

# *Faculty Senate*

Northern Kentucky University

Highland Heights, KY 41099  
(606) 572-6400

FACULTY SENATE MEETING  
DECEMBER 19, 1994  
UC BALLROOM

1:00 p.m. (following 12:00 luncheon)

- I. Call to Order
- II. Approval of Minutes of November 21, 1994 Senate Meeting
- III. Professional Concerns Committee
  - A. Resolution Related to "Library Letter" (voting item: see enclosed memorandum)
- IV. Faculty Benefits Committee
  - A. Proposed Amendment to Faculty Handbook: Chairs' Letter About Stewardship of Previous Sabbaticals (voting item: see enclosed memorandum)
- V. Old Business
  - A. Update on COSFL activity
- VI. New Business
- VII. Adjournment

# Faculty Senate

Northern Kentucky University

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(606) 572-6400

## FACULTY SENATE MEETING

December 19, 1994

UNIVERSITY CENTER BALLROOM

SENATORS PRESENT: M. Artzer, T. Cate (Vice Pres.), S. Dessner, S. Duggal, L. Ebersole, N. Firak (Pres.), C. Frank (Benefits), C. Furnish, D. Gronefeld, M. Huelsman, M. Jang, D. Kelm (Sec'y), R. Kelm, P. Koplow, Y. Kuwahara, P. McCartney, C. McCoy, D. Miller (Par'l'n.), L. Olasov *ex officio* (Univ'y. Curric.), T. Pence, A. Rini (Prof. Concerns), G. Scott, D. Sies, J. Smith (D. Hogan), M. Stavsky (Budget), B. Thiel, J. Thomas, K. Verderber, T. Weiss

SENATORS ABSENT: S. Chicurel, P. Cooper, Y. Datta, R. Enzweiler, S. Forman, P. Knepper, L. Smith, K. Verderber, D. O'Keefe, K. Schnapp,

OTHERS: D. Anderson, R. Appleson, L. Calderon, P. Gaston, M. Huening, M. Adams, B. Oliver, D. Payne, R. Redding, M. Ryan, L. Schector, M. Thomson, B. Vitz, S. Weiss, M.C. Winner,

I. CALL TO ORDER: The Faculty Senate was called to order at 1:01 p.m.

II. APPROVAL OF THE MINUTES:

MOTION to accept the minutes of November 21st as presented. Cates/Rini Passed

III. AGENDA:

A. Changes

1. New Business items were moved to the fore of the agenda

IV. NEW BUSINESS

A. Informational: Student government has presented a proposal for a Winter/December Commencement. To begin in 1995.

B. A matter was brought before the Senate by the History Department concerning courses/changes in the major which through a series of procedurally correct events did not end by being included in the new catalogue copy.

DISCUSSION: The Chair of the History and Geography Dep't., Michael Adams, claimed that the UCC was transparently in error and its mistake in procedure would have grave consequences which would jeopardize the ability of the History and Geography Dep't. to present a quality education to its students/majors. Mr. Adams further stated that he came to the meeting with the request that the Senate override the UCC decision and approve the changes in the majors at the freshman and upper division levels, citing further that John Thieret was in accordance with such an action and was willing to include the change in the new catalogue material, although the catalogue deadline was long past. B. Thiel (Arts and Sciences Curriculum) and L. Olasov (UCC) explained what procedures and policies were involved and what actions had been taken and stated that the History and Geography department had failed to respond in a timely manner. This was repeatedly disavowed by Mr. Adams. The nub of the matter centered on the fact that courses and/or changes for the major were linked also with general studies requirements and had to answer to two sets of criteria which had not been accomplished. Hence the courses/changes were not passed for inclusion in the new catalogue.

MOTION: that departmental program changes for majors be delinked from the general studies requirements. Koplow/Rini

AMENDMENT: that the curriculum committee should be directed to alter its process so that the approval process for departmental program changes for majors be delinked from the general studies requirements approval process.

