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Board of Regents

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**MURRAY STATE UNIVERSITY
FACULTY SENATE
January 21, 2003**

The Faculty Senate of Murray State University met in regular session on Tuesday, January 21, 2003. Thirty-one senators were in attendance. Dr. Haluk Cetin represented geosciences as proxy for Senator Naugle, replacing Dr. Ken Carstens who has resigned from the senate. Absent were Senators Crofton, Griffin, and Miles. The Department of Biological Sciences remains unrepresented. No members of the media were present. Provost Brockway presented the proposals from the Strategic Planning Committee. Clarifications to the December 3 minutes were made, and they were approved as corrected. The provost accepted the resolution of a course load reduction for the faculty regent and endorses the change in distribution of the teaching excellence awards. The proposal has been forwarded to the president.

REPORTS

Board of Regents—Regent Strieter outlined proceedings from the December 6 board meeting. Fall 2002 enrollment exceeded the previous year by 2.8 percent. African-American enrollment increased by eight percent (8%) and freshmen by four (4%). International enrollment was down. Most growth was seen on extended campuses.

President Alexander presented an overview of the nine-month faculty contract listing benefits and possible detriments. Regent Strieter anticipates a vote at the next board meeting. Joyce Gordon, associate vice president for human resources, reported relatively small out of pocket increases for this year. The university's contribution to the insurance package is \$650,000.

Early retirements were approved for Dr. Gary Jones and Senator Tom Posey; both of whom have served on the Faculty Senate. The board approved minute language changes to the *Faculty Handbook* and accepted an audit report of the university budget.

The strategic plan for technology was updated and arrangements made with another university for a disaster and recovery plan. Security updates to internet and anti-virus files have been implemented along with new GASB accounting standards as mandated. The student fee for the wellness and recreation center was separated from other fees because of the agreement with the City of Murray. Crystal Coleman and Chuck Hulick were reappointed to the University Student Appeals Board.

The president is sharing budget issues with the board. The board will meet on March 11 to set budget guidelines for 2003-04. Regent Strieter thanked the provost for the course reduction.

Strategic Planning—Provost Brockway presented the recommendations from the strategic planning committee. These will be shared with the campus community during this spring and should be completed by early summer. Noting that the Faculty Senate is the first group to see the presentation, he asked for input on the presentation. The committee has broad representation and has received significant input and active participation from faculty, staff, and students.

The first step was to gather information from surveys, task force reports, and internal unit reports last spring. Five hundred eighty-three faculty and staff out of 1,337 responded to their survey (44%); faculty, 32.5% and staff, 67.3%. Dr. Brockway noted the importance of faculty and staff

opinion. He thanked Tim Todd and Sandra Jordan, vice chairs, and Hal Rice for help with the presentation.

Both faculty and staff listed high expectations for student learning, recognition of teaching and learning, and a strong commitment to academic excellence as the top three priorities. Also listed were recruitment and retention of well-qualified staff and a high expectation to meet student requests for information.

Listed as needing improvement were library funding, addressing salary concerns, adequate support of adjuncts, shared governance, and a budget consistent with our teaching mission. A high priority of a budget linked to a planning process was noted. Morale and communication with the administration were also mentioned.

Task Force reports included: 1) Student Trends and Characteristics; 2) Budget and Financial Trends; 3) Issues in Kentucky: Politics and Higher Ed Reform; and 4) MSU Competitors. The provost thoroughly presented selected findings from these reports. The committee then drafted priority and value statements.

These can be found at <http://www.murraystate.edu/provost/strategic/Sept6.html>.

Key performance indicators and support relationships with other units were generated from the internal unit reports which are summarized at <http://www.murraystate.edu/provost/strategic/7-10sum.html>.

The value statements should drive the overall operation of the university. Specific action steps will be developed to attain its mission. The president will draft a vision statement. Planning will support reform to raise the standard of living in Kentucky through higher education.

President Wattier asked that academic policies provide recommendations and suggestions to the plan and statements and report to the senate February 4. The plan will be shared with the campus community and submitted for academic council approval. Chair Pilgrim reported that the committee has began review of the plan and stresses the connectivity of goals to specific action steps. The provost stressed the need to continue positive momentum even within times of budget restrictions. President Wattier thanked the provost for involving the Faculty Senate in driving the institution's mission of academic excellence.

Handbook and Personnel—Chair Southerland reported that the committee met on December 9. The committee and the provost are assessing progress and discussing recommendations. Notification is being worked out. The provost thanked the committee for its hard work. The committee approved Sections 1.4.5 and 1.4.6, Deans and Chairs, and is awaiting feedback from the chairs. This leaves Sections 1.6.4, Advisory Committees, and 1.7, Collegiate Committee Structure in Chapter 1. The provost expects Section 1.6.3, University Standing Committees, to be approved by the board at its next meeting. He will meet with the president to answer any questions in Section 1.8, Revision of the *Faculty Handbook*, which does not require board approval.

The committee presented a resolution on merit pay increases, reaffirming the board's salary policy as stated in Section 2.16.1 of the *Handbook*:

“If sufficient funds, as identified in the budget guidelines, are not available to grant average faculty raises of three percent (3%), all faculty and professional staff

accomplishments will be carried forward until such funding is available for evaluation and reward.”

The committee further recommended “that chairs and deans accumulate documentation and evaluation of meritorious performance until funding is available for reward and that Roads Scholar and Residential College participation should not be rewarded in years in which no other meritorious performance is rewarded.”

The resolution endorsed by the executive committee was passed 26 to one and will be forwarded to the provost.

Chair Southerland reported that Senator Gill has resigned from the committee having other obligations. She thanked her for her helpfulness to the committee.

Rules, Elections, & Bylaws—Vice President Palmer reported that the recommendation of a new distribution system for the teaching excellence awards passed at the last senate meeting was forwarded to the provost. Provost Brockway responded favorably citing it as a fairer and more equitable distribution due to the academic reorganization. He has forwarded it to the president recommending approval. The Board of Regents will have to approve the new guidelines.

The committee will meet next on February 11 at 2 p.m. to finalize the guidelines and begin procedures for administrative assessments.

Academic Policies—Chair Pilgrim reported that the committee met last week to discuss the strategic plan. He asked that senators share comments or opinions on the plan and today’s presentation. The committee will meet again next week to draft any recommendations.

Finance—Chair Rose reported that the committee continues to work on salary and audit issues. The committee has drafted a preliminary report but will verify results before presenting any reports to the senate. The committee has studied internal budgets and reports as well as reports published by the CPE offering comparisons to the other institutions. Differences in state appropriations have been noted.

A report of revenues and expenditures received by the board in December has been made available to the Faculty Senate. He encouraged its study by all faculty. President Wattier has asked the committee to be prepared to make budget recommendations that will be forwarded to the administration.

Governmental Affairs—Senator Powell, COSFL representative, reported that COSFL has not met since the selection of the new CPE president. President Wattier participated in the CPE candidate interviews with COSFL and was impressed with both candidates’ knowledge of higher ed administration. Dr. Layzell has already contacted the COSFL president and plans are being made for him to address the group. His vita has been posted to our Faculty Senate website. President Wattier would like to invite him to campus next fall. Senator Garth had nothing to add to discussion of the state budget.

Executive—President Wattier thanked the provost for his responses to the submitted recommendations from the senate.

Academic Council

Undergraduate Studies—Senator Pilgrim asked the provost if all changes to the catalog have been reviewed. The provost responded that revisions are still being accepted. Dr. Pilgrim stressed the need to have all program updates included in the catalog.

Graduate Studies—Senator Murphy reported that the committee met on December 12 and heard second readings on course proposals and approved six new courses, one associate faculty member, and three time extensions for masters' degrees.

Library and Academic Support—No report.

Insurance and Benefits—No report.

Residential Colleges—No report.

Faculty Development Committee—No report.

