

# Faculty Senate

Northern Kentucky University Highland Heights, Kentucky 41076

Faculty Senate Meeting  
December 20, 1999  
University Center Ballroom, Noon

Call to Order  
Approval of Minutes & Adoption of Agenda

Faculty Leadership Award  
NKU's Legislative Agenda

President Votruba

President's Report  
Elections  
Guidelines for Length of Debate

Gaut Ragsdale

Officers' Reports  
Vice President  
Secretary  
Parliamentarian

Carol Bredemeyer  
Ted Weiss  
Rebecca Kelm

Committee Reports  
Budget & Commonwealth Affairs

Dave Agard

Benefits

Jeff Smith

Curriculum Committee  
Documentation for Web-Based Courses  
UCC's Website

Linda Olasov  
VOTING ITEM 5 min  
Mary Lepper

Professional Concerns  
Intellectual Property Proposal  
Evolution Proposal  
Proposed Amend. to Sexual Harassment Policy

Chuck Frank  
VOTING ITEM 15 min  
VOTING ITEM 15 min  
VOTING ITEM 5 min

New Business

Fall Break Proposal

VOTING ITEM 15 min

Literature & Language Degree Requirement Proposal

VOTING ITEM 5 min



# Faculty Senate

HIGHLAND HEIGHTS KY 41099 606-572-6400

## Faculty Senate Meeting

December 20, 1999

Senators Present: (as per sign-up sheet) D. Agard, R. Brautigan, C. Bredemeyer, J. Churchill, Y Datta, A. England, L. Ebersole., C. Frank, P. Goddard, G. Johnston (for G.S. Grout) , W. Hicks R. Holt, R. Kelm, R. Kempton, P. McCartney, R. McNeil, B. Mittal, L. Olasov, G. Ragsdale, J. Roeder, M. Roszmann-Millican , C. Sheng ,D. Hogan (for J. Smith), M. Stavsky, S. Weiss, T. Weiss,

Senators Absent: G. Clayton, P. Fairbanks, G.S.Grout, M Huelsman C. Hewan , L. Noyd, C. Ryan, J. Smith B. Thiel, J. Thomas S. Zachary.

Guests: Barbara Holland, Mary Huening, Barry Andersen, Mary Ryan, , Rogers Redding, Penny Summers, Gail Wells, Mike Baker, Gerry St. Armand, Bob Appleson, Tony Atwater, Robin Criegler, Mark Shanley, Bill Nester, Jim Votruba, Gerald Hunter, Doug Krull, Gary Scott

Meeting called to order by President Ragsdale at 12:50 p. m.

The minutes of the November meeting were accepted with the following correction :  
page 2, 2d. paragraph, line 3 "...considered by the Professional Concerns Committee..." be replaced by ..."accepted as a recommendation for consideration by the responsible person or body..."

President Votruba reported on the upcoming legislative session in Frankfort. NKU received a positive recommendation from the Council for Post Secondary Education in that NKU's historic underfunding has finally been recognized. The council has recommended that 10% be added to NKU's base budget for each of two years with a further recommendation for 1% for the third year. If approved by the legislature, therefore, about \$10.6 million in recurring funds will be added to the budget over three years. Moreover, Governor Patton has stated that he won't support non-CPE proposals. So, things look good, although President Votruba cautioned that this is still a political process and the legislature has the final say.

→ agreed herewith  
May

Other funds will be made available through the Regional Excellence Trust Fund, which supports regional needs throughout the Commonwealth. Public funds (up to \$20 million ) are used to match private donations; NKU has thus far been very successful in gaining access to these funds.

It seems almost certain that a community college will be created in northern Kentucky. President Votruba stated that NKU programs that are now in place will remain in place, although there will be some displacement of "underqualified" students as the number of restricted students at NKU diminishes. The "ramping up" to a full service community college might well take between five and eight years.

The President also emphasized his efforts to streamline NKU's administration and the need to simplify and reform general education at Northern.

President Ragsdale then returned to the agenda and presented Ray McNeil the Faculty Leadership Award for ongoing efforts on the Senate, particularly in the development of the Faculty Handbook.

