Volume I

Agenda and Minutes
of the Meeting of September 14, 1987
AGENDA
FACULTY SENATE
THE WICHITA STATE UNIVERSITY

Meeting Notice: September 14, 1987 126 Clinton Hall: 3:30 p.m.

Order of Business:

I. Calling of the Meeting to Order

II. Informal Proposals and Statements

III. Approval of Minutes for the meeting of May 11, 1987 (Vol. XXIV, No. 1)

IV. New Business:

A. Nominations for replacement of vacancies
   1. Nomination from Rules Committee for the Faculty Affairs Committee: William Wentz (replacing Gary Thomann)
   2. Nomination from Executive Committee for the Rules Committee: David Childs (replacing Gerald McDougall)

B. As provided by General Faculty action of November 17, 1986 (Attachment A), approval of Faculty Senate Constitution (Attachment B).

C. Approval of Senate Rules and Committee structure (Attachment C).

V. Adjournment

EXECUTIVE COMMITTEE

<table>
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<tr>
<th>Name</th>
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<tr>
<td>Ben Rogers, Senate President</td>
<td>74</td>
<td>3125</td>
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<td>Orpha Duell, Senate Vice President</td>
<td>28</td>
<td>3322</td>
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<td>Sue Nelson, Senate Secretary</td>
<td>14</td>
<td>3130</td>
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<tr>
<td>Marilyn Myers, Senate President-elect</td>
<td>68</td>
<td>3591</td>
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<tr>
<td>Gary Greenberg, Elected by Senate</td>
<td>34</td>
<td>3171</td>
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<td>Ronald Christ, Elected by Senate</td>
<td>67</td>
<td>3555</td>
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<tr>
<td>Elmer Hoyer, Appointed by Senate President</td>
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Recommended:

1. that a Faculty Senate be established at The Wichita State University, to be composed of elected members of the teaching/research faculty, department chairpersons, and academic program directors. The teaching/research faculty include all those with assignments "in which the primary duties are 50 percent or more teaching, research, and/or library service." (Cf. Faculty Handbook Appendix 0, 2, a.) Eligible members of the faculty include all those holding half-time or more appointments at the rank of instructor or higher. Eligible members of the faculty also serve as the electorate.

2. that Faculty Senators be allocated on the basis of a proportional system, with 1 Senator for each 12 faculty members, rounded to the nearest integer. Senators will be elected from the following divisions: the colleges of Business Administration, Education, Engineering, Fine Arts, Health Professions, and Liberal Arts and Sciences; Library, the centers of Urban Affairs and Gerontology; and University College. Each division will determine the distribution of its representation on the basis of sub-divisions or departments.

3. that four faculty members be elected at large.

4. that the President of the University, or his/her representative in the person of the Executive Vice President for Academic Affairs and Dean of Faculties, be an ex officio non-voting member of the Faculty Senate.

5. that the President of the Student Government Association be an ex officio non-voting member of the Faculty Senate.

6. that action of the Faculty Senate be final, unless twelve or more faculty members representing at least three departments and two colleges request the Executive Vice President for Academic Affairs and Dean of Faculties to place a topic on the agenda for the next faculty meeting. Such requests must be filed at least two weeks in advance of a meeting.

7. that during the transition the present Senate committee structure be maintained and carried over to the new Faculty Senate.

8. that the Agenda Committee of the current Senate appoint a committee of three faculty members holding the rank of associate professor or above to draft the Constitution of the Faculty Senate in accordance with the recommendations approved for the formation of the Faculty Senate.

9. that the transition from a University Senate to a Faculty Senate be accomplished according to this sequence:

   The Rules Committee of the current Senate will conduct the election to seat the new Faculty Senate.

   The new Faculty Senate will convene to review and adopt the Constitution of the Faculty Senate.
ATTACHMENT B

FACULTY SENATE CONSTITUTION

ARTICLE I

Composition and Selection

Section 1. The Faculty Senate shall be composed of elected members of the teaching/research faculty, department chairpersons, and academic program directors as described under (a) (b) and (c), below; and ex officio members as described under (d) and (e), below.

(a) The teaching/research faculty include all those holding half-time or more appointments at the rank of instructor or higher in which the primary duties are 50 percent or more teaching, research, and/or library service. Eligible members of the faculty also serve as the electorate.

(b) For purposes of representation, faculty senators shall be allocated on the basis of a proportional system, with 1 Senator for each 12 faculty members, rounded to the nearest integer. It is the responsibility of the Senate Rules Committee, in consultation with appropriate administrative officials, to determine the number of representatives from each area, prior to the election.

Senators will be elected from the following areas: The colleges of Business Administration, Education, Engineering, Fine Arts, Health Professions, and Liberal Arts and Sciences; Ablah Library; the Center for Urban Affairs; and University College.

Each area will determine the distribution of its representation on the basis of subdivisions or departments.

(c) Four Faculty Senators will be elected at large, but not more than 2 from any one area. This regulation does not preclude the election of senators to represent areas, as described in (b) above.

(d) The President of the University, or his/her representative in the person of the Executive Vice President for Academic Affairs and Dean of Faculties, is an ex officio non-voting member of the Faculty Senate.

(e) The President of the Student Government Association is an ex officio non-voting member of the Faculty Senate.