SACS—Vice President Palmer reported that Dr. Tim Todd has assumed the role of SACS Liaison and that the provost has committed additional resources to the accreditation tasks hiring Rebecca Garvin as editor of the compliance audit phase.

Minority Recruitment and Retention Task Force—Senator Powell reported that the committee has not met.

Student Evaluation Committee—Senator Southerland reported that the committee has not met since the last senate meeting.

Library Sciences Committee—Senator Garth reported that the committee has not been called.

Dean of Libraries Search Committee—Senator Muscio reported that the committee has screened applicants and anticipates five candidates coming to campus for interviews.

New Business

Senators discussed effects of budget cuts on academic programs and relation to across the board or vertical reductions. The impact to teaching, service, and learning were noted. The importance of senate discussion and concerns being expressed through the finance committee was reiterated. Costs of auxiliary units; i.e., athletics, were questioned. The committee is tagging items funded out of instruction.

Senator Aguiar offered an observation that by the time many items of substance are introduced for discussion the senate is running short on time; that meaningful items are not being handled expeditiously and efficiently.

The meeting adjourned at 5:10 p.m.

**MURRAY STATE UNIVERSITY
FACULTY SENATE
February 4, 2003**

The Faculty Senate of Murray State University met in regular session on Tuesday, February 4, 2003. Senators Gill, early childhood and secondary education; Beasley, history; Murray, music; Posey, psychology; and Aguiar, English, were absent. The Department of Biological Sciences remains unrepresented. President Alexander was in attendance. Melissa Kilcoyne represented *The Murray State News* and Eddie Sheridan *The Murray Ledger & Times*. The minutes of January 21 were approved without objection as amended by the senate president.

REPORTS

Board of Regents--Regent Strieter reported that the board has been invited to a trustees conference in Lexington in May. The president is keeping the board informed of budget matters and has forwarded spring and preliminary fall enrollment figures. The president also informed the board that university endowments have suffered during the last two years by approximately 4.6 percent. The national average is 6.1 percent. The board will meet next on March 11.

President Wattier introduced President Alexander and thanked him for taking the time to update the senate on state budget deliberations. Reductions in state appropriations are anticipated between 5.2 and nine (9) percent. The university presidents presented contingency plans to the house sub-committee on education last week. Dr. Alexander has compiled and published comparison studies of private and public universities. He offered explanation of the impact to state funded institutions when there is a shortfall in state appropriations.

He reported that the CPE is pleased with our progress in graduation rates and is being supportive during this budget cycle. The president noted that the university is analyzing everything in its budget to minimize the impact to students and anticipates no hiring freezes noting the importance of a strong base of faculty and staff. The cabinet is meeting regularly to address budget items. The president talked of the momentum the university has at the state level with national rankings and enrollment growth.

Finance--Chair Rose reported that the committee met with Vice President Denton on January 27. He was able to answer several questions in regard to the university budget and audits. The committee met again and discussed a senate response to possible budget reductions. The committee drafted a resolution and forwarded it to the executive committee for review. The committee will meet February 11 to discuss specific recommendations. The chair invited faculty input.

Academic Policies--Chair Pilgrim reported that the committee continues to monitor the strategic planning process. President Wattier added that the provost's presentation to the senate provided helpful feedback.

Executive--President Wattier reported that the committee met last week and unanimously voted to forward the resolution in support of the finance committee's recommendation to prioritize in accordance with the strategic plan. The resolution recommends that any reductions in expenditures be selective and targeted based on the top three priorities identified in the faculty and staff strategic planning survey last spring; high expectations for student learning, strong commitment to academic excellence, and recognition of teaching and learning. The floor was open for discussion. Senators voiced support of recommendations based on strategic planning. Departments voted in straw polls unanimously in favor of the resolution. The president said recommendations would be welcome in university deliberations. He listed three priorities that add value to the student and campus: 1) To strengthen library services; 2) protect student aid; and 3) decentralizing determination of college and school priorities. The resolution was unanimously adopted and was forwarded to the president.

Rules, Elections, and Bylaws--Vice President Palmer reported that the committee will meet next week to determine distribution of guidelines for the board teaching awards. The provost approved the proposed

distribution and has forwarded to the president. Dr. Alexander noted it requires board approval but sees it as a fair apportionment and anticipates passage by the board. If approved, the senate has recommended implementation this year.

The floor was opened for nominations for an at-large vacancy on the executive committee. Dr. John Griffin was elected by acclamation. President Wattier noted the value of having a representative of the university libraries sitting on the committee and commended the president for placing an emphasis on library support.

Handbook and Personnel--Chair Southerland reported that Senator Gill has agreed to stay on the committee insuring membership requirements. The committee met last week and passed Section 1.7, collegiate committee structure. The committee is waiting on input solicited through the provost's office on university advisory committees. The committee agreed to meet less often this semester.

Governmental Affairs--President Wattier offered a report on CPE activities. The university has regained its automatic status for program approval. The university was recognized for this accomplishment at the CPE meeting yesterday. It was announced that monies provided by the Economic Development Cabinet will fund the Regional Center for Emerging Technology. The university presidents also shared contingency plans with the council.

COSFL will meet on February 8. Senator Powell, Regent Strieter, and Vice President Palmer will participate via ITV.

Academic Council

Undergraduate Studies Committee--Catalog proposals will be routed through the council by the end of February.

Graduate Studies--Senator Murphy reported that the committee met on January 23 and elected Dr. Sharon Gill chair upon the resignation of Dr. Ken Carstens. The committee had a program second reading, approved a time extension, and accepted one faculty member into full status.

Library and Academic Support--Senator Rogers reported that the committee will interview the dean candidates. They will convene to draft questions.

Insurance and Benefits--No report.

Residential Colleges--Senator Muscio reported that the college heads will be more directly involved in freshman retention this semester. Each will individually contact those on probation after the fall semester and recruit faculty and freshman year leaders to monitor their progress. Freshman year leaders are being selected for next year and will report more directly to the college heads. The residential colleges are sponsoring an academic quick recall tournament.

Dean of Libraries Search--Senator Muscio announced that the first candidate will be on campus this Thursday and Friday. No open forums are scheduled.

Council on Faculty Development--Regent Strieter will be unable to attend the next meeting and asked for a volunteer to represent the senate.

SACS--Vice President Palmer announced a joint meeting of the SACS Steering Committee and the Quality Enhancement Plan (QEP) Committee. A proposed QEP process will be presented. The QEP is Core Requirement #12 of the compliance audit. An overview was presented to deans and chairs last Friday. Similar presentations will be shared with other groups. Dean Weber and Tim Todd, associate provost, co-chairs of the steering committee, are overseeing the compliance audit process.

Minority Recruitment and Retention--Senator Powell reported that the task force had not met since its

organizational meeting. President Wattier noted that even though we have satisfied CPE requirements for program approvals, this initiative remains important to long range planning.

Student Evaluation Committee has not met since December.

Library Sciences Committee--Senator Garth reported that the committee has not been called. Senator Griffin, who was on sabbatical last semester, asked what the charge was and the distinction from the library and academic support committee of the Academic Council. President Wattier noted that he believes the president will involve them in enhancing services as referred to earlier. In the fall, the president had asked for nominations from the senate to an ad hoc committee. Senators Katy Garth, ZB Smetana, and Ed Thome were recommended as appointees. Senator Griffin suggested a follow up from the senate.

Global Campus--No report.

New Business

Senator At-Large Crofton has resigned. Interested faculty are encouraged to contact the senate president.

The Faculty Senate has been asked to study university liability coverage for faculty advisors of student organizations. Officers of student organizations must register with the university through the Curris Center Office. At that time, they are given an advisory support statement that defines the role of advisors. This statement is also published in the Student Life Handbook. Liability insurance is provided by the university. Any questions regarding the policy can be directed to Mr. Jim Baurer, Curris Center Director.

The meeting adjourned at 4:42 p.m.

