Volume VII

Agenda and Minutes of the Meeting of October 11, 1993
AGENDA

FACULTY SENATE
The Wichita State University

Room 126 CH 3:30 p.m.

Meeting Notice: Monday, October 11, 1993

Order of Business:

I. Calling of the Meeting to Order

II. Informal Statements and Proposals

III. Approval of Minutes

IV. President’s Report

V. Committee Reports
   Rules Committee
   General Education Committee

VI. Election of Planning and Budget Committee Member
   Replace Elmer Hoyer for 1993-94 year
   Must be a member of Faculty Senate - need two nominators

VII. Old Business
   A. Grade Replacement Policy (Green attachment)
      Draft based on 9/27/93 Senate meeting discussions
   B. Sexual Harassment Policy (Buff attachment)
      Discussion of procedure outlines

VIII. As May Arise

EXECUTIVE COMMITTEE

James Clark, President 3220 Box 78
Dwight Murphey, Vice President 3219 Box 88
Gayle Davis, Secretary 3358 Box 82
Joyce Cavarozzi, President-Elect 3541 Box 53
Walter Horn, Elected by Senate 3410 Box 44
Jolynne Campbell, Elected by Senate 3147 Box 43
Sue Bair, Appt’d by Senate Pres. 3340 Box 16
Faculty Senate President’s Report

for the October 11 Faculty Senate Meeting

I. Search for Vice President for Academic Affairs

The search committee met on October 4 to review the suggestions submitted by faculty and staff for questions to ask candidates and their references; most of the suggestions will be used. Starting the week of October 11, committee members will be making telephone interview calls to candidates and to several of the references the candidates have given. Following these interviews, the committee will decide which candidates merit further investigation through open referencing, and will decide the details of the remainder of the search process.

II. University Cabinet Meeting

The University Cabinet (President, Vice Presidents, Deans, Senate Presidents) met again on September 22. Topics discussed include:

1. The “buy-out” of Continuing Education non-base credit hours. Non-base classes are self-supporting, with tuition payments being used to cover the costs of instruction. These classes do not require using any state budget funds, but also do not count in WSU’s official enrollment figures. Converting non-base classes to in-base classes increases the number of credit hours WSU officially produces, but requires using state funds to pay instructional expenses, with the students’ tuition payments sent to Topeka.

This fall, the administration decided to convert almost all non-base classes to in-base classes, using unallocated salary funds to pay the expenses. For future semesters, the administration is considering ways to build many of the classes usually offered non-base into the regular in-base schedule.

2. Final enrollment figures were presented, showing WSU down about 1.5% in credit-hours from Fall 1993.

3. Vice President Lowe reported on several projects in process: evaluating the feasibility of new residence halls and of parking garages, the participation of WSU in a benchmarking project allowing WSU’s operating costs in specific administrative areas to be compared to other universities’ costs, and the future opening of an office of the state travel agency at WSU.

III. Senate Executive Committee Meeting

Agenda for October 4, 1993:

1. Set agenda and format for October 11 Senate meeting
2. Scholarship payout reductions (with VP King)
   Details in next report
3. Annual chairperson evaluations - correspondence with VP Dreifort
   Exec. Comm. will meet with Dreifort
Proposed Grade Replacement Policy
Includes Revisions from 9/27/93 Faculty Senate Meeting

1. A grade (A, B, C, D, F) received at the completion of a repeated class will automatically replace all previous grade(s) received for that course in the computation of the student's cumulative grade-point average.

2. The option of repeating a course for the purpose of grade replacement may only be used for five (5) different courses by a student during her/his academic career at WSU or any other university.

3. Grades received in courses taken at another institution may not be used to replace grades in courses taken at WSU.

4. Grades for all attempts at a course will appear on the student's transcript, and a course which has been repeated will be designated as such by placing an R before the grade which was received.

5. Credit for a repeated course will only count once toward meeting degree requirements.

6. This policy will be effective for all students, for classes taken beginning with the Fall 1994 semester.
Suggested catalog copy for implementing grade replacement policy:

R Repeat. A prefix to other grading symbols indicating that the course is a repeat of one taken earlier, such as RA, RB, RC, RD, RF, RW, or RI. The R prefix has no evaluative function but is used for information only. The following provisions concern repeats:

1. No course may be attempted more than three times. For this policy a repeat of an audit does not count as an enrollment, but a W counts as an enrollment. Exceptions may be made in writing by the chairperson of a student’s major department.

