



Faculty Senate Archives

Faculty Senate

Academic year 1998-1999

Supplement to Volume XII

Agenda & Minutes of the Faculty Senate Executive Committee Meetings

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Date: Wed, 31 Mar 1999 09:17:36 -0600
From: "Elmer A. Hoyer" <e-hoyer@southwind.net>
Reply-To: e-hoyer@southwind.net
Organization: Home
X-Mailer: Mozilla 3.01 (Win95; I)
To: Bobbi Dreiling <dreiling@twsuvm.uc.twsu.edu>
Subject: Agenda for April 5 Exec Comm

Faculty Senate Executive Committee

Agenda - April 5, 1999

1. Senate Committee Reports
 - Academic Affairs
 - Faculty Support - Action items
2. Agenda for Senate meeting April 12
 - Regent Clay Blair, III
 - Committee reports
 - Rules Committee
 - Election matters
 - Senate confirmation of new senators
 - Executive Committee
 - Removal of ~~two~~ ^{one} senators for lack of attendance
 - Faculty Affairs Committee
 - Faculty Support Committee
 - Academic Affairs Committee
 - Other committees
 - Intellectual Property Policy - second reading
3. Status of Dismissal for Cause Policy
4. Status of Promotion and Tenure Policy (actions from last year)
5. Assigned time vs released time and faculty overload vs normal load issues - what approach should we take?
6. Teacher education as an all-university function issue - what approach should we take?
7. As may arise

*Annual Rpts -
Academic Appeals
Fac. Affairs
* .. Support
Gen Bd.
Univ. Cnrr.*

--
Elmer A. Hoyer
e-mail: e-hoyer@southwind.net

Date: Fri, 19 Mar 1999 11:11:10 -0600
From: "Elmer A. Hoyer" <e-hoyer@southwind.net>
Reply-To: e-hoyer@southwind.net
Organization: Home
X-Mailer: Mozilla 3.01 (Win95; I)
To: senate@NETSRVR.UC.TWSU.EDU
CC: President Donald Beggs <beggs@twsuvm.uc.twsu.edu>
Subject: Agenda for March 29 Exec Comm
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

Faculty Senate Executive Committee

Agenda - March 29, 1999

1. Faculty salary issues - President Beggs
 - Review of COP's actions on salary enhancements March 17
 - Who does it include? Who does it exclude?
 - President's best guess of House and Senate plans on salary
 - President's plan for enhancement monies
 - The concept of "assigned time" vs "released time"
 - Other issues the President may want to bring to us
2. Issues from VPAA Patton
 - What constitutes overload for a faculty member
 - Teacher education as an all-university function
3. Agenda for Senate meeting April 12
 - Regent Clay Blair, III
 - Committee reports
 - Rules Committee
 - Election matters
 - Senate confirmation of new senators
 - Executive Committee
 - Removal of two senators for lack of attendance
 - Faculty Affairs Committee
 - Other committees
 - Intellectual Property Policy - second reading
4. Agenda for Executive Committee meeting April 5
5. As may arise

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Elmer A. Hoyer
e-mail: e-hoyer@southwind.net
=====

Faculty Senate Executive Committee - March 15, 1999

Agenda

1. Status of Anna Marie Chandler and John Jackson as senators.
Chandler is in the second year of term
Jackson is in the first year of term
Neither one has responded to a letter I sent.
2. George Platt wants to make a presentation on the George Washington Memorial Bridge. When and to whom? *Maybe next fall*
3. What do we do about the letter sent to VP Roger Lowe and the fact we got no response? Should I contact the Regents staff? *I got a letter today. - I think this is a dead issue now.*
4. Intellectual Property Policy
Are there any corrections that need to be suggested?
Where should it be placed?
What about retaining an attorney?
5. Issues from President Beggs and VP Patton
What constitutes overload for a faculty member?
Salary issues - meaningful increments
- star system
- bonuses vs. base increase
6. Agenda for Exec. Comm. on March 29
Pres Beggs. at 3:30
- ~~7. As may arise~~
7. *General Faculty Meeting - March 30; 3:30pm 208HH*
8. *Nominations for Senate elections*
9. *Board of Trustees budget.*

To: EC
From: Bobbi Dreiling <dreiling@twsuvm.uc.twsu.edu>
Subject: agenda 3-1-99
Cc:
Bcc:
Attached:

AGENDA FOR EXECUTIVE COMMITTEE MEETING, Monday, March 1, 1999, 3:30 MH002

1. Undergraduate Research Plan -- Skip Loper & Jim Kelly
2. Salary Compression discussion -- proposal from President Beggs
3. Interim Policy on Unclassified Professionals
4. Agenda for March 8th meeting of the Senate:
 - a. Regent Harry Craig
 - b. Old Business
 - Intellectual Property Policy

2nd DRAFT

February 17, 1997

INTERIM POLICY ON UNCLASSIFIED PROFESSIONALS WHO TEACH

On and after July 1, 1997, (FY98), all full-time unclassified professional employees who teach shall have a faculty rank designation (non tenure track) for that portion of their appointment devoted to classroom instruction. Said full-time unclassified professional employees may be designated as Instructors, or above, as appropriate to their education and experience.

The percentage committed to instruction shall be negotiated with the appropriate supervisor; provided, however, that a minimum of ten percent (10%) of any appointment must remain under the designation of unclassified professional. Individuals teaching fifty percent (50%) or more will be eligible for participation in the Faculty Senate.

This policy will be implemented on an interim basis pending and subject to action by the Board of Regents regarding tenure track appointments.

**Approved by PEC 2-17-97
Bobby R. Patton**

*re-typed Office of the Faculty Senate
3-1-99*

REPORT OF THE JOINT TASK FORCE ON UNCLASSIFIED PROFESSIONAL TEACHERS

The Joint Task Force of the Faculty Senate and the Unclassified Professional Senate proposes that the following three recommendations be accepted as a substitute for the recommendations of the Ad-Hoc Faculty Senate Committee on Unclassified Professional Full-Time Teachers as approved in Fall 1994.

RECOMMENDATIONS:

- 1) Beginning July 1, 1996 the university will not hire unclassified professionals to full-time positions for which the responsibilities include teaching half time or more.
- 2) By July 1, 1997 departments and colleges which now employ full-time unclassified professionals in teaching positions will make plans to convert these positions to faculty status. These plans should include development of criteria for tenure eligibility appropriate for individual disciplines and consistent with university tenure and promotion guidelines.
- 3) All currently employed full-time unclassified professionals who teach half time or more will be strongly encouraged to accept faculty appointment before July 1, 2000. Initial faculty rank and number of years of prior service (for tenure purposes) will be determined on an individual basis at the time of conversion to faculty status.

RATIONALE:

- a) The Task Force generally agrees with the analysis of the situation given in the statement of the Ad-Hoc Faculty Senate Committee and agrees that it is unacceptable to have a category of non-faculty full-time teachers at Wichita State University.
- b) These recommendations allow for some flexibility on an individual basis for current employees. Although a few individuals may continue to teach as UPs (despite "strong encouragement"), the rapid turn-over in these positions in the College of Health Professions and recommendation (1) guarantee that the number should decrease to an acceptable level.
- c) These recommendations avoid the establishment of the new interim clinical faculty category specified in the recommendations of the Ad-Hoc Committee.
- d) The phase-in period is long enough that tenure cases arising from this action should be spread over several years.

REMARKS:

The effectiveness of these recommendations is heavily dependent on the formulation and approval of appropriate criteria for tenure eligibility in accordance with recommendation (2). Therefore the Task Force urges the faculty and administration to push for the careful revision of

Amendment to the Report of the Joint Task Force on Unclassified Professional Teachers.

To clarify and make explicit the intent and scope of the Recommendations the following amendment is offered.

This recommendation is limited to those persons teaching in the Division of Academic Affairs.

This recommendation does not impact those Unclassified Professionals who teach, full or part-time, as a part of their duties in other Divisions of the University that are not involved in the tenure process.

2ND DRAFT

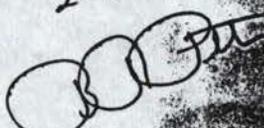
February 17, 1997

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Approved By PEC
2-17-97


Learning Through Research

A Plan to Organize and Enhance the Participation of Undergraduates in Research at Wichita State University

The report of the Boyer Commission on Educating Undergraduates, entitled *Reinventing Undergraduate Education: A Blueprint for America's Research Universities*, finds that American research universities have been immensely successful in creating knowledge but have failed in the education of undergraduates. They have neglected to involve undergraduate students in the process of learning through research, which can be the most exciting and rewarding learning experience for students at any level. With the exception of a few of the brightest students, research universities have not provided the opportunity for undergraduates to participate in what seems to be the primary mission of those institutions, research and the discovery of new information. The report acknowledges that the large number of students at most such universities makes undergraduate research participation a daunting proposition, but concludes that solutions must be found so that students can become proficient in the techniques of their fields, and prepared for professional life or graduate study.

Although WSU does not qualify as a research university at this time, several factors indicate that research at WSU is growing and becoming a more significant part of our mission: external funding for research has reached new highs in each of the last five years; most new faculty are expected to be research-active and move quickly to establish a research agenda; and industries in this region are relying on our faculty as never before for their research expertise to solve their technical and economic problems. WSU has the ability to provide research experiences for its undergraduates, and already does so in some disciplines. A few departments such as chemistry and electrical engineering require majors to be involved in research or design projects with faculty members; NIAR makes use of approximately 40 undergraduate students in its aviation-related research projects each year; and with funding from the U.S. Department of Education, WSU operates a McNair Achievement Program that permits undergraduate scholars to participate in research under the supervision of faculty members. In all of these scattered activities, there is no unifying theme, organization, or purpose.

Project Kaleidoscope (PKAL), an NSF-funded organization formed for the purpose of strengthening science and mathematics in the nation's universities, recently offered a workshop entitled *Building and Sustaining the Research-Rich Environment* designed to demonstrate how undergraduates can be accommodated in faculty research projects, and the advantages to both the students and faculty of doing so. The authors of this report applied for admission to the workshop as the WSU team, and were accepted. Attended by about 50 people representing 21 universities large and small, and a few other education-oriented groups, the workshop was an excellent opportunity to learn what other institutions are doing or planning in the way of undergraduate research. We also visited with University of Arizona undergraduate researchers, some of whom had made strong contributions to advanced projects, and whose success in graduate programs seems assured. Although the workshop concentrated on undergraduate research in the sciences, there are some principles that are applicable to most disciplines at most universities:

- An undergraduate research program available to an appreciable fraction of students can result in an atmosphere on campus in which scholarship and research are valued and supported at all levels of learning.
- The participation of undergraduates in existing faculty research projects does not necessarily slow the progress of the project, and may result in important contributions.
- The method by which undergraduates are involved in research will likely vary with the size of the academic unit and the nature of the discipline. The best methods are those that include close supervision and mentoring by a faculty member.
- It is important to recognize and reward both the students and the faculty members who participate in such a program.
- A strong undergraduate research program is a tool for recruiting new students.
- The cost of an undergraduate research program, when students are included in existing faculty research projects, is not high. It is anticipated that departments will request additional OOE funds to cover the costs of supplies used by the students.
- The ability to pay a small salary or stipend to participating students adds a cachet to the program.
- Organizing or institutionalizing the program, with moral and perhaps financial support from the central administration, is necessary to maintain the dedication of students and faculty to the program.