**MURRAY STATE UNIVERSITY
FACULTY SENATE
March 4, 2003**

The Faculty Senate of Murray State University met in regular session on Tuesday, March 4, 2003. Twenty-six senators were in attendance. Dr. Ted Brown replaces Dr. Aguiar, who resigned, from English. Dr. Paul Lucko was proxy for Senator Southerland, Department of Social Work, Criminal Justice, and Gerontology, and Ivan Pulinkala for Senator Menchinger, Department of Theatre and Dance. Absent were Senators Garth, nursing, Gupta, BVC, Hall, adolescent education, Beasley, history, Posey, psychology, and Smetana, art. The Department of Biological Sciences remains unrepresented. President Alexander attended. Mr. Eddie Sheridan represented *The Murray Ledger & Times* and Ms. Melissa Kilcoyne for *The Murray State News*.

President Wattier reviewed senate meeting rules. The minutes of February 4 were approved as distributed without objection.

REPORTS

Board of Regents--The next meeting will be March 11. Regent Strieter reported on several committees he serves on as faculty regent. International studies is reviewing agreements to expand international student base on campus. He attended the February 9 COSFL meeting via ITV as well as the finance and handbook committees of the senate.

The Faculty Development Council met on February 10. Senator Pilgrim was proxy for Regent Strieter. Grants for professional development travel were discussed. Funds are very limited. Proposals will be accepted to cover expenses to bring expertise or presentations to campus.

Student Evaluation Committee--The senate leadership attended the last meeting. Students presented 32 questions for review. Students want more specific items than offered by the Washington instrument. The committee hopes to narrow down the number to ten. SGA is discussing the establishment of a student message board. Instructors could access but not respond. The goal of faculty is to return results of the Washington instrument to personnel files.

State Senator Cherry will be on campus April 10 for a presentation in Freed Curd Auditorium.

Regent Strieter has proposed a faculty recognition day for the week of graduation (executive report). He is asking for support of the senate in organizing this event to focus the campus on faculty achievements.

The board has been kept informed of the budget process. He will ask for clarification on carry forward of merit as requested by the senate. The nine-month contract is on the March agenda. He was asked how the nine-month contract might affect retirement. He referred the question to President Alexander. Dr. Alexander noted that the administration has looked at other schools adopting the nine-month contract and that retirement is not an issue. Regent Strieter added that minimal change is noted.

Budget--President Alexander updated the senate on the budget process. State discussions have included funds based on enrollment growth and dialogue of benchmarks and formula funding. Benchmarks are our greatest concern with the CPE. Tuition based programs (enrollment growth)

provide additional funds at the federal level. He provided tuition comparisons with other states and other Kentucky schools. The university remains committed to low tuition.

Finance--Chair Rose withdrew the committee's recommendations given the uncertainty of the state budget. President Wattier referred the recommendations back to the committee to review after actual numbers and impact are known. The Senate version adds \$1 million that was not expected when the committee drafted its recommendations. Senators were asked to share concerns and recommendations with the finance committee.

Executive--The committee offered a resolution in support of a faculty recognition banquet. Concerns of cost and attendance were the only issues of contention. The provost has available funds and suggests that family members of honorees be invited. If passed, the senate president will appoint an ad hoc committee to address concerns and organize the event. The committee will be asked to solicit input and report to the executive committee and offer details at the April senate meeting. President Alexander said he would attend to bring attention to faculty accomplishments.

Regent Strieter asked senators to solicit input from their departments. Senator Powell noted a well attended function to honor all faculty accomplishment at a previous institution. Dr. Strieter added that he does not want to take away from other recognition but wishes to spotlight faculty achievement at the campus level. He noted that the fall luncheon focuses on the coming year and faculty are not apprised of the previous year's recognitions. The resolution passed 14 for, 10 against, with two abstentions.

Handbook and Personnel--Senator Muscio presented the report. Sections 1.4.5 and 1.4.6 of the *Faculty Handbook* were approved by the senate 25/0/2. These sections deal with selection, review, and responsibilities of deans and chairs. Section 1.7, Collegiate Committee Structure, was also approved 24/0/2. The revisions update the procedures to current practice.

Rules, Elections, and Bylaws--Vice President Palmer announced that the revised distribution of the board's teaching excellence awards is on the agenda for March 11. The committee will meet on March 12 to discuss board action and distribute final procedures. The committee will monitor the election process and begin review of next year's regent election guidelines. Administrative assessments will be passed out at the next senate meeting.

Academic Policies--No report.

Governmental Affairs--No report.

COSFL--Senator Powell reported that the February 8 meeting centered on discussion of the budget. Salary and tuition information was shared among institutional representatives. COSFL will meet with CPE staff in March to discuss role of COSFL. CPE will cosponsor an AAUP presentation in Frankfort on October 18, 2003. J. Buck, national AAUP president, will be the featured speaker. This is the first AAUP presentation of its type in Kentucky.

Regent Strieter noted that CPE would continue to look at program productivity. President Wattier listed items in the initial screening: 1) graduates of program; 2) FTE; and 3) external funding (grants) available to support the program.

Academic Council

Undergraduate Studies Committee--Senator Schell reported that the committee continues to be productive with the approval of more courses.

Graduate Studies Committee--Senator Murphy reported that the committee met on February 27 and heard second readings of several course proposals. The committee also heard a report from the graduate syllabus outline committee.

Library and Academic Support Committee--Senator Rogers reported that the committee met recently to work toward re-inclusion of the library in the program proposal process. This would ensure that resources are available to support those programs. The provost had presented a flow chart of the new program process to Academic Council. The committee is meeting with the library dean candidates. Committee members have received good ideas from each of the candidates on ways that the library can be more involved as a whole.

Insurance and Benefits--Chair Bowman reported that the committee would meet soon to elect a new chair.

Residential Colleges--No report.

Library Dean Search--Senator Muscio reported that the finalists were reduced from five with two withdrawals. The committee yesterday decided to reopen the search. Dr. Muscio was unaware of any college head vacancies when asked. Senator Griffin voiced concern that an effective search could not be conducted this spring along with the appointment of an interim dean. President Wattier will ask that a replacement for Dr. Landini (who resigned) be appointed from the senate.

SACS--Vice President Palmer reported that Tim Todd, SACS liaison and co-chair of the steering committee, convened a joint meeting of the steering committee and the quality enhancement plan (QEP) committee. An update was given on the compliance audit and a proposed QEP was presented. Vice President Palmer will present the plan to the academic policies committee and then to the senate in April.

Minority Recruitment and Retention--Senator Powell reported that the committee plans to meet weekly the rest of the semester each Friday. The committee is first developing a questionnaire instrument to administer to minority faculty and then to minority students. The committee will study strategies of other institutions. Preliminary reports will be presented by the end of the semester. President Wattier asked for a report to the senate in May.

Library Sciences--President Wattier noted that he believes that the administration will call this committee into action next year with a new dean. Senator Griffin is in support of the committee and suggests a library representative.

Global Campus--Senator Jesswein reported that the committee has not met recently.

New Business--A proposal introduced by Senator Schell from the Technology Advisory Committee of the College of Humanities and Fine Arts was referred to the academic policies committee. The proposal asks for access to specific full text databases.

The senate adjourned at 4:50 p.m.

MURRAY STATE UNIVERSITY
Faculty Senate
April 1, 2003

The Faculty Senate of Murray State University met in regular session on Tuesday, April 1, 2003. Thirty senators were in attendance. Senators Bowman, Ebert, Miles, and Thiede were absent. Melissa Kilcoyne represented *The Murray State News*. Students Josh Bailey and Jon Wright were also in attendance. The minutes of March 4 were approved as distributed without objection.

REPORTS

Board of Regents—Regent Strieter reported on the March 11 meeting. The board approved the nine-month faculty contract and passed the new distribution of the teaching excellence awards as recommended by the senate. President Wattier congratulated Senator Thome from the Department of Mathematics and Statistics for his work on this proposal.

