

FACULTY SENATE MINUTES  
April 21, 2008

The Pittsburg State University Faculty Senate met 3:30 p.m. Monday, April 21, 2008, in 316 Hughes Hall, with Dr. Brenda Frieden, president, presiding.

Dr. Frieden welcomed the new At-Large members who were present to vote on the new officers' slate. The prepared handout provided names and positions and was approved unanimously by both new and current faculty senate members in attendance. The 2008-2009 officers will be:

Past President	Brenda Frieden
President	Mark Johnson
President-Elect	Ananda Jayawardhana
Secretary	Sean Lauderdale
Parliamentarian	Myriam Krepps
College of Arts & Science	Hazel Coltharp
College of Arts & Science	Serif Uran
College of Business	Wei Sha
College of Education	Marilyn Dishman-Horst
College of Technology	Roger Adams

Elected At-Large Members for 2008-2010 include:

Joe Arruda	Tim Bailey
Becky Brannock	Nancy Brooker
Hazel Coltharp	Maeve Cummings
Kathleen Degrave	Chris Fogliasso
Don Judd	Bob Kehle
Don Viney	Paul Zagorski

New At-large members were invited to stay, but were allowed to leave at this time.

### **March Minutes**

The minutes of March 24, 2008 were approved.

### **University Undergraduate Curriculum Committee Report**

Julie Allison reported for the General Education Committee that the recommended changes in Chemistry's proposed new emphasis of Pharmaceutical were approved. It was felt that there was a very legitimate need to better meet the needs of the students and this change would increase the ability of the department to recruit students to this unique program of study.

The question was posed whether to approve the curriculum committee packet as an entire block. Discussion was initiated on the Senate's preference regarding voting on the Chemistry proposal separate from the remainder of the packet.

Dr. Siam explained the benefits of the Pharmaceutical program of study as assisting the Chemistry department and thus the University in recruitment to this unique program. It allows students to study at PSU two years, transfer back two years from whatever Pharmacy school the student selects and complete a Bachelor of Science in Chemistry with a Pharmaceutical emphasis from PSU. These students otherwise would never earn a

bachelor's degree making it difficult should they wish to pursue additional education beyond or instead of a pharmacy degree.

Concerns addressed on this subject included: no minors, did not wish to make PSU appear as a technical school, need to understand socially the value of general education, if WL would still be required, would not include any producing and consuming or cultural studies options at PSU and thus by removing the selected general education components the liberal arts concentration is lost.

Dr. Siam explained that there would be classes taken at the pharmacy school level that would be part of the transferred hours that relate to producing and consuming. He assured that WL policy would still be upheld, and the students would be advised in advance regarding the specific courses within the Pharmaceutical general education at PSU to promote transferability.

The discussion changed to the Bachelor of Integrated Studies with a major in Analytics. It was asked how the proposal was processed up committee level considering it was not associated with any one academic department. It was explained it went from the Arts and Science Curriculum committee to the University Undergrad Curriculum committee.

Dr. Jayawardhana had one minor technical issue with the proposed program of study. He felt other options were needed within the elective component and suggested MATH 749 - Time Series Analysis. Bobby Winters indicated he was not opposed to adding this course to the elective list.

Harry Humphries suggested while on the subject of integrating courses that SOSCI 584 – Medical Sociology needs to be added as a general education option for Nursing majors. Dr. Zagorski responded that general education cannot be changed for one major at this time. Jan Scheiefelbein noted that she would take the suggestion to the Nursing staff for further discussion at the department level.

Laura Washburn motioned to separate the packet and to divide out pharmacy from the rest of the curriculum committee package. The motion to divide was not approved. A vote was taken on approving entire packet, with one member abstaining and other against, the motion carried.

### **Academic Affairs Committee Report**

Dr. Robert Schwindt distributed handouts reflecting proposed policies on Emergency or Inclement Weather, Final Exam Overload, and catalog copy on repeated courses. Since their committee met, Faculty Senate had created an Ad Hoc committee on an Emergency or Inclement Weather policy and thus this policy was pulled from the committee recommendations.

There was discussion on the Final Exam policy. It was noted that it was created to formalize and provide a written policy where none previously existed. Concerns were raised on how this infringes on the academic freedom of the professor and how the Academic Vice President is likely to respond should a student petition to that level to resolve. Assurances were given that the VP would communicate the concern with all involved instructors to resolve the concern to everyone's best interest. It was also noted that it would be rare that three exams would be on the same day if the final exam schedule is followed.