The final exercise of the workshop required each team to design a three-step plan for initiating a program of undergraduate research at its institution. Believing that the size of our university and the diversity of its student body mandate a plan that builds on current activities and can evolve and expand to include additional areas of the university, the WSU team recommends the following plan:

1. Two selection models for participation of undergraduates should be established initially. Departments with a number of graduating seniors not more than twice the number of research-active faculty may include (or may require) all majors to participate in current faculty research programs, or projects related to them. In those departments where the number of graduating seniors is large, the department may develop a selection process so that each research-active faculty member does not supervise more than two undergraduates. Students should have the option of enrolling for credit for this research experience, and should expect to spend at least one year in the research program. Still other departments, in which library skills or other research techniques can be taught to groups of students, may wish to insert a course in research methods into their undergraduate curriculum. Departments should not be forced to be a part of this university-sanctioned program, but their students and faculty should not benefit as described below if they are not.

2. A faculty coordinating committee should be established to monitor the quality of the research experiences to which the students are exposed; review the communication the departments have with their students to make the research participation program known, and the process by which students are selected; and plan an annual meeting or symposium to showcase the student research. The committee should include an administrator to facilitate its activities, and a student to provide the perspective of the users of the program. A paid director or other administrator for this program is not recommended.

3. The annual symposium should provide an opportunity for students to report on the results of their projects to faculty, administrators, other students, and perhaps parents and relatives. It may be in the format of a poster session rather than one of individual verbal reports, but should include a brief ceremony in which those students who have achieved the most successful outcomes are recognized and rewarded. ORA is willing to make \$1,000 available for financial rewards to the four or five best student performances, as judged by the coordinating committee. This committee will also want to make recommendations to deans and the VPAA for salary increments for the faculty who exhibit the greatest success in directing undergraduate student research.

In order to accomplish the establishment of a University undergraduate research program, the following actions must be taken:

1. Secure the support and approval of the president, the vice president for academic affairs, and the deans.
2. Select a title for the program and make the public announcements necessary to capture the attention of students, faculty, and University community.
3. Appoint a coordinating committee, and charge them to begin the planning process and enroll departments in the program.

The authors of this report give their strongest endorsement to its recommendations, and believe that an undergraduate research program can improve the quality of undergraduate education at WSU, establish an appreciation of scholarship and advanced learning on campus, and elevate the reputation of the University in the community and among the universities with which it interacts. The expertise they have gained from the PKAL conference and their experience in directing research for undergraduates is offered in the establishment of the WSU program. ORA also offers its support and assistance in pursuit of NSF REU grants and other grant programs that provide funds for undergraduate research experiences.

Gerald Loper, Associate Vice President for Research
Pawan Kahol, Professor, Department of Physics
Mel Zandler, Professor, Department of Chemistry

Date: Mon, 08 Feb 1999 20:48:27 -0600
From: "Elmer A. Hoyer" <e-hoyer@southwind.net>
Reply-To: e-hoyer@southwind.net
Organization: Home
X-Mailer: Mozilla 3.01 (Win95; I)
To: senate@NETSRVR.UC.TWSU.EDU
Subject: agenda for Exec Comm
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

Faculty Senate Executive Committee
Agenda - February 15, 1999 - 3:30 pm

1. VPAA Bobby Patton
2. Develop rules for review of Service Awards
3. Distance Education ad hoc Committee charge and composition
4. Intellectual Property Policy
Faculty Affairs Committee
5. Agenda for Feb 22 Senate Meeting
Regent Harry Craig
Report on SPTE from Dr. Stevenson, Chemistry
6. As may arise

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Elmer A. Hoyer
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=====

X-Sender: myers@twsuvm.uc.twsu.edu
X-Mailer: Windows Eudora Light Version 3.0.1 (32)
Date: Mon, 15 Feb 1999 18:35:49 -0600
To: senate@NETSRVR.UC.TWSU.EDU
From: Nan Myers <myers@twsuvm.uc.twsu.edu>
Subject: 2/15 Executive Committee Minutes
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

The Faculty Senate Executive Committee met at 3:30 PM on Monday, February 15, 1999 to consider the following agenda:

1. VPAA Bobby Patton: Vice President Patton wants to alleviate any perception that there is a lack of communication between his office and the Faculty Senate, and to ensure open lines of communication. He communicated several issues brought to him by President Beggs, and asked that the Faculty Senate study and report on these.

The following two issues will be referred for study to either Faculty Affairs Committee or an Ad Hoc Committee if Faculty Affairs is overloaded:

- A. What constitutes faculty "overload" at WSU? At what point would additional compensation be required?
- B. Salary Compression as a discussion point: What are the potential solutions? One suggestion: Possibly major instead of modest compensation at the time of promotion.

Other issues:

- C. What is an appropriate forum for a look at whether teacher education should be an all-campus issue rather than just the province of the College of Education. A forum like the General Education Retreat was suggested.
- D. Unclassified Professionals who teach: A moratorium was placed on unclassified professionals those teaching more than 50%. We have an Interim Policy that new hires will automatically be tenure-track. Patton requested that the Interim Policy now become permanent policy. Hoyer stated that the term "Interim" can be withdrawn from the policy. This will be on the next Faculty Senate agenda.
- E. Patton would like an administrative liaison to each faculty committee, even the Faculty Senate Executive Committee. The committee felt that administrative attendance on an ad hoc basis would be best.

2. Develop Rules for Review of Service Awards:

The following rules were proposed:

- A. Whoever is nominated must meet the definition of "faculty" by the Faculty Senate: That is, the position description of the faculty member nominated must be .50 or more teaching, research or librarianship.
- B. Nominations should be based either on service of the last several years or on an extraordinary one-time contribution.
- C. The award should not be based on the number of nominations, but rather strictly on the nominee's qualifications - the merit of the service.
- D. There should be no preference accorded to rank, age or college.
- E. A previous recipient must wait five years for reconsideration as a nominee.

3. Distance Education ad hoc Committee Charge and Composition: Postponed until our next meeting due to time.

4. Intellectual Property Policy: This is complete and will be on the agenda for February 22.

5. Agenda for Feb 22 Senate Meeting:

- A. Regent Harry Craig cannot attend and has rescheduled for March 8. We will substitute the Intellectual Property Issue on this agenda.
- B. We will also hear the report on SPTE from Dr. Stevenson, Chemistry.
- C. In addition, we will circulate the Report of Faculty Senate Members of the Ad Hoc Parking Committee.

6. An addition to the agenda was a report from Diane Huntley and Will Klunder, co-chairs of the Ad Hoc Parking Committee. They had been refused

an appointment to talk with President Beggs about the issues raised in their final report. Discussion indicated that we have two concerns:

A. To present the committee's summary of issues and evidence supporting their findings to Beggs, and

B. To approach Beggs with the issue of where we can go in the chain of command when we experience a broking link in the chain of command.

A subcommittee of three was appointed by Hoyer to draft a cover letter to the committee's report and attachments. The subcommittee is: Baxter, Campbell and Mandt. The subcommittee is to draft a cover letter by Thursday, Feb. 18 and send it to Bobbi Dreiling in the Senate Office. She will have it ready for Hoyer to review when he returns from BOR meetings on Thursday evening. Then, Hoyer will convey these materials to Beggs either on Friday, Feb 19 or on Monday, Feb 22, depending on appropriate timing opportunities.

The meeting was adjourned at 5:20 PM.

Respectfully submitted,
Nan Myers, Secretary

Nan Myers
Assistant Professor
Government Documents Librarian and Cataloger
Ablah Library
Wichita State University
Wichita, KS 67260-0068
Phone: 316-978-5138
Fax: 316-978-3048
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Documents Data Miner at
<http://kronos.niar.twsu.edu/govdocs>
=====

Minutes of the Executive Committee meeting: 2/1/99

Present: Hoyer, Mandt, Baxter, Murphey, Hodson

Absent: Terrell, Campbell, Myers

Items discussed:

1. DISMISSAL FOR CAUSE POLICY update:

Hoyer & Mandt met with President Beggs who had the following concerns with the proposed policy: Informal Review Committee can stop the procedure and the final decision should be the President's, if the Informal Review Committee findings should be forwarded to the Formal Review committee, the process should bypass the Informal stages and go directly to Formal procedures.

Jay has written to the President expressing some of the background of this policy (copies were distributed to EC members. More discussions with the President will be forthcoming.

EC proposed the following:

Informal Review Committee be changed to "Probable Cause Review", felt there was a "problem" with the word "Informal", that this committee would consist of members being appointed by the faculty with approval of the President, or that 1 member be appointed by each of the following, Senate President, President and one by both. That the probable cause review could be done twice if the first hearing findings were not acceptable to the administration, that the VPAA was the only administrator that could then call a Formal Review Committee, if no cause was found by either of the probable cause reviews.

2. AD HOC COMMITTEE ON DISTANCE EDUCATION:

this is coming from the COFSP who will be meeting with COCOA in Feb. COFSP have concerns with the quality/cost of these programs, Academic Integrity, Academic Freedom and Intellectual Property issues also need to be addressed. Elmer is forming a committee to study this and wants reps. from each college, Mike Wood will serve as an advisor. EC members are to submit names of interested faculty in their college ASAP. Elmer also announced that KU has begun their study and it is on the Web.

3. INAUGURATION PLANNING update: Dwight

Inauguration of President Beggs is 5/14/99, 2:30 PM at the Hughes Metroplex. It will be followed by a reception and then Commencement begins at 6:30. The Planning Committee has divided into two sub-committees, one in charge of Procedures, Protocol and Publicity, one in charge of the logistics of the event. Dwight will attend the next meeting of the PPP group, 2/9/99, 1:30. The next meeting of the whole committee will be 2/23/99, 10:00. Dwight wanted the EC's feeling on the idea that all Senate president's should/should not speak at the Inauguration. EC felt that the President should be accepted by the faculty into their rank, this might be appropriate during the inauguration.

4. GENERAL FACULTY MEETING: will try to hold this meeting 3/12/99, 3:00pm with the agenda to include the General Education Committee changes, a State of Senate update from Hoyer and if time permits, Andrew Craig would like to speak to the faculty encouraging them to teach Honors classes.

5. AGENDA- Senate meeting 2/8/99

General Education Committee proposals as distributed to the Senate at the 1/25/99 meeting, Jay will speak to Delores Craig-Morland and request that she clarify that handout.