Regent Strieter discussed the spring banquet as acknowledgment of outstanding accomplishments of faculty with the other regents during the meeting. The ad hoc committee is trying to determine a date and time that will appeal to the greatest number of faculty. Please respond by April 7. Committee members are Elizabeth Powell, Kelly Rogers, and Regent Strieter.

The board approved updates to Section 1.6 of the *Faculty Handbook*. Chair Southerland, handbook and personnel, noted that formal notification to the senate office needs to be made so that the official copy can be updated on the web. President Wattier noted that sections should be posted before the SACS report is submitted.

Senator At-large Rose asked about a contract for the president.

Executive--President Wattier presented a resolution drafted by the executive committee expressing appreciation to the Board of Regents for adopting the above policies that were recommended through shared governance. These proposals originated with faculty, were endorsed by the Faculty Senate, supported by the Provost, and recommended to the board by the President. The motion carried 26 for and 1 against without discussion.

A second resolution drafted by the executive committee dealt with the faculty concern of evaluation data being posted to the student website. President Alexander announced at the fall luncheon that he would appoint a joint committee of faculty and students to make recommendations. The committee approved a separate set of questions to be distributed with the Instructional Assessment System of the University of Washington so that the Washington Instrument can go back to personnel files. These were accepted by SGA and were forwarded for review by faculty. Committee members have noted a need for students to make some modifications and add response sets. The new questions would be done simultaneously with the University of Washington Instrument, but a separate set of reports would be generated for only internal purposes. The ad hoc student evaluation committee has worked this year to reach compromises to satisfy student needs and faculty concerns. President Wattier and other members of the committee and the executive committee felt that this process would obtain both student and faculty objectives. It offers the students course selection information, and the other evaluation data are returned to personnel files for teaching purposes.

Senators expressed several concerns with the resolution, the evaluation process, and the student generated questions. Use in decisions regarding promotion and tenure was a concern, and it is unclear if the Washington instrument will be returned to personnel files. It was felt that the proposal does not address the underlying issue of posting evaluation data in violation of the *Faculty Handbook*.

Senators acknowledged students' right to evaluate instructors and solicit input on course/instructor selection but had several concerns on possible open-endedness of the resolution. They also had concerns that the process could prove harmful to faculty instead of improving teaching. It was suggested that the university attorney be consulted on the potential for liable.

Friendly amendments were read and the question called. The resolution failed 5 for and 18 against with one abstention.

Governmental Affairs—Katy Garth, Chair, reported that the committee will meet this month to discuss legislative issues.

Handbook and Personnel—no report.

Rules, Elections, and Bylaws—Vice President Palmer noted that the committee's recommendations regarding the teaching excellence awards had been forwarded and approved by the Board of Regents. He reminded senators to pick up their assessment packets before leaving the meeting today.

The committee is accepting nominations for three senate representatives to the Academic Council through April 22. Nominations are being accepted through today for collegiate positions on university committees. If no nominations are received, the positions will be filled by dean appointment. No nominations have been received for the College of Education position on the promotion and leave committee nor for the School of Agriculture's position on the academic appeals board. Nominations are also needed for two at-large faculty senate positions. The next Faculty Senate president will fill senate representative vacancies by appointment.

Executive Committee—President Wattier announced the appointment of the nominating committee for next year's senate officers. The senate president has charged the committee, Sharon Gill, Betty Powell, and Ed Thome, to elect a chair and consult with senators. Confidentiality of views should be respected. Tenure and years of service on the senate should be considered. Candidates for vice president should be able and willing to serve as president. The president also suggests that officers be from more than one academic area. The committee should report a slate of candidates to the executive committee on April 29. Election will be by secret ballot at the May 6 senate meeting. Nominations will also be taken from the floor.

Finance – no report.

Academic Council

Undergraduate Studies Committee – no report.

Graduate Studies Committee -- Senator Murphy reported that the committee met on March 27 and had second readings on several proposals and approved one extension. The committee also reviewed the course syllabus outline.

Library and Academic Support -- no report.

Insurance and Benefits -- no report.

Residential Colleges--Senator Muscio reported that the colleges are jointly promoting public tutoring sessions open to all students to be held in all colleges for ENG 101 and math.

Faculty Development Council -- no report.

SACS--Vice President Palmer reported that the quality enhancement plan committee will meet with the president and representatives from the colleges who have expertise in assessment on April 21 at 9 a.m.

Library Sciences Committee -- has not met.

Dean of Libraries Search Committee -- John Griffin was affirmed as a representative from the senate to replace Ann Landini who resigned. Oliver Muscio will continue to serve.

Global Campus Committee -- has not met.

The meeting adjourned at 4:45 p.m.

**MURRAY STATE UNIVERSITY
FACULTY SENATE
May 6, 2003**

Present: L. Bartnik, T. Begley, K. Bowman, C. Coleman, J. Crofton, J. Dillon, B. Driver, R. Ebert, K. Garth, S. Gill, A. Hall, K. Jesswein, B. Menchinger, S. Miles, M. Morgan, S. Muller, J. Navan, O. Muscio, B. Palmer, P. Pittman-Munke, K. Rogers, W. Schell, S. Schneiderman, ZB Smetana, M. Southerland, T. Strieter, E. Thome, M. Wattier, and Dr. Alexander.

News Media: Eddie Sheridan, Murray Ledger & Times

Absent: W. Beasley, history; T. Cantarella, computer information systems, R. Gupta, BVC, and Burl Naugle, geosciences. Biological sciences and music were unrepresented.

President Wattier opened the meeting with acknowledgements of service: Oliver Muscio, 20 years, Sandy Miles, 10 years, and Bill Palmer, Faculty Senate Vice President. Special gifts were presented to Dr. Alexander and Donna Miller, administrative secretary.

The minutes of April 1 were approved as distributed.

REPORTS

Board of Regents

Regent Strieter reported that the board is scheduled to meet May 30.

Student Evaluation Committee

Regent Strieter reported that Dr. Joel Royalty is helping to revise questions. They will be forwarded to the senate.

Faculty Recognition Banquet

Regent Strieter feels that the banquet was successful. He sees the recognition of awards in all disciplines at one time as a definite step forward in enhancing the accomplishments of faculty.

Quality Enhancement Plan

Vice President Palmer, co-chair of the QEP committee, presented an overview of the quality enhancement plan, a core requirement for the SACS Compliance Audit. The committee is developing criteria to systematically challenge the university to develop a method of continuous improvement of the learning environment. The plan involves academic and non-academic units sharing information and is connected to strategic planning. Criteria will be available to departments for review in the fall. Dr. Alexander added benefits to departments in identifying strengths and weaknesses of programs and a means to track progress.

Rules, Elections, and Bylaws

Vice President Palmer announced 54 percent participation in this year's administrative assessment. The committee continues to work on guidelines for next year's faculty regent election. Details for a runoff are being discussed. The committee will present guidelines to the senate in the fall.

Administrative Update

Dr. Alexander briefed the senate on budget and salary items. The administration continues to prioritize salaries. He thanked the senate and its leadership for the cooperative work accomplished this year with the faculty; mentioning

the Regents' Award increases and the nine-month faculty contract. Health care and insurance remain challenges for the university. International enrollments will be studied.

Executive

President Wattier has asked committee chairs to pass forward matters of concern for next year's senate. He also noted accomplishments of the past year; nine-month contract. Quality enhancement will need to be looked at seriously. He thanked executive committee members for their good working relationship and chairs for the progress made through committee work. He too acknowledged successes and thanked the administration for being open to faculty recommendations. He urged active faculty participation in sharing the vision of the institution.

