

**MINUTES
UNIVERSITY SENATE
APRIL 15, 2004
GARRETT BALLROOM**

Chair Doug Smith called the meeting to order at 3:30 P.M. **The following members were present:** John All, Darlene Applegate, Kirk Atkinson, Charles Borders, Christopher Brown, John Bruni, Suzie Cashwell, Robert Choate, Joshua Collins, Debra Crisp, Robert Dietle, Claus Ernst, Elmer Gray, Bill Greenwalt, Kacy Harris, William Howard, Wilma King-Jones, Pamela Jukes, Danita Kelley, Dana Lockhart, Cynthia Mason, Andrew McMichael, Connie Mills, Pat Minors, Patricia Minter, Russell Moore, George Musambira, Sharon Mutter, Yvonne Petkus, Keith Phillips, Matt Pruitt, Troy Ransdell, Eric Reek, Jo-Anne Ryan, Jeffrey Samuels, Roger Scott, Sherrie Serros, Vernon Lee Sheeley, Fred Siewers, Bryon Sleugh, Douglas Smith, Peter St. Pierre, Brian Strow, Judy Walker, Jue Wang, Richard Weigel, Mary Wolinski, Edward Yager, Uta Ziegler. **Alternate members present were:** Nedra Atwell for Jim Becker, Luther Hughes for Barbara Burch, Andrew Ernest for Blaine Ferrell, Michael Carini for Richard Hackney, Larry Snyder for David Lee. **Members absent without alternate representation were:** Christopher Antonsen, Michael Binder, John Bonaguro, Linda Coakley, Thad Crews II, Richard Dressler, Sam Evans, Jeffrey Hackett, Michelle Hollis, Robert Holman, Dan Jackson, Robert Jefferson, Lois Jircitano, Bruce Kessler, Lee Minwoo, John Moore, Lora Moore, Anne Onyekwuluje, Richard Parker, Sherry Powers, Gary Ransdell, Sherry Reid, Loren Ruff, Nelda Sims, Bill Tseng.

Approval of the Minutes

The minutes of February 19 were approved as corrected for the official records.

University Senate Action Approval

Provost and Vice President for Academic Affairs, Barbara Burch, endorsed with exception the actions of the University Senate She is withholding approval of the "New Business" portion of the minutes due to inadequate information of the actions taken and the items acted upon relative to the Charter and Bylaw changes.

The minutes of March 18 were approved as corrected for the official records.

University Senate Action Approval

Provost and Vice President for Academic Affairs, Barbara Burch, endorsed with exception the actions of the University Senate She is withholding approval of the Plus-Minus Grading System pending resolution on potential implementation issues.

Report from the Chair

Chair Smith said that due to Garrett Center overbooking, he would like to thank the Department of Music for moving their band practice to another room so the Senate could meet in this room today.

Next Chair Smith invited members of the Senate to attend the State Collation of State Faculty Leaders meeting on Saturday, April 17, 9:00 A.M. until 11:00 AM in Tate Page Hall, room 130. The room is an ITV room and will be linked into other Collation State Faculty Leaders who will be meeting at University of Kentucky with the CPE Director, Tom Layzell

Chair Smith said the University Senate would meet May 5, 2004 at 9:00 A.M. in Garrett Conference Center.

Chair Smith said he has been asked to rule on an individual's holding two slots on a sub-committee (a person holding a position as a college representative, as well as holding a non-voting membership in the same committee) Dr. Smith said this was discussed with the Executive Committee and with the approval of the Committee, he has ruled that individuals can no longer hold two slots on a committee or sub committee of the University Senate. In further discussion, the Committee decided to codify this action by adding another By-law to the Charter, which will be presented under new business.

Report from the Vice Chair

Vice Chair Jim Berger thanked the faculty Senators who have assisted in the at-large Senate Representative elections. The election is near completion and he will have the results by the end of next week. Senator Berger said he would distribute an email to faculty-all, department heads and deans reporting the results.

Report from the Provost and Vice President for Academic Affairs

Dr. Luther Hughes was in attendance for the Provost. Dr. Hughes said that in conversation with the Provost she has some concern on implementation issues of the plus-minus grading system, and when they have been clearly identified she will act upon the proposal.

