

TO: All Faculty
FR: Tom Cate
DA: September 9, 1982
RE: Agenda for the Faculty Senate Meeting, September 20, 1982
UC Ballroom, 3:05 PM

AGENDA

- I. Call to order
- II. Approval of minutes of the August 23, 1982 meeting
- III. Additions to or deletions from the Agenda
- IV. Presidential reports and recommendations

A. Reports

1. Committee Assignments

Student Media Board: Ms. Kathy Verderber

Registrar Search Committee: Ms. Sandy Easton

Fall Break Committee: Dr. Peter Moore

Planning Calendar Committee: Dr. Jean Wainscott
Dr. Vernon Hicks

- 2. Dr. Tom Barone will complete Ms. Pam Juengling's term of office; 2nd year of a two year term; elected at large.
- 3. New Senate Office - 717 AC; to be furnished
- 4. Deed to the University Campus is on reserve, Stealy Library; Ms. Billie Brandon is investigating this matter for the Senate.
- 5. Students on Committees - Recommendation V. does not apply to Standing Committees of the Faculty Senate.
- 6. Memoranda sent
 - a. Goals of Faculty Senate: President Albright
 - b. Committee on Evaluation of Administrators: Dr. Bill Worley
 - c. Reassigned time: Provost Gray
 - d. Committee Assignments: all faculty

7. Lunch with President Albright

8. Nominations for Committees requested

<u>Committee</u>	<u>Expiration of Term</u>
Parking and Traffic Control	9/1/85
Parking Appeals	9/1/84
Student Financial Aid (2)	9/1/83
SFA Appeals	9/1/83

9. Election Procedures for Peer Review Advisory Committee

10. Mid-term grades, report by Mr. Tony Escamilla;
further comments by Tom Cate

B. Recommendations - none at this time

V. Committee Reports

A. Budget - brief status report

B. Curriculum - Curriculum Manual

C. Faculty Benefits - brief status report

D. Professional Concerns - brief status report

VI. Old Business

VII. New Business

VIII. Adjournment

MINUTES OF THE FACULTY SENATE
September 20, 1982

Senators Present:	Kathy Brinker	Dennis O'Keefe
	Frank Dietrich	Mackenzie Osborne
	Julie Gerdson	Geraldine Rouse
	Gary Johnston	Janet Simon
	Paul Joseph	Susan Kissel
	Jim Kinne	Thomas Rambo
	Nan Littleton	Michael Ryan
	Byron Renz	James Thomas
	Jerry Warner	Lynn Ebersole
	Macel Wheeler	Nancy Martin
	Kay Cooper	Edwin Weiss
	Patricia Dolan	Elly Welt
	George Goedel	Billie Brandon
	Glen Mazis	Thomas Cate
	Linda Olasov	Lois Schultz
	Becky Sturm	Fred Schneider
	Linda Newman	Tom Barone

Senators Absent Without Alternates:

Charles Hawkins
Johnathan Bushee

Guests Present:

Jeffrey Williams, Faculty Regent
Andrea Gauthier, Radiologic Tech.
Lyle Gray, Provost
Cindy Dickens, Student Affairs
Jim Gray, T.O.E.
Mike Klembara, Associate Provost

- I. The Faculty Senate meeting was called to order at 3:10 p.m. by Tom Cate, President.

The following amendments were made to the August 23, 1982 minutes:

- II. a. page 3, 1. Leading Issues
2. West Campus
3. Selective Admissions were inserted as being the reports alluded to in item #2 (that are on reserve in the library for all interested parties to peruse.)

b. page 3, line 5, last word - should be "requested."

A motion was made and passed to accept the minutes as amended.

III. Four additions to President Report:

- | | |
|-------------------------|--------------------------------|
| 1. United Appeal | 2. Appearance of Digger Phelps |
| 3. Chairpersons Council | 4. Faculty Senate Budget |

1. Addition - a report by Billie Brandon on West Campus deed to be considered under Old Business

IV. A. President Reports

1. As noted, additions to the following committees were made:

Student Media Board: Ms. Kathie Verderber
Registrar Search Committee: Ms. Sandy Easton
Fall Break Committee: Dr. Peter Moore
Planning Calendar Committee: Dr. Jean Wainscott,
Dr. Vernon Hicks

