

MEMORANDUM

TO: All Faculty

FROM: Connie Mulligan-Nichols, Secretary, Faculty Senate

Date: March 18, 1980

Re: FACULTY SENATE MEETING

The next Faculty Senate meeting will be held on March 31st in the Ballroom, University Center at 3:00 p.m.

AGENDA

- I. Additions to/deletions from the agenda.
- II. Minutes of the February 25th meeting.
- III. President's Report
  - A. University Decision-Making Conference
  - B. "Straw Poll" of faculty on issue of Collective Bargaining
  - C. Congress of Senate Faculty Leaders
  - D. Other announcements
- IV. Old Business
  - A. Grand Marshal - Spring Commencement
  - B.
- V. Committee Reports
  - A. Faculty Benefits Committee
    1. Brief Status Report
    2. Recommendation - Increase in Life Insurance Coverage
    3. Recommendation - Comprehensive Dental Insurance Plan
    4. Change in Description of Faculty Summer Fellowships
    5. Change in Faculty Benefits Committee Bylaws
  - B. Curriculum Committee
    1. Brief Status Report
    2. Recommendation - General Studies Rationale
    3. Recommendation - Change in General Studies Requirements
    4. Recommendation - Mathematical Proficiency
  - C. Budget Committee
    1. Brief Status Report
    - 2.
  - D. Professional Concerns Committee
    1. Brief Status Report
    - 2.
- VI. New Business
  - A. Campus Development - John Demarcus
  - B. Tuition and Fees Refund Policy
  - C.
- VII. Adjournment

# MINUTES OF THE FACULTY SENATE

March 31, 1980

Senators Present: Constance P. Mulligan

Larry Giesmann

Robert Vitz

Marty Marger

Peter Moore

Janet Johnson

Frank Steely

Debra Pearce

William Dickens

Jean Wainscott

Millie Clark

Terry McNally

Jim Hopgood

Jonathan Bushee

Jim Fouche

Gary Johnston

Jeffrey Williams

Lou Noyd

Connie Widmer

James Kinne

Raman Singh

Janet Miller

Tom Cate

Donna Bennett

David Elder

Art Miller

Byron Renz

Guests Present: Nancy Campbell

Michael Klembara

Lois Schultz

Vincent Schulte

I & II. There were no additions to or deletions from the presented agenda. The February minutes were accepted unanimously, with notation that the list of music courses to be included as general studies options would be added on.

## III. President's Report

Bushee began the President's Report with some brief comments concerning the University Decision-Making Conference held on the 28th and 29th of March at Northern. Bushee noted that there were general leanings towards some kind of staff council and strong feelings for improving the lines of communications among the various representative bodies on campus. Bushee requested that Dr. Scholes speak to the Senate concerning the conference. At this point, Dr. Scholes had not yet arrived.

T. McNally continued the meeting with a report on the faculty "Straw Poll" which was taken on the issue of collective bargaining. Responses to the question "Do you think faculty should adopt collective bargaining?" were 53-yes, 37½-no and 62 undecided. This Ad Hoc Committee will be reconvening for further analysis of the "Straw Poll" results.

At this point in the meeting, Dr. Scholes addressed the Senate concerning University Governance conference. Dr. Scholes noted that various ways to improve university governance were discussed. Dr. Scholes made the point that there is a need for some sort of coordinating mechanism for the various existing governing agencies. Bushee asked if there was any timetable for recommendations on changes in university governance. Dr. Scholes responded that it would be at least next fall before any serious considerations of recommendations. It was also pointed out that there is a need for staff representation, as well as faculty and student.

Bushee then gave a short report on the Congress of Senate Faculty Leaders (COSFL) proceedings. He also announced that April 3rd was the closing sign-up date for the Faculty Senate Elections Committee.

## IV. Old Business

The Senate election for the Grand Marshall for Spring Commencement was held, with each Senator voting for 2 nominees. F. Steely spoke in support of Maxwell Dieffenbach, retired professor of Chase Law School. Dave Elder reiterated the support. The results were 23 votes for Dieffenbach and 12 for Bushee. Dieffenbach will serve as the Grand Marshall with Bushee as alternate.

