



# Faculty Senate Archives

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Faculty Senate

Academic year 2006-2007

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## Volume XX

### Agenda and Minutes of the General Faculty Meeting of May 8, 2007

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**WICHITA STATE UNIVERSITY**  
**GENERAL FACULTY MEETING**  
**AGENDA**

<b>MEETING NOTICE</b>	<b>Tuesday, May 8, 2007</b>
	<b>Immediately following the Faculty Awards Ceremony at 2:30 --- at 3:30pm</b>
	<b>R S C Ballroom</b>

**ORDER OF BUSINESS:**

- I. Call of the Meeting to Order -- Vice President Peer Moore-Jansen**
  
- II. Selection of a Secretary & Parliamentarian**
  
- III. Approval of the Minutes -- May 9, 2006 -**  
**- <http://webs.wichita.edu/senate/GenFac-m-5-9-06.htm>**
  
- IV. Moment of Silence for Deceased Faculty**
  
- V. State of the Senate -- Brigitte Roussel, President**
  
- VI. State of the University -- Donald L. Beggs, President**
  
- VII. State of Academic Affairs -- Gary L. Miller, Vice President of Academic Affairs and Research**
  
- VIII. Old Business -- none**

**IX New Business**

- A. Proposed Policy on Chronic Low Performance -  
- <http://webs.wichita.edu/senate/CLPproposal4-9-07clean.html>

**X As May Arise**

**\*\* University Faculty Awards" will be presented prior to the General Faculty Meeting. A reception will begin at 2:30 pm followed by Regent Janice DeBauge presenting the Faculty Awards.**

Pursuant to call, a meeting of the faculty of Wichita State University was held May 9, 2006.

**I. Call of the Meeting to Order:** Faculty Senate Vice President Patricia Dooley called the meeting of the General Faculty of WSU to order immediately following the Faculty Awards Ceremony.

**II. Appointment of the Parliamentarian and Election of the Secretary:** Brian Withrow was appointed as Parliamentarian for the meeting. Nan Myers was elected as Secretary for the meeting.

**III. Moment of Silence for Deceased Faculty:** Names of faculty deceased during the past year were read as the attendees observed a respectful time of silence.

**IV. Approval of the Minutes:** The minutes of the General Faculty Meeting on May 10, 2005 were approved as distributed.

**V. State of the Senate:** Past President of the Faculty Senate, Christopher Brooks, deferred his report to New Business.

**VI. State of the University:** President Beggs had another obligation and was unable to deliver this report.

**VII. Old Business:** None

**VIII. New Business**

- A. Department Administration – Electorate,** including a review of the “Electorate” section from section 1.51 of the Faculty Handbook, a discussion of “Phased Retirees” and a discussion of 1.0 EFT Instructors with Faculty Status. The following was presented to the faculty for approval:

*The department electorate shall, as a minimum, include all those serving as full-time (1.0 EFT) professors, associate professors, assistant professors, and tenured instructors, who provide at least 50 percent of their University duties within the department/library. This group may, by majority vote, establish as a policy the extension of the electorate to (but no further than) visiting professors and all those in the department enfranchised to vote under the Faculty Senate Constitution (<http://webs.wichita.edu/senate/handbook/FSConstitution-rev-1-05.html>).*

*Administrators, as defined by the Faculty Senate Constitution, <http://webs.wichita.edu/senate/handbook/FSConstitution-rev-1-05.html> are excluded from the department electorate. A faculty member who has resigned or who is serving in the last year of a terminal appointment shall also be excluded from the electorate.*

*The Faculty Senate on April 24, 2006, approved the following amendments to 1.51 to be submitted to the General Faculty*

- 1. This group may, by majority vote, establish as a policy the extension of the electorate to those on phased retirement*
- 2. This group may, by majority vote, establish as a policy the extension of the electorate to full-time (1.0 EFT) instructors with faculty status who provide at least 50 percent of their University duties within the department/library.*

Faculty Senate Past President Christopher Brooks reviewed the history of the issues about the faculty electorate. He also provided an explanation of the “electorate” definition as approved by the Faculty Senate on April 24, 2006, and as it now appears in the Handbook for Faculty, 1.521, Chair Policies & Procedures. The proposed definition of “electorate” for Department Administration is a compromise hammered out by the Senate Executive Committee after three months of discussion in the Senate. Brooks emphasized that the need for a definition of “Electorate” was noted after the Rules Committee turned to WSU Legal Counsel for assistance in resolving grievances on electorate issues, because there was no definition provided for “electorate” in the Handbook for Faculty.