Section 2. Elections shall be held annually to replace one-half the membership of the Senate. The Senate shall cause one-half the representatives of each area to be replaced at each regular election. With regard to members at large, the Senate shall cause two members to be elected each year.

Section 3. Regular election to the Senate shall be for a term of two years. Senators are eligible for re-election.

Section 4. During the spring semester of each academic year, the Senate Rules Committee shall circulate to each eligible faculty member a list of those ineligible for Senate election by reason of continuing Senate membership and solicit nominations for Senator At Large. Six nominations from 3 areas
are required to place a nominee on the At Large ballot. The Rules Committee will conduct an election to fill the Senator At Large positions by distributing ballots showing those persons nominated.

Section 5. Each year, subsequent to the At Large election described in Section 4, the Rules Committee will distribute to the members of each area mentioned in Article I, Section 1, paragraph (b), a list of its members ineligible for Senate election by reason of continuing Senate membership or election as Senator At Large. Nominations for Senator from each area will be solicited and the Rules Committee will distribute ballots to the members of each area listing the nominees. The Rules Committee will determine the need for run-off elections.

Section 6. Terms of elected members will be calendar years beginning June 1.

Section 7. Senate members elected in the spring semester shall take office June 1, except that the newly elected members of the Senate, and those members of the Senate with one year remaining in their terms, shall meet in May for the sole purpose of electing Senate officers for the forthcoming year.

Section 8. A senator who leaves the area from which elected will be considered to have resigned. However, the term may be completed if the change occurs during the spring semester of the last year of the member's term.

Section 9. The Executive Committee of the Senate has the responsibility of consulting with any senator who has a record of poor attendance at Senate meetings. After consultation with the senator, the Executive Committee can recommend to the Senate dismissal of the senator. A two-thirds vote of the Senate is required for dismissal.

ARTICLE II

Organization of the Senate

Section 1. The Senate shall elect its own president-elect, vice president, and secretary from among its membership. Following one year as president-elect this officer becomes president of the Senate.

Section 2. Meetings shall be held no less than twice a semester, the time and place being set by the group, Senate.

Section 3. Vacancies on the Senate shall be filled by vote of the Senate for unexpired terms with the provision that the selected member shall be of the proper group, area.

Section 4. The Senate shall determine its own rules of procedure including time and place of meetings, and the form of reports.
ARTICLE III

Authority of the Senate

Section 1. The president of the Senate will consult with the president of the University as to the need for faculty meetings and as to appropriate times for such meetings.

Section 2. The Senate may deliberate and recommend on all matters committed to the faculty, and on any matter of an internal faculty nature.

Section 3. The Standing Committees shall report in the manner specified by the Faculty Senate Rules.

Section 4. The Senate shall create and delete faculty standing committees and shall select their membership.

Section 5. Action of the Faculty Senate is final, unless twelve or more faculty members representing at least three departments and two colleges request the Executive Vice President for Academic Affairs and Dean of Faculties to place a topic on the agenda for the next faculty meeting. Such requests must be filed at least two weeks in advance of the called-for meeting of the faculty.

ARTICLE IV

Amendments

Section 1. An amendment to this instrument can be proposed by any member of the Senate or by any faculty member. If proposed by no fewer than twelve faculty members, the Executive Committee must place the proposed amendment on the agenda of one of the next two Senate meetings.

Section 2. If the Senate approves the amendment, it shall be placed on the agenda of the next faculty meeting. If the amendment was proposed by a member of the Senate or by a Senate committee, a negative Senate vote is final. If, however, the amendment was proposed by no fewer than twelve faculty members, the proposed amendment together with the Senate recommendation shall be placed on the agenda of the next faculty meeting, even if the Senate vote is negative.

Definition of Terms

Academic year or week: The academic year is that period of the calendar year in which the University is in session, exclusive of the Summer Session. An academic week is any week of the academic year.

Academic Services: Academic Services includes teaching/research faculty not included in any other area.

Administration: Administration includes all those persons who hold the title of vice president, associate vice president, assistant vice president, dean, associate dean, assistant dean, directors of all non-academic programs.
including the director of the computer center, director of research and sponsored programs, director of physical plant, the registrar, and director of cooperative education.

Committee: Committee refers solely to committees of the Faculty Senate.

Faculty: Faculty refers to the teaching/research faculty as described in Article I, Section 1, paragraph (a).

Senate: Senate refers to the Faculty Senate created by this constitution.
FACULTY SENATE RULES

(All rules are those which were in effect as of October 23, 1986, unless otherwise specified.)

1. Meetings of the Faculty Senate will be held on the second and fourth Monday of each month during the academic year.

2. A quorum will be interpreted to be one-half of the membership plus one.

3. The Senate Secretary shall have an assistant who attends the Senate meetings, takes notes of the proceedings, and assists the Senate Secretary in preparing and submitting the minutes of the Senate meetings.

4. The rules contained in Robert's Rules of Order shall govern the Senate in all cases to which they are applicable, and in which they are not inconsistent with the Senate Constitution or Rules.

5. The Robert's Rule limiting senators to speaking only twice on an issue shall not apply to debate in the University Senate.