2. Tom Barone will complete Pam Juengling's term as Faculty Senator.
3. New Senate office is 717 AC.
4. Billie Brandon's investigation into the deeds and statutes governing the use of West Campus is to be reported on later under "Old Business."
5. Student representative can attend Faculty Senate but it is not mandated that a student member be part of the Faculty Senate's standing committees according to Dr. Albright's reading of the statute.
6. Goals of the Faculty Senate:
 - a. President Albright's reply on issues to be discussed matches that of the Faculty Senate fairly closely (see handout of August 23 meeting).
 - b. Dr. Bill Worley will be reactivating the Committee on the Evaluation of Administrators to generate a report on the possible format for this process by Thanksgiving.
 - c. In consultation with Dr. Gray, it was decided that the President will receive 1/2 time reassigned time and the Chair of the Curriculum Committee and the Secretary of the Faculty Senate 1/4 time reassigned. Applications for the Spring will be submitted.
 - d. The gathering of committee rosters is being undertaken.
7. On September 15, 1982 the Executive Committee had lunch with Dr. and Mrs. Albright. Since this luncheon "meeting" was enjoyable, it is hoped that this will become a tradition.
8. As noted, these committees need volunteers

<u>Committee</u>	<u>Expiration of Term</u>
Parking & Traffic Control	9/1/85
Parking Appeals	9/1/84
Student Financial Aid (2)	9/1/83
SFA Appeals	9/1/83

9. As indicated in the Faculty Handbook (p.46) there are two committees: Peer Review Advisory Committee and Peer Review Hearing Committee. The Peer Review Hearing Committee is in place and is chaired by Dr. Tom Zaniello (Lit/Lang). Nominations for this committee will be solicited during the last two weeks of October and the election will be held during the first week of November, winner to take office on the first day of the Spring, 1983 semester. The election of the Peer Review Advisory Committee will be conducted during the week of September 27 - October 1, 1982, winners to take office on October 4, 1982. The Committee will consist of 5 members and 2 alternates.
10. Postponed until last item (See #15)
11. The goal of \$26,000 set by United Appeal should be a priority for the University, given the economic plight of our community as highlighted by Father Schmidt's recent University presentation.
12. Tickets are available for the Digger Phelps luncheon to be held on October 7th which will benefit our University athletic effort. Tickets can be obtained from Tom Cate, X-5153.
13. Bob Miller, Chair of the Chairperson's Council, has submitted a memo outlining the bylaws of that new body. A copy is on reserve in the library so that others may understand its function.
14. Don Gammon, University accountant has given us a statement of the Faculty Senate budget (allocated \$500.00 per semester).
15. Student Government wishes to remind faculty that students must be notified of their grade progress by the final withdrawal date. If a faculty member fails to do this, the student may appeal his grade and request a grade change as outlined in the Student Code. It was also discussed that graduate students have the same right. Dr. Klembara stated that Chase Law School has its own Student Code. Kay Cooper asked if receiving an exam grade was sufficient notice to the student and it was agreed that this was sufficient notice. A memo from Dean Kaplan was read that supported the student's plight who was receiving a "D" or "F" and if notified could meet with the instructor in time to improve his/her performance. Kathy Brinker asked whether some mechanism be instituted by the Registrar to implement this notice officially. Tony Escamilla of the Student Government presented a draft proposal whereby a midterm report for "D" or "F" be issued through the Registrar's office. Jim Thomas registered displeasure that the University does not require students to seek advising before signing up for courses which assumes a certain level of sophistication and responsibility, and yet in regard to this issue, we seem to be assuming the student can't take responsibility to find out their status in the course.

This led to discussion that the problem appears to be those faculty who have not issued sufficient reports to their students. If that is the case, it was asked then why a new (costly) procedure must be instituted. A motion was made by Ted Weiss that this issue be investigated by the Professional Concerns Committee. The motion was passed with one negative and three abstentions. Jerry Warner proposed that a related issue was the late withdrawal date, that students do not have to make a commitment to the course until it is significantly completed. Tony Escamilla stated that Student Government is willing to reconsider and arrive at a major comprehensive solution. Tom Cate asked the Professional Concerns Committee to work with Student Government on this matter. L. Mackenzie Osborne raised the issue that he is displeased with grading system in its blanket approach to assigning "B+" and "B-" students the same "B" grade. Dr. Osborne will chair a committee to discuss this issue and make recommendations.

V. Committee Reports

- A. Budget Committee: Chair Jim Kinne amended its bylaws to delete the Academic Program Review Subcommittee. Dr. Richard Snyder, past chair, was retained as a consultant to the committee. The committee's two main goals will be to understand the Ky. Council on Higher Education's Formula Finding and its impact on NKU's appropriations and to establish long range benchmarks for budgeting allocations for salary and for faculty recommended priorities. The Budget Committee will meet on the second Thursday of the month at 12:15 p.m. All faculty are invited to attend.
- B. Curriculum Committee: Chair Jerry Warner reported on two previous meetings. Masters in Public Administration and Bachelors in Food Administration are two proposals under consideration. The committee is formulating a "curriculum manual" documenting the steps to be followed in instituting all curriculum matters.
- C. Faculty Benefits Committee: Dr. Goedel has convened the committee, which will begin screening application for various fellowships and grants as outlined in the memo sent to every faculty person. There is a \$10,000 increase in the total allotted to the Summer Faculty Fellowship and Project Grant. The committee and Provost Gray concurred that Summer Fellowship should be raised from \$2,400 to \$2,800.
- D. Professional Concerns: Program Review, Program Curtailment, Faculty Alternate Appointment's, Student Recognition, University Governance, are among the subcommittees that have been implemented.