Two voting issues were presented to the General Faculty Meeting:

1. This group may, by majority vote, establish as a policy the extension of the electorate to those on phased retirement.
2. This group may, by majority vote, establish as a policy the extension of the electorate to full-time (1.0 EFT) instructors with faculty status, who provide at least 50 percent of their University duties within the department/library.

Much discussion ensued. There were many comments about the importance of departmental autonomy. There was a motion from Linnea Glenmayer, (Dottie Billings-2nd), to table item number 2 (1.0 EFT issue) until the issue could be studied further. The motion failed. Dan Close called the question on the voting issues. There was a secret ballot vote on both issues. Both issues passed. The vote count on issue 1 (phased retirement) was 51 yes, and 4 no. The vote count on issue 2 (1.0 EFT) was 45 yes and 13 no.

**IX. As May Arise:** None

**X. Adjournment:** The meeting was adjourned at 4:45 pm, following a motion from Dan Close, (Brian Withrow-2nd)

## **PROPOSED POLICY ON CHRONIC LOW PERFORMANCE**

**Each University department/unit shall develop, with input from its faculty, a set of guidelines approved by the Dean, describing the minimum acceptable level of performance for all applicable areas of responsibility for its faculty, as well as procedures to handle alleged cases of chronic low performance. Chronic failure of a tenured faculty member to meet the minimum acceptable level of performance as defined by the department/unit guidelines shall constitute evidence of “chronic low performance” and may warrant consideration for “dismissal for cause” under existing university policies. This statement is intended to establish a specific and clear procedure for identifying and addressing instances of a faculty member failing to meet the minimum level of performance, and to provide a remediation program where appropriate, as further described below.**

**If the Chair and/or the FAR Review Committee determines that the overall performance of a faculty member in their department falls below the minimum level of performance, this finding shall be indicated in the annual evaluation form. The Chair shall discuss with the faculty member a suggested course of action to improve performance and document that discussion.**

**If during any four-year period a faculty member receives a second annual evaluation which reflects a finding in that department/unit that he or she has failed to meet the minimum level of performance, the Chair shall meet with the faculty member and discuss his or her performance and types of remediation that are available and appropriate. If the faculty member requests a review of that determination, three tenured faculty members from outside that department/unit but within the same college shall review the faculty member’s annual evaluations and other relevant documents. The faculty member and the Chair shall each select one reviewer, and they shall jointly select the third person. The reviewers shall submit a written report to the faculty member, the Chair, and the Dean stating that by majority vote they have verified that departmental guidelines were followed and concluded either that (a) there is evidence of Chronic Low Performance and that remediation is necessary; or (b) there is not evidence of Chronic Low Performance. The Dean will then make the final decisions regarding chronic low performance after meeting with the faculty member and the Chair.**

**If remediation is necessary, the Chair will discuss the faculty member's performance with the faculty member and suggest types of remediation that are available and appropriate. The remediation may include appropriate provisions for faculty development, such as counseling, leave of absence, or a change in teaching assignments. Other remediation steps may be offered, subject to review by the Faculty Affairs committee of the Faculty Senate and the Vice-President for Academic Affairs and Research. Remediation should begin as soon as possible and will be funded by the university. The faculty member's annual review document for the subsequent year should reflect the method of remediation and document its level of success.**

**If within any period of five years from the first evaluation of low performance, a tenured faculty member receives a third annual evaluation which reflects a failure to meet the minimum level of performance, the Chair, in conjunction with the Dean, may recommend to the Vice-President for Academic Affairs and Research that the dismissal for cause policy under Section 4.23 of the University's Policies and Procedures be invoked.**