6. Senate meetings shall be open to the faculty except for executive sessions.

7. The Senate Secretary shall distribute copies of the agenda and minutes of Senate meetings to department chairpersons and other appropriate administrative personnel who are not members of the Senate. (Standing rule as of May 1972.) Senate agenda and minutes are to be sent to Senate members, the immediate past president of the Senate, the Sunflower, and to members of the Council of Deans. (Ruling of the Chair, January 22, 1973, Vol. IX, No. 7)

8. Normally, visitors to Senate meetings should be allowed to participate in discussion and cross-examination but should not be allowed to vote. Visitor participation in individual cases is left to the Senate President's discretion.

9. Proxy votes will not be permitted, either in Senate elections or Senate meetings.

10. When vacancies in the Senate membership occur in an area, the remaining members of the area shall constitute a committee to nominate a replacement. The Senators-at-Large will serve as the nominating committee when vacancies occur in that area.

11. Senate members on leave shall be replaced by an interim appointment covering the time of the leave. The Senate President shall appoint as an interim senator, the person nominated by the remaining members in the division or area.

12. Senate minutes may be restricted to a recording of formal actions and brief descriptions of issues. Any member of the Senate can submit a written statement to be included in the minutes.
13. The Senate president may call an executive session whenever this is desirable to the Senate.

14. The Senate shall allow audio and/or video recordings of its proceedings following the "Informal Proposals and Statements." A privileged motion to suspend this rule may be made during any meeting, for that meeting only, and shall require a simple majority of those present for passage.

15. Elected officers of the Senate shall have a term of office of one year, beginning June 1, and shall be eligible for re-election.

16. The Order of Business of the Senate shall be as follows:

a. Calling the meeting to order.
b. Informal proposals and statements. (Sept. 11, 1972, Vol. IX, no. 1; Nov. 27, 1972, Vol. IX, no. 5)
c. Reading and approval of the minutes.

The order of business after the above three items will be determined in advance by the Executive Committee, and submitted to the Senate membership prior to the meeting.

17. The reading of the minutes shall be required only when copies of the minutes of the previous meeting have not been distributed to members of the Senate in advance of the meeting, except that the reading need not occur if by a unanimous consent motion or a motion to suspend the rules the Senate determines otherwise.

18. A motion to create a special order may be introduced by any member of the Senate, in accordance with Robert's Rules of Order.

19. Any member may request a secret ballot. The Chair shall treat the request as a unanimous consent motion. If there is an objection, any member shall be privileged to move that the vote be taken by secret ballot. Such a motion shall be privileged, non-debatable and require for adoption an affirmative vote of five members.

20. Unless otherwise specified in the rules, a majority shall be construed to mean a majority of those present and voting. Also, unless otherwise specified in the rules, a two-thirds vote for adoption shall be construed to mean two-thirds of those present and voting.

21. Any member of the Faculty may request in writing that a proposal be placed on the Senate's agenda. Upon receipt of the request the Executive Committee shall include the proposal on the agenda of either of the next two meetings or refer the proposal to a standing or special committee. It shall be the prerogative of the President of the Senate to create a special committee when the need arises and to appoint the members of such committee.


23. All Standing Committees of the Senate will meet in the Spring, after vacancies have been filled, to elect chairpersons for the following year. (October 11, 1973, Vol. XI, No. 3).
24. Prior to the election of Senators in the Spring, the Secretary of the Senate will make public the attendance record of Senators at the previous year's meetings. (December 11, 1973, Vol. X, No. 7).

25. At regular intervals the members of the Senate and other faculty or students will be invited to present to the Executive Committee, in writing, any questions related to the budget. Whenever, in the judgement of the Executive Committee, sufficient items are accumulated to warrant asking the Administration to respond in the Senate, the agenda of the Senate will provide the necessary time. (November 13, 1972, Vol. IX, No. 4).


I. STANDARD CHARGE

Standing Committees of the Senate are charged to

1. review, modify, and initiate policies and related procedures in their specified domain,
2. forward their recommendations and/or motions to the Senate,
3. act as the liaison for students, faculty, and administrators and
4. to report to the Senate at least once a year, and at any other times they and/or the Senate deem appropriate, the specific recommendations they made, to whom they made them, and what actions have been taken by those responsible for taking action.

5. Policy proposals shall be submitted to the Senate in the form of a committee motion. Only the Senate has the authority to make recommendations to, or advise, the university administration or any other party in the name of the Senate.

II. COMPOSITION

Membership will reflect the specific charge of the committee. Members, all with full privileges unless expressly stated to the contrary for a given committee, will be drawn from ten (10) categories: the two units of:

Academic Services
Administration

and the eight faculty divisions of:

Business Administration
Education
Engineering
Fine Arts
Health Related Professions
Humanities (Liberal Arts)
Natural Sciences (Liberal Arts)
Social Sciences (Liberal Arts)
as well as at-large and the student body, where designated. At-large faculty members, where designated, shall be elected from across the two units and eight faculty divisions noted above. For purposes of committee assignments, faculty from the Center for Urban Affairs and University College shall be included in the Academic Service Unit.

III. ELIGIBILITY

A. Faculty Membership:

1. Eligible faculty include those eligible to serve on the Senate.
2. No person will be a member of more than two standing committees of the Senate, unless by reason of office or election.
3. With the exception of ex officio members and membership determined by general faculty policy, membership of a given person is restricted to two consecutive three year terms. Such persons may be reelected after a service break of one term.