Meeting adjourned

Date: Wed, 06 Jan 1999 19:42:22 -0600
From: "Elmer A. Hoyer" <e-hoyer@southwind.net>
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Organization: Home
To: senate@NETSRVR.UC.TWSU.EDU
CC: scudder@wsuhub.uc.twsu.edu, byrum@twsuvm.uc.twsu.edu
Subject: Exec Comm Agenda
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

Faculty Senate Executive Committee

January 11, 1999 3:00 pm

Agenda

- 3:00 Faculty Development and Rewards Committee
- Rosalind Scudder and Don Byrum
- 4:00 Update on election process in Health Professions,
Engineering and LAS
- Jay Mandt
- 4:15 Policies outstanding
 - Tenure and Promotion
 - Academic Integrity
 - Dismissal for Cause
 - Exclusive Beverage Agreement
- 4:30 Memo from Lori Miller (see folders)
- 4:40 Agenda for Senate Meeting January 25
- 5:00 Adjourn

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Elmer A. Hoyer
e-mail: e-hoyer@southwind.net
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WICHITA STATE UNIVERSITY

Office of University Communications

January 5, 1999

MEMO

TO: Elmer Hoyer, President, Faculty Senate
FROM: Lori Miller, Director, Special Events and Community Relations
RE: Shocker Pride Picnic — President's Award Nominations

The sixth annual Shocker Pride Picnic will be Tuesday, April 13 at 11:30 a.m. It's also Shocker Spirit Day, when WSU faculty and staff dress casual and show off their Shocker best.

It's time to gather nominations for the President's Award. Please use the process and criteria you used last year. You will need to select three faculty members who have demonstrated outstanding service to the WSU community beyond their job descriptions. Submit your three recommendations with support materials to President Beggs at Campus Box 1 by Friday, March 12. If you have any questions, please call me at extension 3142.

Please promote the nominations and Shocker Spirit Day to your constituency. Thanks for your help.

Thanks, Dr. Hoyer —
Lori

Date: Tue, 24 Nov 1998 11:44:32 -0600
From: "Elmer A. Hoyer" <e-hoyer@southwind.net>
Reply-To: e-hoyer@southwind.net
Organization: Home
To: senate@NETSRVR.UC.TWSU.EDU
Subject: Exec. Comm. Agenda
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

Faculty Senate Executive Committee - November 30, 1998

Agenda

1. Grievance Conveners Pool
Pool needs to be six faculty members selected by the Senate Executive Committee in consultation with the VPAA. (Faculty Handbook, 4.052-V-A)
2. Shared Leave (Back from Faculty Affairs - in your folders)
Note: This version has been reviewed by Gayle Davis.
3. Charge to Academic Affairs Committee for consideration of plus and minus grades on transcript.
(see letter - Fred Dings to Chris Brooks - in folder)
4. Agenda for December 14
Second reading on General Education - Recommendation three from Rules Committee
Start meeting at 3:00???
Retirement party for Bill at 4:00???

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Elmer A. Hoyer
e-mail: e-hoyer@southwind.net
=====

3/2/99

TO: Professor Chris Brooks
FROM: Fred Dings
DATE: October 2, 1998
RE: University Grading System

I urge the senate to vote for the use of pluses and minuses in our grading system and in our computation of student grade point averages.

Many of our students are competing on a national basis for admission to professional programs which frequently use grade point averages as an important measure for limiting the pool of applicants. In case of clinical psychology programs, business administration programs, medical schools, and law schools, the competition is often fiercely decided by tenths of points, the difference, say, between a 3.5 and a 3.6 or 3.7. If we say that a "B" is equivalent to an 85% and a "B+" is equivalent to an 89%, then over the course of four years the difference in a student's overall grade point average could be significant, significant enough to affect the course of that student's professional opportunities. In short, our better students would benefit by this proposed change in our system. You might say we have an ethical obligation to these students.

Our university, however, would also benefit. Although we are not the only university in the country which does not use the plus/minus system, we are in the minority. Almost all well-known universities, including the types of professional programs mentioned above, use the plus/minus system. We have an opportunity here to adopt what is essentially the national norm. By doing so, we abandon what could be perceived as an unnecessarily provincial stance, and we show a willingness to join the larger community of universities. This can only benefit our university's profile.

Finally, the conversion of our present system would not be particularly costly. I suspect that re-programming to accommodate pluses and minuses is the only requirement, and certainly our computer department could be readily consulted as to the most efficient way of doing this.

In conclusion, then, the proposed changes are certain not to be prohibitively expensive, our university would enhance its standing in joining the national norm, and our better students would be given the added credit they already earn to compete nationally for limited opportunities.

Shared Leave:

Shared Leave may be granted to an employee if the employee or a family member is experiencing a serious, extreme or life-threatening illness, injury, impairment, or physical or mental condition which has caused, or is likely to cause, the employee to take leave without pay or to terminate employment. All classified employees appointed to a permanent position and unclassified employees who accumulate sick leave shall be eligible for participation in the shared leave program. ~~Shared leave may be granted for a maximum of one year from the date the employee began using shared leave.~~ If an employee receives workers' compensation, long-term disability payments or both, then the shared leave amount, together with the other payments, cannot exceed the regular salary for the employee. While using shared leave, an employee will continue to accrue leave at the regular rate, ~~which must be deducted each pay period before shared leave is used.~~ Personal leave accumulated after the leave begins, ^{and any shared leave,} shall be granted for a maximum of one additional year (calculated from the date the Recipient eligibility requirements: employee's personal paid leave is exhausted).

along with

1. Six months continuous state service.
2. Satisfactory attendance record.
3. Exhausted all paid leave (must use accumulated leave before the use of leave without pay).
4. Cannot perform duties.

Donor eligibility:

1. Sick Leave donation requires balance of 480 hours after donation.
2. Classified employees may also donate vacation leave. Requires vacation leave balance of 80 hours after donation.

11/12/98 11:34 AM

3. Donations may be made to an eligible employee in another state agency.



CHAPTER 5



TABLE OF CONTENTS



WICHITA STATE UNIVERSITY

Faculty Senate

November 9, 1998

Dr. Donald L. Beggs
617 Lu Court
Carbondale, ILL 62901

Dear Dr. Beggs:

When you visited with the Faculty Senate Executive Committee on Friday, November 30th, you requested a copy of the Faculty Senate Committee structure and input relative to the Vice President of Student Affairs position. I am sorry to take so long in responding to these requests. Enclosed is a copy of the part of the Faculty Senate Constitution dealing with the standing committees, their charges and composition.

As to the issue of how to fill the position of Vice President of Student Affairs, the Executive Committee of the Faculty Senate strongly recommends that a national search be held. Tony Ross should be encouraged to apply and if he surfaces as the best candidate, then this would be a affirmation to him and recognition by the University that he was chosen because of his qualifications, not because Gene Hughes brought him here. We also wanted to alert you to the fervor that was raised on this campus when Gene attempted to bring in a Vice President of Academic Affairs without a national search as one of his first official actions and even before he officially took office. It was seen as a way to bypass existing processes and the official affirmative action plan. We do not want that to happen to you. I hope you understand our concern, it is not because we do not think that Tony Ross is qualified, it has only to do with following the prescribed process.

On other issues, I am enclosing four issues of the Sunflower for your information. The issues of October 28th, November 4th, and November 6th, deal with the concern of the Student Government Association over the transfer of \$367,758. from the Student Fees unallocated reserves to the WSU Intercollegiate Athletic Association by President Hughes without consulting with the Student Fees Committee of SGA. You will note that this is the lead article on October 28th. In the November 4th issue, please note the article on page 3 and the editorial on page 4. This is again the lead article on November 6th. As we have said to Gene many times, "it is not the Money that is the issue, it is the process". It has everything to do with the lack of "shared governance". In talking with Keena Neal, editor of the Sunflower,

Sunday afternoon regarding the articles for the November 9th issue she mentioned that the students do not have a very high opinion of Tony Ross or Roger Lowe because of the way they were treated. You will also note that Tony Ross does not see anything wrong with the "shared governance" at WSU as stated in the article "Campus entities share decision-making".

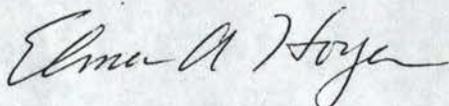
Another area of concern that I know you are already aware of is that President Hughes signed a revised Dismissal for Cause Policy on November 2nd over the objections of the Faculty Senate. The wording that the President wanted added to the policy was rejected by the Senate several times because it effectively removed the protection of tenure afforded to faculty against arbitrary or capricious actions of administrators. We realize that he has the "legal right" to do this but, is it the proper thing to do. The previous policy was very limited in the scope of infractions for which a tenured faculty member could be dismissed and was in effect for many years and endorsed by several previous University Presidents. The policy was being revised at the request of the Board of Regents to include a statement on Chronic Low Performance of Professors. Both the previous policy, and this new policy (in the version accepted by the Senate) contain an Informal Review Committee of one's peers, and if required, a Formal Review Committee. If the Informal Review Committee found that the charges brought by the administration were insufficient to warrant dismissal, the issue was considered over. The President's version gives the University the right to bring the case to a Formal Review Committee and to add charges that may not have even been heard by the Informal Review Committee. Assuming that this would go to a Formal Review Committee, because of the President's action, and if the Formal Review Committee findings were not in agreement with the President's wishes, he can again overturn these findings. This would result in the faculty members right of academic due process of being judged by his/her peers being violated. For your information, the Presidents's version is located at: http://www.twsu.edu/~inaudit/ch4_23.htm.

The Policy which has been approved by the Faculty Senate is located at: <http://www.twsu.edu/~handbook/appc.html>.

I am relating all of this to you so that you will be aware of the situation. This issue will be discussed in the meeting of the Faculty Senate this afternoon and many of the faculty are very upset about this issue. You have received a copy of the memo from Ted Ayres to me relating the action of the President and I am forwarding a copy of my response. I hope that you understand the concern on our campus over the total lack of "shared governance" which is shared by at least three of the four Senates representing the constituencies at WSU.

I appreciate and want to thank you for considering the Senates at WSU as partners in your vision for the University.

Sincerely,



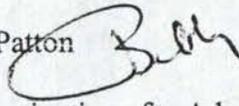
Elmer A. Hoyer, President



SINCE 1897

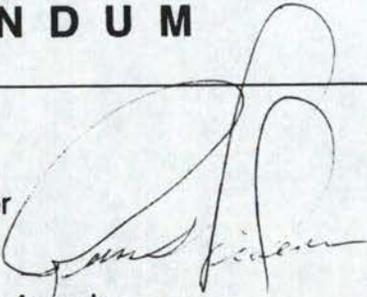
WICHITA STATE UNIVERSITY

Office of the Vice President for Academic Affairs

DATE: October 28, 1998
TO: Elmer Hoyer, President, Faculty Senate
FROM: Bobby R. Patton 
SUBJECT: Faculty Nominations for Administrative Review Committee

Each year we conduct an evaluation of administrators in Academic Affairs in various units. This year we will be evaluating the Dean of Liberal Arts and Sciences, the Dean of Education, and the Dean of Academic Outreach, as well as one of the Associate Vice Presidents for Academic Affairs. I would appreciate nomination of eight faculty members from the four colleges that are not being reviewed this year. Possibly, two from the schools of Business, Engineering, Fine Arts, and Health Professions could constitute this pool. From this pool individuals will be selected, along with unclassified professionals and administrators to be identified. Dr. Skip Loper will serve as the convener and liaison to this committee. Thank you in advance for your assistance.