Verderber/Weiss

**MOTION:** To table the above motion

Verderber

**Passes**

**MOTION:** that Faculty Senate approve the proposed program requirements as communicated in the document from History and Geography of 12/19.

Weiss/Rini

**Fails**

**OUTCOME:** History and Geography was advised to re-submit materials in January as change in the major which upon approval could be operative immediately and new majors could then be informed until the materials were included in later catalogue.

C. The **Proposed Fee Change Document** as received from the Office of the Provost: There was considerable and heated concern expressed over the Proposed Fee Change. e.g., Could Faculty Senate have information on the amount of Learning Surcharge which would be given over to the Library? What was the timeline re: recommendations? The document needed clarification as to where the funds were going to go and so be specifically earmarked, e.g., no science building until a parking facility was realized.

**PARAMOUNT:** Why this document was sent to Faculty Senate? Was it to be seen as merely informational? Or was our feedback truly solicited and to be considered? These last two in view of the fact that the Board of Regents would be meeting January 25th to vote on the matter which would hardly allow time for serious consideration of Faculty Senate's recommendation and then re-consideration of the entire matter.

**MOTION:** that the Fee Change Proposal be sent to the Budget committee for its consideration and recommendations.

Thomas/Rini

**Passed**

**MOTION:** to ask the higher administration in future to distribute such important documents with sufficient leeway to permit serious consideration and recommendation.

Kelm/Verderber

**Passed**

#### V. **COMMITTEE REPORTS:**

##### A. **PROFESSIONAL CONCERNS COMMITTEE** (Alice Rini)

1. Resolution related to the "Library Letter": The Professional Relations Committee discussed the matter of the inadequacy of library holdings and the letter sent to Provost and Student Government by UCC. The exact nature of the PCC document was not clear, although three recommendations seemed apparent...

- a. The Budget Committee should recommend priorities to the Faculty Senate
- b. The PCC felt that administration is not committed to enhancing the quality of academic programs through appropriate financial support
- c. That the Executive Committee address item b. above with the administration

**QUESTION:** Is the above merely an intermemo between PCC and Exec. Committee?

**RESOLUTION:** Item b. is a Motion

**MOTION:** To table the above motion for a discussion at the next senate meeting.

Furnish

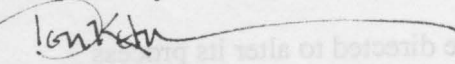
**Passed**

##### B. **FACULTY BENEFITS** (Charles Frank):

1. Informational: Initially Provost's Office stated only 19 of 31 Sabbatical requests could be funded. Further consideration resulted in that being changed to 24
2. Consideration of the Proposed Amendment to the Faculty Handbook was postponed.

#### VII. **ADJOURNMENT** : Adjourned at 3:05 p.m.

Respectfully submitted,

  
Don Kelm, Sec'y.





**NORTHERN  
KENTUCKY  
UNIVERSITY**

Department of History and Geography  
(606) 572-5461

MEMORANDUM

December 16, 1994

TO: Nancy Firak  
Senate President

FR: Michael Adams *MA*  
Chair

RE: History Major Changes

Please find attached forty copies of the document that we hope the Senate will approve at its December 19 meeting.

Thank you for agreeing to put the item on the agenda.

Best Wishes.

c.c. Dean Redding  
Prof. Payne  
Prof. Vitz

Nunn Drive  
Highland Heights, Kentucky 41099-2205

Northern Kentucky University is an equal opportunity institution.

Program Change: Change in requirements for the  
history major

Current requirement:

(a) students must complete the survey courses HIS 100, 101, 102, and 103; (b) students must complete HIS 385 Art and Method of History; (c) those whose prime interest is in United States history must have at least one upper-division course in another area of history; and (d) those whose prime interest is in other than United States history must have at least one upper-division course in United States history. All of the remaining history courses (15 semester hours) must be upper divisions. Students must have consent of the instructor before taking any course above their year level.