The incoming Senate will meet at 2:30 on January 24th to elect officers for the next year.

Faculty Regent Barry Andersen will not run again. Nominations for Regent are due on January 21st.

### Committee Reports

Curriculum (Linda Olasov). Proposal that existing courses offered in a web-based format should be approved by the Experimental/Non Traditional Subcommittee and by the Provost. A new category ("web based") is to be placed on the new course form along with a statement on the course syllabus how the web-based course will differ from the traditional course. Proposal passed by voice vote.

Linda also noted that the UCC has a website that will carry all UCC business and will be used (instead of paper) in the future. Mary Leppert then explained the new system, which was contained in the previously distributed packets.

In order to accommodate the chair of Literature and Language, President Ragsdale then jumped to the end of the agenda to consider the proposal that the MFA be considered a terminal degree for Creative Writing positions in the department. Passed by voice vote.

### Professional Concerns Committee (Chuck Frank).

- 1) The intellectual property proposal, developed under the leadership of Penny



Summers, was then considered. This document was characterized as "faculty friendly". Passed by voice vote. This will be sent forward as an amendment to the Faculty Handbook.

2. The committee presented a proposal to send a letter to the state Department of Education suggesting that the term "change over time" be replaced by "evolution" in the department's standards for biology instruction. It was noted that the Kentucky Academy of Science had voted in favor of this change, and that the change reflected the thinking of leading professional science associations. Gary Johnson offered an amendment to the effect that "theory of evolution" replace "evolution" wherever that term appears in the letter. Vote on amendment failed by voice vote. Ban Mittal moved an amendment to change "the central..." to "a central..." Motion died for lack of a second. The vote on the original proposal from the committee passed by voice vote.

Dave Hogan moved that Carol Bredemeyer recommend that COSFL send a letter to the State Department of Education supporting the position regarding evolution just passed. Since this was a new motion and not an amendment, a 2/3 vote was needed to add it to the agenda. This 2/3 positive vote was carried, as well as a positive voice vote on the motion itself.

3. The amendment to the Sexual Harassment Policy to be included in the Student Handbook was recommended by both the PCC and the Executive Committee. The rationale was to insure impartiality in the complaint process. Passed by voice vote. }

#### New Business

A proposal for a two day Fall Break in the second or third week of October was developed and passed by Student Government and placed before the Senate by the Executive Committee. Chris Bogges, President of Student Government spoke in favor. He argued that such a break would particularly help first and second year students and that such a break is policy at 12 of the 19 NKU benchmark institutions. In Kentucky only NKU and Morehead don't have a Fall break.

After some discussion Phil McCartney moved, Ray McNeil second, to refer the matter to the Professional Concerns Committee. Debate on the amendment closed after five minutes; vote to refer to committee failed 21 to 6. The vote on the main motion to recommend a Fall Break then passed (voice vote).

The meeting adjourned in high holiday spirits at 2:45

Respectfully submitted

Ted Weiss

Secretary



Date: Tue, 23 Nov 1999 08:40:55 -0500  
From: mlepper <mlepper@NKU.EDU>  
Subject: web-based courses  
Sender: mlepper <mlepper@NKU.EDU>  
To: ucc@NKU.EDU  
Reply-to: ucc@NKU.EDU  
X-Mailer: WebMail (Hydra) SMTP v3.51.06  
X-WebMail-UserID: mlepper  
X-EXP32-SerialNo: 00002862

RECOMMENDATIONS TO UCC FROM WEB-BASED SUBCOMMITTEE  
( Simone Best, Buff Lawson, Mary Lepper, Jim McKenney, Louise Niemer)

COURSES ALREADY APPROVED THROUGH THE CURRICULAR PROCESS:

The UCC recognizes that web-based\* teaching is an evolving pedagogy. During this learning phase, it is important to establish review and feedback mechanisms to ensure equivalency of courses delivered using traditional and nontraditional methods.