Academic Policies (No report)

Governmental Affairs

Chair Garth encouraged faculty with interests in the areas charged to this committee to sign up for this committee. She reported that no one participated in the last COSFL meeting; everyone was out of town. President Wattier noted the importance of the relationship with the new CPE president and of keeping informed and involved in shaping policies. Senator Powell added that COSFL will sponsor a joint meeting with AAUP in the fall. Senator Dillon encouraged contact with groups external to the university.

Dr. Alexander noted opportunities to the university in coordinating efforts with the new president and the other institutions.

Handbook and Personnel

Chair Southerland thanked her committee for the work accomplished this year. Chapter One has been thoroughly reviewed and several revisions have been forwarded by the provost for review of the president and board. Revisions approved by the board include changes to the university governance system in Sections 1.5.1 and 1.6. Changes yet to be approved include revisions in the employment and responsibilities of deans and chairs, changes to university standing and advisory committees, collegiate committees, and procedures for updates to the handbook.

Items for consideration of next year's committee include:

- 1) Nine month contract handbook language
- 2) Reference to the handbook in faculty contracts
- 3) Intellectual property rights
- 4) Cap for grant earnings, and
- 5) Outside letters for promotion and tenure

Dr. Southerland also introduced a resolution of appreciation to President Wattier for his advocacy of faculty needs and outstanding service to the university. The senate thanked Dr. Wattier by unanimous vote of appreciation. Dr. Wattier was presented a plaque at the recognition banquet last week.

Finance

Chair Rose thanked the committee members. The committee outlined a comparative list of income and expenditures. Information will be shared by email. He urged senators to share this information with colleagues. The CPE also publishes informative data. Percentage of expenditures used for instruction has risen. Dr. Alexander has said he would like to devote more support to the university libraries. The committee has also gathered comparative salary data. Murray compares favorably with regional benchmarks at the lower ranks but not nationally. The committee continues to study the athletic budget.

He thanked the administration for being reasonably helpful and accommodating in providing figures to the committee. Joint meetings were productive. Three needs of the committee: 1) Expertise in governmental accounting; 2) Knowledge of program budgeting vs. line item; and 3) Scrutiny of audit information.

Academic Council (No report)

Insurance and Benefits

Chair Bowman thanked the committee.

Residential Colleges

Senator Muscio encouraged faculty attendance at commencement and honors programs to recognize outstanding student accomplishments.

Dean of Libraries Search

Senator Muscio reported that the committee submitted its report to the president. The committee continues to meet regularly. The next senate president will make an appointment to replace Dr. Ann Landini on the search committee.

Nominating Committee

Senator Thome reported that the committee's recommendation was to open nominations for senate president from the floor. Senator Southerland eloquently nominated Dr. Sharon Gill for 2003-04 senate president. The nomination was seconded and Senator Gill was elected by acclamation. Dr. Oliver Muscio was presented for nomination for senate vice president by the nominating committee. There were no other nominations and Senator Muscio was also elected by acclamation.

President Gill asked Winfield Rose, Katy Garth, and Mittie Southerland to continue as chairs of their respective committees over the summer and appointed Ed Thome as temporary chair of the Academic Policies Committee. Permanent chairs will be elected at the September senate meeting. The meeting adjourned at 5:10 p.m.

**MURRAY STATE UNIVERSITY
FACULTY SENATE
September 2, 2003**

Present: B. Almquist, L. Bartnik, T. Begley, K. Bowman, T. Cantarella, C. Coleman, J. Crofton, J. Dillon, B. Driver, K. Garth, S. Gill, R. Gupta, A. Hall, K. Jesswein, B. Menchinger, M. Morgan, S. Muller, J. Navan, O. Muscio, P. Pittman-Munke, W. Rose, W. Schell, S. Schneiderman, ZB Smetana, M. Southerland, T. Strieter, E. Thome, M. Wattier, S. West, S. White, M. Wiggins, P. Williams, and Dr. Alexander.
Proxies: Pam Edwards for Wayne Beasley, history.

News Media: Lauren Friskel, The Murray State News

Absent: Reika Ebert, modern languages (M. Grimes, proxy) and Sandy Miles, management, marketing, and business administration (on sabbatical), B. Naugle, geosciences, and B. Palmer, IET.

Dr. Gill opened the meeting by introducing and welcoming new senators and introducing herself as president. The minutes of May 6 were approved with two corrections.

REPORTS

Board of Regents

Regent Strieter reported that the board had met four times since the last senate meeting counting the regular quarterly meetings, the CPE meeting on campus over the summer, and the annual board retreat held in August. The board has been briefed on enrollment increases and has discussed web course enrollment. The board approved tuition increases and anticipates further budget cuts. Considerable increases in healthcare continue to be a concern. The university has installed new security features on campus and has worked with the City of Murray to secure bonds for a new residential college facility. Dr. Strieter and other regents will attend the Governor's Conference on Postsecondary Education later this month. The next board meeting is scheduled for September 26. Dr. Alexander noted that the university has refinanced bonds at lower rates of interest. [Savings were significant allowing flexibility in managing budget problems.](#)

Administrative

President Gill gave an overview of the senate's purpose to function as an advisory body to the president and to make recommendations regarding the educational function of the university as a part of shared governance.

Dr. Alexander thanked the senate for the opportunities to speak on issues and welcomed working with the senate again this year. He briefed the senate on the political environment of education. He will have the opportunity to further publicize MSU's

accountability performance and affordability this week on “Comment on Kentucky” (in conjunction with the Murray/UK football game). Recruiting top faculty remains a priority of the institution and he would like to focus on major renovation of the library and its holdings. He noted benefits to health related issues through the new Recreation and Wellness Center; programs to encourage good, healthy lifestyle patterns for faculty and staff. Vice President Muscio noted positive publicity in USA Today. Senator Wattier asked if the university could track hits on its homepage. Dr. Alexander noted we have numbers.

Dr. Alexander stressed the importance faculty have had in the current momentum for the university. He noted how the state and the nation are trying to deal with decreases in international enrollments and the impact of online education and implications for the university. He briefly mentioned the impact of online course charges to our students and agrees with concerns.

President Gill thanked the president for his willingness to work with faculty and his openness to answer questions. She then stressed the importance of committee work and asked committee chairs to provide brief descriptions of their committees. As an example of shared governance, the senate has received a proposal concerning external peer review from the provost. The executive committee has referred it to the academic policies committee for study and recommendation.

Academic Policies

Dr. Ed Thome, interim chair, reported that the committee has the responsibility of initiating and review of academic issues of the university. The committee will review the proposal to include external peer review as a part of the tenure application process for probationary faculty. He asked senators to solicit feedback from colleagues.

Finance

Dr. Winfield Rose, interim chair, reported that the committee serves an oversight role, tracking trends and patterns in receipts and expenditures and addressing budget priorities of the university. Last year the committee primarily gathered data as it became available. The committee meets the second Tuesday of each month. The committee will meet next Tuesday with Vice President Denton to address transfers to the MSU Foundation. He also encouraged feedback from faculty on issues for the committee.

Governmental Affairs

Senator Garth, interim chair, reported that the committee’s primary function is to keep faculty informed of legislative policy and administrative issues, both public and private that influence the university’s faculty, staff, and students. The committee also stays informed from a political standpoint.

President Gill added that the chair or another faculty member represents MSU on the

Coalition of Senate Faculty Leadership (COSFL), a statewide body of faculty leadership, along with the senate president and faculty regent. The committee will meet and select the COSFL representative.

Handbook and Personnel

Dr. Mittie Southerland, interim chair, reported that the committee's focus has been to get the *Faculty Handbook* up to date. The committee has made considerable progress in communicating with the provost's office. The committee is responsible for considering policies, rights, and responsibilities of faculty and inserting language into the *Handbook*.

Rules, Elections, and Bylaws

Vice President Muscio reported that the committee is responsible for preparing electoral rolls and conducting elections and review of the Faculty Senate's constitution and bylaws. The committee also administers the administrative assessments and regents' teaching excellence awards. President Gill noted that the committee would be in charge of the faculty regent election this year.

