



NORTHERN  
KENTUCKY  
UNIVERSITY

# Faculty Senate

HIGHLAND HEIGHTS KY 41099 606-572-6400

**FACULTY SENATE MEETING  
MONDAY MARCH 18, 1996  
3:00 P.M.  
U.C. BALLROOM**

**AGENDA**

- I. Call to Order
  - II. Approval of the Minutes of February 26, 1996
  - III. Additions to and/or Deletions from Agenda
  - IV. Faculty Senate Leadership Recognition (Information Item)
  - V. President's Report (Information Items)
    - A. Planning Commission and University Objectives
    - B. Teaching Effectiveness Workshop - May 10
    - C. Regent's Committee on Community College Mission
    - D. Support of Learning and Technology Fee
    - E. Director of Academic Computing Search
    - F. Vice-President of Student Affairs Search
  - VI. Committee Reports
    - A. Faculty Benefits Committee (Voting Items)
      - Proposed changes to the *Faculty Policies and Procedures Handbook*::
        - a. Page 58, Section XI.A.5:  
"The procedures set forth in Section XI.E. D. . ."
        - b. Page 61, Section XI.B.7:  
"The procedures set forth in Section XI.E. D. . ."
        - c. Page 62, Section XI.C.8:  
"The procedures set forth in Section XI.E. D. . ."
- (note: The rationale for the 3 changes above is to correctly identify the Application and Procedures Section which is subsection "D" not "E".)

d. Page 63, Section XI.D.1.a:

"No later than ~~October 1~~ the first Tuesday in October, the Faculty member shall submit his/her proposal for a specified faculty development program."

e. Page 63, Section XI.D.2.a:

"No later than ~~October 8~~ the second Tuesday in October, the department chair or program director must evaluate all applications received and verify the eligibility of all applicants."

*not (note: The rationale for the 2 changes above is to insure a date that does not confuse things by falling on a weekend.)*

B. Budget and Commonwealth Affairs Committee (Information Items)

C. University Curriculum Committee (Information Items)

D. Professional Concerns Committee (Voting Item)

a. Changes to Article XIII, *Northern Kentucky University Faculty Policies and Procedures Manual*. (See Attachment A from 2-26-96 Faculty Senate Agenda)

## VII. Old Business

A. Ad Hoc Committee on Environmental Health Issues (Information Item)

B. SACS Update (Information Item)

E. Other

## VIII. New Business

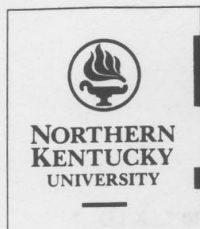
A. Proposed Change for the time of May 10 meeting (Voting Item)

### Motion:

In order to avoid a conflict between the Senate meeting scheduled for this date and the Teaching Effectiveness Workshop, the time of the Senate meeting will be moved to 8:00 a.m. and will include a continental breakfast in lieu of the traditional end of the year luncheon.

B. Other

## IX. Adjournment



# Faculty Senate

HIGHLAND HEIGHTS KY 41099 606-572-6400

## FACULTY SENATE MEETING

March 18, 1996

U.C. Ballroom

I'm dancing with tears in my eyes

**Senators present :** C. Bredemeyer, S. Chicurel, L. Ebersole (**Budget**), R. Enzweiler, R. Garns, D. Gronefeld, R. Holt, M. Jang[for D. Miller], D. Kelm (**Sec'y.**), R. Kelm, P. Knepper, A. Luggen, C. McCoy (**Vice Pres.**), D. McGill, J. McKenney, L. Olasov *ex officio* (**Univ. Curric.**), D. O'Keefe, T. Pence, G. Ragsdale(**Parll.**), F. Schneider (**Prof. Concerns**), V. Schulte, G. Scott (**Fac. Ben.**), B. Thiel, K. Verderber (**President**), T. Weiss  
**Senators absent :** G. Clayton, S. Forman, C. Furnish, J. Gresham, M. Kirk, K. Kurk, A. Rini, L. Smith,  
**Guests :** E. Barker, C. Chance, P. Ellis, P. Gaston, M. Gorbandt, M. Huening, B. Oliver, N. Pomerantz, M. Winner