B. Student Membership: Eligibility for student membership is established by the Student Government Association.

IV. SELECTION PROCEDURES

A. The Faculty members stipulated under committee composition shall be selected as follows:

1. By February 1 of each academic year, prior to making its nominations to fill vacancies, the Rules Committee shall distribute a Committee Preference Form to the faculty. These forms shall be filed with the Rules Committee, to be made available to the Senators of a division for use in the committee nomination process.

2. The Rules Committee shall designate a Senator from each division who will have the responsibility of convening the remaining Senators for the purpose of making committee nominations. The Senators of each division shall submit the names of candidates from their division; the senators-at-large will submit names of candidates for at-large positions; the President of the University shall do so for the administration.

3. Also by February 1, the Chairperson of the Rules Committee shall notify the Senators of each division and the President of the University of committee vacancies for the following year.

4. By March 1, the Senators of each division shall review Committee Preference forms, plus a listing of eligible faculty, and select two candidates for each vacancy. It is recommended that Senators confer with their dean about recommendations. Recommendations are not to be limited to those persons who have completed Committee Preference Forms. By March 1, the Senators shall, in writing, forward candidates' names to the Rules Committee, and indicate which Senators have been involved in selecting candidates. By March 1, the President of the University shall forward the names of candidates from the unit of the Administration.

5. If names of candidates have not been forwarded to the Rules Committee by March 1, the Rules Committee shall act as the recommending body.
6. By April 1, the Rules Committee shall nominate members for Standing Committees, subject to Senate review. Senate action is final unless appealed by ten percent (10%) of the senators to the Faculty.

7. Chairpersons of Committees shall be elected by their memberships in the Spring, after vacancies have been filled, to serve for one year, beginning June 1. One year prior service on the committee is required to be eligible to serve as chair. If no member meets this criterion the Rules Committee will determine selection procedures. Newly elected chairpersons shall notify the Chairperson of the Rules Committee of their election by May 15.

8. Interim vacancies occurring between the beginning of the academic year and March 1 shall be filled by the Rules Committee, subject to Senate approval.

9. In making its nominations, the Rules Committee shall consider continuity, special competence, or the welfare either of individual committees or the University. Specifically included in this provision is the selection of nominees in accordance with the letter and the spirit of the Affirmative Action Program.

10. In making its nominations, the Rules Committee shall make certain that no individual serves on more than two standing committees unless that membership is the result of office or election.

11. In making its nominations, the Rules Committee shall make certain that Standing Committees shall have an annual change in their membership. The term of office on these committees shall be for three years. Staggered terms of three, two and one years for all selected committee members shall initially be determined by lot.

12. With the exception of the tenure and promotion committee, in making nominations the Rules Committee shall make certain that no more than one member of a committee comes from any one of the ten categories specified under Section II, Composition. All nominations shall recognize the need for continuity, interest, and expertise. The Rules Committee shall invite one senator from each division not represented on it to participate in discussions of committee membership nominations.

13. In the absence of the Vice President of the Senate during the summer months, the President of the Senate shall make temporary appointments to committees as needed.

14. An alternate committee member is a designated faculty member or student member who will, with voting rights, substitute for or take the place of a regular (not designated as alternate) faculty member or student member of the same unit or division in the event that

(a) a regular member cannot attend a meeting;
(b) a regular member asks to be replaced at a meeting because of a vested interest or the existence of a bias with respect to the problem to be considered; or
(c) a temporary regular committee member vacancy exists because of a resignation.
15. If a member of a Standing Policy Committee of the Senate leaves the unit or division from which elected, the member will be considered to have resigned. However, if the committee actions would be disrupted by the resignation, the Senate President may specify that the member stay on the committee for the completion of the academic year.

16. If a committee member has a poor record of participation in committee activities, upon recommendation by that committee the Rules Committee may, after consultation with the member in question, dismiss him or her.

B. Student members shall be appointed by the Student government Association.

V. WRITTEN REPORTS

A. Written committee reports to the Senate consist of two kinds, which are submitted as separate documents.

1. A written annual report shall be submitted to the Senate by each committee that contains at least the following:
   a. Date and names of authors.
   b. Names of committee members.
   c. Number of committee meetings.
   d. Summary of activities and/or decisions.

B. Annual reports will be entered on the Senate Agenda, distributed with it, and automatically accepted by the Senate unless a successful motion to the contrary is introduced on the senate floor. Annual reports will not contain motions except insofar as their presence is a mere accounting of motions submitted to the Executive Committee. Annual reports may contain recommendations concerning questions the Senate should study.

C. Committee motions for changes in policy and/or stances on issues, if any, shall take the following written form:
   1. Motion proper
   2. Rationale for the motion.
   3. Committee name, date and authors.

VI. STANDING COMMITTEES

See attached listing of committees.
1. **ACADEMIC AFFAIRS COMMITTEE**

   a. **Composition:** 7

      6 members chosen from among the ten Senate categories.

      1 Student

   b. **Selection:** Standard

   c. **Charge:** The Academic Affairs Committee:

      1. Reviews existing policies governing academic affairs, and proposals for curricular change or development.

      2. Recommends new or changed policies concerning academic affairs to the Senate. This includes, but is not limited to, reviewing and making appropriate recommendations regarding college proposals for curricular change or development, university-wide academic standards and practices, and administrative practices and policies likely to have an impact on existing academic programs and practices.