MEMORANDUM

DATE: Nov. 12, 1998
TO: Dr. Elmer Hoyer
FROM: Russ Widener 
RE: Nov. 23 Senate Agenda

The General Education Committee would like to be on the agenda. We would like to discuss the following:

- Clarify committee membership regarding number of terms to serve.
- Clarify position of ex-officio members of the committee
- Clarify authority of the committee, especially in regard to the Further Studies courses.

Attached are explanations of these points for your perusal.

General Education Committee
Faculty Senate Agenda Items for 11/23/98

Clarification of committee membership

According to the Faculty Handbook the composition of the General Education Committee includes 10 members and 6 non-voting ex officio members:

Voting members:

Barton School: Dharma de Silva (reappointed)	2001
College of Education: Melva Owens	2001
College of Engineering: Asrat Teshome	1999
College of Fine Arts: Larry Blocher	2001
College of Health Professions: Pam Larsen	1999
LAS Division of Humanities: Helen Hundley	2000
LAS Division of Math/Nat Sciences: Peer Moore-Jansesn	2001
LAS Division of Social Science: Delores Craig-Moreland	1999
Student: Richard Comfort	
Student: Liz Gawlik	

Nonvoting Advisors:

Advising: Bob Rozelle
Library:
Math: Steve Brady
English: Diane Quantic
Speech: Keith Williamson
GEP Coordinator: Russ Widener
Ad Hoc Committee: Paul Ackerman
AVPAA: Jim Kelley

In order to convene most meetings with voting members at least in the majority, it is suggested that the General Education meet as voting members with the coordinator, with the exception that one meeting in the Fall semester and one meeting in the Spring semester include the nonvoting advisors to the General Education committee. The nonvoting advisory members could also be asked for advice as needed. This would facilitate fuller participation by voting members, and ease of action.

Clarification of the charge of the General Education Committee

The second item of clarification includes the authority and charge of the General Education Committee. In the Faculty Handbook it states in part that the General Education committee:

2. Enforce the provisions of the General Education Program, including:
 - a. Determining the number of core courses offered by departments;
 - b. Regarding Issues and Perspectives courses:
 1. Refine and develop the concept of Issues and Perspectives courses according to the guidelines approved by the faculty,
 2. Develop guidelines and actively solicit proposals for I & P courses,
 3. Approve proposed I & P courses;

**WICHITA STATE UNIVERSITY
ESTIMATED REVENUE FROM PARKING PERMITS
AT ORIGINAL PROPOSED CHARGES TO FACULTY AND STAFF**

July 1, 1998

Proposed Charges/ Salary Scale	Amount Per Pay Period	Annual Charge	Estimated Number On Payroll	Estimated Gross Revenue	Estimated Loss Revenue Re: No Permit	Estimated Net Revenue
< \$14,999	\$ 1	\$ 26	101	\$ 2,626	\$ 260	\$ 2,366
\$15,000 - \$19,999	\$ 2	\$ 52	304	15,808	1,560	14,248
\$20,000 - \$29,999	\$ 3	\$ 78	503	39,234	3,900	35,334
\$30,000 - \$49,999	\$ 4	\$104	523	54,392	5,408	48,984
\$50,000 >	\$ 5	\$130	263	34,190	3,380	30,810
Reserved Spaces	\$15	\$390	<u>34*</u>	<u>13,260</u>	<u>1,326</u>	<u>11,934</u>
Total			<u>1,728</u>	<u>\$159,510</u>	<u>\$15,834</u>	<u>\$143,676</u>

* Revised as per Reserved Parking Spaces Policy

Note: A person with a disability who has a reserved space assigned will pay the regular rates as shown above in the sliding salary scale unless the person is approved for a reserved space in the Reserved Parking Spaces Policy

**WICHITA STATE UNIVERSITY
PARKING REVENUE ESTIMATES FROM STUDENTS
FOR FY 2000
July 1, 1998**

Semester/Summer	Number of Students	Parking Rate	Amount
Summer, 1997			
Summer Students	7,672	\$25	\$191,800
Fall, 1997			
Full-time Students*	8,262	\$50	413,100
Part-time Students**	6,407	\$35	224,245
Spring, 1998			
Full-time Students*	7,687	\$50	384,350
Part-time Students**	<u>6,522</u>	\$35	<u>228,270</u>
Subtotal	<u>36,550</u>		<u>\$1,441,765</u>
Less estimated number of students without vehicles	<u>(7,310)</u>		<u>(\$288,353)</u>
Total	<u>29,240</u>		<u>\$1,153,412</u>

* For parking rate purposes, a full-time student is defined as one taking 9 hours or more per semester

** For parking rate purposes, a part-time student is defined as one taking 8 hours or less per semester

**WICHITA STATE UNIVERSITY
PROPOSED BUDGET FOR PARKING ADMINISTRATION
FOR FY 2000**

July 1, 1998

<u>Revenue</u>	<u>Amount</u>
Student Permits - ATTACHMENT B	\$1,153,412
Faculty and Staff - ATTACHMENT C	143,676
Parking Fines	<u>\$ 105,000</u>
Subtotal Revenue	<u>\$ 1,402,088</u>
Expenditures	
Parking Administration for FY 1999 plus 4%	\$514,073
One additional position/administration	25,000
Debt service estimate for 7.3* million dollar Bond issue @ 6% for 15 year maturity	751,628
Annual Reserve for Maintenance/Construction	<u>100,000</u>
Subtotal Expenditures	<u>\$ 1,390,701</u>
Net Revenue over Expenditures	<u><u>\$ 11,387</u></u>

Note 1 - The estimated revenue above provides 1.865 debt service coverage

* \$643,500 of this amount will be required to establish a Debt Service Sinking Fund

**WICHITA STATE UNIVERSITY
PARKING MAINTENANCE AND EXPANSION
PROJECT COST SUMMARY FOR PARKING
ON THE MAIN CAMPUS**

July 1, 1998

Lots 1,2,3,4,8,16*	\$3,505,755
Perimeter Road	896,100
Intramural Play Field Lot	360,200
Lot 6 - East of Ahlberg Hall	183,775
Lot 7 - South of Student Center	206,550
Lot 10 - South of Corbin	129,085
Lot 25 - Site of Old Communications Bldg	<u>55,320</u>
Subtotal Construction Cost	<u>\$5,336,785</u>
10% Contingency	\$ 533,679
Surveys	30,000
8% Fees	426,943
1% A&E Administrative Fees	53,368
1% DOAS	<u>53,368</u>
Total Project Cost	<u>\$6,434,143</u>

- * Lot 1 - Along Hillside West of DFAC
 2 - West & North of Levitt Arena
 3 - East of Cessna Stadium
 4 - North of Morrison Hall
 8 - North of Grace Memorial Chapel
 16 - Immediately adjacent to DFAC on the West

Q and A

Q. Can I exchange permits from one vehicle to another?

A. Permits are not exchangeable from one vehicle to another. A separate fee is required for each permit.

Q. What option do I have if my car needs to be repaired and I have to bring another vehicle to campus?

A. A temporary permit will be available at no charge from the University Police.

Q. I understand there will be about 400 more parking spaces due to the changes in the Heskett Center play fields, but where will the other 300 parking spaces be located?

A. The other 300 parking spaces will primarily be located in the parking lot north of Morrison Hall and the parking lot west and southwest of Duerksen Fine Arts Center.

Q. Will there still be designated faculty/staff parking on the street or in designated lots?

A. Most of the current faculty/staff designated parking areas will be continued.

Q. Was a parking garage ever considered?

A. A parking structure was considered but it is not feasible at this time due to the high cost of building such a structure. The demand for such a structure has lessened due in part to the success of the Downtown, Westside and Southside centers. The University also gained additional parking with the purchase of Wheatshocker Apartments. The cost of building and maintaining a parking structure is much greater than surface parking. Even if a parking structure was built, additional funding would be necessary to repair and maintain the current surface lots. A parking structure has not been ruled out for the future, but the demand for parking will need to increase significantly for it to be reconsidered.

Q. How does the parking plan affect parking at the WSU centers and the Metropolitan Complex?

A. Everyone parking at the WSU centers and the Metropolitan Complex will need a parking permit. Although the University doesn't own the parking lots at the various center locations, the University does pay rent which helps to cover the cost of parking lot maintenance.

Q. Where will visitors park if they visit campus during the day?

A. Existing and additional new visitor parking spaces will be metered. Frequent visitors may want to purchase a permit.

Q. How does the loss of space at the Heskett Center play fields impact students?

A. Additional play fields will be built at the Metropolitan Complex.

No Recipient, No Subject

To: EC
From: Bobbi Dreiling <dreiling@twsuvm.uc.twsu.edu>
Subject: agenda
Cc: jay
Bcc:
X-Attachments:

AGENDA -- Executive committee meeting, Monday, July 27, 1998, 3:00, Senate Conference Room:

2. Policy on student Misconduct & Academic Integrity
3. Faculty Affairs Committee charge -- JoLynne & Deborah
4. Faculty Senate meeting agendas--
August 24, Policy on Student Misconduct
Charges to committees
Sept. 14, Roger Lowe -- Parking plan
(he will meet with EC 8/31/98)
5. Agenda for EC Retreat, 8/20/98

1 Jon Engelhardt - Phi Kappa Phi

11625
16500

X-Sender: myers@twsuvm.uc.twsu.edu
Date: Wed, 19 Aug 1998 18:56:18 -0500
To: senate@majordomo.twsu.edu
From: Nan Myers <myers@twsuvm.uc.twsu.edu>
Subject: Minutes of 7/27 Exec. Comm.
Cc: ajmandt@aol.com, dreiling@twsuvm.uc.twsu.edu

SUMMARY OF JULY 24, 1998
SENATE EXECUTIVE COMMITTEE MEETING

Present: Hoyer, Mandt, Hodson, Murphey, Terrell, Myers
3:00-5:00 PM, Senate Office

1. Phi Kappa Phi National Scholastic Honorary Society (Report from Jon Engelhart): Engelhart has served as sponsor for the past two years. He sees this as a faculty organization and not an administrative one. He has focused on the student side - rebuilt the ceremony with formal initiation and reception. Now he is ready to build on the faculty side of this. He wants to nominate five faculty a year to be taken into the society. Wants the help of the Faculty Senate to identify those who would be leaders in the organization. Engelhart will remain as sponsor for one more year. Then, would like the Faculty Senate to become the home for this organization. Bill Terrell is now attached to the project. Matter tabled for later discussion. Need to decide whether we want a standing faculty committee over the honorary groups, etc.
2. Policy on Student Misconduct and Academic Integrity (Murphey): We discussed the policy as it now stands and made minor changes. This is formally on the Faculty Agenda for August 24 as a first reading. The policy will come back two meetings later for further activity. The cover letter should include the concept points which have changed: reporting issues, discretionary authority to faculty. Hopefully the ideas will be debated, rather than the editing or wording. Proposed changes in wording and editing issues can be submitted to us.
3. Faculty Affairs Committee Charge (Campbell & Baxter): In the absence of Campbell and Baxter, this issue was postponed.
4. Faculty Senate Meeting Agenda: We reviewed major agenda items coming up
-
August 24 - Policy on Student Misconduct
 Charges to Committees
Sept. 14 - Parking Plan (Roger Lowe)

Note: Roger Lowe will meet with the Executive Committee on Aug. 31.
Please come with specifics to discuss with him.
5. Agenda for EC Retreat on 8/20/98:
Agenda Items for the Retreat were limited to four. We will have working groups to discuss the items, two in the AM and two in the PM. We will have one hour discussion, then bring back to the whole group for discussion.