Proposed requirement:

(a) students must complete survey courses HIS 100 and 101, and either 102 and 103, or 106 and 107; (b) students must complete HIS 385 Art and Method of History; in addition, students must complete at least one upper-division course in each of the following areas: (c) United States history; (d) European history; (e) non-western history; (f) race and/or gender history. All of the remaining history courses (9 semester hours) must be upper-division.

Students who qualify for HIS 104 Honors Seminar need only complete two additional survey courses but they must take an additional upper-division course to complete the requisite 36 semester hours for the major.

Rationale:

The change to add course requirements in European, non-western, and race and/or gender reflects the program's strategic plan which calls for (a) an ability to teach all world regions (b) an enhanced emphasis on student awareness of race and gender issues.

The acknowledgement that taking HIS 104 opts a student out of one survey course in favor of one further upper division course reflects current practice and should have been inserted by the program in previous catalogs (see p. 40 of the 1994-95 catalog: General Studies Requirements).

NORTHERN KENTUCKY UNIVERSITY  
OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS AND PROVOST  
ADMINISTRATIVE CENTER 812  
TELEPHONE (606) 572.5360  
FAX (606) 572.5565

Monday, December 5, 1994  
File: fee req's 9596

MEMO TO: Deans and Directors  
Department Chairs  
Nancy Firak

FROM: Paul Gaston *Paul G.*

SUBJECT: Proposed Fee Changes

I attach for your information fee changes proposed for 1995-96. These proposals reflect intensive discussion among the university's executive officers and should encourage further discussion within the university community.

Please distribute copies of this summary to appropriate constituents. If you have questions, I will be happy to attempt to respond to them.



**MEMORANDUM**

December 5, 1994

TO: Carla Chance  
Paul Gaston  
Peter Hollister  
Norleen Pomerantz

FROM: Elzie L. Barker  
Director of Budget

SUBJECT: Prospective Fee Changes for Academic Year 1995-96

Attached is a summary of potential changes and/or additions to the University Fee Schedule. The summary is the result of considerations by President's Staff based on proposals which have surfaced during the fee review process initiated on October 7. As you know, it is intended that the fee recommendations will be presented to the Board of Regents soon after the new year begins. Unless the date is changed, the next meeting is scheduled for January 25.

Please share this summary with all appropriate constituent groups. Feedback from students, faculty, and staff is important to the decision process.

If you have questions or need additional information, please contact the budget office. Thank you for your attention to this matter.

Attachment

cc: President Boothe



PROSPECTIVE FEE CHANGES FOR ACADEMIC YEAR 1995-96

Title	Current Rate	Proposed Rate	Purpose
<b>GENERAL FEES</b>			
Parking Fees	\$24/yr \$48/yr \$192/yr	Student -- \$48 Faculty/Staff -- \$96 Reserved -- \$240	Provide funds to support parking needs of students, faculty, and staff at NKU.
All Card ID System	New	First time aquisition fee -- \$10  Renewal fee per semester -- \$3	This would be a campus all card/picture ID to replace the current student ID. Could be used as a debit card for student use of food services, copier, snack machines, key access, etc. Potential use as ATM and Calling Card. This service may be extended to faculty/staff.
Technology Fee	New	Full-time -- \$20 Part-time -- \$2 per credit hr.	Funds generated by this fee would be earmarked to improve and sustain technology at NKU. Provide direct and indirect benefits to students through improved instructional computing opportunities, student support, and administrative services. Funds will also support continuing installation of the campus data/communications network. Funds will help to begin development of a portable computer lending service, "smart" classrooms, and improved lab hours.
Support of Learning Surcharge	New	Full-time -- \$10 Part-time -- \$1 per credit hr.	Necessary to maintain instructional quality. Provide support for critical expenses related to expendable class materials such as laboratory chemicals. Provide additional support for library resource materials. Use of funds generated by this fee will be subject to special scrutiny during annual budget process each and every year. <b>SUNSET PROVISION:</b> Special time-limited fee which will be automatically terminated at the end of three years. Continuation would occur only if University resource situation demanded reconsideration.



