance with FED.

B. Budget and Commonwealth Affairs

1. In a moment enlightened or whatever the state legislature asked NKU to suggest evaluators to be used by the state for performance funding.

Provost Gaston indicated that this was to be for a one year pilot project only and that LONG RANGE was another discussion.

2. Shake-n-Quake: A Joint *ad hoc* Faculty Salary Policy Review Committee is to be formed within the week.

C. Professional Concerns

1. Needed: one coherent statement re: Progressive Discipline Policy
2. RPT Procedure: Written Standards for Written Reason: Shake-n-Quake II
3. Uniform Reference Check Procedure in Hiring Practices

D. University Curriculum

1. Just what is the relationship betwixt the Senate and the UCC?!
2. Shake-n-Quake III: Time for General Studies Review. (Just when you were getting comfortable with the present ones.)

E. Other Senate Issues

1. Constitutional Issues: How do we have representation for those faculty who are not on tenure track, e.g., LAC faculty? Shake-n-Quake IV
2. Evaluation of Administrators. Shake-n-Quake V?
3. Parking Committee
4. Faculty Senate Efficiency/Credibility Survey

VI. Issues Needing Immediate Attention

- A. Strategic Action Planning Commission. 'Nuff said.
- B. Election of New Complaint Process Advisory Committee (Sent out to Faculty)

VII. Old Business

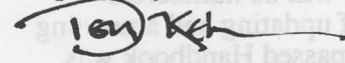
- A. Air Quality Report due by the 12th September: Dan Drake
- B. Money saved from Health insurance went into Salary Pool (\$113K-\$130K)
- C. The '94-'95 year finds 4 faculty senators refusing to serve on committee. Reasons range from personal decision to intrusion of the department chair. Chairs intruding in the faculty governing process is not an attractive thing. Survey time.

VIII New Business

- A. Just when does the faculty regent begin term of office!? Technically May 1st. Can date be moved to July 1st? Next meeting.
- B. The Faculty Senate President will be available Thursday and Friday 10 am to 5 pm. Ext. 6400.

X. ADJOURNMENT : Adjourned at 4:15 pm.

Respectfully submitted,



Don Kelm, Sec'y.



MEMORANDUM

TO: Mr. Dan Drake  
DATE: August 26, 1994  
RE: Air-Quality Survey

Senate President Nancy Firak has requested that we submit a written response of the 1993 Air-Quality Study for discussion at the September 12 meeting of the Senate Executive Committee.

Our report should include the findings of the external study along with physical plant's response to the findings. I would anticipate that President Firak will also want to know what future plans we have to conduct additional studies. Funding has not been requested for further study, Dan, so we should build our plans contingent upon approved funding.

Perhaps you and I can review your response at our standing meeting on September 6. Thank you.

*CSC*  
\_\_\_\_\_  
Carla S. Chance

cc: President Leon E. Boothe  
~~Senate President Firak~~  
Dr. Paul Gaston

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## M E M O R A N D U M

TO: ALL FULL-TIME TENURE-TRACK FACULTY  
FR: PROF. NANCY FIRAK, PRESIDENT OF FACULTY SENATE  
DA: AUGUST 25, 1994

RE: STRATEGIC ACTION PLANNING: REQUEST FOR FACULTY WILLING TO  
SERVE ON PLANNING COMMISSION

In yesterday's State of the University address, President Leon Boothe announced that he has approved Strategic Action Planning as the University's process for defining and accomplishing its priorities.

Strategic Action Planning was discussed widely last academic year. At that time, a Planning Group consisting of the Provost, the President's Staff, the Deans' Council, the President of Staff Congress, the Chair of the Council of Chairs and me as President of Faculty Senate, developed this plan for the revitalization of strategic planning at NKU. Strategic Action Planning was also discussed both in the Budget and Commonwealth Affairs Committee and in the full Faculty Senate. Many changes were made in response to suggestions made by faculty and members of other constituencies.

Strategic Action Planning assigns considerable responsibility to a Planning Commission. The Planning Commission consists of the Provost, other Vice Presidents, the Budget Director, an Academic Dean, a representative of the Chairs Council, the Faculty Senate President, three faculty members (with the Faculty Senate President, to ensure representation of all colleges), the Staff Congress President, a Vice President of Student Government, an at-large member chosen by Staff Congress, and the Assistant Provost.

The Planning Commission is responsible for oversight of the annual process and will authorize preparation of annual environmental statements, weigh proposals for revisions in institutional intermediate and annual objectives, hold triennial hearings on the mission and enduring goals, and monitor the operation of the planning process.

Strategic Action Planning would normally begin in January. This fall, a pilot planning process will be undertaken to position the University to engage in the full process in 1995. It is anticipated that some aspects of the planning process may be

abbreviated this fall and it is agreed that the "individual objectives" process will be deferred to academic year 1995-96 to allow time for further reflection and discussion among the Planning Commission, the Faculty Senate, Staff Congress, and the Chairs Council.

I am seeking expressions of interest from full-time tenured or tenure-track faculty in the College of Arts and Sciences, the College of Business, and the College of Professional Studies who are interested in serving on the Planning Commission. Because the Planning Commission will exert a major influence on the direction of the University and on its effectiveness, interested faculty should be willing to represent the faculty effectively while serving a broad vision of the University as a whole. The term of the appointment has not been established. I anticipate that a significant time commitment will be required, so some schedule flexibility will be necessary. The Planning Commission will begin to meet early in September.

If you are interested in serving as the representative of your college, please communicate your interest to me in writing by August 31. If you have a special interest or expertise in this field, please let me know about that as well. I will select the faculty representatives for the Planning Commission in consultation with the Faculty Senate Executive Committee and others.

I believe service on the Planning Commission will offer many interesting opportunities for faculty to have a positive influence on the development and future of the University. Please give serious consideration to volunteering to serve.

xc: All Chairs & Deans

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## MEMORANDUM

TO: All Deans, Chairs, and Full-Time Tenure-Track Faculty  
FR: Nancy Firak, Faculty Senate President  
DA: August 25, 1994  
RE: Election of Complaint Process Advisory Committee

One of the new sections of our recently adopted Faculty Handbook established a complaint process by which complaints other than those heard by the peer review committees can be resolved. (See Part One, Section XIX, C., Faculty Policies and Procedures Handbook which will be distributed to you during the week of August 29.)

The complaint process anticipates the annual election by each college of one at-large faculty member to sit on an Advisory Committee. Normally the election of the members of the Advisory Committee would take place at the time of other Faculty Senate elections. However, in order to get the complaint process in operation for this academic year, I will conduct a special election for the members of the Advisory Committee.

If you would like to nominate someone in your college to serve on the complaint process Advisory Committee, or if you are interested in serving yourself, please fill out the attached nomination form below and return it to the Faculty Senate Office, AC 105, by September 12. The election will be held the following week.

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### NOMINATION FORM - Detach and return to AC 105 by September 12, 1994

I nominate \_\_\_\_\_ to serve on the complaint process Advisory

Committee from the College of Arts & Sciences \_\_\_\_\_, College of Business, \_\_\_\_\_, College of

Professional Studies \_\_\_\_\_, or Chase College of Law \_\_\_\_\_. (Check one)

Signed \_\_\_\_\_ College: \_\_\_\_\_

I, \_\_\_\_\_, am willing to serve on the complaint process Advisory  
(signature of nominee)  
Committee.

pg Senate/memos