The UCC also recognizes that the present course approval process focuses on content, not type of delivery. However, most of the courses offered with various formats have had some form of face-to-face student faculty interaction. We believe the web-based structure to be such a different format that the course offered could be radically different in content from the course approved by the UCC and offered in a traditional format.

Therefore, we propose the following:

The UCC requests that the department planning to offer an existing course in a web-based format provide documentation to the Experimental/Non-Traditional Subcommittee of the UCC that the web-based course will be equivalent in content and outcomes to the course when offered in a traditional classroom format. After approval by the Experimental/Non-Traditional Subcommittee and the Provost, the course may be offered in a web-based format.

NEW COURSES

The subcommittee recommends that an additional category named web-based be placed on the new course form in the course type section. In addition to the new web-based category, the following comment would be added:

If the web-based category is checked along with any other category in this section, include on the course syllabus how the web-based course will differ from the traditional course.

*Resolution on Back*  
*V A*  
*N*  
*room*

*Web-Based Courses - How*  
*should be handled*  
*→ procedure format*  
*Voting*  
*item*

*existing on web-based*  
*document the web based is equivalent*  
*to traditional existing course*

*New Course form*  
*add new category: web-based*

\*A web-based course as currently defined by KCVU is any course with 80% or more being web-dependent and 20% or less traditional classroom or face-to-face meetings.

<http://access.nku.edu/ucc>

✓ Executive Committee Recommendation:

✓ Adopt

Oppose

No Position

*clear copy* *A. L. L.* *Adapt from inclusion in handbook*

**Intellectual Property Policy**  
**Northern Kentucky University**

*specialized knowledge good things*

**I. Preamble**

Northern Kentucky University, hereinafter referred to as the "University," is dedicated to teaching, research, and the sharing of knowledge with the public. Faculty recognize as two of their major objectives the production of new knowledge and the dissemination of both old and new knowledge. Inherent in these objectives is the need to encourage the production of creative and scholarly works and the development of new and useful materials, devices, processes, and other inventions, some of which may have potential for commercialization. Such activities contribute to the professional development of the individuals involved, enhance the reputation of the University, provide additional educational opportunities for participating students, and promote the general welfare of the public at large.

Such creative and scholarly works and inventions that have commercial potential may be protected under the laws of various countries that establish rights called "Intellectual Property," a term that includes patents, copyrights, trade secrets, trademarks, plant variety protection, and other rights. Such Intellectual Property often comes about because of activities of University faculty who have been aided wholly or in part through use of facilities of the University. It becomes significant, therefore, to ensure the utilization of such Intellectual Property for the public good and to expedite its development and marketing. The rights and privileges, as well as the incentive, of the authors, creators, or inventors, hereinafter referred to as the "Originators," also must be preserved so that the use of their abilities and the abilities of others at the University to create may be further encouraged and stimulated.

In order to establish the respective rights and obligations of the University and its faculty in Intellectual Property of all kinds now and hereafter existing and of all countries, regions or other political entities, the University has established the following Intellectual Property Policy.

*BAM!*

**II. Objectives of Policy**

- A. To encourage the Originator to create and share with the public the harvest of knowledge;
- B. To encourage research, scholarship, teaching and a spirit of inquiry to generate new knowledge;
- C. To provide for equitable disposition of interest in the intellectual property among Originators, and University, and, when applicable, the Sponsor;
- D. To provide incentives to Originators in the form of personal and professional development, recognition and financial compensation; and
- E. To safeguard intellectual property with appropriate legal protection against unauthorized use.