The four items are:

- A. Vision 20/20
- B. Strategic Planning - Budget Committee Redo
- C. How Can We Recapture Shared Governance
- D. Identify Policies That Need Change

Respectfully submitted,
Nan Myers, Secretary

Nan Myers
Assistant Professor
Government Documents Librarian and Cataloger
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Phone: 316-978-5138
Fax: 316-978-3048
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Documents Data Miner at
<http://kronos.niar.twsu.edu/govdocs>

To: EC
From: Bobbi Dreiling <dreiling@twsuvm.uc.twsu.edu>
Subject: exec.comm
Cc: jay
Bcc:
X-Attachments:

Following is the agenda for the meeting of the Exec. Comm. Monday, July 13, 3:30 p.m:

1. Use of University Campus by University Groups for First Amendment Activities policy draft
- 7-27 -2. Policy on Student Misconduct & Academic Integrity draft
3. IRB draft policy - *Elmer*
- 7-27 < 4. Charge to Faculty Affairs comm. draft
5. Charge to Planning & Budget Comm. draft
6. Charge to Ad Hoc Sub committee of Exec. Comm. draft
7. Tenure & Promotion Policy changes

Please let me know if you would like your own copy of the University Budget... they should be available soon.

Plus - agenda 8/24 & 9/14 - Lowe. Parking

X-Sender: myers@twsuvm.uc.twsu.edu
Date: Thu, 23 Jul 1998 17:34:26 -0500
To: senate@majordomo.twsu.edu
From: Nan Myers <myers@twsuvm.uc.twsu.edu>
Subject: Minutes of July 13 Meeting
Cc: dreiling@twsuvm.uc.twsu.edu

SUMMARY OF JULY 13, 1998
SENATE EXECUTIVE COMMITTEE MEETING

Present: Hoyer, Mandt, Campbell, Baxter, Murphey, Hodson, Terrell, Myers.
Time: 3:30-5:20 PM, Senate Office

1. Use of University Campus by University Groups for First Amendment Activities Policy Draft: Hoyer distributed this proposed policy forwarded to him by General Counsel, Ted Ayres, who requested the Senate Executive Committee's comments on this policy. Action: Hoyer requested that we mark our copies with our concerns or comments and return them to him by Monday, July 20.
2. Policy on Student Misconduct and Academic Integrity: Discussion on this item was postponed until our July 27 meeting.
3. IRB Draft Policy: The current chair of the Institutional Research Board has asked to resign and they realized they have no policy in place, which could result in the loss of federal grants. Reviewing the documents, the Committee raised questions about:
 - II.1.a. Question regarding the composition of the Board. Suggest rewrite:
At least one member shall be from an area outside the sciences, such as law, ethics or religion and....
 - II.1.c. All deans should participate in nominating candidates for the Board. Add in the Deans of Business and Fine Arts.
 - II.1.e. Question the use of "racial and cultural backgrounds" - is this appropriate and/or lawful language? Question "community attitudes" - how would this be defined? Could this possibly be included in the rewrite for II.1.a.? Hoyer will consult with Ayres.
 - II.3.b. Regarding "research involving human subjects," what is an appropriate consent policy?
The deadline on this policy is August 19. Hoyer will follow up with the administration.
4. Charge to Faculty Affairs Committee Draft: Several changes in wording were suggested. Baxter and Campbell agreed to rewrite the draft, in particular Charge 2.
5. Charge to Planning and Budget Committee Draft: Much discussion ensued, in particular concerning the future makeup of this committee. This item was deferred to be one of the key issues discussed at the Retreat.

6. Charge to Ad Hoc Sub Committee of the Executive Committee Draft: This charge was set in motion.

7. Tenure and Promotion Policy Changes: We are to review this and let Hoyer know of any of any concerns or desired changes by Friday, July 24.

8. WSU Parking Plan: The new policy which will take effect January 1, 1999, requiring paid parking from students and faculty, was discussed.

Meeting adjourned. Next meeting Monday, July 27 at 3:00 pm.

Respectfully submitted,
Nan Myers
Secretary

Nan Myers
Assistant Professor
Government Documents Librarian and Cataloger
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Documents Data Miner at
<http://kronos.niar.twsu.edu/govdocs>

Your copy. I
have already put
this in the folders.
Elmer

**Wichita State University
Policies and Procedures Manual
USE OF UNIVERSITY CAMPUS
BY UNIVERSITY GROUPS
FOR FIRST AMENDMENT ACTIVITIES**

Initiating Authority: General Counsel

Accountability: General Counsel

Purpose: To state University policy with regard to usage of University campus by University groups for first amendment activities.

I. Preamble

As a state educational institution of Kansas, the buildings, facilities and grounds of the University are dedicated to education and the fulfillment of the University's approved mission to provide high quality instruction and make original contributions to the knowledge and human understanding of its students. The public character of the University does not grant to individuals an unlimited license to engage in activity which limits, interferes with, or otherwise disrupts the normal activities for and to which the University's buildings, facilities and grounds are intended and dedicated. While said buildings, facilities and grounds are not available for unlimited use by University groups, it is recognized that students and employees of the University should be accorded opportunity to utilize the facilities and grounds of the University to the fullest extent possible. These time, place and manner regulations are intended to balance the University's responsibility to fulfill its mission as a state educational institution of Kansas with the interests of University groups who are interested in using the campus of the University for purposes of constitutionally protected speech, assembly or expression.

II. Policy Statement

1. Subject to the regulations and requirements of this policy, University groups¹ may use the campus of the University² for first amendment activities.³
2. Notification of intent to be on campus to engage in first amendment activities (hereinafter "the Event") shall be provided to the University Police Department no later than seventy-two (72) hours prior to the Event along with the following information:
 - a. The name, address and telephone number of the individual, group, entity or organization sponsoring the Event (hereinafter "the Sponsoring Organization"); and
 - b. The name, address and telephone number of a contact person for the Sponsoring Organization; and
 - c. The date, time and requested location of the Event; and
 - d. The nature and purpose of the Event; and
 - e. The type of sound amplification devices to be used in connection with the Event, if any; and
 - f. The estimated number of people expected to participate in the Event.
3. Signs shall be no larger than 3' x 5' and no individual may carry more than one sign.
4. If more than forty (40) people are expected to participate in the Event, the Event must be held in the one or more of the areas shown on the attached map (hereinafter "the Limited Public Forum").

¹For purposes of this policy, "University groups" shall mean individuals who are currently enrolled students or current employees of Wichita State University or who are affiliated with a recognized student organization or a recognized employee group of the University.

²This policy statement is applicable to the campus of the University bounded by Hillside, 21st Street, Oliver and 17th Street and the Metropolitan Complex located at the corner of 29th Street and Oliver.

³Examples would include, but not necessarily be limited to, informational picketing, petition circulation, the distribution of information leaflets or pamphlets, speech-making, demonstrations, rallies, appearances of speakers in outdoor areas, mass protests, meetings to display group feelings or sentiments and/or other types of constitutionally protected assemblies to share information, perspective or viewpoints.

5. The use of sound amplification devices is limited to the Limited Public Forum area as long as the sound amplification device is used at a volume which does not disrupt or disturb the normal use of classrooms, offices or laboratories or any previously scheduled University event or activity.
6. The Event shall not last longer than eight hours from beginning to end.
7. Information may be distributed as long as it is not obscene or libelous or does not advocate unlawful conduct. The Sponsoring Organization is encouraged, but not required, to include its name and address on the distributed information.⁴
8. Solicitation of funds or activities where products or services are offered for sale shall not occur in connection with the Event.
9. The University campus should be cleaned up and left in its original condition and may be subject to inspection by a representative of the University after the Event. Reasonable charges may be assessed against the Sponsoring Organization for the costs of extraordinary clean-up or for the repair of damaged property.
10. All fire, safety, sanitation or special regulations specified for the Event are to be obeyed.
11. The University cannot and will not provide utility connections or hook-ups for purposes of first amendment activities conducted pursuant to this policy.
12. The Event must not obstruct vehicular, bicycle, pedestrian or other traffic or otherwise interfere with ingress or egress to the University, or to University buildings or facilities, or to University activities or events.
13. The Event must not create safety hazards or pose unreasonable safety risks to other University students, employees or invitees to the University.
14. The Event must not interfere with educational activities inside or outside any University building or otherwise prevent the University from fulfilling its mission and achieving its primary purpose of providing an education to its students.
15. The Event must not materially infringe on the rights and privileges of University students, employees, or invitees to the University.

⁴To avoid excessive littering of the campus and/or greatly increased work requirements for University physical plant employees, University groups are asked to cooperate with the University in limiting the distribution of information leaflets or pamphlets to areas immediately adjacent and surrounding the Rhatigan Student Center.

16. The Event must also be in accordance with any other applicable University policies and regulations, regulations and policies of the Kansas Board of Regents, local ordinances and/or state or federal laws.

17. The President of the University may authorize first amendment activities which are reasonably determined not to cause disruption of University activities despite a literal violation of this policy statement. Such determinations shall be made without consideration of the content or message of the first amendment activities.

18. The President of the University may at any time, terminate, cancel or prohibit the Event if it is determined, after proper inquiry, that the Event does constitute or will constitute a clear and present danger to the University's orderly operation.

19. Any person determined to be violating this policy is subject to an order from the University Police Department to leave the University campus. Persons failing to comply with such an order to leave the University campus are subject to arrest for criminal trespass.

20. The University recognizes and supports the rights of University groups to engage in first amendment activities. This policy shall be interpreted and construed to support such activities while simultaneously balancing the needs and interests of the University to fulfill its mission as a state educational institution of Kansas.

III. Implementation

This policy statement will be made a part of the University Policy and Procedures Manual and shall be shared with all University individuals, groups or organizations interested in access to and use of the campus of the University for first amendment activities in accord with the policy statement.

IV. Effective Date

This policy shall become effective on August 1, 1998.