      3. The Academic Affairs Committee shall have the power to interpret existing academic policy and resolve disputes over diverse interpretations of the policy.

      4. The committee shall also hear and resolve challenges concerning curriculum proposals offered by one college but affecting other colleges.
2. COURT OF ACADEMIC APPEALS COMMITTEE

a. Composition: 5

Faculty (3), chosen from among the 8 faculty divisions
Students (2)
Alternates: (3 faculty, 4 students), or if necessary, former members of the Court

b. Selection: Standard; faculty justices must be tenured and must be members of the graduate faculty. They shall serve three-year staggered terms and shall represent different Senate divisions.

The Committee shall also have two student members plus four student alternate members. Two of the alternates must be graduate students. Cases involving graduate students must be heard by graduate students.

c. Charge: Operating according to the procedures stipulated in Senate meetings of the March 11, 1985, the Academic Appeals Committee makes the final decision on cases appealed to it regarding students' requests for a change of grade, or other matters regarding academic requirements which the student can challenge.
3. EXCEPTIONS COMMITTEE

   a. Composition:

      7

      4 Faculty chosen from among the 8 faculty divisions

      1 Student

      1 Administrator - Vice President for Student Affairs (non-voting)

      1 Admissions Representative (non-voting)

   b. Selection: Standard

   c. Charge: The Exceptions Committee is concerned with policies and related procedures regarding admission to the University and exceptions to existing University rules.

      1. It considers applications for admission of students who do not meet University standards for admission.

      2. Exceptions to existing rules for students requesting them.

   Reports to the Senate, as required under the Standard Charge to all Policy Committees, shall include recommendations made to appropriate administrative persons and actions taken by those persons.
4. EXECUTIVE COMMITTEE

a. **Composition**: 7 members

- President, Vice President, President-elect, Secretary of the Senate
- Senators elected by the Senate (2)
- Appointment by the Senate President (1)

b. **Charge**: The Executive Committee sets the agenda for all Senate meetings and reviews all changes to the Faculty Handbook.

1. The Executive Committee may schedule matters on the Senate agenda at its discretion.

2. The Executive Committee receives policy recommendations from appropriate Senate Committees and decides which policy recommendations require full Senate review.

3. Any Senator or member of the University community may request that the Executive Committee consider a matter for possible inclusion on the Senate agenda. The Executive Committee may decide to include such matters on the Senate agenda, to refer such matters to a Senate Committee for its consideration, to establish ad hoc committees to consider such matters, to dismiss such matters, or, take other appropriate action. In all cases the Executive Committee will notify petitioners of the disposition of their petitions.

4. An item shall appear on the agenda for the next meeting upon written request of five or more senators representing at least three Senate divisions.

5. The Executive Committee will review all proposed changes to the Faculty Handbook other than those recommended by the Senate.
5. **FACULTY AFFAIRS COMMITTEE** (Faculty Welfare Committee)

a. **Composition:** 7

7 Members chosen from among 10 Senate categories.

b. **Selection:** Standard

c. **Charge:** The Faculty Affairs Committee deals with the relationship between the WSU faculty and the University and the State of Kansas. Specific areas of responsibility are:

1. Terms of employment, tenure policies, tenure and promotion guidelines, salary, fringe benefits, retirement, life insurance, health insurance, sabbatical leave procedure, faculty benefits and responsibilities, dismissal policies, conflict of interest policies.

2. Issues of faculty status within the University.

3. Academic freedom policies of the University and the State, including review of current policies, recommendations for changes, and review of any changes proposed by the University or State Regents' administration.
6. FACULTY COMMITTEE ON ATHLETICS

a. Composition: 13 members
Faculty (6): Full-time members of the university teaching faculty. No more than two faculty members may be from one college.
Administration (1)
Students (3)
Community (3)
Ex-Officio, Non-Voting (1) Athletic Director or designee

b. Selection:
Standard for five (5) faculty members, after consultation with the President of the University. One Faculty member appointed directly by the President.

c. Charge: Advises the Director of Athletics. Its members, including ex officio members, constitute the faculty representatives to the Intercollegiate Athletic Association, Inc.
7. **FACULTY SUPPORT COMMITTEE**

a. **Composition:** 11 members

9. Faculty and Academic Services representatives who are members in full standing of the Graduate Faculty and who represent each of the 8 faculty divisions and the unit of Academic Services.

1. Vice President for Research and Dean of Graduate Studies

1. Executive Vice President for Academic Affairs & Dean of Faculties Standard

b. **Selection:**

c. **Charge:** The Functions of the Faculty Support Committee shall be:

1. To review and act upon requests for institutional support of individual, departmental, and college research proposals, and allocate resources available for this purpose.

2. To assist the Vice President for Research and Dean of Graduate Studies in the consideration of overall institutional policy governing the award criteria and management of University research grants, including the supervision of policies relating to the right of human subjects, patents, and publications.

3. To review applications for sabbatical leave and forward recommendations on the applications to the Executive Vice President for Academic Affairs.

4. To continuously review the University guidelines on sabbatical leaves and make recommendations for changes as appropriate.