### III. Definitions and Coverage

- A. "Intellectual Property" refers to materials that may be patentable, copyrightable, trademarkable, or be software and trade secrets as covered by United States Intellectual Property laws.
- B. "Patentable materials" refer to those processes which would apply under 35 United States Code 101.
- C. "Copyrighted Materials" refer to and include 1) books, journal articles, texts, glossaries, bibliographies, study guides, laboratory manuals, syllabi, tests and proposals; 2) lectures, musical and/or dramatic compositions, scripts; 3) films filmstrips, charts, transparencies, and other visual aids; 4) video and/or audio tapes; 5) programmed instructional materials; 7) mask works; 8) research notes, data reports and notebooks; and 9) works of art including photographs, paintings and sculptures 10) other materials reasonably falling under the guidelines of the laws of the United States (see 17 U.S.C. 102).
- D. "Software" refers to one or more computer programs existing in any form, or any associated operational procedures, manuals or other documentation whether or not protectable or protected by patent or copyright. The term "computer program" refers to a set of instructions, statements, or related data that, in actual or modified form, is capable of causing a computer or computer system to perform specified functions.
- E. "Trademarks" refer to service marks, trade names, seals, symbols, designs, slogans or logotypes developed by or associated with the University.
- F. "Trade Secrets" refer to information including, but not limited to, technical or nontechnical data, a formula, pattern, compilation, program, device, method, technique, drawing, process which: derives economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use; and is the subject of efforts that are reasonable under the circumstances to maintain its secrecy.
- G. "Mask Work" refers to a series of related images, however fixed or encoded: having or representing the predetermined, three-dimensional pattern of metallic, insulating, or semiconductor material present or removed from the layers of a semiconductor chip product; and in which series the relation of the images to one another is that each image has the pattern of the surface of one form of the semiconductor chip product.
- 5. "Originators" refers to the authors, creators, or inventors of new materials under this Intellectual Property Policy.

#### IV. Rights and Equities in Intellectual Properties

- A. **Individual Efforts:** This policy recognizes the longstanding custom and understanding that faculty members own copyright to their individual scholarly work. A member of the University is entitled to ownership of copyright and royalties or other income derived from such individual scholarly works. Individual work for faculty is defined as that scholarly work generally expected of faculty and incorporated into the regular recognitions and rewards processes of the University and not a University assigned effort. Individual work so defined, is automatically exempt from the formal review procedures of this policy.

The University recognizes that ownership of traditional scholarly activities that customarily have been excluded from claims will remain with the Originator. Such products include, but are not limited to, journal articles, textbooks, reviews, works of art including paintings, sculpture, and musical compositions; and course materials including but not limited to lecture notes, exams, syllabi, workbooks, and laboratory manuals.

- B. **University Assisted Individual Efforts:** Materials or works will be subject to copyright by the Originator and/or the University as coauthors if the production cost is specifically shared by the Originator and the University and the material and works are not prepared in accordance with the terms of a contract or grant in which the University is a party or as a specific University Assignment. In every instance where co-authorship is claimed, the parties will negotiate the terms of ownership.

In general the provision of office space, routine use of library resources, use of office computers, supplies, equipment, facilities and personnel, for purposes of this policy, does not constitute University assistance.

- C. **University Assigned Efforts:** Ownership of Intellectual Property developed by Originators through an assigned University effort will relinquish copyright to the University. Copyright able works created in the course of one's employment are generally considered as works for hire under Copyright law and reside with the employer. However, creations of a faculty member who has the general obligation to produce scholarly and creative work does not constitute a work for hire or a specific university assignment. The receipt of a Professional Improvement Leave (sabbatical, fellowship or faculty grant), unless specified in an agreement to the contrary, does not constitute University Assigned Effort in this policy. Only those projects specifically assigned to the Originator by the University will apply. In cases of assigned efforts,

sharing of royalty and other income between the Originator and the University may be authorized by the Intellectual Property Committee as incentive to encourage development of copyright able materials.

- D. **Sponsor Supported Efforts:** Most sponsored project agreements specify provisions with respect to ownership of Intellectual Property developed during the course of such work, in which cases the terms of such agreements will establish ownership. When sponsored projects are silent on the matter, ownership will vest in the University. Income from such Intellectual property developed from such efforts shall be shared, subject to the sponsor's requirements.