Eugene M. Hughes, President

Date

POLICY ON STUDENT MISCONDUCT AND ACADEMIC INTEGRITY

A. Policy Statement

The Faculty, Staff, and Administration of Wichita State University will not condone or tolerate academic misconduct, including breaches of academic integrity. The policy of the Kansas Board of Regents, as adopted in June of 1994, is as follows:

The Board of Regents believes that student academic dishonesty is inimical to the fundamental ideals of public higher education. Furthermore, the Board believes that public higher education has a mission to develop the moral reasoning-abilities of students and to promote the importance of integrity in all aspects of student life, but particularly in academics. Therefore, it is the policy of the Kansas Board of Regents that student academic dishonesty should not be tolerated on the campuses of the Regents institutions.

Each Regents university shall implement and promote specific policies, procedures, and programs which seek to: (i) identify prohibited academic conduct by students; (ii) educate all students, faculty and administrators with regard to the nature, impact and consequences of student academic dishonesty; (iii) effectively report and seek to reduce such behaviors; (iv) provide for due process for students accused of academic dishonesty; (v) set forth clear sanctions, ranging from reprimand to dismissal from the university, for students who are determined to have committed dishonest acts; and (vi) implement a comprehensive and integrated plan to promote academic integrity among students, faculty and administrators.

B. Definitions

Academic misconduct, which includes **academic dishonesty**, is behavior in which a deliberate means is employed to gain undeserved intellectual credit or advantage, either for oneself or another, or which is disruptive of a course of study or abusive toward members of the university community. Some examples of academic misconduct are:

1. **Plagiarism.** Plagiarism is intentionally using the printed/published data, distinctive ideas or language of someone else without specifically acknowledging the original source; e.g., copying another student's paper, creative work, article, or computer work and submitting it as part of an assignment. On the other hand, the use of "common knowledge" or of ideas that are not distinctive to a single source does not require acknowledgment. Subject to the foregoing, the particular circumstances under which acknowledgment is required may vary among the different disciplines which make up the University; in addition, the manner or style used to acknowledge a source will vary among disciplines. In a particular course, students must follow the plagiarism customs and standards of the discipline offering the course and acknowledge sources in the manner expected by that discipline. The respective college's Academic Conduct Committee is charged with

articulating such customs and standards, if any, and the instructor in any given course is responsible for making these standards clear.

2. **Unauthorized Collaboration on Out-of-Class Projects.** Students may not present work as individual when, in fact, the work was done with other students.

3. **Cheating on Exams.** Cheating on exams is defined as the unauthorized use of information gained from other students and staff and/or with the assistance of notes, textbooks, etc. It is the responsibility of each instructor to inform students which information aids, if any, may be used on exams.

4. **Unauthorized Access to Exams in Advance of the Examination.** Students who in any unauthorized manner obtain exams in advance of the date and hour of the examination are committing an act of academic dishonesty. Unauthorized access to an exam does not include obtaining copies of exams given in previous semesters and returned to students, but it does include a sharing of information about an unreturned exam between a student in an earlier section of a class and a student in a later section.

5. **Fraudulent Alterations of Academic Materials.** A student who alters documents or other information (such as grade reports, course withdrawal slips, or research data) to provide undeserved credit or advantage has committed an act of academic dishonesty.

6. **Aiding and/or Abetting an Academically Dishonest Undertaking.** A student is responsible for ensuring that his/her work is not misused by other students. Students are required to protect the integrity of their own work by, for example, not allowing, knowingly or through carelessness, another student to plagiarize a term paper or copy answers to an exam.

7. **Sabotage of Student/Faculty/University Work or Property.** Sabotage is any act by a student which intentionally or recklessly damages and/or destroys others' work. For example, students who destroy computer programs written by other persons are committing acts of sabotage. Students who steal, destroy or mutilate library materials also commit sabotage.

8. **Bribery, Blackmailing, or Intimidating; Attempts.** Academic misconduct is present in gaining an unfair advantage over other students by giving money or gifts to other students, faculty, staff, etc.; by threatening in any way other students, faculty, staff, etc. with exposure of a personal or professional incident; by threatening other students, faculty, staff, etc. with bodily or other types of harm; or in any attempt to do any of these things.

The terms **faculty member** or **faculty** as used in this Policy Statement shall include not only persons of professorial rank (full, associate or assistant), but also instructors, adjuncts, GTAs, unclassified professionals and administrators who teach, and lecturers.

C. Responsibilities for Academic Integrity

The fundamental responsibility for the maintenance of the standards of honesty rests upon the student. It is each student's responsibility to be familiar with University policy on academic honesty and to uphold standards of academic honesty at all times in all situations.

Faculty members are responsible for clarification to their classes of those standards of honesty for class assignments or projects where such standards may be unclear or when such standards vary from the accepted norm. In addition, it is anticipated that faculty members will be the persons who will discover most instances of academic misconduct; accordingly, faculty need to be aware of the possibility that academic misconduct might occur, watchful

for any instances of misconduct, and diligent in punishing those who act dishonestly.

Some faculty may choose to utilize preventive measures (e.g. multiple exams, alternate seating) to help insure the maintenance of academic honesty. However, the use of such measures is solely the prerogative of the individual faculty member and is not a responsibility or requirement of faculty in general.

The administration has the responsibility vigorously to support this policy. This responsibility includes making appointments to appropriate committees promptly, publicizing the importance of academic honesty to all members of the Wichita State University community either separately or in conjunction with the efforts of the College and University Academic Conduct Committees, and enforcing the policy of the Board of Regents.

D. Potential Liability

With regard to any potential liability of faculty, staff, or administrators who enforce or attempt to enforce this academic honesty policy, the Regents policy (Rev. 12-95) regarding the Kansas Tort Claims Act/Legal Defense of Employees states:

Lawsuits against state employees, including faculty and staff, are controlled by and handled pursuant to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 *et seq.*). The Act seeks to limit liability and provides that the state of Kansas will, subject to certain limitations and qualifications, defend and indemnify state employees, including faculty and staff, sued as a consequence of actions taken by state employees while acting within the scope of their employment.

Subject to institutional policies, employees of Regents institutions who are sued for any alleged nonfeasance, misfeasance or malfeasance of the duties of their position should immediately notify institutional legal counsel and/or the General Counsel to the Board to initiate an appropriate request to the Attorney General for legal defense. Specific questions about protections provided pursuant to the Kansas Tort Claims Act or the legal defense of employees may be referred to institutional legal counsel and/or the Board's General Counsel. (6-30-94)

Legal counsel for Wichita State University has stated that students acting as members of committees responsible for enforcing this academic conduct policy are covered and noted that "the statute does and/or has been interpreted to cover certain volunteers." (2-2-96)

E. Maintaining a Culture of Academic Integrity

While the establishment of appropriate procedures for the punishment of academic misconduct is important, this aspect of the policy is simply a portion of a larger commitment by the Wichita State University community to the encouragement and maintenance of a culture of academic integrity. Continuing efforts will be made by the student body, faculty, staff and administration to heighten the awareness both of the value of integrity and of the unacceptable nature of academic misconduct. Rather than developing an *ethos* that sees

norms as something distant and imposed, the various parts of the University community are committed to seeking to create and maintain in their members a sense that integrity is the truest expression of their own personal and group interests.

To this end, the University Academic Conduct Committee will by February 1 of each year propose to the administration, the Faculty Senate, and the Student Government Association a plan for the following academic year designed to educate members of the university community about the requirements of this policy, identify inappropriate or prohibited conduct by students, and encourage the adoption by each member of the community of an appropriate standard of academic integrity. Among the measures to be recommended (if the committee finds them appropriate and potentially useful) might be:

1. The drafting by the Student Government Association of an Honor Contract which all students would be encouraged to sign. It is not intended, however, that the University adopt an Honor Code of the type in which student self-policing takes the place of faculty and administrative responsibility.
2. The drafting by the Faculty Senate of an Honor Contract designed to encourage faculty members vigorously to enforce this policy while carefully protecting students' rights.
3. Other measures that might be recommended could include workshops on academic integrity for faculty, the inclusion of issues of integrity in freshman orientation, certain freshman courses, and certain courses likely to be taken by transfer students, the preparation of videotapes, brochures, etc. on integrity, and/or the use of focus groups.

F. Central Reporting Requirements

In compliance with the policy of the Kansas Board of Regents for each Regents university to "effectively report ... (prohibited academic) behaviors" and further with the request of the Board of Regents that the Regents universities "develop effective, central reporting systems," the following data collection and reporting requirements are established:

Members of the University community who discover instances of student academic misconduct are required to report such instances to the Vice President for Academic Affairs as explained subsequently.

The College Academic Conduct Committees and the University Academic Conduct Committee shall annually, or sooner upon request, provide the Vice President for Academic Affairs with a full report of their activities.

The Vice President for Academic Affairs shall maintain a complete record of all identified incidents in which academic misconduct was substantiated either (a) by a finding in a formal proceeding that has been sustained after any appeals have been exhausted or (b) by a student's acquiescence (through a failure to file a timely appeal) in a penalty for misconduct imposed by a faculty member or administrator. As to any matter that was appealed to the University Court of Academic Appeals, this record will include the ultimate disposition of the incident and summaries of the evidence adduced in support of or opposition to each allegation, which summaries will have been prepared by the chair of the said Court and approved by a majority of the Court. The Vice President for Academic Affairs shall prepare and submit a report on incidents of substantiated academic misconduct when such is requested by any member of the Kansas Board of Regents or its staff, by the Wichita State University Faculty Senate, by the Wichita State University Student Government Association, or by the President of Wichita State University. These reports will not identify the persons

involved.

The following shall apply to such records of academic misconduct:

1. They will not be entered into a networked computer.
2. A student's record will be destroyed two years after his/her graduation; or, if the student does not graduate, five years after the student stopped taking classes at the University. The case may continue to be reflected, however, in such reports as are mentioned above in which individuals are not identified.
3. A student's record will be available only to the office of the Vice President for Academic Affairs or to a court of competent jurisdiction upon subpoena.

G. College Academic Conduct Committees

Each of the Colleges at Wichita State University shall establish and maintain an Academic Conduct Committee.

The Academic Conduct Committee of each College shall consist of at least four tenured faculty members from the College and one student appointed by the dean. No two faculty members on the committee may be members of the same department (unless there are fewer than four departments) and, in the case of the Fairmount College of Liberal Arts and Sciences, each division of the College shall be represented on the committee. One of the faculty members shall be appointed by the dean, while the others shall be elected by the faculty of the College. The standard term of service on the committee of all faculty members shall be determined by the College faculty. Each year, the dean shall appoint a junior, senior, or graduate student in the College as the student member of the committee.

As stated previously, the Academic Conduct Committee of each College shall articulate any standards of integrity and conduct uniquely applicable to the subject-matter or culture of that College. After such supplemental standards are published within a College, they shall be communicated to the chairperson of the University Court of Academic Appeals and will thereafter, until amended or revoked, be used in judging any case arising within that College.