Executive

President Gill listed the composition of the executive committee and outlined its charge. The committee consists of the senate officers, committee chairs, three at-large members elected from the senate as a whole, and the faculty regent. Its purpose is to set the senate agenda and serve as a liaison between the faculty senate and the president and administration.

The senate adjourned to committees to elect chairs and set meeting times. Chairs are: Ed Thome, Academic Policies; Winfield Rose, Finance; Peggy Pittman-Munke, Governmental Affairs; Mittie Southerland, Handbook and Personnel, and Vice President Muscio, Rules, Elections, and Bylaws. Senator Wattier recommended Senator Southerland as parliamentarian.

Insurance and Benefits

Senator Garth reported that the committee is very active in the fall making recommendations regarding insurance to the administration through Human Resources. The committee strives to provide the most insurance coverage with the least possible costs for employees. The committee also deals with other benefits. She noted that this committee serves as a vital, working example of shared governance. A lot of progress has been made working with the administration. The administration is listening to faculty input, acting on recommendations, and relaying information to faculty and staff. She encouraged input to the committee. Each academic college is represented through Faculty Senate appointments.

Academic Council

Nominations were accepted for faculty senate vacancies on the graduate studies committee and the library and academic support committee. Jennifer Schatz will represent the senate on the library and academic support committee. Bill Schell was appointed to the graduate studies committee. Other senate representatives are: Peggy Pittman-Munke, Steve Schneiderman, undergraduate studies, and Kelly Rogers, library and academic support.

Dean of Libraries Search

Linda Bartnik replaces Ann Landini as senate representative on the search committee. Dr. Muscio continues on the committee.

Residential Colleges

Dr. Muscio reported that the colleges will centralize tutoring this fall. The colleges will offer several opportunities during Family Weekend, September 19-21. He encouraged faculty to attend to meet with students and families.

New Business

President Gill noted that this is the time in the meeting for faculty to have the opportunity to bring up new issues for senate work and for the senate leadership to bring items from the administration.

The floor was then opened for nominations for at-large members to the executive committee. The committee meets one week prior to the senate to set the agenda. Senators Arlene Hall, Joy Navan, and Steve White were elected by acclamation.

Regent Strieter announced that the next meeting of COSFL (via ITV in Murray) will be September 13.

The senate held preliminary discussion on the external peer review proposal forwarded from the provost. Senators were asked to submit written comments and feedback from their colleagues to the academic policies committee.

The senate adjourned at 4:55 p.m.

Murray State University
Faculty Senate
October 7, 2003

Present: B. Almquist, L. Bartnik, T. Begley, T. Cantarella, C. Coleman, J. Dillon, K. Garth, S. Gill, R. Gupta, A. Hall, B. Menchinger, S. Muller, O. Muscio, B. Naugle, B. Palmer, P. Pittman-Munke, W. Rose, W. Schell, S. Schneiderman, ZB Smetana, M. Southerland, T. Strieter, E. Thome, M. Wattier, S. West, S. White, M. Wiggins, P. Williams, and Dr. Alexander.

Proxies: George Kipphut for Burl Naugle, geosciences, Milton Grimes for Reika Ebert, modern languages, and Brenda Sheets for Sandy Miles, management, marketing, and business administration. **Guests:** Josh Rose, SGA President, and Harper Southerland. **News Media:** None

Absent: Wayne Beasley, history, J. Crofton, physics, B. Driver, accounting, M. Morgan, English, Mary Tripp Reed, economics and finance, and J. Navan, educational standards, leadership, and counseling.

The minutes of September 2 were approved as written.

REPORTS

Board of Regents

Regent Strieter reported that construction of the Regional Center for Emerging Technology has begun and is being funded by state and federal agencies.

He will participate in the CPE/AAUP panel discussion on collegial governance on October 18. Issues include budget and contingent faculty. He attended the Governor's Trustee Conference September 21-22; the gubernatorial candidates spoke.

The board met on September 26. A new residential college with a dining facility will be built through city bond financing that students will pay off with housing fees. The board heard preliminary enrollment figures. Off campus and international enrollment is down but freshman enrollment is up.

The strategic plan was approved including a new shared governance statement that was endorsed by the board. Properties were purchased for new parking. Senator Wattier asked if there was any discussion of tying the new strategic plan to spending or faculty being involved in budget planning. Dr. Strieter responded that the board approved the plan with little discussion. The board also received the six-year capital plan that includes: 1) the second phase of the science building; 2) a new security building; and 3) renovation of Waterfield Library.

The next meeting of the board is December 5.

Student Government Association

President Gill recognized Josh Rose, SGA President. He sees his focus as president to keep students in touch with campus and answer questions for students. He has attended this meeting to listen for input as regent on behalf of all.

Minutes

Senator Schell asked if it was appropriate to entertain changes to the minutes and was told they had already been approved.

Academic Policies

Chair Thome reported that the committee met on September 9 and discussed the external review policy forwarded by the provost. The committee discussed feedback and invited the president to meet with them on September 19. He was interested in discussion and is receptive to adjustments. The policy would take affect in August 2004 with new hires. The committee will continue to work on the policy and will still accept feedback from departments.

Finance

Chair Rose reported that the committee met on September 9 with Vice President Denton to discuss transfers to the foundation. Mr. Denton informed the committee that they had misread the document (unaudited supplementary schedules) and that funds had actually been transferred from the foundation to various university accounts. The committee discussed its agenda for the year. A main focus is to get faculty participation in the budgetary process. The committee voted to invite President Alexander to the next meeting. Dr. Rose drafted a letter and delivered it personally. Dr. Alexander has been out of town and has not yet replied. The committee will meet next Tuesday, October 14, to review the CUPA Faculty Salary Survey Data and the university budget. He encouraged suggestions for the committee.

Governmental Affairs

Chair Pittman-Munke reported that she and Regent Strieter attended a COSFL meeting via ITV on September 13. Regent Strieter agreed to serve as Murray's representative on a collegial governance panel at the AAUP/CPE sponsored meeting on October 18. COSFL officers were elected. Dr. Pittman-Munke informed senators that she is getting daily news articles from CPE (COSFL listserv) and would be willing to request additions of any interested faculty to the distribution list.

Handbook and Personnel

Chair Southerland reported that the committee met on September 30. The status of handbook

items has remained unchanged over the summer. The committee will meet again on October 28 at 2:15 p.m. in Room 2104 of Alexander Hall.

Rules, Elections, and Bylaws

Vice President Muscio reported that the committee would meet soon to discuss agenda items.

Executive

President Gill reported that the committee met and discussed external peer review and faculty evaluations. President Gill will request a meeting with the president to discuss the importance of an updated *Faculty Handbook*. Chair Southerland noted the importance of having practices and expectations of faculty spelled out. President Gill will try to get feedback on items awaiting action by the president. She would like to see the *Handbook* completed this year.

The joint committee of faculty and students appointed by the president to review faculty evaluations worked on a list of questions that are currently being considered by the university attorney. The committee will review his comments and forward its recommendations to the Faculty Senate.

President Gill announced further appointments to committees. Dick Flynn represents the College of Education on the Faculty and Staff Insurance and Benefits Committee. The committee has elected Katy Garth as its new chair. The senate still needs a representative on the graduate studies committee of the University Academic Council. Vice President Muscio added that if you have an interest in graduate education that this is the committee to be on. Sally West, senator at-large, volunteered.

Insurance and Benefits

Chair Garth reported that the committee met three times before healthcare increases were released. Overruns of \$863,000 were improved from last year's \$1.4 million. The committee strived to minimize changes in employee contribution. The university contributed an additional \$350,000. There was a 35 percent premium increase. Co-pays will be five dollars more.