***Chronic Low Performance – a rationale for the current draft***

***As part of developing a procedure for annual evaluations of tenured faculty in the early 1990s, the Kansas Board of Regents mandated that each institution within the Regents' system develop a Chronic Low Performance policy that will provide a definition of CLP and use it as an indicator of incompetence, despite all assistance provided for faculty renewal and development.***

***The WSU faculty senate worked for over twelve years to write such a policy. One two-page version was passed in the senate in the spring 2006 by a narrow margin, but was not signed by the VPAAR's office. A new draft was written this year, discussed multiple times in the senate and also at the general faculty meeting in November 2006. Upon suggestion by the faculty senate and at the request of the VPAAR's office to be consulted on developing policies at the onset, the executive committee was charged with negotiating a version acceptable by the senate and the administration directly with the VPAAR's office.***

***The present policy proposal is the result of that negotiation. The policy is simplified in its intent and clearer in its procedure. It provides a clause for due process and outlines the steps for remediation. It provides a clear time frame as well. The proposed policy was passed unanimously by the Faculty Senate on April 9, 2007.***

## **MINUTES OF THE GENERAL FACULTY MEETING MAY 8, 2007**

**I. Call to Order:** The meeting was called to order at 3:30pm by Vice President Peer Moore-Jansen

**II. Selection of a Secretary and Parliamentarian:**

Nan Myers was elected Secretary and Larry Spurgeon, Parliamentarian.

**III. Approval of the Minutes:** The Minutes of the May 9, 2006, General Faculty meeting were accepted as presented.

**IV. Moment of Silence for Deceased members of the WSU Faculty.**

**V. State of the Senate -- Brigitte Roussel, President**

President Roussel reported on several topics that had been discussed in the Faculty Senate including College Tenure & Promotion and PIR Guidelines, defined "Refereed", worked on the Chronic Low Performance proposed policy and Grievance Pool training. She mentioned that the 2007 - 08 Senate would need to work on the proposed X/F policy, the proposed +/- grade system, continue revisions for the Grievance Policy, creating a Tuition Assistance fund for Faculty and Dependents, and review the Election process.

**VI. State of the University -- President Donald Beggs**

President Beggs congratulated the Faculty Awards winners. He then commented on the Higher Learning Commission study and said that because of the work done he expected full accreditation and this reflected the working together of faculty in the classroom and in governance. He noted that the WIN project is completed. The "We R WSU Campaign" is ending with results of 19 funded faculty positions and 60+ additional scholarships so it has been a success. Regarding buildings, he said the first phase of Engineering and Woodman are completed. He ended by stating that he takes great pride in the work the faculty is doing, there are more student in the classrooms because the faculty and he encouraged continued cooperation between the Faculty Senate and the Provost.

**VII. State of Academic Affairs -- Gary L. Miller, Provost and Vice President of Academic Affairs and Research**

Provost Miller also congratulated the Faculty Award winners. He said he enjoyed this year working with President Roussel, that she was a strong advocate for the faculty. He sees WSU as an Urban Serving Research Institution and wants to enhance resources for research without diminishing other areas. He wants to enhance the diversity on campus has been suggested by the HLC. He is going to work with VP Kopita to expand enrollment and recruitment of students. He encouraged continued work between the College of Education and USD 259. He mentioned two goals, 1. the have more interaction between the deans and faculty, more dialogue and 2. study ways to measure student learning. He thanked the faculty for the opportunity to speak and answered questions regarding Library Resolutions for additional funding and delay in naming a new General Education Coordinator.

**VIII. Old Business --- none**

**IX. New Business**

A. Proposed Policy on Chronic Low Performance -  
- <http://webs.wichita.edu/senate/CLPproposal4-9-07clean.html>

Don Bryum moved (Denise Celestin 2nd) acceptance of the propose policy. The Faculty accepted it with a unanimously.

**X. As May Arise -- none**

The meeting was adjourned

Respectfully submitted

Nan Myers

Secretary