Report from the Faculty Regent

Regent Dietle said that when he learned that Provost Burch was planning to withhold approval of the plus-minus grading system experiment because of unspecified implementation issues; he made an appointment to meet with her. The earliest appointment he could obtain was Wednesday of next week (April 21). At that meeting, he plans to ask her to detail the concerns she has about implementation. He will also ask why the Provost did not express these concerns in prior Senate meetings when the plus/minus system was discussed. Dr Dietle iterated that curricular matters are under the control of the faculty, and that the University Senate did, by majority vote; support the two-year pilot of a plus-minus grading system. Regent Dietle said he would notify the Senate via email of the results of his meeting with the Provost.

Next, Regent Dietle raised concerns about our joint engineering program with the University of Kentucky. This matter came to his attention because of COSFL's list serve, where members of COSFL post questions and/or issues concerning faculty governance. A recent posting from UK raised issues about our joint engineering program that the Senate may want to discuss at its May

meeting. The UK faculty member posted strong objections to the way this joint program will be governed. He claimed that, as now organized, a group of eight faculty (4 from UK, 4 from WKU) would have complete control over the program. This would bypass WKU's governance system in which curricular matters must be passed through the University Senate. Dietle will discuss this during his meeting with Provost Burch. Regent Dietle said another problem with the governance system for the joint engineering program is that it has not been properly presented to the University Senate Curriculum Committee. The old Academic Council gave permission for the program to be created but at no point has the detailed plan been presented for Senate approval. Dr. Dietle said that even if the Board of Regents of the University of Kentucky has voted to approve this, there are still WKU procedures that must be adhered to as well. The Regent said he would report his findings back to the Senate.

NOTE: Chair Smith said the email the Regent is referring to was sent to all the COSFL members who are on their list serve and it was posted from one of the Faculty Regents of UK, and the concern was, that this agenda was being pushed from WKU, and that they were concerned and are asking us for clarification. This is why we are asking for clarification.

Standing Committee Reports

A. Report from the Faculty Welfare and Professional Responsibilities Committee

Chair Mary Wolinski said the second reading of the “**General Recommendation Concerning Faculty Continuance and Tenure Policy and Procedure**” would be postponed to the next meeting.

Next Senator Wolinski gave the following report for information:

University Senate Survey of the President, Job Satisfaction, and Work Life

Senator Wolinski said this survey is available at the following URL:
<https://forms.wku.edu/survey?>

“https” means that it is a secure, encrypted transmission. Faculty members must supply their WKU email usernames and passwords. This is only for authentication purposes, and will not be tied to any way to the survey. Eric Wolf, of Network Computing & Communications, will provide a data set when the survey closes. The data will be posted in a summary report

B. Report from the General Education Committee

No Report

C. Report from the University Curriculum Committee

Chair Darlene Applegate made one editorial correction, on page one of the UCC Report, Potter College Section 3, Revision of Courses: JOUR 353, should show number change

along with title and catalog. Title remains the same. Next Senator Applegate asked to remove JOUR 353 and JOUR 435. These courses are being brought back to the Curriculum Committee for number, title and description changes.

Next Senator Applegate said The University Curriculum Committee presents the following motions (as amended) from the March 17, 2004 meeting for approval by the University Senate. Proposals marked with asterisks were action items by the UCC. Senator Applegate moved approval.

Chair Smith asked if any senator would like to remove any item from the Consent Agenda to the Action Agenda. No such requests were made.

UNDERGRADUATE MOTIONS

POTTER COLLEGE OF ARTS, HUMANITIES AND SOCIAL SCIENCES

I. One-Time-Only Course Offerings [for information only]

- JOUR 252 Electronic Technology for Public Relations (Fall 2004)
- ANTH 342 Peoples and Cultures of the Caribbean (Fall 2004)
- ANTH 435 Field School in Cultural Anthropology: Meskwaki Culture (Fall 2004)
- RELS 332 Christianity in Africa (Fall 2004)