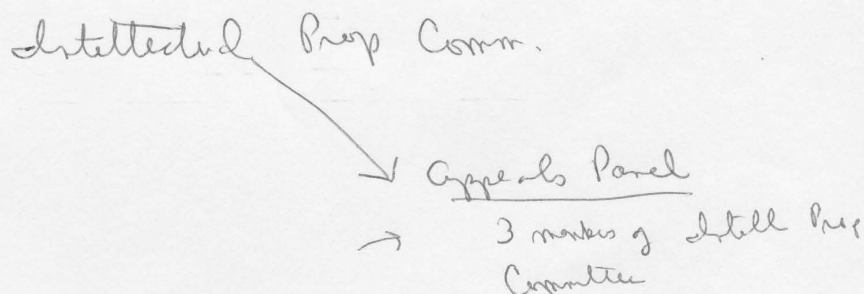
**Moral rights clause:** Any originator, ~~other than on government or other sponsored projects where grant agreements provide otherwise,~~ will have a major role in the ultimate determination of how the creation is to be made public, whether by publication, by development and commercialization after securing available protection for the creation, or both.

## V. Administrative Procedures

- A. The administration of the policies set forth in this document is the responsibility of the Intellectual Property Committee, a standing committee appointed by the Provost in consultation with the Faculty Senate and comprised of no more than seven voting members, including at least one faculty representative from each college and one administrator selected in consultation with the Staff Congress. The Intellectual Property Committee will serve as custodian of intellectual property disclosure forms and contract forms, as reviewer of category of rights, and as arbiter in cases of disagreement regarding ownership.
1. **Custodial function:** The committee will develop disclosure forms, to be completed prior to public disclosure by Originators, describing their creative and scholarly works and new material, devices, processes, or other inventions that they consider may have commercial potential under any of the categories of rights described in this document. Disclosure is not required for works of authorship and for traditional scholarly activities as outlined in this document or in cases of instructional or research material for internal use only where there is no intent of commercialization even though the University clearly owns the rights.
  2. **Review Function:** The Committee shall review faculty activities and disclosures for the purpose of classifying them into one of the rights categories outlined under section IV of this document, in an effort to determine which ownership arrangement and/or contract is most applicable.



3. **Arbiter Function:** In the event questions arise as to review and/or classification of works, equities, rights, divisions or any other Intellectual Property related matter, the Intellectual Property Committee will consider appeals, interpret the policy and make recommendations to the Provost. An appeals panel shall consist of at least three members of the Intellectual Property Committee, and no member of the appeals panel shall be of the same department as the party initiating the appeal. An Originator or University appellant must file a written appeal, outlining its basis, with the Intellectual Property Committee within 30 days of knowledge of a conflict or knowledge of a misuse of Intellectual Property. Appeals of Intellectual Property Committee recommendations should be made to the Provost within 30 days of receipt of notice of the recommendations and written decision.



Problem - same guy that makes decisions  
hears the appeal -

Faculty Senate Resolution

# Evolution

Resolved, That the Faculty Senate endorses a resolution approved by the Professional Concerns Committee urging the Kentucky Department of Education to use the word "evolution" where appropriate, rather than substituting the phrase, "change over time" or similar phrases for the word evolution. See attachments.

Executive Committee Recommendation:      Adopt      Oppose      No Position

Why no Executive Recommendation → more info  
secondary sources  
primary sources

y panel send letter to Dr. Cody

1 hour - 2 minutes

At the November 18, 1999, the Professional Concern Committee voted to recommend to the Faculty Senate that the following letter be sent to Dr. Wilmer Cody, Kentucky Commissioner of Education.

Dr. Wilmer Cody  
Kentucky Dept. of Education  
500 Mero St.  
Capital Plaza Tower  
Frankfort, KY 40601

Dear Dr. Cody:

In early October it was reported in the press that Kentucky's Department of Education has omitted the word "evolution" from its science guidelines for public school students and replaced it with the phrase "change over time."

(a)  
Evolution is the central organizing principle of biological science. We commend the Kentucky State Department of Education for including more discussion of the evolutionary process in the third edition of Kentucky's Core Content for Science Assessment. However, the Faculty Senate of Northern Kentucky University strongly urges the Department of Education to use the universally accepted name, evolution, as recommended by the Core Content Revision Committee, rather than the ambiguous phrase "change over time."