## V.A. Faculty Benefits Committee

P. Moore, chair of the Faculty Benefits Committee, brought several recommendations before the Senate. The first recommendation from the committee was to accept the increase in life insurance coverage to one times salary, while retaining optional coverage of an additional one times salary at a cost no greater than the current cost. This was passed unanimously. The second recommendation concerned a comprehensive dental insurance plan. Bushee asked about costs of the plan. Moore said no costs had been defined as yet. The Senate would simply be going on record as to favoring a dental plan. J. Miller made the point that it would be preferable to vote on a more defined recommendation. J. Williams moved the recommendation be amended to state that the Faculty Senate request the administration to explore the possibility of a comprehensive dental insurance plan. B. Renz added a friendly amendment that the request include a budgetary impact statement. The amendment passed unanimously. Moore then presented the proposed change in the Faculty Summer Fellowship statement which reads (changes underlined):

re: Faculty Summer Fellowship The Handbook 8.2

Faculty Summer Fellowships provide funds to support faculty professional development during the summer months. The following are examples of the types of activities that may qualify the applicant for a Faculty Summer Fellowship; the descriptions are not intended to be inclusive; strengthening teaching effectiveness; individual research; scholarly writing; creative and artistic projects; preliminary studies and literature search; and the attending of seminars or courses related to one's field or professional work.

Passed.

The last item presented by Moore concerned a proposed change in the Faculty Benefits Committee Bylaws - Article V. Standing Sub-committees and their appointment. The change read:

An additional faculty member, recommended by the Teaching Effectiveness Task Force from its own body for as long as that committee shall exist and approved annually by the F.B.C., shall serve on the standing sub-committees.

T. McNally asked to hear from Mike Klembara, chair of the Teaching Effectiveness Task Force, on this proposed change. An amendment to the statement was made to read: "A faculty member....." instead of "An additional faculty member.....". Passed unanimously.

## V.B. Curriculum Committee

J. Hopgood reported from the Curriculum Committee. In the status report, Hopgood noted that the honors option proposed was found to be nebulous. More work to be done on that. The legal studies minor was approved and will be on the next agenda.

Hopgood then brought several recommendations before the Senate. The first concerned the General Studies rationale which is to precede the General Studies requirements in the catalogue. The Committee was dealing with the distributive model for general studies. J. Fouché asked what was meant by the term "operational and cultural literary" in the last paragraph. R. Singh asked why a rationale was even needed at



all. J. Hopgood answered that a preamble to the General Studies requirements was needed. J. Miller moved to delete the last sentence under I. General Studies Rationale which read:

The General Studies curriculum, in particular, should accomplish or serve to abet the accomplishment of the following goals for students: the development of operational and cultural literacy and the introduction to analytical and evaluative methods.

C. Mulligan seconded. The vote was 12 in favor, 13 opposed and 2 abstentions. B. Vitz then moved to delete "operational and" from the last sentence. P. Moore offered a friendly amendment to the motion to further delete the phrase "the introduction to". J. Williams asked if the word "skills" could not be used instead of "methods". The motion passed with 1 opposing vote. R. Singh asked what was meant by "collective educational pursuits" under I.2. Singh moved to remove item #2. No second. The General Studies Rationale as amended passed with 19 in favor, 2 opposed and 4 abstentions.

Hopgood then presented a second recommendation from the committee on changes in General Studies Requirements. J. Williams asked if there would be a provision concerning the requirement for a certain number of upper division courses to be taken. Hopgood responded yes.

J. Williams moved to delete the second sentence in paragraph under II.2, and add as #3 the following: "at least 3 semester hours in a non-western subject area". Williams noted that appropriate courses to fulfill this requirement are listed in each semester's printed schedule. Seconded. P. Moore suggested simply deleting the listing of courses. Bushee made the point that the move is being made towards listing courses in the catalogue that will fulfill General Studies Requirements.

J. Williams then withdrew his amendment. J. Miller moved to table V.B. 3 & 4 on the agenda (change in General Studies Requirements and Mathematical Proficiency). K. Beirne seconded. Motion passed.

#### V.C. Budget Committee

B. Renz announced that the report on faculty salaries will be given to the Senate as soon as possible. The operating budget is to be reviewed as soon as it is available.

#### V.D. Professional Concerns Committee

Gary Johnston, chair of the Professional Concerns Committee, reported that the bylaws subcommittee had prepared the initial document which should be ready for the April Senate meeting.

#### VI.A. Campus Development

John Demarcus' report on campus development was rescheduled because of the late hour.

#### VI.B. Tuition and Fees Refund Policy

Bushee then presented the Tuition and Fees Refund Policy sent to the Senate by Jim Alford. P. Moore asked if this policy was discussed with the student government. The point was made that the student government must have approved because the policy has already been passed by the Board of Regents.