II. Reactivation of Suspended Courses

- ANTH 442 Ecological and Economic Anthropology
- ANTH 455 Language and Culture

III. Revision of Courses

- ANTH 346 American Indian/First Nations Linguistics [number]
- ANTH 375 Paleoanthropology: Human Origins and Evolution [number]
- ANTH 442 Ecological and Economic Anthropology [catalog, prereqs] *
- ANTH 455 Language and Culture [catalog, prereqs, number] *
- ANTH 456 Archaeological Lab Methods [number]
- JOUR 231 Basic Photography [title]
- JOUR 331 Intermediate Photography [title, number, prereqs, catalog] *
- JOUR 332 Electronic Technologies in Photojournalism [title, prereqs, catalog]*
- JOUR 335 Photojournalism Practicum [number, prereqs, catalog] *
- JOUR 353 Public Relations Research and Theory [title, catalog, number] *
- JOUR 426 Advanced Reporting [prereqs catalog] *
- JOUR 436 Advanced Photojournalism [catalog] *
- JOUR 456 Public Relations Campaigns [title, catalog] *

IV. Deletion of Courses

INT 381	Latin American Folklife
LAT 250	Intermediate Latin
LAT 251	Intermediate Latin (continued)
LAT 396	Mythology

V. Creation of Courses *

ANTH 382	Medical Anthropology
JOUR 252	Electronic Technology for Public Relations
PHIL 329	Concepts of God, Good and Evil

VI. Revision of Programs *

Ref. No. 782 Communication Studies Major [add COMM 494, move COMM 263 from major requirement to General Education requirement]

Ref. No. 311 Minor in Anthropology [reduce required 100-level courses from four to three, increase electives from six to nine hours]

Ref. No. 608 Anthropology (B.A.) [reorganize restricted electives in cultural anthropology track, add new course, add reactivated course, renumber four courses]

COLLEGE OF HEALTH AND HUMAN SERVICES

I. Deletion of Courses

NURS 200	Introduction to Professional Nursing
NURS 206	Foundations of Professional Nursing
NURS 302	Nursing Assessment
NURS 304	Parent-Child Nursing
NURS 306	Nursing Care of Adults I
NURS 308	Psychiatric-Mental Health Nursing
NURS 310	Nursing Care of Adults II
NURS 312	Introduction to Nursing Research
NURS 322	Transition to Professional Nursing
NURS 404	Complex Alterations in Health
NURS 406	Community Health Nursing I
NURS 416	Community Health II

OGDEN COLLEGE OF SCIENCE AND ENGINEERING

I. Deletion of Courses

CET 107	Introduction to Engineering Computer Applications
CET 269	Cooperative Education in Civil Engineering Technology
CET 336	Transportation Engineering
CET 369	Cooperative Education I in Civil Engineering Technology

CET 389	Cooperative Education II in Civil Engineering Technology
CET 489	Cooperative Education III in Civil Engineering Technology
EET 109	PC Applications in Electrical Engineering Technology
EET 269	Cooperative Education in Electrical Engineering Technology
EET 275	Selected Topics in Electrical Engineering Technology
EET 320	Laplace Applications to Physical Systems
EET 389	Cooperative Education II in Electrical Engineering Tech
EET421	Microwaves
EET 451	Industrial Electronics
EET 453	Industrial Electronics Laboratory
EET 461	Broadcast Systems
EET 475	Selected Topics in Electrical Engineering Technology
EET 489	Cooperative Education III in Electrical Engineering Techn
MET 107	Introduction to Mechanical Engineering Technology
MET 269	Cooperative Education in Mechanical Engineering Tech
MET 282	Introduction to Hydraulics
MET 369	Cooperative Education I in Mechanical Engineering Tech
MET 389	Cooperative Education II in Mechanical Engineering Tech
MET 464	Refrigeration
MET 475	Selected Topics in Mechanical Engineering Technology
MET 483	Hydraulics Laboratory
MET 489	Cooperative Education III in Mechanical Engineering Tech

II. Revision of Courses *

CE 370	Construction Materials [prereqs, credit hours]
CE 498	Senior Project [prereqs, catalog]

III. Creation of Courses *

CE 175	University Experience - Civil Engineering
CE 371	Construction Materials Laboratory
CE 400	Civil Engineering Senior Design Seminar
CE 475	Selected Topics in Civil Engineering
CE 490	UK CE Selected Topics (Fall)
CE 491	UK CE Selected Topics (Spring)

IV. Revision of Programs *

Ref. No. 534 Civil Engineering Major [delete CS 245, replace UC 101 with CE 175, add CE 412 and 400, change CE 370 (3 hours) to CE 370 (2 hours) and CE 371 (1 hour), increase total required hours from 133.5 to 136]