5. To review and act upon requests for institutional support of teaching and allocate resources available for this purpose.

6. To assist the Executive Vice President for Academic Affairs in planning new faculty orientation. The structure and organization of the orientation shall be reviewed by the Committee at least once every three years.

7. To identify faculty who are willing to help other faculty who wish assistance with teaching or research.

8. To recommend to the Executive Vice President for Academic Affairs ways to recognize excellence in teaching and research.
3. HONORS COMMITTEE

a. Composition: 7

1 Director of Honors Program

5 Faculty members chosen from among 3
Senate divisions and University College.

1 Student

b. Selection: Standard

c. Charge: The Honors Committee is concerned with policies and
related procedures affecting the Honors Program for the
academically talented student.
1. It counsels the Honors Coordinator
   and reviews the Coordinator's
   activities.
2. It recommends changes in the rules under
   which the program functions.
3. It considers applications by students who want to
   undertake independent study leading to a degree with
   departmental honors.

Reports to the Senate, as required under the Standard Change to
all Policy Committees, shall include recommendations made to
and actions taken by the Honors Coordinator.
9. LIBRARY AND MRC COMMITTEE

a. Composition: 7
   6 members chosen from among 10 Senate categories.
   1 Student

b. Selection: Standard

c. Charge: The Library and MRC Committee:
   1. Recommends changes in Library and MRC Policies.
   2. Reviews policies which relate to the Library and the MRC.
   3. Reviews and makes recommendations to the administration of the Library/MRC about the allocation of their acquisition budgets.
   4. Reviews proposed program offerings and advertising policies for Channel 13.
10. LIBRARY APPEALS COMMITTEE

a. Composition: 5 members, 2 alternates

- Administration (1)
- Tenured faculty (2)
- Students (2)
- Alternates (1 tenured faculty, 1 student)

b. Selection: The President of the University shall select the administrative nominee, subject to confirmation of the Senate. The Rules Committee shall nominate faculty members, subject to the confirmation of the Senate, and they shall represent different Colleges of the University. Terms shall be two years, faculty and student members' original appointments being staggered so that one vacancy will occur each year. In the event that a regular Committee member is absent, the appropriate alternate shall temporarily fill that vacancy.

c. Charge: The Committee shall hear all appeals by students, faculty, and staff arising from the loan policies of the Wichita State University Libraries. Members of the academic community who have grievances should file with the Chairperson of the Committee a written appeal which, along with a written response by a representative of the Library's Circulation Department, will be forwarded to the Committee for disposition. The petitioner and a representative of the Circulation Department will be allowed to appear before the Committee to present oral arguments and to respond to questions. Decisions of the Library Appeals Committee are final.
11. RETRENCHMENT ADVISORY AND APPEALS COMMITTEE

a. Composition (9 members)

Chairpersons of each College and Academic Services
Advisory and Appeals Committee for Retrenchment (7)
Students (1)
Ex officio (1): University Affirmative Action
Officer (non-voting)

b. Selection: Chairpersons of Advisory and Appeals Committee for Retrenchment are chosen according to the same procedures used in selecting Tenure and Promotion Committee chairpersons or by other procedures adopted by the faculty of the college or academic services staff.

If a college elects the membership of its Tenure and Promotion Committee and of its Retrenchment Committee, separate elections must be held for each committee. Overlapping membership will be permitted, if it arises out of separate elections.

If some portion of the membership of the Tenure and Promotion Committee of a college is appointed, and/or if some portion of the membership of the college's Retrenchment Committee is appointed, then no more than half of the members of either committee may simultaneously be members of the other. The Rules Committee has the authority to grant an exception to this regulation for a particular college, if such a request for exception can be justified.

c. Charge:

1. a) To regularly review the status of the university and its component parts in relation to those aspects relevant to possible financial exigency.

b) To participate in preventive planning for the university prior to a declared exigency.

c) To review university and college plans for retrenchment should a declaration of financial exigency be necessary.

d) To serve as an appeals committee during periods of financial exigency as described in the "Policies and Procedures for the Reduction of Unclassified Staff for Reasons of Financial Exigency" document adopted by the University Faculty September 15, 1980, or as amended.

2. Planning during non-crisis periods

a) Biannual review of the current status and future projections for the University by the President and/or Academic Vice President with the University Committee and others as
appropriate.

b) The chairperson of the University Committee shall be involved regularly in discussions with the university administration regarding university financial status, especially at time of budget hearings.

c) Review and consideration of policies such as early retirement or semi-retirement, shared positions, faculty retraining and faculty reassignment which could help avoid declaration of financial exigency.