On the subject of the repeat policy, a short conversation on a student's need to repeat a grade of "C" was initiated and quickly resolved.

The motion was made to approve the Academic Affairs Committee Report. An oral vote was taken, which resulted in the need for a hand vote. The motion passed with the majority approving, 6 senators opposed, and 1 abstaining.

### **Announcements**

*Vice President of Academic Affairs*

Dr. Scott, Vice President of Academic Affairs, was out of the country at the time of the April meeting.

### **Remarks**

*PSU/KNEA*

Dr. Paul Zagorski, PSU/KNEA president indicated a need for feedback on a recent MrBulke sent to faculty regarding contract issues. He asked that anyone with comments should contact him or a member of the bargaining team prior to May 1<sup>st</sup>. Dr. Zagorski noted that attendance at open meetings was not overwhelming and KNEA needs as much input as possible. Concerns to be addressed include:

- 1) Tenure/grievance change
- 2) Salary dollars – how should they be allocated?
  - At present no dollar amount is known, but PSU-KNEA has asked for 4%*
  - There are two basic options for allocation of the salary increase:*
    - A. As last year, add most new salary money to the cost of living allowance (COLA)
    - B. Or to help with pay equity issues, put most of the FY 2009 increase toward moving individual faculty closer to the CUPA average for their rank and discipline. (CUPA –HR = College and University Professional Association – Human Resources. The organization compiles a National Data Base on professors' salaries)

*Zagorski noted that if an individual is close to the CUPA average for rank and discipline, it would be more advantageous for him/her personally to have the allocation directed primarily to the cost of living allowance.*

*Faculty Senate President*

Dr. Brenda Frieden shared that the Regents were considering hiring a consultant to respond to Crisis Management Plans created by each college. The consensus at this time is that signs banning firearms are appropriate for all buildings and all entrances.

Dr. Frieden indicated the new policy to conduct criminal background checks for new hires is moving forward.

Emporia State University is now offering courses in the Kansas City area. She is aware of Master degrees in Curriculum and Instruction, Educational Leadership and Special Education.

Dr. Frieden indicated that Faculty Senate Executive Committee will meet on May 5<sup>th</sup> to assign committee members for 2008-2009.

### **Committee Reports**

No reports given at this time.

### **Unfinished Business**

Noted that Registrar's Office Forms web link has form for course change, deletion and creation, but it is specific for academic courses. There needs to be a form that would work for development of new programs like IKE. Plea was made to have uniformity of forms and a form for committee routing other than course changes.

### **New Business**

Dr. Mark Johnson announced that the Ad Hoc Committee on Inclement Weather had met and after a thorough search of many other college websites for such a policy, it was found that PSU has a link of our own very comprehensive policy on the President's home page at <http://www.pittstate.edu/pres/policies1.html>. The plan speaks specifically to Severe Weather Emergency Plan and procedures for canceling classes or curtailing other university operations. Obviously there is policy in place, but not easily found on our website and it was felt the university public was not well informed of the existing policy. When doing an A-Z search there is no notation for policy or weather.

Concerns still being presented included: support staff must be here or take vacation or be docked pay, emergency support staff must be on hand, students need other ways of being notified if classes are canceled. The consensus was that faculty does not feel qualified to make a decision on canceling classes as they are often not aware of road conditions throughout the area.

Final recommendation, need to work on how we publicize policy information, consider other options for notifying students (i.e. text messaging), creation or addendum to the existing weather policy to address finals week. It was determined more consideration was needed and there was no action taken.

### **Meeting Adjourned**

After a call for any other business and hearing none, the meeting was adjourned.

The next Faculty Senate meeting will be held in 316 Hughes Hall, 3:30 p.m. Monday, May 12, 2008.