COLLEGE OF EDUCATION AN BEHAVIORAL SCIENCES

I. Creation of Courses *

UC 499 General Studies Capstone Experience
PSY 340 Sport Psychology

II. Revision of Program *

Ref. No. 557 Bachelor of General Studies [add UC 499 as required course]

BOWLING GREEN COMMUNITY COLLEGE

I. Suspension of Courses

BNK 268C Internship - Banking
BNK 267C Trust Operations
BNK 266C Marketing Bank Services
BNK 265C Commercial Lending
BNK 264C Deposit Operations
BNK 263C Installment Credit
BNK 262C Banking Law
RET 253C Retail Management
RET 251C Retail Merchandising
RET 230C Internship-Retailing
BNK 260C Bank Management

II. Deletion of Courses

DPE 051C Wellness: Aerobic Exercise
DPE 053C Wellness
DRDG 099C Reading Improvement Lab
ENGL 207C Applied Writings

III. Revision of Course *

DMA 050C Basic Math [title, catalog]

GRADUATE MOTIONS

GRADUATE COUNCIL

I. Creation of Courses *

MLIS 420G Multimedia Technologies in Teaching Foreign Languages
SWRK 571 Introduction to Kentucky Child Welfare Practice
SWRK 572 Family Violence: Social Work Practice
SWRK 573 Assessment and Case Management of Child Sexual Abuse
SWRK 574 Enhancing Safety and Permanency for Children

The Chair asked if any Senator would like to move any of the above Undergraduate Consent Agenda to an action item. No such requests were made.

Next Chair Smith called for a vote on the **undergraduate portion** of the above proposal. The motion carried.

Next Chair Smith called asked if any Senator would like to move any item from the Graduate Consent Agenda to an action item. No such requests were made.

Next Chair Smith called for a vote on the Graduate portion of the UCC Consent Agenda. And noted this vote is **for Graduate Faculty Only** The motion carried.

Ad Hoc Academic Quality Committee Reports

Vice Chair Jim Berger gave the following Ad Hoc Committee Report and moved approval:

Proposal to Recommend Suggestions to Improve Awareness of Policy and its Changes:

Whereas, recent changes have been made to Add/Drop/Withdraw policies;

Whereas, concerns have been raised by students about determining the best professor for themselves and learning more about a professor's grading and teaching styles;

Whereas, students may be unaware of the possibilities of TOPNET;

Whereas, new and existing faculty may be unaware of grading policies and deadlines;

Therefore be it resolved that the Ad Hoc Committee on Academic Quality recommend to various organizations throughout the university the following suggestions:

1. Develop a description of circumstances for issuing an incomplete and the protocol for removing an incomplete,
2. Develop a reminder to post syllabi,
3. Develop a reminder to report grades at 6 weeks,
4. Develop a reminder to faculty and students to observe FERPA laws and be aware that it applies to TOPNET and any other release of student grades.
5. Develop a reminder concerning the opportunities afforded to students through the Office for Student Disability Services.
6. Remind faculty to be aware and follow the guide when developing syllabi for courses. Use FACET guide/template. Examples (Methods of evaluation, teaching methods, etc. *Check with FACET about template*)
7. Let students know that they can access previous semesters' course syllabi to allow them to at least see what a course might be like but with the caveat that this is not what the course will be like.

8. Remind students that it is rather easy to meet or contact professors to find out more about their teaching methods and requirements.
9. Develop instructions for using TopNET to be included in Hill Topics.
10. Put in a pop-up window to let students know about the regulations concerning adding/dropping/withdrawing before they register. Add a similar window for faculty to let them know about deadlines and policies.
11. Develop a list of study skills and services for all students and professors.
12. Let students know that WKU will no longer drop students for non-attendance. It is their responsibility to withdraw from the course. Fee will be assessed after the first six days of class. (Effective Fall, 2004)
13. Explain to faculty that grades are due by the deadline and that they will be shut off at the deadline. There will be no grace period. It otherwise has an adverse affect on students who are waiting for financial aid, scholarships, probation, transcripts, and graduation.
14. Remind students that they can look at their grades on TopNET once they are turned in.
15. Suggestion to Freshman Seminar to teach TopNET. (Explore possibility of placing, grade explanations on grade sheets that explain what each letter means.)

Last modified 4/5/2004

The Chair opened the floor for discussion.

After discussions, the Chair declared this is a one-reading item and called for a vote on the motion. The motion carried.