VI. Old Business:

Refer to IV., A. President Reports, #4, (p.2. of minutes).

Billie Brandon has investigated the old deeds giving land to and from Devou and finally in 1957 to State of Ky. In 1969 it was deeded to UK university system. Each Senator was provided with a copy of relevent statutes to this deed - 164.580, 164.582, 164.583, 164.591 and 164.597. The final statute states that NKU "shall provide programs of a community college nature at Northern Community College at Covington, comparable to those listed for the University of Kentucky community college system."

VII. New Business:

1. Curriculum Committee will consider the program in Food Marketing Management on Thursday. If it passes, it needs to be approved by the Senate and sent to Dr. Gray before October 1st. Seeing this exigency, a motion was made by Billie Brandon that the Faculty Senate have a special meeting next Monday to consider this one issue. The motion was passed with two abstentions.

VIII. The meeting was adjourned at 4:21 p.m. by President Cate.

FACULTY SENATE
Standing Committees, 1982-83

CHAIR	BUDGET	<u>CURRICULUM</u>	FACULTY BENEFITS	PROFESSIONAL CONCERNS
	Jim Kinne	Jerry Warner	George Goedel	Ted Weiss
EDUCATION	Don Cobb	Janet Simon	Tom Barone	Linda Glasov
BUSINESS	Julie Gerdsen	Ray Souder	Billie Brandon	Rob Snyder
NURSING	Linda Moneyham	Judy Ribak	Mildred Clark	Kathy Brinker
T.O.E.	Bill Recker	Ralph O'Brien	Ann Visnic	Jan Hammond
PUBLIC ADMIN.	Mike Hunter	Scott Quimby	Nan Littleton	Laurie Renz
SOCIAL WORK	-	Tony Mazzaro	Pat Dolan	-
COMMUNICATIONS	Charles Apple	Mary Ann Renz	Lois Sutherland	Bob Mullens
LIBRARY	Nancy Campbell	Becky Sturm	Gerry Rouse	Lois Schultz
RADIOLOGIC TECH.	Andrea Gauthier	-	Carlos Soto	Kay Cooper
CHASE LAW	Fred Schneider	-	Paul Joseph	Linda Newman
LITERATURE/LANG.	Margo Jang	Elly Welt	L.M. Osborne	Sue Kissel
MATH	Bart Braden	Dan Curtin	Peter Moore	Frank Dietrich
BIOLOGICAL SCI.	Miriam Kannan	Jean Waincott	Tom Rambo	Lynn Ebersole
PHYSICAL SCI.	Charles Hawkins	Vernon Hicks	Jonathan Bushee	Ray McNeil
POLITICAL SCI.		Dennis Sies	Mike Hur	Dennis O'Keefe
FINE ARTS	David Leong	Jan Scarlata	Diana Duffin	Nancy Martin
SOCIAL SCI.	Mary Carel Moses	Terry Russell	Terry Pence	Toni Pickard
PSYCHOLOGY	George Manning	Jim Thomas	Paul Bishop	Art Miller
HISTORY/GEO.	Jim Ramage	Larry Borne	Macel Wheeler	Carol Futhey
	Dave Payne in Jan 83			

APPROVED CHANGES IN THE

FACULTY HANDBOOK

1. The following sentence to be added to the appropriate sections as indicated:

Any proposal that does not follow the procedures, format, and timelines specified in this Manual will not be considered eligible for funding unless the subcommittee determines that the violation was beyond the applicant's control. All ineligible proposals will be returned to the applicants without evaluation.

p. 62 added to the end of F.1.

p. 67 added to the end of G.1.

p. 73 added to the end of G.1.

2. The following sentence to be added to the appropriate sections as indicated:

It is the applicant's responsibility to ensure that the Chairperson completes the evaluation form and forwards it, with a copy of the proposal, to the Chair of the Faculty Benefits Committee by the November 1 deadline.

p. 63 added to the end of F.2.

p. 68 added to the end of G.2.

p. 73 added as new section G.2.c.

3. Change p. 79, section F., 7th line to read:

. . . teaching load, or reduced workload for librarians, within the department.