2. Any course may be repeated. Beginning with the Fall 1994 semester, a grade received at the completion of a repeated class will automatically replace all previous grade(s) received for that course in the computation of the student’s cumulative grade-point average. The option of repeating a course for the purpose of grade replacement may only be used for five (5) different courses by a student during her/his academic career at WSU or any other university. Grades received in courses taken at another institution may not be used to replace grades in courses taken at WSU. Credit for a repeated course will only count once toward meeting degree requirements.

3. Students may audit the same course any number of times.

Only the paragraph numbered 2. above is changed from the current catalog (pp. 12-13). The current paragraph 2 reads:

2. Any course may be repeated. Beginning on June 1, 1987, for students first enrolling at a college or university on or after that date, all grades will be included in the computation of the grade point average. The previous repeat policy will apply to former students.
Sexual Harassment Policy

Outlines of Proposed Procedures

<table>
<thead>
<tr>
<th>Procedure Step</th>
<th>Ad Hoc Committee Proposal</th>
<th>Davis / Daugherty Proposal</th>
<th>Murphey Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial discussion with:</td>
<td>Any &quot;supervisor&quot;</td>
<td>Any &quot;supervisor&quot;</td>
<td>Any &quot;supervisor&quot;</td>
</tr>
<tr>
<td>Informal complaint sent to:</td>
<td>Rules Committee Chair</td>
<td>Affirmative Action Officer (AAO)</td>
<td>Rules Committee Chair</td>
</tr>
<tr>
<td>Informal complaint in writing?</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Informal investigation and / or mediation by:</td>
<td>Respondant's chair, or mediator, at complainant's option</td>
<td>&quot;Supervisor&quot; or AAO Mediation only at request of complainant</td>
<td>Respondant's chair, or mediator, at complainant's option AAO may assist complainant</td>
</tr>
<tr>
<td>Formal complaint filed by:</td>
<td>Complainant</td>
<td>Complainant</td>
<td>Complainant or AAO</td>
</tr>
<tr>
<td>Investigation of formal complaint by:</td>
<td>AAO - AAO can also try for mediated settlement</td>
<td>AAO</td>
<td></td>
</tr>
<tr>
<td>Hearing by:</td>
<td>Faculty committee</td>
<td>No hearing at this point</td>
<td>Faculty committee May be shifted to informal stage of Dismissal proced.</td>
</tr>
<tr>
<td>Guilty / not guilty decision by:</td>
<td>Faculty committee</td>
<td>AAO</td>
<td>Faculty committee (unless proceeding under Dismissal policy)</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-------------------</td>
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<td>----------------------------------------------------------</td>
</tr>
<tr>
<td>Penalty if guilty decided by:</td>
<td>Faculty committee</td>
<td>VPAA</td>
<td>Faculty committee</td>
</tr>
<tr>
<td>Possible appeals by:</td>
<td>Complainant or respondent</td>
<td>Respondent</td>
<td>Complainant, respondent, or AAO</td>
</tr>
<tr>
<td>Appealed to:</td>
<td>President</td>
<td>Faculty committee - may then be appealed to President</td>
<td>President</td>
</tr>
</tbody>
</table>
Flow Charts for Proposals

DAVIS/DAUGHEarty Proposal

- Informal mediation: AAO or other
  - → Formal Hrg by AAO
  - → Academic Grievance Committee
  - Chaired by AAO

- Include dismissal among remedies

MURPHEY Sept '93 DRAFT:

- Discuss, chain, any rule, supervision comm.
- Informal mediation by mediator
- Include dismissal, act of support, copy to AAO
to decide whether active or support complaint.

DISMISSAL FOR CAUSE PROCEDURE:

- Informal Review Committee
- Formal Hrg
- President

SEXUAL HARASSMENT HEARING PROCEDURE:

- Formal Hearing
- Prov. Univ.

MAY 8 DRAFT, attached to Senate Agenda:

- Discuss, chain, any rule, supervision comm.
- Informal mediation
- AAO’s mediation
- Hrg, grad. Hrg

Possible:

- Dismissal for cause
- Informal mediation
- Formal Hrg
- Prov. Univ.
- Appeal to Pres.
FACULTY SENATE

The Wichita State University

Minutes of the Meeting of Monday, October 11, 1993

MEMBERS PRESENT: Ackerman, Allen, Bair, Bajaj, Benson, Brady, Campbell, Carroll, Chambers, Chopra, Ciboski, Clark, Daugherty, G. Davis, DeSilva, Dreifort, Duell, Flentje, Furtwengler, Gythiel, Hanrahan, Hawley, Hay, Horn, Houts, Hoyer, Hughes, Hundley, Koppenhaver, Kraft, Kuchment, Lancaster, Lansing, Mandt, Matson, May, Murphey, Parkhurst, Paske, Pitetti, Romig, Sharp, Terrell, Teshome, Thomson, Wahlbeck, Wherritt, Williamson, Yeager, Zandler