Sincerely,

James D. Reynolds M.D.  
Professor and Chair Faculty Senate Member  
~~President of Faculty~~



- Species change over time. These changes are the consequence of the interactions of (1) the potential for a species to increase its numbers; (2) the genetic variability of offspring due to mutation and combination of genes; (3) a finite supply of the resources required for life; and (4) the ensuing selection by the environment of those offspring better able to survive and leave offspring.

**SC-H-3.4.1. Species change over time. Biological change over time is the consequence of the interactions of (1) the potential for a species to increase its numbers, (2) the genetic variability of offspring due to mutation and recombination of genes, (3) a finite supply of the resources required for life, and (4) natural selection. The consequences changes over time provide a scientific explanation for the fossil record of ancient life forms, and for the striking molecular similarities observed among the diverse species of living organisms.**

See 1<sup>st</sup> item under  
"Biological Evolution" on  
next page

Tables on this page taken from: CROSSWALK: Kentucky's Core Content for Science Assessment. Kentucky Department of Education. Frankfort, KY. This information is also available on the Department of Education's webpage:  
[www.KDE.State.Ky.US/](http://www.KDE.State.Ky.US/) (Once on main page select "Core Content for Assessment" category)

Version 1.0

Version 3.0

No  
Corresponding  
Bullet

**SC-H-3.4.2 The great diversity of organisms is the result of more than 3.5 billion years of biological change over time that has filled every available niche with life forms. The millions of different species of plants, animals, and microorganisms that live on Earth today are related by descent from common ancestors.**

See 2<sup>nd</sup> item  
under "Biological  
Evolution" Reading  
on next page

these multicellular organisms, the progeny from a single cell form an embryo in which the cells multiply and differentiate to form the many specialized cells, tissues and organs that comprise the final organism. This differentiation is regulated through the expression of different genes.

#### THE MOLECULAR BASIS OF HEREDITY

- In all organisms, the instructions for specifying the characteristics of the organism are carried in DNA, a large polymer formed from subunits of four kinds (A, G, C, and T). The chemical and structural properties of DNA explain how the genetic information that underlies heredity is both encoded in genes (as a string of molecular “letters”) and replicated (by a templating mechanism). Each DNA molecule in a cell forms a single chromosome.
- Most of the cells in a human contain two copies of each of 22 different chromosomes. In addition, there is a pair of chromosomes that determines sex: a female contains two X chromosomes and a male contains one X and one Y chromosome. Transmission of genetic information to offspring occurs through egg and sperm cells that contain only one representative from each chromosome pair. An egg and a sperm unite to form a new individual. The fact that the human body is formed from cells that contain two copies of each chromosome—and therefore two copies of each gene—explains many features of human heredity, such as how variations that are hidden in one generation can be expressed in the next.

- Changes in DNA (mutations) occur spontaneously at low rates. Some of these changes make no difference to the organism, whereas others can change cells and organisms. Only mutations in germ cells can create the variation that changes an organism’s offspring.

#### BIOLOGICAL EVOLUTION

- Species evolve over time. Evolution is the consequence of the interactions of (1) the potential for a species to increase its numbers, (2) the genetic variability of offspring due to mutation and recombination of genes, (3) a finite supply of the resources required for life, and (4) the ensuing selection by the environment of those offspring better able to survive and leave offspring.
- The great diversity of organisms is the result of more than 3.5 billion years of evolution that has filled every available niche with life forms.
- Natural selection and its evolutionary consequences provide a scientific explanation for the fossil record of ancient life forms, as well as for the striking molecular similarities observed among the diverse species of living organisms.
- The millions of different species of plants, animals, and microorganisms that live on earth today are related by descent from common ancestors.
- Biological classifications are based on how organisms are related. Organisms are classified into a hierarchy of groups and subgroups based on similarities which reflect their evolutionary relationships. Species is the most fundamental unit of classification.