Meeting adjourned.

Respectfully submitted,

*Constance P. Mulligan*  
Constance P. Mulligan, Secretary

TO: All Faculty Senators  
FROM: Terry McNally  
RE: The Collective Bargaining Survey Results  
DATE: June 11, 1980

Attached to this memo is a report detailing the results of the survey taken of the faculty by the Collective Bargaining Committee.

At this point it seems to me that the work of the Collective Bargaining Committee has been completed, considering the original charge to the committee. Therefore, unless informed otherwise by the Faculty Senate, our committee considers itself discharged.



Results of the  
Faculty Survey on Collective Bargaining

Presented by

The Collective Bargaining Committee

of the Faculty Senate

Spring, 1980

During the spring semester a confidential survey was taken to determine faculty sentiment on collective bargaining. What follows is the results of the survey. The committee has omitted from this report only the information on how the various departments voted because that information could diminish the confidentiality of the survey.

The survey was taken by the president of the Faculty Senate and passed on to the Collective Bargaining Committee. Of the faculty, 155 members responded to the survey. The results are as follows.

In response to the question "Do you think the faculty should adopt collective bargaining?" the results were as follows:

Undecided	41.9 per cent
Yes	34.2 per cent
No	23.9 per cent

In response to the question "How well informed do you feel you are on the subject of collective bargaining in higher education?" the results were as follows:

Some knowledge	40 per cent
Little knowledge	21.3 per cent
Rather well informed	18.1 per cent
Very well informed	11.6 per cent
Know almost nothing about it	9.0 per cent

In response to the question "Which among the following comes closest to your opinion about collective bargaining as a general practice in colleges and universities?" the results were as follows:

Depends on the institution	42.6 per cent
Generally undesirable	21.9 per cent
Desirable	19.4 per cent
Wholly inappropriate	8.4 per cent
Will accept as inevitable	7.1 per cent

So much for the percentage responses to the three major questions asked in the survey. What follows now is a breakdown of the three major groups of respondents (Undecided, Yes, and No).



Of those who were undecided about collective bargaining, the majority (70.8 per cent) felt that its adoption depended on the institution. Only 15.4 per cent of these undecided people felt that collective bargaining was generally undesirable, while only 7.7 per cent felt it was desirable, and only 3.1 per cent found it acceptable as inevitable, and only 1.5 per cent felt it was wholly inappropriate.

Moreover among the undecided vote, 43.1 per cent claimed some knowledge about collective bargaining; 30.8 per cent felt they knew little about it; 18.5 per cent claimed almost no knowledge of it; only 6.2 per cent of the undecided vote was well informed about it; and only 1.5 per cent was very well informed on collective bargaining. So much for the undecided.

Of those who voted yes to collective bargaining, 43.4 per cent said they had some knowledge of it. 26.4 per cent of those in favor felt rather well informed about it; 15.1 per cent felt very well informed; 13.2 per cent had little knowledge; and 1.9 per cent had almost no knowledge.

On the other hand, of those who voted no on collective bargaining, 29.7 per cent felt they had some knowledge of it. 27 per cent of those voting no said they were rather well informed on the subject; 24.3 per cent said they were very well informed; 16.2 per cent claimed little knowledge of it; and 2.7 per cent of these voters said they had almost no knowledge of collective bargaining.

## FACULTY SENATE

## RECOMMENDATIONS - FACULTY BENEFITS COMMITTEE

- I. That the Faculty Senate request of the administration that an increase in basic life insurance coverage be made to one (1) times salary, while retaining optional coverage of an additional one (1) times salary; at a cost no greater than the current cost (\$.36/thousand).
- II. That the Faculty Senate request of the administration that the university ~~faculty have a~~ comprehensive dental insurance plan; *budget impact statement*  
*Explore the possibility of a*
- III. re: Faculty Summer Fellowship The Handbook 8.2  
Proposed change: (underlined)  
Faculty Summer Fellowships provide funds to support faculty professional development during the summer months. The following are examples of the types of activities that may qualify the applicant for a Faculty Summer Fellowship; the descriptions are not intended to be inclusive: strengthening teaching effectiveness; individual research; scholarly writing; creative and artistic projects; preliminary studies and literature search; and the attending of seminars or courses related to one's field or professional work.
- IV. re: F.B.C. Bylaws - Article V. Standing Sub-committees and Their Appointment.  
Proposed change: (addition to the Bylaws)  
An ~~additional~~ faculty member, recommended by the Teaching Effectiveness Task Force from its own body for as long as that committee shall exist and approved annually by the F.B.C., shall serve on the standing sub-committees.