She will look at approved providers for inclusion of Vanderbilt Medical Center in Nashville. Senator Schell reported that it had been removed from the list. Regent Strieter forwarded an email to the committee with concerns over the increases and asked if the committee had other responses. Chair Garth had forwarded the plan changes to her

college and has not received any feedback. She noted that Human Resources had been able to contain costs for the last two years and felt that faculty and staff were expecting changes at some point.

Winfield Rose noted wording problems with the announcement sent out by Human Resources. Senator Smetana asked how Murray's situation compares to our benchmarks and other

institutions in the state. Chair Garth reported that our plan is cheaper to the employee than the other plans in Kentucky. However, she has no comparisons on coverage. Murray remains the only school that subsidizes families and has maintained that coverage without drastically increasing employee contribution. Dr. Grimes, proxy for modern languages, reported that WKU employees pay nothing for themselves but pay \$460 for family coverage. Regent Strieter noted the importance of family coverage in recruiting faculty and staff. Chair Garth added that the administration is committed to that. The university's contribution covers last year's deficit and projects for the next year.

Residential Colleges - No report.

Faculty Club - Dr. Bob Lochte, board member, presented the annual report (appendix to these minutes). The club has received donations of furnishings and will host a faculty reception on Thursday, October 9, from 4-5:30 p.m. He noted membership and services available to departments and individuals.

Faculty Development - Regent Strieter reported that the Council on Faculty Development would meet on October 15.

Task Force for Diversity - Betty Powell, senate representative, informed the senate that the task force has not met this semester.

Dean of Libraries Search - The committee did meet last week and is screening applications.

Naming Committee - Dr. Wattier reported that the committee has not met.

New Business

Senator Schneiderman, at-large, suggested that the executive committee screen committees listed on the agenda as "other committees" for agenda items for expediency.

Senator White, biological sciences, reported a concern regarding reduction in benefits of TIAA-KREF participants. Chair Garth, insurance and benefits, agreed to investigate.

The meeting adjourned at 4:30 p.m.

Murray State University
Faculty Senate
November 4, 2003

Present: B. Almquist, L. Bartnik, W. Beasley, T. Cantarella, C. Coleman, B. Driver, K. Garth, S. Gill, R. Gupta, A. Hall, B. Menchinger, M. Morgan, S. Muller, O. Muscio, B. Naugle, J. Navan, B. Palmer, P. Pittman-Munke, W. Schell, S. Schneiderman, ZB Smetana, M. Southerland, T. Strieter, E. Thome, M. Wattier, S. West, S. White, M. Wiggins, P. Williams, and Dr. Alexander. **Proxies:** Brenda Sheets for Sandy Miles, management, marketing, and business administration.

News Media: Kristin Taylor, The Murray Ledger and Times

Absent: T. Begley, occupational safety and health, J. Crofton, physics, J. Dillon, journalism and mass communication, Milton Grimes for Reika Ebert, modern languages, and W. Rose, senator at-large.

The minutes of October 7 were approved as written.

REPORTS

Board of Regents

Regent Strieter reported on his participation in the AAUP/CPE sponsored conference on October 18. Speakers included Jane Buck, National AAUP President, and Tom Layzell, CPE President. Dr. Strieter was a panelist on shared governance. Discussion centered on two items: faculty participation in the budget making process and contingent faculty.

Faculty consensus is that shared governance is in a growth cycle in Kentucky. The numbers of part-time faculty across the state is a major concern. Seventy-one percent (71%) of the faculty at Murray, however, are full-time which is above the national average. The president noted that national rankings are based on tenured degrees and faculty/student ratios. The president added that we retain quality by spending a higher percentage (approximately \$2,900) per student than some other institutions. He discussed the relationship between efficiency and rankings.

The next scheduled meeting of the Board of Regents is December 5.

Some departments have shared a concern that they have lost their ability to hire/fire faculty at some satellite campuses. Continuing Education and Academic Outreach is taking a more active role in these processes. Senators expressed concern that quality might be jeopardized. Regent Strieter agreed that is the concern.

Sally West, senator at-large from the Paducah campus, reported that credentials are screened and hiring is approved through the corresponding department in the College of Education. Teaching staff are expected to follow the course syllabi and procedures are explained at meetings before each semester. Joy Navan, educational studies, leadership and counseling, questioned if these adjuncts were screened through a departmental

committee or by the chair. It was noted that not all the campuses work the same way. The executive committee has asked the Academic Policies Committee to look at hiring practices for the satellite campuses. Dr. Alexander will also review.

Administrative

President Gill recognized Dr. Alexander. He reported on state budget discussions. He has attended meetings on a budget anticipating new revenues. He noted that Murray considers needed revenues each spring during its annual budget process. The university identifies areas of greatest need. The university remains committed to accessibility and affordability and has maintained its low faculty/student ratio. He noted restrictions for students during mid-year tuition adjustments at other schools and the consequences of shifting the tax burden to students. Elections will impact the budget process. Multiple agenda items continue to drive legislative decisions with health care costs a major concern.

Academic Policies

Chair Thome reported that the committee met on October 14 to discuss the external peer review proposal. The committee members felt that more information was needed and invited the president to meet with them; that meeting is November 6. The committee will have its regular meeting on November 11.

Finance

Senator Wattier presented the report on behalf of Chair Rose who serves as an election precinct administrator. The committee met on October 14 and discussed faculty participation in the budget process. The committee hopes to work with the president on budget matters facing the university.

The committee has debated increasing salary stipends at the associate and full levels to help long term faculty. The committee is also researching levels of promotion opportunity above full professor (based on merit review). The committee will monitor faculty reductions in terms of budget cost savings to the university.

Governmental Affairs

Chair Pittman-Munke attended the CPE/AAUP Conference on October 18 and reported that Regent Strieter well represented Murray's faculty. She announced that the Louisville AAUP Chapter will accept memberships at one-half price and has agreed to keep faculty state-wide informed of its activities.

The committee has been asked to look at KTRS/ORP (TIAA-KREF) retirement contributions. Chair Pittman-Munke has solicited information from COSFL. UK, U of L, and Northern do not participate in KTRS. This is a legislative issue. Institutions have to contribute greater percentages to KTRS for the option of faculty participating in other

retirement plans. Senator Wattier reported that this issue had been taken up by COSFL in the past and there was no legislative support for change. It was noted that employee optional retirement plan accounts will suffer due to increased KTRS contributions by the university. The committee will review information.

Regent Strieter added that COSFL will meet with CPE President Layzell on November 15. MSU faculty are invited to attend via ITV. Dr. Strieter will participate; Dr. Pittman-Munke will be out of town at a conference.

Handbook and Personnel

Chair Southerland reported that the committee met on October 28 and will next meet on November 18 continuing to progress on remaining sections of the *Faculty Handbook*; nothing to report at this time. The committee will circulate recommendations one week in advance of a senate meeting for review after committee approval.

Rules, Elections, and Bylaws

No report. Vice President Muscio will call a meeting soon to consider and review guidelines for the Regents Teaching Excellence Awards and the faculty regent election next spring.

Executive

President Gill reported she had met with Dr. Alexander to discuss the *Faculty Handbook* and that he is willing to get our revisions through.

The executive committee met last week and considered faculty concerns with KTRS/ORPs and forwarded the issue to governmental affairs to gather more information. Senator Wattier warned of possible hesitation by COSFL to include in its legislative agenda.

President Gill apologized to Dr. Bill Schell, senator at-large, for not entertaining his request to revise senate minutes after they were approved. She informed the senate that Roberts' Rules does allow for a motion to change minutes after approval.

The committee decided that the senate should look at issues associated with the satellite campuses to insure quality of programs similar to those on the main campus.

The Committee on Faculty Evaluations has reported that revised questions are being reviewed by the university attorney.

Academic Council

Undergraduate Studies Committee – Senator Pittman-Munke reported that the committee has had a first reading of a proposal to reduce the minimum number of hours for

graduation from 128 to 120. According to Donna Harris, registrar, this allows needed flexibility for some students. Dr. Alexander confirmed that this policy offers discipline based flexibility, puts us in line with other institutions nationally, and would provide legislative leverage.