See Unifying  
Concepts and  
Processes

#1

#2

See Content  
Standard B  
(grades 9-12)

**PROPOSED AMENDMENT  
to the  
SEXUAL HARASSMENT POLICY**

---

*Stacy Paulbrook*

**AMENDMENT**

to insert the following sentence (shown in boldface) as the third sentence of section B.1:

... who will appoint an individual to serve as Affirmative Action Coordinator for purposes of implementing this procedure. **In no case, however, will the person who serves as Affirmative Action Coordinator be the same person who assisted the student as provided in Section A.2.** The formal written complaint ...

**RATIONALE**

It appears that the policy, as presently worded, allows the possibility that the Special Assistant to the President for Affirmative Action and Multicultural Affairs (or other University representative) may both advise the student during the informal process (Section A) and form and advise the hearing panel (as "Affirmative Action Coordinator") during the formal process (Section B). Since advising the student during the informal process, including helping "the student articulate how the alleged sexual harassment has made him/her feel or how it has affected him/her academically, physically, or personally" may cause the adviser to form an opinion about the validity of the case (either in favor of or against the student), it is best to assure the complete impartiality of the hearing committee during the formal process by requiring that a different person form and advise the hearing panel.

Executive Committee Recommendation: ☒ Adopt ☐ Oppose ☐ No Position

(Note: This item was passed by the Professional Concerns Committee)



To: Dean Wells  
572-6185

From: Gaut Ragsdale

Faculty Senate Resolution

Article VIII G.  
Section could be moved  
- agenda  
Refer

Resolved, That the Faculty Senate endorses a NKU Student Government initiative to include a two-day break (mid-October) during fall semesters. See attachment.

Executive Committee Recommendation:

☒ Adopt

☐ Oppose

☐ No Position

→ Student Body a national body over the year  
→ Commission v. O.C.  
need

70% → +30 hour  
→ mental health  
need

Try → Rescind,  
abolish  
Repealable  
Christmas present



NORTHERN  
KENTUCKY  
UNIVERSITY

# Faculty Senate

HIGHLAND HEIGHTS KY 41099 606-572-6400

DEC 23 1999

PRESIDENT

RECEIVED

DEC 20 1999

## MEMORANDUM

TO: Rogers Redding  
Provost & VP of Academic Affairs  
FR: Gaut Ragsdale *Gaut*  
Faculty Senate President  
DA: December 20, 1999  
RE: MFA Terminal Degree for Creative Writing Position

The Faculty Senate at its December meeting voted to amend the Faculty Handbook by adding the MFA degree as an acceptable terminal degree for a faculty position in creative writing. The current Handbook only lists the Ph.D. as an appropriate degree for a faculty position in creative writing. The amendment applies to the following Handbook section: XIII, Appropriate Terminal Degrees of Faculty (p. 109).

I have attached a copy of a memo from Danny Miller (Chair, Literature & Language) which details the change and provides a rationale for it.

Attachment

Copy to: Danny Miller

*I recommend approval -*

*Rogers Redding 12/21/99*

*Approved  
Dec  
12/23/99*

*copy to: D. Miller  
H. Ragsdale  
H. Wells*

**Department of Literature and Language  
Northern Kentucky University**

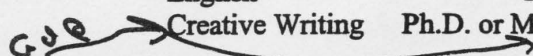
**MEMORANDUM**

Date: December 2, 1999  
To: Faculty Senate Executive Committee  
Rogers Redding, Interim Provost  
From: Danny Miller, Interim Chair  
Re: Amendment to the Faculty Handbook  
Cc: Gail Wells, Interim Dean

The Department of Literature and Language proposes the following amendment to the Faculty Handbook:

In Section XIII. APPROPRIATE TERMINAL DEGREES FOR FACULTY, Programs in the College of Arts and Sciences, instead of just "English" with the terminal degree of Ph.D., we want to show the following:

English	Ph.D.
Creative Writing	Ph.D. or M.F.A.



Rationale: Creative Writing is a performance-based discipline comparable to art and music; both of these departments at NKU list the M.F.A. as the terminal degree. The Associated Writing Programs, the largest international organization of creative writing teachers and programs, supports the M.F.A. as the terminal degree for teachers of creative writing at the college level. It is common practice at other schools (such as the University of Kentucky, the University of Cincinnati and Miami University at Oxford) to have the M.F.A. as the terminal degree for Creative Writing faculty (see attachments).