MEMBERS ABSENT: Burk, Cavarozzi, Combs, L. Davis, Greywall, Kelly, Masud, Merriman, Shanahan

GUESTS: Brunner

SUMMARY OF ACTION TAKEN:

1. Passed Grade Replacement Policy

I. MEETING CALLED TO ORDER by President Clark at 3:30 p.m.

II. INFORMAL STATEMENTS AND PROPOSALS.

None.

III. MINUTES. September 27, 1993

Senator Mandt asked for corrections of several misspellings of Senators' names in the minutes and asked that the tallies be recorded in future minutes whenever a vote count is taken.

Senator Bajaj moved the minutes for 9/27/93 be approved as corrected: the motion was seconded and passed.

IV. PRESIDENTS REPORT.

In reference to section III of the written President's Report of 10/5/93, Senator Hoyer asked when the executive committee would meet with IVPAA Dreifort concerning chairs' evaluations and whether the agenda would include handbook compliance and faculty input. President Clark said the meeting was scheduled for 10/18/93 and that the chairs' evaluations, handbook compliance in general and faculty input would be discussed. IVPAA Dreifort added that the deans' council had discussed these concerns and that he would gather information about what departments now do. He wants to comply with the faculty handbook without making the chairs' evaluation requirement unduly burdensome. If the process becomes too cumbersome, he will ask the Senate to consider modification of the faculty handbook concerning processes for conducting chairs' reviews.
V. COMMITTEE REPORTS.

Senator Murphey, representing the Rules committee, suggested replacements for several positions on various committees. They are: ACADEMIC AFFAIRS: Susan Hanrahan (Health) and Sam Webb (Business), COURT OF ACADEMIC APPEALS: Bert Smith (Engineering), full member, Mohammad Dadashzadeh (Business), Alternate, and Bert VanBoer (Music), Alternate. GENERAL EDUCATION: Robert Schrag (Engineering). SCHOLARSHIP AND STUDENT AID: Stephen Moore (Religion). and TRAFFIC APPEALS: Prem Bajaj (Math). Senator Wherritt moved to accept the list by acclamation. The positive vote was unanimous. Senator Matson, Chair of the General Education Committee, reported that the committee had received 80-90% of the General Education introductory level course proposals from individual departments. The 15-member committee is now processing those proposals. He estimates that there will be 55-60 courses at the introductory level, down from the old 180+ course curriculum. He said the target number of introductory courses was 50 and they had come close to meeting it. Senator Ackerman, chair of last year's General Education committee that developed the new program, said the list does reach the target number. This is because there are groups of General Education classes within some departments (such as Physics) from which a student may select only one course for credit. Therefore, the committee counted these groups of courses as one course. The current committee counted each course in these groups separately, arriving at the 55-60 count. Senator Matson reported that proposals for the second tier courses are due to the committee by 10/15, and the third tier courses (Issues and Perspectives) by 11/15. He said the committee is sticking to last year's document closely in their weekly deliberations. He had no estimate of how long committee evaluation of proposals will take but said they hope to have the introductory courses in the catalog for Fall. Senator Matson responded to Senator Daugherty's question explaining that for second tier courses, departments have only to give a list and justification for inclusion. Senator Mandt asked how the committee will work toward true interdisciplinarity in the I and P courses. Senator Matson said the committee has discussed it, but hasn't decided yet how to approach the problem.

President Clark announced the need to elect a member of the Planning and Budget Committee. The replacement is for either Senator Kahn or Hoyer for a one-year term. The current members of the committee are Senators Sharp, Flentje, Burk, Mandt, and Hawley. The replacement must be a current member of the Senate for LAS Math/Natural Science, LAS Social Science, Fine Arts or Engineering. There were no nominations, so the Executive Committee will present nominations at the next Senate meeting.