3. During a period of financial exigency

Function as stated in the "Policies and Procedures for the Reduction of Unclassified Staff for Reasons of Financial Exigency" document adopted by the University Faculty September 15, 1980, or as amended.
12. RULES COMMITTEE

a. **Composition:** 7 members
   - 4 chosen from among 8 faculty divisions and Academic Services.
   - Vice President of the Senate
   - President Elect of the Senate (Chair)
   - 1 Student

b. **Selection:** Standard

c. **Charge:** The Senate Rules Committee:
   1. Recommends changes to the Senate rules and constitution to the Senate and updates the rules and constitution to reflect changes passed by the Senate.
   2. Recommends changes to the bylaws of the University Faculty and updates the bylaws to reflect any changes made.
   3. Recommends to the Senate procedures and policies for the Senate elections, and conducts the elections (Vice President of the Senate).
   4. Recommends to the Senate changes to the Senate committee structure and changes in the procedure for appointing faculty, administrators, and staff to these committees, and nominates candidates for the committees to the Senate for its approval. In making nominations the committee is not restricted to nominations from Senate categories or committee preference forms, but should strive to create the strongest and most effective committees. (Vice President of the Senate)
   5. Reviews and suggests changes in the faculty grievance procedure and coordinates the implementation of the University Grievance Procedure.
   6. Interprets the rules and constitution of the Senate.
13. SCHOLARSHIP AND STUDENT AID COMMITTEE

a. Composition: 7
   5 chosen from the 3 faculty divisions and Academic Services,
   1 Student
   1 Director of Financial Aids (non-voting)

b. Selection: Standard

c. Charge: The Scholarship and Student Aid Committee is concerned
with policies and related procedures for the awarding of
institutional financial aid.
   1. It reviews the actions of the
      Financial Aids Office.
   2. It establishes procedures for the selection
      and termination of major scholarships.
   3. It acts as an appeals board
      for students whose scholarships have been terminated.

Reports to the Senate (which are required under the Standard
Charge to all Policy Committees) shall include recommendations and
actions taken by appropriate administrative persons.
14. TENURE AND PROMOTION

(APRIL 22, 1974, VOL. X, NO. 14)

a. **Composition (12 members)**

Chairpersons of Tenure and Promotion Committees in the degree-granting colleges and the Library/Media Resources Center (7)

Faculty-at-large (2)

Student (1): non-voting

Ex officio (2): Executive Vice for Academic Affairs and Dean of Faculties (non-voting); Vice President for Research and Dean of Graduate Studies (non-voting)

b. **Selection:** Chairpersons of Tenure and Promotion Committees in the degree-granting colleges and the Library/Media Resources Center are chosen according to the procedures established in their respective colleges. These chairpersons shall serve for two years, with half of them changing each year. Faculty-at-large are selected according to standard procedures, with the provision that they must be different degree-granting colleges. Faculty-at-large shall serve for three years.

c. **Charge:** The functions of the Tenure and Promotion Committee shall be:

1. To implement university-wide policies and procedures for awarding tenure and promotion. This shall include such items as:

   a. Tenure and Promotion Calendar.

   b. The format for documentation in support of Tenure and Promotion Review with a view to developing comparable standards throughout the University while recognizing essential college differences.

   c. Transmittal, reporting and appeals procedures.

   d. Consideration of information to be provided by the Administration, when the committee requests it, about patterns of promotions related to time in grade; promotion projections based on current faculty rank ratios and historical precedent; patterns of promotion across comparable universities; study of changing tenure and promotion guidelines of organizations such as AAUP, NCATE, Regents, and the like; and budgetary restrictions.

2. To ensure that there are University procedures for notifying the relevant administrators and those faculty members for whom tenure decisions
must be made before reappointment.

3. To review tenure and promotion cases in accordance with procedures defined in Tenure, Promotion and Appeals Procedure and approved by the University faculty on Nov. 29, 1982.

4. To review each year the University guidelines in light of the various colleges' guidelines.

5. To identify to the Faculty Affairs Committee problems in Tenure policies and Tenure and Promotion guidelines.
15. TRAFFIC COMMITTEE

a. Composition: 9
   5 chosen from 10 Senate categories.
   3 Students
   1 Classified Staff

b. Selection: Standard procedures; Classified Staff member is appointed by the Personnel Relations Committee.

c. Charge: The Traffic Committee is concerned with policies and related procedures regarding traffic flow and parking for the University's students, faculty, staff, and visitors. It reviews and makes recommendations about traffic regulations, violations and fee schedules, and appeals procedures for those cited for violations.
16. TRAFFIC APPEALS COMMITTEE (University Traffic Court)

a. Composition (6 members)

Faculty (2)
Students (2)
Staff (1)
Ex-officio (1): Chair of Traffic Committee (non-voting)

b. Selection: Faculty members shall be chosen from among the 3 faculty divisions with the stipulation that no two members from the same college may serve concurrently. They shall be nominated by the Rules Committee, subject to ratification by the Senate. Staff members are appointed by the Personnel Relations Committee.

c. Charge: The Traffic Appeals Committee makes decisions on cases appealed to it.
DEFINITIONS

1. Category: The term category is used for the 10 categories defined under Section II of the Senate Rules describing composition.

2. Divisions: The term divisions is used for the 8 faculty divisions described under Section II of the Senate Rules describing composition.

3. Units: The term units is used for Academic Services and Administration, as used under Section II of the Senate Rules describing composition.
SUMMARY OF SENATE ACTION:

Motion: William Wentz to replace Gary Thomann on the Faculty Affairs Committee: motion passed by acclamation.

Motion: David Childs to replace Gerald McDougall on the Rules Committee: motion passed by acclamation.

Motion: Approval of the Constitution of the Faculty Senate as amended: motion passed without dissent.


Members Absent: Armstrong, Connor, Gosman, Hoyer, Koehn, Martin.