SACS Guidelines state that in some disciplines the master's degree in the discipline may be considered the terminal degree, such as the M.F.A., the M.S.W., and the M.L.S. The M.F.A. is generally accepted as the terminal degree for Creative Writing.



NORTHERN  
KENTUCKY  
UNIVERSITY



Faculty



Senate

HIGHLAND HEIGHTS KY 41099 606-572-6400

TO: Mark Shanley  
Vice President  
Student Affairs

May 5, 2000

FROM: Gaut Ragsdale  
Faculty Senate President

RE: Suggested Student Handbook Change

The Faculty Senate passed a resolution in December 1999 calling for a change in the Student Handbook's Sexual Harassment Policy. A copy of this resolution is attached. Briefly, this change calls for the Affirmative Action Coordinator in a Sexual Harassment case to not be part of the informal process in formulating a case and be the same person to advise the hearing panel once a case has formally begun. I am requesting that you share this resolution with the appropriate individuals and inform them of the Senate's support of the proposed change.

Thank you for your assistance with this matter. If you have questions or need more information, please let me know.

Attachment



**PROPOSED AMENDMENT**  
**to the**  
**SEXUAL HARASSMENT POLICY**

**AMENDMENT**

to insert the following sentence (shown in boldface) as the third sentence of section B.1:

... who will appoint an individual to serve as Affirmative Action Coordinator for purposes of implementing this procedure. **In no case, however, will the person who serves as Affirmative Action Coordinator be the same person who assisted the student as provided in Section A.2. The formal written complaint ...**

**RATIONALE**

It appears that the policy, as presently worded, allows the possibility that the Special Assistant to the President for Affirmative Action and Multicultural Affairs (or other University representative) may both advise the student during the informal process (Section A) and form and advise the hearing panel (as "Affirmative Action Coordinator") during the formal process (Section B). Since advising the student during the informal process, including helping "the student articulate how the alleged sexual harassment has made him/her feel or how it has affected him/her academically, physically, or personally" may cause the adviser to form an opinion about the validity of the case (either in favor of or against the student), it is best to assure the complete impartiality of the hearing committee during the formal process by requiring that a different person form and advise the hearing panel.

Executive Committee Recommendation: ☒ Adopt ☐ Oppose ☐ No Position

(Note: This item was passed by the Professional Concerns Committee)

**PROPOSED AMENDMENT**  
**to the**  
**SEXUAL HARASSMENT POLICY**

**AMENDMENT**

to insert the following sentence (shown in boldface) as the third sentence of section B.1:

... who will appoint an individual to serve as Affirmative Action Coordinator for purposes of implementing this procedure. **In no case, however, will the person who serves as Affirmative Action Coordinator be the same person who assisted the student as provided in Section A.2.** The formal written complaint ...

**RATIONALE**

It appears that the policy, as presently worded, allows the possibility that the Special Assistant to the President for Affirmative Action and Multicultural Affairs (or other University representative) may both advise the student during the informal process (Section A) and form and advise the hearing panel (as "Affirmative Action Coordinator") during the formal process (Section B). Since advising the student during the informal process, including helping "the student articulate how the alleged sexual harassment has made him/her feel or how it has affected him/her academically, physically, or personally" may cause the adviser to form an opinion about the validity of the case (either in favor of or against the student), it is best to assure the complete impartiality of the hearing committee during the formal process by requiring that a different person form and advise the hearing panel.

Executive Committee Recommendation: ☒ Adopt      ☐ Oppose      ☐ No Position

(Note: This item was passed by the Professional Concerns Committee)

Faculty Senate Resolution

Resolved, That the Faculty Senate endorses a NKU Student Government initiative to include a two-day break (mid-October) during fall semesters. See attachment.

Executive Committee Recommendation: ☒ Adopt ☐ Oppose ☐ No Position

*This is a back 18.9  
Special (General) thing*