4. Change p. 77, section III.B., so that the second sentence reads:

A reduced teaching load, or reduced workload for librarians, is granted. . .

5. The following sentence to be added to the appropriate sections as indicated:

Copies of these bylaws, upon request to the chair of the Faculty Benefits Committee, will be made available.

p. 63 F.3.a.

p. 68 G.3.a.

p. 73 G.3.a.



Northern Kentucky University
Highland Heights, Kentucky 41076

September 17, 1982

All Faculty and Staff:

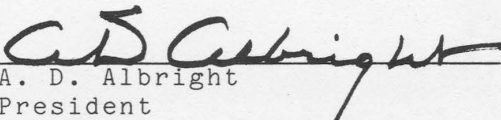
Our annual United Appeal campaign will begin September 20, 1982. We all know the United Appeal is important to the well-being of all citizens in our community--working people, children, the elderly.

The United Appeal slogan this year is, "Thanks to You, It Works for All of Us!" United Appeal agencies are indeed for all of us and in many cases are the only agencies in our area providing the specialized services that you and I or anyone in the community might need.

United Appeal provides the framework for some 47,000 unpaid volunteers who devote their time, talent and energy to over 115 agencies. (Some of you are these volunteers). This represents a tremendous savings in the expense of providing services. Only 6¢ of every \$1 of United Appeal funds go to administrative costs.

Our contribution to United Appeal is truly an important investment in our community and in the people of our area. With our support, the United Appeal agencies can continue to "Work for All of Us!"

Sincerely,


A. D. Albright
President



Northern Kentucky University
Highland Heights, Kentucky 41076

Department of Technology & Occupational Education

September 17, 1982

TO: Tom Cate: President Faculty Senate

FR: Jim Kinne: Chairman Faculty Budget Committee

RE: Budget Committee Activities

The 1982-83 Faculty Senate Budget Committee has been organized including Subcommittees for Budget Priorities, Salary Policy and Analysis, and Current Budget Review.

Dr. Richard Snyder was named as a consultant to the Budget Committee.

The Budget Committee By Laws have been amended to delete references to the Academic Program Review Subcommittee and its activities in accordance with Faculty Senate recommendations.

Primary objectives for the 1982-83 Faculty Budget Committee include
1) acquiring an understanding of the Kentucky Council on Higher Education's Formula Funding and its impact on Northern Kentucky University state of Kentucky appropriations and 2) the establishment of long range benchmarks for budgetary allocations for salary and for faculty recommended priorities.

The Budget Committee will meet on the second Thursday of the month at 12:15 P.M. All faculty are invited to bring their suggestions and comments to the meetings.

MEMORANDUM

TO: All Full-time faculty

FROM: George D. Goedel
Chair, Faculty Benefits Committee (FBC)

DATE: September 15, 1982

SUBJECT: NKU Faculty Development Programs

Attached is a summary of the due dates of application and evaluation for the various developmental programs that are available to faculty. Please note that the dates are changed from those of previous years with Sabbatical, Summer Fellowship, and project grant proposals all following the same timetable. This change was designed to facilitate evaluation of proposals and does not preclude applications to more than one program. Please refer to the appropriate sections of the Faculty Policies and Procedures handbook (revised: July, 1981) for a more detailed description of these programs.

In addition, please note the approved changes in the handbook (also attached) which are currently in effect with respect to these programs.

Lastly, I am pleased to announce that the stipends to be granted for Summer Faculty Fellowships for this 1982-83 academic year have been increased to \$2,800.00

Attachments

Faculty Development Programs
 Timetable 8/31/82

By	Sabbatical Leaves	Faculty Summer Fellowships	Project Grants
October 15	Faculty initiated request (appropriate forms) - Proposal to Dept. Chair and FBC Chair	Faculty initiated request (see handbook for style). Proposal to Dept. Chair and Faculty Senate FBC Chair	Faculty initiated request (see handbook for style) - Proposal to Dept. Chair, Appropriate Dean, and FBC Chair
November 1	Dept. Chair evaluation and eligibility verification to - FBC Chair and Appropriate Dean	Dept. Chair evaluation, eligibility verification, and copy of proposal to - FBC Chair. Copy of evaluation to Appropriate Dean	Dept. Chair evaluation, eligibility verification, and copy of proposal to - FBC Chair. Copy of evaluation to Appropriate Dean
January 10	FBC rankings to Provost 1. Ranked list of approved 2. List of unapproved	FBC rankings to Provost 1. Ranked list of approved 2. List of unapproved	FBC rankings to Provost 1. Ranked list of approved within available budget 2. Ranked list of additional projects if additional money available 3. List of unapproved projects
February 1	Provost notifications to applicants	Provost notifications to applicants	Provost notifications to applicants