President Rogers called the meeting to order at 3:30 PM and made the following announcements:

He conveyed President Armstrong's regrets at not being present because of his attendance at a Missouri Valley Conference meeting.

Report on activities over the summer and early fall:

Discussions occurred on the University's three-year plan involving the Regents' Margin of Excellence. We will ask the Administration for a report on this matter soon. Because this plan calls for re-deployment of internal resources, there will
probably be administration recommendations for program discontinuance. President Rogers requested that faculty members look at the discontinuance document in order to understand the role played by the faculty in this procedure.

Appointment letters were sent out with an additional clause; this action was contrary to a prior agreement, and the letters were modified after consultation between faculty and administration.

The Executive Committee has met six times since the last Senate meeting, twice with the Academic Vice President. One of the latter meetings involved the Margin of Excellence program and the other was a discussion of new directions and issues in academic affairs.

State issues that may be of concern:
1. The Board of Regents is considering possible discontinuance of the open admissions policy at some of the regents' institutions.
2. Under pressure from the Legislature, the Board of Regents is discussing the possibility of state-wide learning assessment programs. Dr. Scott is chairing this committee for COCAO.
3. The Health Care Commission is considering a recommendation to charge an enrollment fee of $10.00 a month to every employee earning more than $20,000 a year; they are also proposing a 60-day waiting period for new members of the program.

At the request of the Senate, the Executive Committee appointed Allen Cress to replace Tina Bennett Kastor on the Rules Committee.

President Rogers announced, with regret, the resignation of President-elect Marilyn Myers from the Senate and Ron Christ from the Executive Committee. These vacancies will need to be filled by the Senate at a subsequent meeting.

In response to a question by Senator Dreifort, Senator Greenberg reported that there was to be a Union election for a bargaining agent at K.U. on November 16 and 17. The options would be NEA, AAUP, or no agent.

The minutes of the last meeting were approved as corrected.

Rules Committee nomination: William Wentz to replace Gary Thomann on the Faculty Affairs Committee.
Senator Myers moved and Senator Greenberg seconded the motion to elect by acclamation. Motion passed.

Executive Committee nomination: David Childs to replace Gerald McDougall on the Rules Committee.
Senator West moved and several senators seconded the motion to
elect by acclamation. Motion passed.

President Rogers asked Nancy Millett to present the proposed Constitution for the Faculty Senate: other committee members responsible for this document included Gerald McDougall and John Dreifort.

In accordance with Robert's Rules of Order, President Rogers announced that each section of the Constitution would be taken up separately, with amendments in order at that time. Final approval would be voted on after all the sections had been considered and would require a simple majority.

Motion of Constitution Committee: the adoption of the Faculty Senate Constitution as distributed.

Dr. Millett stated that the committee had made only those changes in the Constitution that had been signaled by the University Faculty; other changes were editorial. She further noted that there were no substantive changes made in the Senate Rules, which had been approved by the University Senate.

Article I:
Section 1: Friendly amendment accepted: Senator Graham moved that the word "area," as used in this section, be included under the definitions on page 19.

Section 3: Senator Wherritt moved, Senator Barrett seconded, the addition of the sentence "Senators are eligible for re-election." The motion passed.

Section 4: Friendly amendment accepted: Senator Paske, supported by Senator Zoller, requested clarification of this section by inserting "A total of" before the words "six nominations from 3 areas."

Section 7: Friendly amendment accepted: in response to a question raised by Senator Greenberg, the phrase "before the end of the spring semester" replaced the words "in May."

In response to a question by Senator Kelly, President Rogers stated the two-thirds vote in this Section would be two-thirds of the senate present at the meeting.

Article II
Section 1: Friendly amendment accepted: Senator Clark suggested the word "service" replace "one year" in case the length of time varied.

Section 2: Friendly amendment accepted: Senator Foster pointed out "senate" should replace the word "group."

Section 3: Friendly amendment accepted: Senator Paske
suggested "area" replace "group."

Article III
Section 2: It was moved by Senator Clark, seconded by Senator Johnson that the phrase "of concern to the faculty" replace "of an internal faculty nature." Motion passed.

Article IV
Section 1: Friendly amendment accepted: Senator Daugherty proposed amending the second sentence to read, "If the amendment is proposed by no fewer than twelve faculty members, the Executive Committee must place it on the agenda of one of the next two Senate meetings."

Section 2: Senator Snyder moved to strike Section 2 on the ground of inconsistent policy: current amendments are not being submitted to the faculty at large. Senator Johnson seconded.
Senator Paske opposed the motion, noting that the present constitution reflects the approval of the general faculty but future action might not. Senator Wherritt agreed, pointing out there is no other way to deliberate over a period of time. The motion failed.

Definition of Terms
Senator Clark raised the issue of terminology for non-academic programs. A discussion of this matter followed, with no motion resulting.

Administration: Correction noted: "office of research administration" replaces "research and sponsored programs." Friendly amendment accepted: Senator Kitch suggested revising the fourth line to read "including, but not limited to, the director of the computer center..."
Friendly amendment accepted: "president" should be added to the titles listed.

The Constitution was passed as amended.

Senator Greenberg moved, Senator Dreifort seconded, that we adjourn. The motion passed; the Senate adjourned at 4:50 p.m.

Susan Nelson, Senate Secretary
Lucille Brodie, Recording Secretary