MEMORANDUM

March 31, 1980

TO: All Senators

FROM: Jonathan Bushee', President, Faculty Senate

SUBJECT: University Governance Conference - March 28th and 29th

The following is a list of topics addressed (or at least talked about) at the conference:

Staff "Senate" → Schools: staff council (not a senate)

Define the population who will serve in this group.  
Define how the members will be chosen - elected? appointed?  
Insure that it is autonomous.

All Senates

Define role in decision-making.  
Define authority in decision-making.  
Define province in decision-making.  
Define their relationship.

All Senates

Physical support - assure necessary resources (secretarial, logistical, etc.)  
Service to the senates - broaden base (through time) - require service.  
Release time for major officers.  
Accountability  
Develop mechanisms for recognition of service.  
Develop mechanisms to insure service by the representatives.

University Council

Define population.  
Define authority.  
Define province.

Admin wants this pre-set  
Time table  
Next Fall - talk implementation 1/1/81  
✓ initial proposal

Problems of Communication

Communication of ideas between various groups.  
Communication to allow decision-making.  
Communication of decisions made.

Will a University council improve  
Comm?





# NORTHERN KENTUCKY UNIVERSITY

## MEMORANDUM

February 28, 1980

To: Dr. Jonathan Bushee

Fr: Jim Alford

Re: Tuition and Fees Refund Policy

At a recent administrative staff meeting the question concerning our current policy on refunds of tuition and fees was raised. As a result of that discussion, an ad hoc committee was formed to review Northern's current refund policy and offer recommendations for change if necessary.

The committee found our current policy to be detrimental to the academic pursuits of students and the financial interest of the institution. It was felt that the current policy encourages students to withdraw from classes rather than encouraging students to persevere. In addition, the institution currently is burdened with the commitment to provide instruction for students who have withdrawn and received 50 per cent refunds through mid-point of each session.

Current Practice: The current policy on refunds was approved by The Board of Regents on July 18, 1977.

### Tuition and Fees Refund Policy

- A. A student who officially registers for class(es) and who officially withdraws before the first day of classes is eligible for a 100% refund of the total tuition assessed less a \$20.00 administrative charge.
- B. A student who officially registers for class(es) and who officially withdraws on or after the first day of classes but before the end of the mid-point week of the session is eligible for a 50% refund of the total tuition assessed. After the first day of classes, refund of student fees may be issued upon the recommendation of the appropriate department head.



- C. Students officially registering and officially withdrawing after the first day of classes who feel the reason for withdrawal entitles them to a total refund (less \$20.00 administrative fee) of assessed tuition may petition the Registrar in writing stating the reason for the request. Only written requests by the student will be acted on by the Registrar.

(Typically, only requests dealing with an emergency medical problem as described in writing by a physician, or requests dealing with an unexpected relocation of employment as described in writing by an employer, justify affirmation of the request by the Registrar.)

Recommendation:

Tuition and Fees Refund Policy

- A. A student who officially withdraws from all classes or drops a class(es) on or before the last day to register, as published in the Academic Calendar, is eligible for a 100% refund of the total tuition and fees assessed. A student who officially withdraws from all classes will be assessed a \$20.00 administrative charge.
- B. A student who officially withdraws from all classes after the last day to register but before the last day to drop a course without a grade appearing on the student's record, as published in the Academic Calendar, is eligible for a 50% refund of the total tuition and fees assessed.
- C. Students officially withdrawing from all classes after the last day to register who feel the reason for withdrawal entitles them to a total refund of assessed tuition and fees less a \$20.00 administrative charge may petition the Registrar in writing stating the reason for the request. Only written requests by the student will be acted on by the Registrar.

(Typically, only requests dealing with an emergency medical problem as described in writing by a physician, or requests dealing with an unexpected relocation of employment as described in writing by an employer, justify affirmation of the request by the Registrar.)



Dr. Jonathon Bushee  
February 20, 1980  
page three

\*The student activity fee is non-refundable. The parking fee will be refunded in accordance with policies outlined in the Traffic and Parking Regulations handbook.

I would appreciate any comments from the Senate concerning the recommendation.

JA/ab

cc: Dr. Gene Scholes  
Committee on Tuition and Fees  
Mike Baker  
Charles Gray  
Larry Graziani  
Vickie Grey  
Phyllis Harper  
Betsy Jennings