I. CALL TO ORDER: The meeting was convened at 3:03 PM

### II. APPROVAL OF THE MINUTES:

#### A. Corrections:

1. V. Committee Reports A.2. replace "...Website..." with "...Listserve..."
2. VI. Old Business A. SACS Report "...committee's..." should be "...committees..."  
Minutes for the Meetings of 2.26.96, 1996 **Approved As Corrected**

### III. ADDITIONS TO / DELETIONS FROM THE AGENDA:

A. Proposed changes to Article XIII *Northern Kentucky University Faculty Policies and Procedures Manual* not to be considered at this time.

### IV. FACULTY LEADERSHIP RECOGNITION :

A. Award given to Dr. Rudy Garns of the Dep't of Anthro'y., Philo'y. and Socio'y.

### V. SENATE PRESIDENT'S REPORT:

A. **Planning Commission and University Objectives:** Process in final stages. Confusion exists as to Commission's role in setting the Budget.

Discussion addressed: Does the Senate process have any role?

Gaston: Senate recommendations influence higher discussions and should be reflected in early stages of the budget. Schneider: Senate and departmental work/recommendations should have significant impact on the budget process. If not, then forget the process. The budget should be driven by the university. Gaston: Difficult in a lean budget year. Furnish: Where are we in the process? Barker: Revenue projection and preliminary expenditure Projection suggest the upcoming year to be most challenging. [Translation: Revenues do not match expenditures.]

B. **Teaching Effectiveness Workshop May 10.**

C. **Regent's Committee on Community College Mission:** Ass't. Provost Appleson has prepared an overview and history of the Community College Mission. Regent Taliaferro will form a committee to complete the study and avowedly decide once and for all how NKU is to meet this mission. Interested parties are encouraged to contact Faculty Regent Thomson.

D. **Support of Learning and Technology Fee:** Monies have been released. Director of Budget has declared that funds must be spent in this fiscal year. Monies not encumbered will be placed in the General Fund. Faculty and Departments should know that this is a policy in contradiction to stated use of these monies and that this policy comes solely from the Budget Director's office.

E. **Director of Academic Computing:** There were 55 applicants for the position. Ten will be interviewed by phone and 3 will be brought to campus in April. Salary [47K to 51K] commensurate with CUPA data.

F. **Search for Vice-President for Student Affairs:** Ads have been placed in the Chronicle of Post Secondary Education and in minority placement services. Earliest candidates will be on campus in May.

## VI. COMMITTEE REPORTS:

A. Budget and Commonwealth Affairs (Lynn Ebersole) No report.

B. Faculty Benefits (Gary Scott)

1. Proposed changes to *Faculty Policies and Procedures Handbook*

a. P. 58, Sec. XI.A.5 "The procedures set forth in Section XI.E ..." to "...X.I.D..."

b. P. 61, Sec. XI.B.7 as above "...Sec. XI.E..." to "...X.I. D..."

c. P. 62, Sec. XI. C.8 as above "...Sec. XI.E..." to "...X.I.D..."

Rationale: to identify correctly the Application and Procedures Section. **Passes**

d. P. 63 Sec. XI.D.1.a: From "No later than October 1..." to "The first Tuesday in October..."

e. P. 63 Sec. XI.D.2.a. From "No later than October 8..." to "The second Tuesday in October..."

Rationale: To insure a date that does not confuse matters by falling on a weekend. **Passes**

C. Professional Concerns (Fred Schneider)

1. Has adopted proposals which will be presented to the Senate on the following: Clarification of Membership on RPT Committees; on Conflict of Interest Matters; on a Discriminations Complaint Committee. And much, much more. **Many Thanks** to the committee expressed by the Senate President for the committee members' efforts.