### **Senate Members Present**

See attached list

Faculty Senate Home Page address: <http://www.pittstate.edu/facsen/>

**FACULTY SENATE MEMBERSHIP  
(2007-2008)**

	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
Adams, (Automotive Technology)		X	X		X	X	X	X	
Allison, (At-Large)		X				X		X	
Book, (At-Large)									
Bowling, (At-Large)			X						
Box, (Management & Marketing)	X	X			X			X	
Childs, (Mathematics) Fall 2007	X		X						
Chung, (Biology)	X				X	X			
Coltharp, (At-Large)	X	X	X		X	X	X	X	
Craig, (Military Science)	X				X		X		
Dishman-Horst, (Curriculum & Instruction)	X		X		X		X	X	
Dowell, (Family & Consumer Sci)	X								
Drew, (At-Large)									
Fay, (Accounting)	X	X			X	X	X		
Fischer, (Economics, Finance & Banking)									
Frieden, (At-Large)	X	X	X		X	X	X	X	
George, (Graphics and Imaging Tech)	X	X	X			X	X	X	
Hart, (Nursing)	X		X		X	X		X	
Hastings, (Music) (sabbatical Spring 2008)	X	X	X						
Hefley, Rob, (At-Large)		X			X	X	X	X	
Henning, (Engineering Technology)	X	X	X		X	X	X	X	
Hooey, (At-Large)	X	X	X			X	X	X	
Humphries, (Social Sciences)	X	X	X		X	X	X	X	
Jayawardhana, (Mathematics) Spring 2008					X	X	X	X	
Johnson, Mark (Technology Management)	X	X	X		X			X	
Krepps, (Modern Languages & Literatures)	X	X	X		X	X	X	X	
Kucharski, (Art)	X	X			X	X	X	X	
Lauderdale, (Psychology and Counseling)	X	X	X		X	X	X	X	
Leiker, (Health, Human Perf & Recreation)	X	X			X	X		X	
Lindsey, (Axe Library)	X	X	X		X	X	X	X	
McAfee, (Chemistry)	X	X	X		X	X	X	X	
Nichols, (English)									
Sagehorn, (At-Large) (sabbatical 07/WF)								X	
Samarzea, (substituting 08/SP for Hastings)						X	X		
Samuels, (substituting 07/WF for Sagehorn)	X	X	X						
Sha, (Computer Sci-Information Syst)	X				X	X	X	X	
Shaw, (History)					X			X	
Siam, (At-Large)		X	X		X	X			
Thomsen, (Technology Studies)								X	
Uran, (Physics)		X	X		X	X	X	X	
Viney, (At-Large)					X			X	
Washburn, (Women's Studies)	X	X	X		X			X	
Williams, (Communication)		X	X						
York, (Special Serv & Leadership Studies)			X		X		X	X	
Zagorski, (At-Large)	X	X	X		X		X	X	

David Hurley substituted for Todd Hastings at the October meeting.  
The December 2007 meeting was cancelled due to inclement weather and power outage.

## Proposed policy information to be included with the release of future final schedules.

This drafted policy is to be reviewed by Faculty Senate Ad Hoc Committee  
**EMERGENCY OR INCLEMENT WEATHER**

~~Should extreme weather conditions or other unforeseen circumstances require Pittsburg State University to close the campus for a part of finals week, the University will reschedule exams, using the Saturday of final exam week if necessary. Faculty members may also reschedule exams at their discretion for students who are unable to meet at the University rescheduled time.~~

### FINAL EXAM OVERLOAD POLICY

Students who have three or more final exams officially scheduled for a single day are entitled to arrange with the faculty member instructing the highest numbered course (the 3 digit number following the department code) a different day for the exam. The student requesting accommodation should submit this request on the form provided on the Registrar's web page (<http://www.pittstate.edu/registrar/forms.html>), along with a copy of his or her class schedule, at least **two weeks** prior to the beginning of final exam week. The faculty member has **until the Monday of pre-finals week** to arrange a mutually convenient time for administration of the final exam. If the matter cannot be resolved between student and faculty member, the student may take the request to the Office of Academic Affairs, 220 Russ Hall, no later than the Wednesday of pre-finals week.

## Other business – revision to catalog copy and inconsistent policy.

### Current catalog copy for Repeated Courses

Only courses in which C, D or F grades have been earned may be repeated. A course may be repeated only one time.

If a student twice fails a course required by the degree program in which there is no substitute, the student may petition the dean of the student's college for permission to take the course again.

Students may not repeat by correspondence study or credit by examination a course failed in resident study.

Grades earned on the second attempt will be used in computing the GPA. Grades earned on the first attempt will continue to appear on the transcript but will be marked as a repeat and will not be calculated in the GPA.

### Proposed revision

Only courses in which C, D or F grades have been earned may be repeated.

Students may not repeat by correspondence study or credit by examination a course failed in resident study.

Grades earned on the final attempt will be used in computing the GPA. Grades earned on the previous attempts will continue to appear on the transcript but will be marked as repeat(s) and will not be calculated in the GPA.

## OVERLOAD PETITION

### FINAL EXAM OVERLOAD POLICY

Students who have three or more final exams officially scheduled for a single day are entitled to arrange with the faculty member instructing the highest numbered course (the 3 digit number following the department code) a different day for the exam. The student requesting accommodation should submit form along with a copy of his or her class schedule, at least **two weeks** prior to the beginning of final exam week. The faculty member has **until the Monday of pre-finals week** to arrange a mutually convenient time for administration of the final exam. If the matter cannot be resolved between student and faculty member, the student may take the request to the Office of Academic Affairs, 220 Russ Hall, no later than the Wednesday of pre-finals week.

