

FACULTY ASSEMBLY MINUTES

The meeting of the Faculty Assembly was called to order by chairman, Jim Niewahner, at 12:15 in the auditorium on Monday, February 19th.

The first order of business was a motion from Al Pinello that Northern Kentucky State College should have a yearly chairman evaluation by the faculty to begin in the Spring of 1973 and that the form previously distributed be used. Motion was seconded by Enid Henry. After some discussion the question was called for and the motion passed.

Marge Cantrell then moved the following: In view of the recommendations by the Southern Association report we move that -

- a. the Academic Affairs Committee be charged with the responsibility for the design and revision of college curricula.
- b. that each department elect a committee to deal with departmental curriculum with its suggestions to be submitted to the Academic Affairs Committee of the Faculty Assembly via its departmental representative to that committee.

The motion was seconded by Enid Henry. Frank Steely ammended the motion to read that all actions taken by the committee go to the entire Assembly for note and then to the Administrative Council. The amendment was seconded by Thad Lindsey and passed by the Assembly.

A second Amendment was made by Jim McKenney that the words "recommendation of the" be inserted in section a. preceding "design and revision." It was seconded by Kosmo Tatalias and passed by the Assembly. Question was then called for on the amended motion which states -

- a. the Academic Affairs Committee be charged with the responsibility for the recommendation of the design and revision of college curricula.
- b. that each department elect a committee to deal with departmental curriculum with its suggestions to be submitted to the Academic Affairs Committee of the Faculty Assembly via its departmental representative to that committee.

Motion goes from committee to Faculty Assembly to Administrative Council.
Motion was passed.

The following motion was made by Marge Cantrell: That summer school sessions should run one eight-week term with two five-week terms running concurrently. These shall not be at the sacrifice of intersession. It was seconded by Thad Lindsey and after a brief discussion passed by the Assembly.

The meeting was adjourned.

Respectfully submitted,

Rose Stauss

The following motions will

be presented at faculty assembly

Monday by the academic affairs committee.

1. Northern Kentucky State College should have a yearly chairman evaluation by the faculty to begin in the Spring of 1973.
 - * 2. In view of the recommendations by the Southern Association report**we move that:
 - a. the Academic Affairs Committee be charged with the responsibility for the design and revision of college curricula.
 - b. that each department elect a committee to deal with departmental curriculum with its suggestions to be submitted to the Academic Affairs Committee of the Faculty Assembly via its departmental representative to that committee.
 3. That summer school sessions should run one eight-week term with two five-week terms running concurrently. These shall not be at the sacrifice of intersession.
- If time: 4. The grades of WF and WP should be entered on the permanent transcript but not considered in determining the GPA.
- If time: 5. We recommend the establishment of a standing committee on review and selections for faculty grants, to be composed of one elected member from each Department and one representative from the Academic Affairs Committee; that the chairman be elected from this group; that the membership serve for staggered three year terms save for the Academic Affairs Committee member.

* ** The Southern Association made the following two recommendations relative to this motion.

Recommendation 1: It is recommended that a committee for curriculum control be developed which will include adequate faculty representation in addition to department chairman. page 11 Southern Association recommendations.

Recommendation 1: It is recommended that the bylaws of the Faculty Assembly be reviewed with the objective of clearly defining the jurisdiction of faculty in working with the administration to establish academic policy, that the revised bylaws be submitted to the faculty for ratification, and that the ratified bylaws be disseminated among both the present faculty members and those newly recruited in the future. page 24 Southern Association report.

Proposal for Establishing a Curriculum Committee

The Curriculum Committee shall consist of the Academic Affairs Committee of the Faculty Assembly, the Vice-President for Academic Affairs, and the Associate Dean of the College, who shall serve as chairman. The Curriculum Committee will act on all curriculum proposals that involve credit courses, associate and baccalaureate degree programs and their requirements.

The normal route whereby a new course or program can be adopted is that a departmental member must convince his departmental curriculum committee of the value of specific new offerings. The department as a whole then approves of the proposal. Then the chairman or the departmental representative to the Academic Affairs Committee presents the proposal to the college Curriculum Committee. A second route exists whereby an individual may convince a majority of the members of the Curriculum Committee of the worth of his proposal.

The chairman of the Curriculum Committee may call a meeting two weeks or more after proposals to be acted on have been distributed to all chairmen and faculty, and at that meeting any faculty member may argue his viewpoint concerning curriculum matters directly before submitted to the Curriculum Committee. In rare cases of extreme emergency, the office of the Vice-President for Academic Affairs can present a proposed curriculum change directly to the Administrative Council.

To "action" a proposal means to approve or reject the proposal. The Curriculum Committee may not modify a proposal, only the initiator(s) can.

If a proposal is rejected by less than two-thirds of the Curriculum Committee, appeal may be made directly to the Faculty Assembly. But if a proposal is rejected by two-thirds or more of the Curriculum Committee, any appeal must first come back to the committee.

In addition to acting on new courses and degree programs, the Curriculum Committee will review existing courses and programs via departmental self-studies, which will be made every five years and/or prior to visits by accrediting agencies. The Curriculum Committee will recommend curriculum changes, in consultation with the department, based on the departmental self-study. Also, the Curriculum Committee may initiate and accept recommendations concerning general studies requirements.

The Curriculum Committee reports all approved changes to the Faculty Assembly and may include a minority report. The Assembly must vote on such proposals and may not amend proposals. The Faculty Assembly then reports to the Administrative Council, which accepts these proposals without significant changes or rejects them.