VI. OLD BUSINESS.

GRADE REPLACEMENT POLICY: There was a long discussion of the proposed new grade replacement policy. The main discussion centered on: whether students should be able to take as many as five courses for grade replacement (Senators Wherritt, Paske, Mandt, Bair); whether we need RW and RI categories (Senators Brady, Duell, Mandt, Carroll); how this policy compares to that followed at Kansas State University and the University of Kansas (Senators Chopra, Mandt, Bair). There were several logistical questions. Senator Lancaster asked whether graduate courses are included in the policy. President Clark responded that the policy covered a student during his/her academic career at WSU. But Senator Duell said she thought it was only for undergraduate years and that the Graduate School has control over graduate level courses. Senator Hawley asked whether there were any restrictions on which courses could be repeated. President Clark answered that any course could be repeated. Senator Terrell raised a concern that a
repeat policy for a course in which a student earned a "W" or an "I" may be
misused by a student who wants to remove a RF by retaking the course for a RW. The following changes were suggested: add "A.B.C.D.F" after "Previous" in number
1, line 2, page 1 (Senator Brady); add "repeated" in number 6, line 1 page 1
after "for" (Senator Horn). Senator Ackerman moved that "a W or I grade will not
replace a previous grade in computation of student's cumulative GPA" be added at
the end of paragraph 1, page 1 and in the catalog copy. The motion passed.

The implications of the policy were debated. It was decided that the
Executive Committee would work to clarify some of the questions that were raised.
Senator Carroll suggested that the Senate address WSU's practice of
changing other schools' computations of GPA's on transfer students' transcripts.
Senator Lancaster suggested that we discuss making our withdrawa
policy tougher. President Clark agreed that we could send these concerns to Academic Affairs.

President Clark called for a vote on the policy with the changes and the
amendment to the catalog. The motion passed. Student Government Association
President Rockstad thanked the Senate for the time and energy it had spent on
this policy change. IVPAA Dreifort assured the Senate that the central
administration will consider and approve the new policy without delay.

SEXUAL HARASSMENT POLICY: President Clark explained that the Executive Committee
wanted to clarify some general procedural issues in the sexual harassment policy
before sending the issue to committee. He suggested moving into a committee of
the whole to allow unstructured discussion and straw votes on certain aspects of
the policy while refraining from making formal motions or amendments. Senator
Mandt moved and Senator Murphey seconded the motion to go into committee of the
whole. The positive vote was unanimous.

The discussion was related to the outline version written by President
Clark of the three proposals that have come to the Senate: the Ad Hoc committee
proposal from last spring, the proposal written by Senators L. Davis and
Daugherty, and Senator Murphey's proposal. One significant way the
Davis/Daugherty proposal is philosophically different from the other two
proposals is that the Affirmative Action Officer is involved earlier and more
consistently in the process than is the faculty. Senator Daugherty explained
that the process they suggest is more complex than it appears to be, as
summarized in the outline. She explained that the legal determinations needed
in these cases require the involvement of the AAO early because of her legal
knowledge of the process. Some Senators stated their opposition to delaying faculty input so long (Senators Paske, Wahlbeck). Senator Campbell said she
worried that the AAO is not a neutral party and that there is no faculty advocate
in the Davis/Daugherty proposal. Senator Mandt suggested that in the
Davis/Daugherty proposal, the AAO has too many roles, including
conflict/mediation resolution, investigation judge, and chair of the Appeals
committee. Senator Daugherty said there is a mistake in the proposal and that
the AAO would not chair the appeals committee. Senator Paske stated that the AAO
could be available to give legal advice but he objects to the AAO as the main
investigator for cases. Senator Hoyer voiced concern and asked for assurance
that the respondent be notified of an investigation.

Senator Murphey explained that in his proposal the AAO is involved early
but only in the informal mediation process. After that, if Dismissal for Cause
is being sought, the process goes to the Dismissal for Cause procedures. If not,
the process goes toward Faculty Grievance procedures.

Senator Wherritt stated his opposition to the Rules Committee involvement
because he felt that only a small number of people should have details of such
cases. President Clark clarified that it is really the Senate President Elect
and not the whole Rules committee who would be the contact in these cases. IVPAA Dreifort asked if legal counsel had been sought. President Clark answered that Regent attorney Judith Penrod Siminoe saw and made a few changes in the ad hoc committee proposal over the summer. Senator Terrell suggested that the Sexual harassment policy should be incorporated into the Dismissal for Cause Procedures. He also raised a concern about how any of these sexual harassment policies would handle hostile working environment issues or cases in which no one person is guilty.

Senator Paske moved to reject the Davis/Daugherty proposal. President Clark asked for a straw vote on this idea. The results of the vote were 22 in favor, 6 opposed. Senator Daugherty asked that everyone read the full proposal before making a final judgement.

Senator Wherritt moved to rise and report and the motion passed.

Senator Carroll moved to adjourn.

The meeting was adjourned at 5:04 p.m.

Respectfully submitted.

Gayle Davis
Faculty Senate Secretary