PROSPECTIVE FEE CHANGES FOR ACADEMIC YEAR 1995-96

Title	Current Rate	Proposed Rate	Purpose
<b>CLASS SPECIFIC FEES AND CHARGES</b>			
Career Enhancement Opportunity Program Formerly-Junior Business Seminar	\$50	\$75	Non-credit program educates business students on how to set up a professional resume. Educate students about proper business etiquette and how to interview well. Supposed to be self-supporting.
Music Lessons Prep Fee	\$60 - \$120 depending on program	\$7-\$10 a lesson	The Music Department program is more active than in past and requires operating dollars. Change in fee structure will provide modest increase so that prep unit can become self supporting.
Thesis Microfilm Charge	New	\$10	The school of Nursing requires that students who have written a thesis or final project have that documented on microfilm.
Thesis Binding Charge	New	\$6 a copy	NKU requires that students who select the thesis option of their degree program place one bound copy in Stealy Library. Stealy will bind extra copies at cost for students.
<b>PASS THRU FEE/CHARGE</b>			
Accountancy Assessment Test charge	New	\$5/test	Assessment test for students in ACC300 and ACC400. The department currently funds the expense. This test allows the department to explicitly support teaching excellence.
Student Liability Insurance Social Work Nurse Practitioners	New	\$15 \$63	Increasing number of agencies in which students are placed for practicum require liability insurance. Rate will automatically increase based on actual insurance charges.
Nursing Profile Test Charge	New	\$42/test	Standardized profile test for nursing

PROSPECTIVE FEE CHANGES FOR ACADEMIC YEAR 1995-96

Title	Current Rate	Proposed Rate	Purpose
<b>CHILD CARE</b>			
Child Care Fee	Student =\$7 / half day \$12 / full day Faculty =\$8 / half day \$14 / full day Public =\$9 / half day \$15 / full day	Student =\$8 / half day \$13 / full day Faculty =\$9 / half day \$15 / full day Public =\$10 / half day \$16 / full day	Offset the yearly increase in staff salaries and increased cost of operating expenses for this self-supporting unit.
Child Care - 2 year olds	New New New New New New	Student =\$9 / half day \$14 / full day Faculty =\$10 / half day \$15 / full day Public =\$11 / half day \$16 / full day	New program if John's Hill Road site is developed. This will better serve the needs of the students. Self-supporting unit.
Child Care Registration Fee	\$10	\$15	Charged when the parent confirms the child's spot on the roster. Payment is currently collected with first tuition payment. Self-supporting unit.

PROSPECTIVE FEE CHANGES FOR ACADEMIC YEAR 1995-96

Title	Current Rate	Proposed Rate	Purpose
<b>RES. HALLS/VILLAGE</b>			
Ky & Commonwealth Double Semester Rate	\$720	\$740	To cover expenditures associated with housing. Revised last year.
Ky & Commonwealth Private Semester Rate	\$1,080	\$1,110	To cover expenditures associated with housing. Revised last year.
Ky & Commonwealth Double Summer Semester Rate	\$546	\$572	To cover expenditures associated with housing. Revised last year.
Ky & Commonwealth Break Daily Rate	New	\$8 double \$13 single	To offset the cost of housing persons during Holiday and Spring Breaks.
Norse Hall Double Semester Rate	\$915	\$945	To cover expenditures associated with housing. Revised last year.
Norse Hall Private Semester Rate	\$1,375	\$1,418	To cover expenditures associated with housing. Revised last year.
Norse Hall Double Summer Semester Rate	\$585	\$611	To cover expenditures associated with housing. Not revised last year.
Norse Hall Break Daily Rate	New	\$9 double \$14 single	To offset the cost of housing persons during Holiday and Spring Breaks.
Woodcrest Efficiency Apts. Semester Rate	\$1,725	\$1,775	To cover expenditures associated with housing. Revised last year.
Woodcrest Apts Three BR Semester Rate	\$1,425	\$1,475	To cover expenditures associated with housing. Revised last year.
Woodcrest One Bedroom Semester Rate	\$1,400	\$1,450	To cover expenditures associated with housing. Revised last year.
Woodcrest Apts. Private Semester Rate	\$2,100	\$2,175	To cover expenditures associated with housing. Revised last year.
Woodcrest Apts. Break Weekly Rate	New	\$75-\$90	To offset the costs of housing non-Norse Hall residents during Holiday and Spring Breaks.