D. University Curriculum (Linda Olasov) No report.

## VII. OLD BUSINESS :

A. Ad Hoc Environmental Committee: Senate V.P. McCoy announced the formation of the committee which will be chaired by Dennis Lye. Please bring your concerns to the attention of the representative from your building. **B'l'd'g. Reps are**: C. Bredemeyer, Nunn [Ext. 5395]; C. Chance, Administration [Ext. 5125]; P. Cooper, AS&T [Ext. 6353]; J. Ferrante, Landrum [Ext. 5256]; D. Gronefeld, Allied Health [Ext. 5582]; D. Kelm, Fine Arts [Ext. 5641]; D. Lye, Science [Ext. 5301]; J. Smith, BEP [Ext. 5317]; L. Sullivan, Library [Ext. 5724].

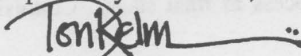
B. SACS Director's Report: SACS Assoc. Director on Campus for meeting and official kickoff of the effort will be March 22.

## VIII. NEW BUSINESS :

A. The May 10 meeting of the Faculty Senate is changed to 2 PM. The rationale is to not conflict with the Teaching Effectiveness Workshop and the Univ. 101 Workshop being held on the same day.

IX. ADJOURNMENT : 3:58 PM

Respectfully submitted,



Don Kelm, Sec'y



PROPOSAL FOR AMENDMENT OF NORTHERN KENTUCKY UNIVERSITY  
FACULTY POLICIES AND PROCEDURES HANDBOOK.

These proposed amendments were approved by the Faculty Senate's Professional Concerns Committee on February 22, 1996:

In Article IV. Evaluation, part C., Procedures For Decisions on Retention, Promotion, and Tenure.... [at pages 16 and 17]

### 3. DEPARTMENTAL COMMITTEE

Each department shall have a reappointment, promotion and tenure (hereinafter, RPT) Committee consisting of at least five (5) faculty members selected at a regular or special department faculty meeting. All full-time, tenure track faculty in the department are eligible to vote to select the committee membership, but only full-time, tenured faculty **(including department chairs in other departments, assistant and associate deans who have faculty appointments and serve as administrators with reassigned time)** may serve on these committees. Tenured faculty with appointments to more than one department or discipline may serve on the Committee of any department or discipline in which they hold an appointment. - <sup>WHO</sup>WHO IS ELIGIBLE

- If the department has fewer than five (5) full-time tenured members in the case of a tenure committee, or fewer than five (5) members of appropriate rank in the case of a promotion committee, those members, in consultation with the department chair, shall prepare a list of full time, tenured faculty of appropriate rank from other departments from which faculty will be appointed by the committee to fill out its membership. In choosing members from other departments, consideration **preference** shall be given to teaching faculty in departments with an affinity to the department. - CLARIFIES WHEN APPROPRIATE TO SELECT OUTSIDE PEOPLE

Upon agreement of the other committee members, department chair, the appropriate dean, and the faculty candidate, faculty external to the University and of suitable rank and tenure may serve on these committees. Persons holding full-time administrative appointments, **as defined in Article I, Section H 1, of this Part**, are not eligible to serve on these committees.

The department chair will not be a member of the committee, although he/she may meet with the committee for consultation. The departmental members of the committee shall elect their own chair. The committee chair shall notify the department chair of committee membership within ten (10) working days of selection.

**In departments where no faculty members are eligible to serve on a needed RPT committee, the department faculty shall serve in place of the department committee members in the selection of suitable RPT committee members.**

A quorum of an RPT committee will be....[The remainder of this section is omitted here. No changes are proposed for the last two paragraphs of the section.]