Graduate Studies Committee – President Gill reported the resignation of Sally West as Faculty Senate Representative. Senator Schell is the other representative to this committee and President Gill represents her college and is chair. No other report.

Library and Academic Support Committee – No report.

Insurance and Benefits

Chair Garth reported that the committee had not met since the last senate meeting. However, she and Dr. Schell confirmed through Human Resources that Vanderbilt remains in the Kentucky BCBS package through an articulation agreement.

She reported that the committee has plans to meet more often during the year to have a better idea of future changes. The committee has traditionally not met much after the September/October enrollment period.

Residential Colleges

Vice President Muscio reported that the residential college heads have been meeting with at risk students identified by retention alerts and through first-year leaders. The colleges are planning for December graduation.

Dr. Alexander added his concern over the widening disparity of at risk males and his interest in studying academic gender patterns. Senator Navan suggested a mentoring program with male role models.

The Council on Faculty Development – Regent Strieter reported that the meeting scheduled for October was cancelled.

Blue Ribbon Task Force on Diversity – Betty Powell, senate representative, reported that it has not met this semester.

Dean of Libraries Search Committee – Vice President Muscio reported that letters of recommendation have been received and that the committee will meet soon for final screening. Senator Wattier asked if there were plans for open meetings with the candidates. Dr. Muscio confirmed that opportunity.

Being no old or new business, the meeting adjourned 4:30 p.m.

Murray State University
Faculty Senate
December 2, 2003

Present: B. Almquist, L. Bartnik, T. Begley, T. Cantarella, C. Coleman, J. Crofton, J. Dillon, B. Driver, K. Garth, S. Gill, R. Gupta, A. Hall, K. Jesswein, B. Menchinger, M. Morgan, S. Muller, O. Muscio, B. Naugle, J. Navan, B. Palmer, P. Pittman-Munke, W. Schell, S. Schneiderman, ZB Smetana, T. Strieter, E. Thome, M. Wattier, S. White, M. Wiggins, and P. Williams.

Proxies: Paul Lucko for Mittie Southerland, social work, criminal justice, and gerontology.

News Media: None

Absent: W. Beasley, history, Milton Grimes for Reika Ebert, modern languages, W. Rose, senator at-large, Brenda Sheets for Sandy Miles, management, marketing, and business administration, and S. West, senator at-large.

The minutes of November 4 were approved as written.

REPORTS

Board of Regents

Regent Strieter reported that the board had not met since the last senate meeting. Fall enrollment figures have been released; 10,100 (1.8 percent increase). The next board meeting is December 5. Agenda items include new property acquisitions and the president's contract. As regent, he is a representative to COSFL. COSFL and the CPE are planning for the legislative session beginning in January. He sees both organizations being more active with the legislature.

Faculty Development Council—Regent Strieter reported a meeting on November 5. The council is charged with the evaluation of faculty grant monies of \$30,000. Fifteen thousand dollars are distributed each semester with the focus on development activities for teaching and learning. The deadline for spring 2004 proposals is December 31 and the application is available online.

Academic Policies

Chair Thome reported that the committee met with President Alexander on November 6 to discuss outside letters. The committee met again on November 11 and is working on the proposal in regard to diversity of departments and their mission. Any compromise with the administration's original proposal will be brought to the senate for review.

Finance

Senator Wattier, government, law, and international affairs, gave the report for Chair Rose. The committee met on November 11 and approved a resolution concerning

promotion stipends. The intent is to bring salaries for full professors closer to benchmark. The executive committee unanimously endorsed the resolution.

The resolution (attached as a part of these minutes) was debated and approved by the senate 25/2. It recommends that promotion stipends from assistant to associate and from associate to full be increased and that the dollar amounts be annually adjusted by the cost of living.

The committee decided it best to address future and current situations separately in order to engage the campus in discussion and develop a system to bring all salaries up to benchmark. This resolution only addressed future promotions. The committee will study the situation of current faculty and propose a remedy to help those at the professor rank. The promotion process and salary differentials among colleges and departments were discussed.

The committee has discussed three possible options for current professors:

- 1) Create sub-ranks within full;
- 2) Higher percentage raise pools based on merit judgment on annual review; do for sufficient amount of time to bring up to benchmarks; or
- 3) Separate pool of money to apply to those who were promoted with a very small stipend several years ago (based on merit).

Governmental Affairs

Chair Pittman-Munke reported that COSFL met with Tom Layzell, CPE President, to discuss the CPE funding request, benchmarks, and budget recommendations. The university presidents have united in their requests for higher education.

Handbook and Personnel

Senator Navan gave the report for Chair Southerland. The committee met on November 18 and will meet again on January 13 to continue review of the *Handbook*.

Rules, Elections, and Bylaws

Vice President Muscio reported that the committee met on November 21 and approved recommended procedures for the teaching excellence awards and the faculty regent election.

Procedures for the teaching excellence awards remain unchanged from last year with the approved allocation of awards between colleges. The senate unanimously approved the 2004 procedures.

The committee has spent considerable time discussing definitions of qualified faculty as candidates for faculty regent and methods of voting and counting ballots. The committee

recommends preferential voting to avoid run offs when there are more than two candidates and elect a regent who has the broadest support of faculty. The committee recommended that a candidate be tenured. The senate voted to require tenure; 26/2/0. The senate also voted to require that a person in an acting administrative position resign if elected as regent; 27/0. In discussion, the question arose of power of the senate to demand that someone resign their position. Senate leadership responded that the senate had that authority in defining the rules of the election and asked that the rules be forwarded to Handbook and Personnel for permanent inclusion in the *Bylaws*. The procedures were approved 26/1/1.

Executive

President Gill reported that the committee met two weeks ago and discussed all of the preceding agenda items among others. Senator Wattier asked about the status of the student evaluation questions. President Gill has been in communication with the president. He has promised to get them from the university attorney's office. She talked with Tim Todd, chair of the committee, today, and he expects them very soon. The Faculty Senate should have them by its next meeting.

Academic Council

Undergraduate Studies met and has passed several items on first and second readings. There is one Faculty Senate vacancy on this committee.

Graduate Studies met and passed a number of routine items. There are two Faculty Senate vacancies on this committee. Dr. Schell has asked to be replaced due to a class schedule conflict. President Gill chairs that committee.

Library and Academic Support – no report.

Insurance and Benefits

Chair Garth reported that the committee met in November. Joyce Gordon brought before the committee increased costs for workers compensation for next year of 57 percent which reduces total cost benefits to the university. The university is contemplating requiring spouses to join available job insurance plans. The approach of other institutions was shared: 1) Spousal coverage as secondary provider; 2) Surcharge; 3) Reorganization of entire cost structure. The committee held no discussion on specifics without additional coverage.

The university anticipates \$150,000 savings with a two to three percent difference in employee contribution. Chair Garth asked for feedback from faculty on specific impact to individuals. The committee will need to make a recommendation to the administration next semester.

Residential Colleges

Vice President Muscio invited faculty to the Senior Breakfast on Thursday at 8 a.m.

Task Force for Diversity - no report; hasn't met.

Dean of Libraries Search Committee - Candidate interviews are underway.

New Business

Faculty members, David Kraemer and Ginny Richerson, coordinators of the faculty and staff campaign for Waterfield Library, explained the program and solicited faculty involvement; \$5,000 has been pledged to date by faculty and staff. Strong base support from the campus is vital to external donations. Renovations planned with the \$2 million goal include cosmetic expansions and update of the infrastructure and technology access. Enhancement of faculty resources, new group and individual study areas, and creation of digital resources are also on the list. A goal of \$50,000 is targeted from faculty and staff by the end of December. Renovations will enhance the learning environment of the community.

The senate adjourned at 4:50 p.m.