Student Name \_\_\_\_\_ Student ID \_\_\_\_\_

Student phone number \_\_\_\_\_ Email \_\_\_\_\_

Course Name \_\_\_\_\_

Course Number \_\_\_\_\_

Final Exam Date \_\_\_\_\_

Final Exam Time \_\_\_\_\_

Agreed reschedule Date and Time \_\_\_\_\_

Agreed rescheduled location \_\_\_\_\_

Faculty Signature \_\_\_\_\_ Date \_\_\_\_\_



# KANSAS BOARD OF REGENTS

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FOR IMMEDIATE RELEASE  
April 17, 2008

## **BOARD WORKS TO ENHANCE UNIVERSITY CAMPUS SAFETY AND SECURITY**

### *New Policies to Address Weapons and Criminal Background Checks*

(TOPEKA) – Today, one day after the one-year anniversary of the Virginia Tech tragedy, and following a year-long review of campus security issues on the state's six university campuses, the Kansas Board of Regents unanimously approved two new policy statements intended to address the safety of university students, faculty, and staff.

The first motion, offered by Regent Jerry Boettcher of Beloit, states, "It shall be the policy of the Board of Regents that the six state university campuses be weapon-free and that Board staff be directed to develop language to that policy statement."

The second motion, offered by Regent Gary Sherrer of Overland Park, states, "It shall be the policy of the Board of Regents that the six state universities conduct criminal background checks on all newly hired employees; staff is directed to develop language to effectuate this policy."

"Ensuring the safety of our state university students, faculty, and staff is a critical responsibility of the Board," said Regent Christine Downey-Schmidt, Board Chair. "Securing our campuses is an on-going challenge and our work will never be done in this arena, however, we must never forget that continued diligence on this issue is a vital priority."

Over the past year, the Board has taken a number of critical steps to enhance campus safety and security. At its April 18, 2007, meeting, two days after the Virginia Tech incident, the Board directed the state universities to review their existing campus security, and encouraged Washburn University, the state's 19 community colleges, and the state's ten technical institutions to do the same.

The state universities immediately began considering what additional steps could be taken or what could be done differently to best address issues highlighted at Virginia Tech. Several campuses acted to install and implement new communications equipment and/or software allowing them to mass-mail safety warnings to students via text messages, e-mails, voice-mails, public announcements, or other means. When the Virginia Tech Review Panel Report was published in August 2007, the Board and the state universities began reviewing the recommendations, as well as the recommendations of the National Association of Attorneys

General September 2007 report, to ensure that existing campus security plans appropriately addressed each of the critical areas discussed in those reports.

In addition, the state universities have continuously reviewed their weapons policies in order to implement the new concealed carry posting requirements provided under the Kansas Personal and Family Protection Act. In October 2007, the Adjutant General's Office made a presentation to the state universities on current National Incident Management System requirements and procedures, and, in November 2007, the state universities agreed to review their policies for requiring employee background checks and to consider appropriate ways to enhance those policies. Campus security was a topic of discussion during the state university Council of Presidents' December 2007 meeting, and, on January 17, 2008, the Board formally approved the hiring of a private consultant to provide crisis management safety and security plan review. A Request for Proposals (RFP) for a private security consultant was issued on March 21 and the RFP will close on April 30.

“While a number of states have created special committees to review the security of their university campuses, Kansas may be the first state to hire a private security consultant to evaluate and objectively review the unique security plans of each of its universities,” added Downey-Schmidt. “We look forward to receiving and responding to the recommendations of an external security expert who will assist us in enhancing the safety of our state university campuses.”

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***About the Kansas Board of Regents:***

The nine-member Kansas Board of Regents is the governing board of the state's six universities and the statewide coordinating board for the state's 36 public higher education institutions (six state universities, a municipal university, nineteen community colleges, and ten technical institutions). In addition, the Board administers the state's student financial aid, adult education, GED, and career and technical education programs. The Board also authorizes private proprietary schools and out-of-state institutions to operate in Kansas, and administers the Kan-ed network, a statewide network that provides broadband Internet access and distance learning capabilities for schools, hospitals, and libraries.

For more information, contact Kip Peterson at (785) 296-3421.

Visit the Kansas Board of Regents online at [www.kansasregents.org](http://www.kansasregents.org).