## ATTACHMENT B

*Profess Concern*

The Professional Concerns Committee recommends that the Faculty Policies and Procedures Handbook be amended as follows:

On page 19, Article One, Part IV, Evaluation, Section C., Procedures For Decisions on Retention, Promotion, and Tenure, Paragraph 12, Time:

Unless otherwise specified in these procedures, whenever any recommendation or notice is to be given or conveyed, it shall be given or conveyed within ~~ten (10)~~ **fifteen (15)** University working days of receipt of the file by the person who is to take action, **except that the action shall be taken within ten (10) University working days for the evaluation of probationary faculty in the first academic year of service.**

*1  
Cannot do in Spring for 1st year req. of notyf.*

### Explanation of Recommendation

The Committee has received complaints about the lack of sufficient time for RPT Committees and others to complete their tasks of evaluation and making the appropriate recommendations. This is more acute a problem in Departments with larger faculties, and also for Deans and the Provost. Accordingly, the Committee recommends that the usual time be at least 15 University working days (about three weeks) for consideration of faculty who have completed at least one academic year of service. All these requests are considered during the Fall Semester.

In order to meet AAUP guidelines, the time for completion of the process must be no later than March 1 for faculty with less than one academic year of service. Thus the Committee cannot recommend the same change for work to be done in the Spring Semester for requests made by faculty during their first academic year. Normally there will be fewer such persons.

# Example Schedule

## Faculty Rights and Responsibilities Subcommittee

### Recommendation on RPT Schedules/Deadlines

In order to allow more time for RPT committees and academic administrators to review the materials and performance of tenure track colleagues, we offer the following changes in the schedule.

<u>First Year Appointees</u>	<u>Date</u>
Submission of binder to Department RPT Committee	Friday of walk-in registration, Spring semester
Decision of Department RPT Committee due to Chair of Department	Friday of second week of class
Chair's decision due to Dean	February 1
Dean's decision due to Provost	February 15
Notification of Provost's decision to faculty	March 1

<u>Subsequent Year Appointees</u>	<u>Date</u>
Submission of binder to Department RPT Committee	Friday of third full week in September
RPT Committee decision due to Department Chair	Three weeks (15 working days) later
Chair's decision due to Dean	13 working days later
Dean's decision due to Provost	Three weeks later
Notification of Provost's decision to faculty	December 15

The Professional Concerns Committee recommends the following changes to Article XIII, Northern Kentucky University Faculty Policies and Procedures Manual. The Deans of the Colleges of Arts and Science, Business, and Professional Studies and the Provost have reviewed these changes and approve them. No changes are proposed for the College of Law or the Steely Library.

Proposed Changes -- Deletions are Crossed Out and Additions are Bold

[These recommendations are made with the intent that no change in a Program's appropriate terminal degree will adversely affect any person presently employed by the University as a faculty member.]

### XIII. APPROPRIATE TERMINAL DEGREES OF FACULTY

Degrees are expected to be in an appropriate discipline as defined by the program.

#### Programs in Arts and Sciences

##### Program

##### Terminal Degree

Anthropology  
Applied Anthropology/Sociology

Ph.D.

Ph.D.

Art

M.F.A. & Ph.D.

Art Education

Ph.D. or Ed.D.

Biological Sciences

Ph.D.

Chemistry

Ph.D.

Graphic Design

M.F.A.

~~Computing~~ Computer Science

~~M.A. or M.S.~~ Doctorate

English - Lit and Lang.

Ph.D.

Geology

Ph.D.

Geography

Ph.D.

History

Ph.D.

International Studies

Ph.D.

Justice Studies

Ph.D.

Law Enforcement

Masters

Mathematics

Doctorate

~~Mathematics~~/Physical Sciences (Teaching

Certificate) Ph.D.

Music

M.M. or M.F.A.

Philosophy

Ph.D.

Physics

Ph.D.

Political Science

Ph.D.

Psychology

Ph.D.

Public Administration

Doctorate

Social Science (Teaching Certificate)

Ph.D.

Sociology

Ph.D.

Theatre Arts

M.F.A., D.F.A. or Ph.D.

Urban Studies

Ph.D.

Sub-Amendment

"Person employed prior to adoption of these newly imposed rules not be subject to the new regulations"



### Programs in the College of Business

Economics	<del>Doctorate</del> Ph.D. or D.B.A.
Management	<del>Doctorate</del> Ph.D. or D.B.A.
Marketing	<del>Doctorate</del> Ph.D. or D.B.A.
Finance	<del>Doctorate</del> Ph.D. or D.B.A.
Accounting	<del>Doctorate or M.B.A./C.P.A.</del> Ph.D. or D.B.A.
Information Systems	<del>Doctorate or M.B.A.</del> Ph.D. or D.B.A.