Next, Vice Chair Berger presented and moved approval of the following proposal:

Proposal to Recommend Suggestions to Improve Academic Quality in the Classroom

Whereas, some departments and colleges have developed various incentive programs to improve teaching quality within their classrooms;

Whereas, departments are facing pressure to improve teaching in the classroom through such as SACS and NCATE;

Therefore be it resolved that the Ad Hoc Committee on Academic Quality recommend to Academic Affairs to provide incentives (monetary or otherwise) to develop approaches to improve learning outcomes to be formulated at either the college or departmental level.

Last modified 4/5/2004

The Chair opened the floor for discussion. After considerable debate, it was the consensus of the body that more information is needed and input from the Provost and Vice President of Academic Affairs. Nedra Atwell moved to send the proposal back to Committee. The motion was seconded. The motion

carried.

(The above proposal will be sent back to Committee)

Next, Senator Berger presented and moved approval of the following proposal

Statement on Academic Dishonesty

Whereas, Students are often unclear about the boundaries and rules concerning academic dishonesty

Therefore, be it resolved that the University Topnet Registration system provide a pop-up window, once a semester that requires registering students to acknowledge that they have read the following statement:

“Western Kentucky University's policy on plagiarism and other forms of academic dishonesty is one of "zero tolerance." As a student at Western Kentucky University, you are expected to demonstrate academic integrity, as outlined in the University Statement on Student Rights and Responsibilities (WKU Catalog, 260) in all coursework. Violations of this code of conduct include but are not limited to cheating (by giving or receiving unauthorized information before or during an exam or assignment), dishonesty (including misrepresentation and/or lying) and plagiarism. Plagiarism consists of turning in work that is not your own--including quoting material in a paper and not crediting the original author through a citation, copying from a book, pasting the text from web pages, or using an Internet source to obtain a full paper or part of a paper.

Sanctions, outlined more fully in the WKU Catalog at p. 27 and in Hilltopics, are binding to all students enrolled in the university and include but are not limited to the faculty member assigning a failing grade for the course without possibility of withdrawal; the faculty member may also present the case to the Office of the Dean of Student Life for disciplinary sanctions (WKU Catalog, 27 & Hilltopics).”

Chair Smith opened the floor for discussion.

After considerable debate, Senator Andrew McMichael offered a friendly amendment the last sentence in the first paragraph of the proposal by inserting the following words after the word including: but not limited to quoting material Senator George Musambira offered another friendly to the same sentence after the words original author through a proper citation, The last sentence in paragraph now reads: Plagiarism consists of turning in work that is not your own – including: but not limited to quoting material in a paper and not crediting the original author through proper citation, copying from a book, pasting the text from web pages, or using an Internet source to obtain a full paper or part of a paper.

More debate continued. Senator Dana Lockhart moved to amend the motion by removing the entire first sentence. Stating the words “zero tolerance” was an overused and non-founded statement.

The motion was seconded. The motion carried. The Chair opened the floor for discussion. Senator Sharon Mutter moved to amend the Lockhart amendment by changing the first sentence to read: Plagiarism and other forms of academic dishonesty will not be tolerated at Western Kentucky University (and underlining the words “will not be”). The motion was seconded. The motion carried.

Senator Lockhart withdrew his amendment in favor of Senator Mutter’s amendment.

The Chair again opened the floor for discussion on the Mutter amendment.

Considerable debate ensued.

Senator Jo-Anne Ryan requested, “a call for the question.” The Chair recognized the called and requested a vote on the question of whether to vote immediately. The vote carried.

The Chair then called for a vote on the proposal as amended, including the friendly amendments that were made.

The motion as amended carried.

The proposal now reads:

Statement on Academic Dishonesty

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Sanctions, outlined more fully in the WKU Catalog at p. 27 and in Hilltopics, are binding to all students enrolled in the university and include but are not limited to the faculty member assigning a failing grade for the course without possibility of withdrawal; the faculty member may also present the case to the Office of the Dean of Student Life for disciplinary sanctions (WKU Catalog, 27 & Hilltopics).”

Senator Andrew McMichael called for a count of membership to see if a quorum was present. There was not a quorum.

The meeting adjourned at 5:05 P.M.

Respectfully submitted,

Patricia Minors, Secretary

Lou Stahl, Recorder