It will be a function of the Committee to supplement within its College the University efforts to publicize the standards and procedures relative to academic misconduct and to do whatever is appropriate to create an *ethos* of integrity and proper conduct within the College.

Each year the committee shall select by vote a chairperson, who will automatically become a member of the University Academic Conduct Committee.

College Academic Conduct Committees whose College procedures so allow may censure faculty members or other instructors who abuse the policies of this Statement by repeatedly accusing students of misconduct frivolously or who repeatedly ignore instances of cheating.

H. University Academic Conduct Committee

The University Academic Conduct Committee shall consist of the chairs of the College Academic Conduct Committees, a student appointed by the Student Government Association, and the Vice President for Academic Affairs or his/her representative. The University Academic Conduct Committee shall act as a planning committee to promote academic integrity and proper conduct on a University-wide basis, working with the Vice

President for Academic Affairs for that purpose. It shall elect its own chairperson.

I. Procedures for Cases of Alleged Academic Misconduct

A faculty member who believes that academic misconduct has or may have occurred in one of his/her courses shall attempt to meet with each student thought to have violated academic integrity standards to inform him/her of the allegation and obtain his/her response. The faculty member shall do appropriate investigation, consider any comments offered by the student in defense or mitigation, and weigh all available evidence. The faculty member shall then use his/her best judgment to reach a determination as to whether or not academically dishonest conduct occurred and who is responsible. If a determination is reached that academic misconduct has occurred, the faculty member shall decide upon an appropriate penalty or penalties (subject to the provisions on Penalties stated later here). The faculty member shall promptly inform the Vice President for Academic Affairs of the facts of the case, using the form developed by the University from time to time for that purpose. The faculty member may include in the report a request that a more severe penalty be assessed than he/she is permitted to assess under this Policy. All of these provisions shall apply, as well, to an administrator who becomes aware of an act of academic dishonesty or misconduct in an out-of-class situation.

When the instructor of a course in which academic misconduct is suspected is not of professorial rank, the procedures he/she shall follow are the same as those just indicated, except that at each step of the process the person teaching shall obtain the approval and signature of the chairperson or director of the department or program which offers the course or of the dean of the College when the chairperson or director cannot appropriately be asked to consider the case. This requirement is intended to protect students from the possibility of frivolous or unsubstantiated allegations by inexperienced persons and to protect those teaching courses from accusations of such behavior.

To simplify the explanation of the remaining provisions of this section, the faculty member, administrator or individual teaching a course who is filing the report about a given case will be known as "the reporting party."

Upon receipt of a report, the Vice President for Academic Affairs shall promptly request the Registrar in writing that the enrollment status of the student be frozen, and the student in question will not be allowed to change his/her status in any involved course (e.g., may not drop or withdraw from the course) until the academic misconduct allegation has been resolved.

Upon receipt of the notice from the reporting party, the Vice President for Academic Affairs shall notify the student by certified mail, return receipt requested, of the charge and the reporting party's decision and/or request for more severe penalty, and of the student's right to appeal. The appropriate form for the appeal shall be enclosed and shall be addressed to the University Court of Academic Appeals. The student shall have fourteen calendar days from the date of the student's receipt of the notification to file the appeal, which shall be done by getting it *to the office of the Vice President for Academic Affairs* (even though the appeal is addressed to the Court) within the fourteen days. If no appeal is received, the disposition by the reporting party becomes final, and the Vice President of Academic Affairs shall notify the student of that fact; except that a request for a more severe penalty will

proceed to the University Court of Academic Appeals as provided for herein; and except, further, that the Vice President may extend the fourteen days, either before or after they have expired, in cases where the student presents facts that in the opinion of the Vice President excuse the failure to respond within the original time. If an appeal, and/or a request for a more severe penalty, is received, the Vice President for Academic Affairs shall notify the chair of the University Court of Academic Appeals and refer the case to the Court for decision pursuant to its own rules of procedure and the provisions of this Policy.

J. Role of the University Court of Academic Appeals

The University Court of Academic Appeals shall, in addition to its other case load, hear all academic misconduct appeals and all requests for a more severe penalty made by a reporting party. Further, the Court shall periodically summon before it students who have more than once (a) been found, at the culmination of formal proceedings, to have committed an act of academic misconduct, and/or (b) not appealed a reporting party's penalty for academic misconduct. Such repetition will be considered an aggravating circumstance for which a student may be given additional penalties by the Court.

In cases where an alleged act of cheating on an examination has been witnessed directly by the reporting party, the observation of the reporting party is to be given great weight by the Court in the absence of a showing of prejudice. For the penalties that a reporting party can impose, it shall not be necessary for the reporting party to prove that the student gained information from the cheating, although for suspension or expulsion the absence of such a showing will be a factor to be considered.

K. Penalties

Penalties which may be imposed by the reporting party on a student in the course range from verbal reprimand up to the assignment of a grade of "F" in the course. Within this range, the penalty or penalties imposed shall be completely at the discretion of the reporting party, whose penalty shall be upheld by the Court on appeal unless the Court finds that the academic misconduct did not occur. If the University Court of Academic Appeals finds that the alleged misconduct did not occur, it may nullify the penalty assessed by the reporting party, entering such grade as would have been granted in the absence of the penalty. The only body or person at the University empowered to change a grade given by a faculty member is the University Court of Academic Appeals or the University President, acting personally and not by delegation.

When a course is taught by a reporting party who is not of professorial rank, the same range of penalties may be imposed, but the reporting party shall obtain the approval by his/her chairperson or director of the penalties to be imposed and the chairperson's or director's signature on the appropriate university form. A penalty so imposed shall then have the same standing as one imposed by a person of professorial rank.

Penalties which may be imposed by the University Court of Academic Appeals, if it decides to do so in light of the seriousness of the case and any mitigating factors, after a request for more severe penalty has been made by a reporting party may include:

1. a notation of academic dishonesty or misconduct on a student's permanent

transcript;

2. required attendance at certain seminars on academic integrity;

3. suspension from Wichita State University for a fixed amount of time or until specified conditions have been met (suspension of a student from Wichita State University for academic misconduct shall automatically include a statement on that student's permanent transcript that the student was suspended for academic misconduct).

4. permanent expulsion from Wichita State University (expulsion of a student from Wichita State University for academic misconduct shall automatically include a statement on that student's permanent transcript that the student was expelled for academic misconduct).

The University Court of Academic Appeals will notify the Vice President for Academic Affairs of its decision, including any penalty, and the Vice President will then take the steps necessary to implement the penalty.

Portions of this document are taken from handbooks or other documents from the following universities: Oklahoma State University, Oregon State University, Northwestern University, the Pennsylvania State University, Southeast Missouri State University, SUNY Buffalo and the University of Pennsylvania.

Wichita State University Policies and Procedures Manual

Initiating Authority:	Vice President for Academic Affairs
Accountability:	Associate Vice President for Research
Purpose:	To comply with federal regulations regarding the review and approval of research involving human subjects conducted by faculty, staff and students of Wichita State University.

I. Preamble

The purpose of advance review of research involving human subjects by an Institutional Review Board ("IRB") and the requirements of informed consent is to assure that the rights and welfare of subjects who participate in research at Wichita State University ("University") are protected and that the University is in compliance with the requirements of Title 45 **Code of Federal Regulations**, Part 46 ("45CFR46").

II. Policy Statement

1. Establishment of University Institutional Research Board

- a. The IRB shall be composed of at least seven and not more than eleven members. At least one member shall be from a nonscientific area such as a lawyer, ethicist or member of the clergy and at least one member shall not be otherwise affiliated with the University; other members should possess backgrounds related to the research activities of the University. All members of the IRB, except those representing nonscientific areas, shall be selected for their competence in research.
- b. Members of the IRB are appointed by the Vice President for Academic Affairs in consultation with the Deans of the Colleges and the Associate Vice President for Research.
- c. Candidates for membership will be nominated by Deans from the following colleges: College of Liberal Arts and Sciences, College of Education, College of Engineering, and the College of Health Professions. Candidates for membership representing the community and nonscientific areas will be nominated by the Associate Vice President for Research and other IRB members.
- d. Members shall be appointed for three-year terms (after staggered terms have been provided for) and may be reappointed.
- e. The IRB shall consist of members of both genders. Membership selection criteria

shall include considerations of racial and cultural backgrounds, areas of professional research competence and community attitudes.

f. The Associate Vice President for Research shall be an ex-officio, non-voting member of the IRB.

2. Chair and Vice-chair of the University Institutional Research Board

a. A Chair and Vice-chair of the IRB shall be elected annually by IRB members at the first meeting of the IRB in the fall semester of each academic year.

b. The Chair shall convene and preside over meetings of the IRB; work closely with the Office of Research Administration ("ORA"); and when the IRB cannot be convened in a timely manner, act on applications exempt from 45CFR46 and those that are considered to represent a minimum risk to subjects.

c. The Vice-chair shall provide assistance to the Chair as needed and preside over the meetings of the IRB in the absence of the Chair.

d. If a Chair is unable to complete a one-year term, the Vice-chair will be elevated automatically to the position of Chair for the remainder of the term and a new Vice-chair will be elected by members of the IRB.

3. Responsibilities of the University Institutional Research Board

a. All research involving human subjects conducted by University faculty, staff and students must be submitted to the IRB for review or certification of exemption from 45CFR46 prior to the initiation of such research. The IRB has the authority to approve, require modifications or disapprove the proposed research.

b. In its review, the IRB will seek to assure that risks to subjects are minimized; that the selection of subjects is equitable; that informed consent is obtained from each prospective subject and documented in appropriate form; that adequate provisions exist to protect, to the full extent permitted by law, the privacy of subjects and to maintain the confidentiality of research data; and that appropriate safeguards have been included in the research plan to protect the rights and welfare of subjects who are members of a particularly vulnerable group.

III. Implementation

1. This policy statement will be included in the University's Policy and Procedures Manual and shared with appropriate constituencies of the University.

2. ORA shall provide administrative support to the IRB by processing applications for IRB review and maintaining records of all applications and actions of the Committee.

3. An ORA staff member will be designated as an IRB support person and will attend IRB meetings.

4. A copy of this policy will be given to each member appointed to the IRB.

IV. Effective Date

This policy will be effective

Eugene M. Hughes, President

Date

OFFICE OF THE FACULTY SENATE

WICHITA STATE UNIVERSITY

c:letters:facaffcharg

**TO: Faculty Affairs Committee
Will Klunder, Chair
Box 45**

**FROM: Faculty Senate Executive Committee
Elmer Hoyer, President**

DATE: July 14, 1998

RE: Charges to Committee

CHARGE 1: The Faculty Evaluation Policy, adopted by the senate 5/8/95, and signed by President Hughes 3/10/97, contains provisions which are to be implemented according to faculty vote in each department of all colleges. Determine by a survey of all chairs if these provisions have been voted upon and implemented as voted in all units. Report the committee's findings to the Executive Committee by November 2, 1998.