### Programs in Professional Studies

<del>Real Estate</del>	<del>Doctorate</del>
Speech Communication	Doctorate
Radio/Television/Film	Doctorate or M.F.A.
Journalism	Doctorate
Education	Doctorate
Nursing	
<del>Chair ADN</del>	<del>Doctorate</del> Masters
<del>Faculty BSN, MSN</del>	<del>Masters</del> Doctorate
Industrial Labor Relations	Doctorate
Mental Health/Human Services	Doctorate
<del>Law Enforcement</del>	<del>Masters</del>
<del>Fire Science</del>	<del>Masters</del>
Radiologic Technology	Masters
Respiratory Care	Masters
Social Work	M.S.W.
Aviation	<del>M.B.A. or</del> Masters
Construction Technology	Masters
Electronics Technology	Masters
Industrial Education	Doctorate
Manufacturing Technology	Masters
<del>Office Administration</del>	<del>Masters</del>
Business Education	Doctorate
<del>Distributive Education</del>	<del>Doctorate</del>
Industrial Education	Doctorate
Industrial Technology	Masters or Doctorate
Organization Studies	Masters

### Chase College of Law

Law	Juris Doctorate
Library	M.L.S.

### W. Frank Steely Library

Library	M.L.S.
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## SUPPORTING INFORMATION

### PROPOSED CHANGES - APPROPRIATE TERMINAL DEGREES

The process of proposed changes to Appropriate Terminal Degrees began last spring. Deans were invited to suggest changes. By the end of summer 1995, each Dean had responded. The Professional Concerns Committee thought it had completed its work, but a review by the Executive Committee suggested additional changes might be appropriate.

The Committee Chair took this back, first to a Dean and then to the Committee. It is believed that all appropriate changes have now been made. The Committee recommends this for approval by Faculty Senate and submission to the Board of Regents.

It should be noted that the Chair of Nursing, through the program's faculty senator, suggested that the Masters Degree listed for the ADN program should be Masters in Nursing. The Committee believes that each degree should be in an appropriate discipline as defined by the program. That belief led to the addition of the proposed beginning language "Degrees are expected to be in an appropriate discipline as defined by the program." The purpose of this part of the handbook is a list of appropriate terminal degrees, not a list of appropriate disciplines for those degrees.

The Committee is unanimous in its intent that no change made here should in any way adversely affect any person presently employed by the University as a faculty member. For example, if the appropriate terminal degree is changed from a Masters to a Doctorate, a person presently employed by the University as a faculty member should not be denied retention, promotion or tenure because that person has a Masters degree instead of the newly imposed Doctorate requirement.

Language  
of  
Committee  
after 20 years

Place at end of footnote

Prifer Concer

4.

## ATTACHMENT D

### PROPOSAL FOR MEETING OF GENERAL FACULTY TO CONSIDER AN AMENDMENT TO THE CONSTITUTION OF THE FACULTY SENATE NORTHERN KENTUCKY

The proposed recommendation was approved by the Faculty Senate Professional Concerns Committee at its March 21 meeting.

Resolved: The Faculty Senate should direct the President to call a General Faculty Meeting for the purposes of amending **Article IV.B.10.b**, Selection of Members - Elections - Vacancies. The following change is to be voted upon:

"Vacancies in other memberships shall be filled from the election results of the most recent election in that respective college. In case of a tie the selecting shall be ~~by a majority vote of the Faculty Senate~~ **decided by a coin flip conducted by the chair of the Elections Committee in the presence of the tied candidates**. If no candidates are available from that college then the position shall remain vacant until the next election."

#### Explanation of Recommendation:

The current procedure seems to violate the intent of the at-large process of election. At-large College representatives should not be elected by anybody but faculty in the particular college.