# Faculty Senate

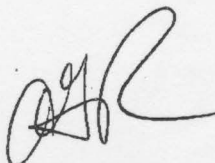
Northern Kentucky University

Highland Heights, KY 41099  
(606) 572-6400

December 7, 1994

TO: Nancy Firak

From: Alice G. Rini



Re: Professional Concerns Committee Motion

On November 17, 1994 the Professional Concerns Committee discussed the Library issue regarding the inadequacy of holdings and the letter the Curriculum Committee sent to the Provost and the Student Government. The Professional Concerns Committee expressed the opinion that this was a Budget Committee issue, and did not wish to make any recommendation for direct action. There was, However, a motion passed asking that the Faculty Senate direct the Executive Committee to address this issue on behalf of the Senate and the faculty.

The Motion is as follows:

- 1) The Budget and Commonwealth Affairs Committee recommend budget priorities to the Faculty Senate;
- 2) It is the opinion of the PCC that the administration is not committed to enhancing the quality of academic programs through appropriate financial support;
- 3) The Executive Committee is requested to address this latter concern with the administration.

The motion was passed unanimously.

Please place this motion on the agenda for the next Senate meeting.  
Thank you.



November 22, 1994

From: Chuck Frank, Chair  
Faculty Benefit Committee

To: Faculty Senate Executive Committee  
Provost

The Faculty Benefit Committee proposes amending page 63 Section XI.E.2.a of the Faculty Policies and Procedures Handbook 1994.

Present Version

No later than October 8, the department chair or program director must evaluate all applications received and verify the eligibility of all applications. The evaluations must be forwarded to the chair of the Faculty Benefits Committee and the appropriate dean.

Proposed Version

No later than October 8, the department chair or program director must evaluate all applications received and verify the eligibility of all applications. **The evaluation must include a summary of the applicant's stewardship of previous Faculty Benefits Committee awards.** The evaluations must be forwarded to the chair of the Faculty Benefits Committee and the appropriate dean.

Rationale

The Faculty Benefits Committee wants to use the candidate's success in carrying out previous benefits awards as part of evaluating a grant proposal. The chairs should have reports from previous benefits awards in the departmental files (see Section XI.D.7 page 62 of the Faculty Policies and Procedures Handbook 1994). Presently, the chair's letter must only state whether the applicant is eligible for the Faculty Benefits Committee award. Most chairs write additional comments concerning the proposal.

# *Faculty Senate*

Northern Kentucky University

Highland Heights, KY 41099  
(606) 572-6400

## MEMORANDUM

TO: DR. GASTON, PROVOST  
FR: PROF. FIRAK, PRESIDENT OF FACULTY SENATE  
DA: DECEMBER 6, 1994

RE: PROPOSED AMENDMENT OF FACULTY HANDBOOK

In accordance with Section XV of the Faculty Handbook, please be advised that the Faculty Senate Executive Committee has placed the attached proposed amendment to the Faculty Handbook on the agenda for the December 19, 1994 Faculty Senate Meeting.

We would be pleased to hear your comments on the merits of this proposed amendment.

12/8/94

MEMO TO : Nancy Firak  
FROM: Paul Gaston

I strongly support the addition  
of the language in bold face.

Office Of  
Academic Affairs

DEC 07 1994