This amendment is pragmatic since it avoids the necessity of conducting a run-off election and also the possibility of another tie.

**NKU'S MIDDLE GRADES PROGRAM**  
**PROPOSED CHANGES**

Admission Semester	Professional Semester I	Professional Semester II	Professional Semester III
Fall of Jr. Year	Spring of Jr. Year	Fall of Sr. Year	Spring of Sr. Year
Remains the same (7hrs)	Combine EDU 302 & 304 (3hrs) EDU 315 (1hr) EDU 360 (3hrs) EDU 391 Practicum II (2hrs)	Combine EDU 340 & 344 (3hrs) make all 3 hours EDU 345-348 (6hrs) EDU 394 Practicum III (2hrs)	Student Teaching (12hrs)
7 hours	9 hours	11 hours	12 hours/ total 39

May require additional 300 level courses for 45 hours

These changes in the Middle Grades Teacher Education Program are needed to make the program more efficient and coherent. The current program requires most students to take 19 hours of classes during Professional Semester II. Because most of the classes are taught at a Clinical Training Site, scheduling of other required classes, especially those from the School of Arts and Sciences, has become problematic. The proposed changes deal with most of the problems Middle Grades students have encountered, without adding additional hours to the program.

EDU 302 and 304 were combined to provide a course in reading and writing across the curriculum for all Middle Grade Education majors. EDU 340 and 344 were combined because the content covered integrates well. Making all of the methods courses (EDU 345-348) three credit hours, enables the course instructors to incorporate the New Teacher Standards for all subject areas. Adding a new practicum allows NKU to provide its students with field experiences for each block of courses enabling them to integrate theory and practice.



VII - new: Berman  
A.

## ATTACHMENT F

### SELECTION OF FACULTY TO SERVE ON PRESIDENTIAL SEARCH COMMITTEE

#### Background:

When Regent Alice Sparks sent her memo of March 28 to the university community she outlined a process for forming a presidential search committee that was at variance with university governance documents (specifically the *Constitution of the Faculty Senate Northern Kentucky University* and Collegial Governance at NKU (2-26-90)). President Verderber wrote her and explained that, at its April 15 meeting, the Faculty Senate would decide on the process it would use to nominate and select faculty to serve on the Presidential Search Committee.

#### Alternatives:

The following are several alternative means by which Faculty Senate might select its representatives to the Presidential Search Committee:

1) We can follow the policy specified in the *Constitution of the Faculty Senate Northern Kentucky University*, Article VII. - Committees, Section D.3 - Duties of the Executive Committee.

To operationalize this, The Executive Committee would write faculty and ask them to self or other nominate. The Executive Committee would receive nominations, consider them, come to consensus, and prepare a ranked list of people willing to serve. When the Board of Regents decides how many faculty slots there will be on the search committee, the President of the Senate can then forward to the Chair of this committee the names of the people who will fill these slots and represent the faculty.

2) We can hold a general election.

To do this we would need to reactivate the Elections Committee, who would receive nominations and prepare a ballot which would be distributed to all members of the general faculty. The Elections Committee would count the ballots and prepare a ranked list of the top vote getters and forward this list to the President of Faculty Senate. When the Board of Regents decides how many faculty slots there will be on the search committee, the President of the Senate can then forward to the Chair of this committee the names of the people who will fill these slots and represent the faculty.

3) The Senate can choose.

The President of Faculty Senate (or Executive Committee) can solicit self and other nominations from faculty. At our May meeting, the Senate can choose from among the nominees by a secret ballot voting process. The V.P., Secretary, and Parliamentarian of the Senate will count the ballots (assuming they are not nominees), prepare a ranked list of the top vote getters, and forward this list to the President of Faculty Senate. When the Board of Regents decides how many faculty slots there will be on the search committee, the President of the Senate can then forward to the Chair of this committee the names of the people who will fill these slots and represent the faculty.

4) The Faculty Senate can charge our Regent J. Michael Thomson with seeking nominations and choosing from those received the people who will represent the faculty.