CHARGE 2: Do a study of the various faculty workload policies as proposed during the last academic year and to date. Determine the effect these policies have had on faculty morale. Report the committee's findings to the Executive Committee by January 22, 1999.

CHARGE 3: Determine how the Faculty Affairs Committee can be involved in determining Faculty Development issues and developing a plan for implementing the desired program addressing these issues. Report the committee's findings to the Executive Committee by March 1, 1999

OFFICE OF THE FACULTY SENATE
WICHITA STATE UNIVERSITY
c:letters"p&charge

TO: Planning & Budget Committee

**FROM: Faculty Senate Executive Committee
Elmer Hoyer, President**

DATE: July 14, 1998

RE: Charge to Committee

CHARGE: Create a "Core Advisory Subcommittee on Strategic Planning" if the Planning & Budget Committee charged with the responsibility of:

- 1. Developing a plan for periodic review and update of the strategic plan and the gathering of faculty input for this update,**
- 2. Determining the impact of projected retirements on this plan and the university's ability to carry out the plan, and**
- 3. Determining the impact of unilateral hiring freeze on this plan and the university's ability to move forward.**

The subcommittee should regularly report to the Planning & Budget Committee so that their findings can be included in the Committee's annual report to the Senate in April.

The Planning & Budget Committee should also regularly review the re-allocation of resources made by the administration and determine the projected effects of these re-allocations on the ability of the university to achieve its mission.

OFFICE OF THE FACULTY SENATE

WICHITA STATE UNIVERSITY

c:letters:adhocof ex

**TO: Ad Hoc Sub Committee of the Senate Executive
Committee for Approval of New Programs
JoLynne Campbell, Chair, Deborah Baxter**

FROM: Elmer Hoyer, President

DATE: July 9, 1998

RE: Charge & Composition of the Ad Hoc Sub Committee

CHARGE:

Determine a procedure and/or policy which assures adequate and appropriate faculty review and approval of any new program proposals being sought by a department and/or college for approval by the Administration and the Kansas Board of Regents.

This study may result in a proposal to revise the charge of the University Curriculum Committee, a proposal to create a new standing committee of the Senate and/or a new policy.

Please consider the following in your study:

- a) adequate assurance of area faculty review and approval,
- b) impact on other programs,
- c) where are the resources coming from, both human and financial, and
- d) does the program fit the WSU Mission Statement

This subcommittee is to report to the Senate Executive Committee on a periodic basis and submit a final report by January 25, 1999.

COMPOSITION:

JoLynne Campbell, Chair, Senate Vice President
Deborah Baxter, Senate Executive Committee
2 - 4 Faculty to be chosen by the above

B / TENURE AND PROMOTION POLICIES

3.09 / Interpretative Statements on Tenure at Wichita State University

Acting under the provisions of the Kansas Board of Regents' policy on tenure and promotion, the university may *recommend to the board that award* tenure or promotion *be awarded* to faculty members based on demonstrated excellence in scholarship, teaching/librarianship, and community and professional service. The granting of tenure or promotion is at the initiative of the university and is based on sustained achievements demonstrating that the faculty member meets the qualitative standards of the appropriate discipline and the requirements of the university. Tenure or promotion is not acquired simply by meeting assigned duties with a record free of deficiencies.

Tenure or promotion is conferred on the basis of: a) the qualifications of the individual, b) the objectives and needs of the university's academic programs, and c) the resources of the university as these are determined by faculty committees and administrator's reviews at departmental, college, and university levels.

3.10 / Terminations

In cases of termination of tenured faculty not involving termination for cause, the university has the obligation to make every effort to find a suitable position within the institution for the affected faculty member. The suitability of any proposed position shall be by mutual agreement of the faculty member and the receiving department or equivalent unit. Faculty relocated within the university will not automatically, by virtue of their tenure, displace tenured, probationary or temporary faculty within the receiving department or equivalent unit.

3.11 / Nontenurable Positions

Positions at Wichita State University that are not eligible for tenure are those which are part-time, carry the rank of assistant instructor, have less than a 50 percent responsibility for teaching, librarianship, research, scholarship, and/or creative activities, or are designated as temporary.

3.12 / Regents' Tenure Policy

Effective June 1987, the Kansas Board of Regents approved the following amended policy concerning tenure and academic freedom of faculty at regents' institutions, as contained in the Kansas Board of Regents' Policy and Procedures Manual:

- a. After the expiration of a probationary period, teachers or instructors should have permanent or continuous tenure, and their services should be terminated only for adequate cause, except in the case of retirement for age, program or unit discontinuance, or under extraordinary circumstances because of financial exigency.

- b. In the interpretation of the principles contained in Section a of this policy, the following is applicable:
 1. The precise terms and conditions of every appointment should be stated in writing and be in the possession of both institution and teacher before the appointment is consummated.
 2. Beginning with appointment to the rank of full-time instructor or a higher rank, the probationary period should not exceed seven years, including within this period full-time service in all institutions of higher education; but subject to the proviso that when, after a term of probationary service of more than three years in one or more institutions, a teacher is called to another institution it may be agreed in writing that his new appointment is for a probationary period of not more than four years, even though thereby the person's total probationary period in the academic profession is extended beyond the normal maximum of seven years; except when the interests of both parties may best be served by mutual agreement at the time of initial employment, institutions may agree to allow for more than four years of probationary service at the employing institution provided the probationary period at that institution does not exceed seven years. Notices should be given at least one year prior to the expiration of the probationary period if the teacher is not to be continued in service after the expiration of that period. [Editorial note: The last sentence has been modified by the Regents' adoption of revised standards for notice of non-reappointment. See section 3.07.]
 3. During the probationary period a teacher should have the academic freedom that all other members of the faculty have.
 4. Termination for cause of a continuous appointment, or the dismissal for cause of a teacher previous to the expiration of a term appointment, shall, if possible, be considered by a faculty committee which will make recommendations to the administration. In all cases where the facts are in dispute, the accused teacher must be informed before the hearing in writing of the charges against him and shall have the opportunity to be heard in his own defense by all bodies that

pass judgment upon his case. He may have with him an adviser of his own choosing who may act as counsel. There shall be a full stenographic record of the hearing available to the parties concerned. In the hearing of charges of incompetence, the testimony should include that of teacher and other scholars, either from his own or from other institutions. Teachers on continuous appointment who are dismissed for reasons not involving moral turpitude receive their salaries for at least a year from the date of notification of dismissal whether or not they are continued in their duties at the institution.

5. Termination of a continuous appointment because of financial exigency should be demonstrably *bona fide*.

c. Within this general policy, each school may make such operating regulations as it deems necessary, subject to the approval of the board of regents.

~~d. Lists of individuals recommended by the chief executive officer at a regents' institution for tenure shall be submitted by the chief executive officer of that institution to the board for consideration and action at its April meeting. Any tenure recommendation approved by the board shall be limited to tenure for the recommended individual at the institution consistent with the tenure policies of that institution.~~

e. The provisions of this policy shall be applicable only to faculty of baccalaureate degree granting institutions.

f. Regents' tenure policy is substantially based on the 1940 Statement on Academic Freedom and Tenure of the American Association of University Professors, which is extensively quoted in section a and b, above.

3.13/ Probationary Period

3.131 / Time Limit

The regents' tenure policy defines the time limit for the probationary period in 3.12.b,2, above.

The following university regulations apply to the probationary period as defined in Kansas Board of Regents policy:

1. At the time of initial appointment, agreement between the appointee and the institution must be reached on the prior service, if any, to be applied against the probationary period. This agreement shall be contained in the initial letter offering the position and in the initial contract.
2. When a probationary period is interrupted by a leave of absence other than a scholarly leave, such leave will not be counted toward eligibility for tenure. A scholarly leave will count toward tenure unless the faculty member and the university agree in writing to the contrary at the time the leave is granted. If a faculty member takes a part-time administrative or other non-academic appointment during the probationary period, that time is counted toward eligibility for tenure if he/she maintains at least a half-time academic appointment and is not counted if their academic appointment is less than half-time.
3. If a faculty member terminates and subsequently returns to the university, rules for tenure consideration will apply as they do for previous service at other institutions of higher education.

3.132 / Annual Evaluation of Nontenured Faculty

All faculty members holding half-time or more appointments who have not attained tenure will be evaluated at least once a year. Faculty members will have the opportunity to present documentation of performance for the purpose of this evaluation. The evaluation will be recorded on official university forms provided by the office of the vice president for academic affairs to department chairpersons. In addition to reviewing the faculty member's performance during the preceding year, these annual reviews will also contain a section on "progress toward tenure" in which the faculty

member's overall performance at WSU will be evaluated in the context of the tenure review which will occur at the end of the probationary period. However, these annual reviews do not constitute a definitive review for tenure. The chairperson will review with the faculty member the results of the evaluation and transmit them to the dean. Copies will be retained by the faculty member, the department, the college dean's office, and the office of the vice president for academic affairs.

In order to ensure as consistent a review process as possible prior to tenure decision, the annual review of probationary members of a department is to be conducted exclusively by the tenured members of the department or the elected tenure committee of the department. The chairperson of the department will be present. Abstentions will not be registered except when a faculty member declares he/she has a conflict of interest concerning a case. The chairperson of the committee of tenured members records the evaluation and the vote of the group. The department chairperson shall provide a separate evaluation and recommendation. The vote count, evaluations, and recommendation will be shared with the person being reviewed, who shall be afforded the opportunity to submit a written rebuttal to the evaluations. In departments in which two or fewer members are tenured, an ad hoc review committee, consisting of tenured faculty members who might be involved in the ultimate tenure decision, shall be appointed by the dean of the appropriate college. Untenured chairpersons shall not participate in their own reviews.

The annual evaluation is an important activity for which faculty members should be well prepared. It is a cumulative record of performance that in the case of probationary faculty shows progress toward consideration for continuous tenure.

3.133 / Early Consideration for Tenure

Within the usual probationary period, a faculty member who demonstrates exceptional merit may be afforded one opportunity to stand for tenure prior to mandatory review. In such cases, the faculty member, in consultation with the chairperson, shall determine the advisability of early nomination according to the following criteria of eligibility:

1. The faculty member shall hold the rank of assistant professor or above.
2. The faculty member without prior higher education service shall have completed two years of full-time service at Wichita State University before early review may be undertaken at the departmental level.

Should the faculty member decide to stand for early tenure review, the following conditions shall apply:

1. The tenure review shall be conducted under the standard deadlines, policies, and procedures governing tenure considerations at that time.
2. A faculty member who is unsuccessful in the early application for tenure shall have the right to continue on probationary status and stand for mandatory tenure review without prejudice.

3.134/ Initial Appointment with Tenure

In exceptional circumstances an individual may be awarded tenure at the time of initial appointment. Individuals being considered for appointment to an administrative position can be granted tenure at the time of appointment only on the basis of their scholarly and academic credentials. Review for the award of tenure with initial appointment shall be initiated by the tenured faculty of the relevant academic department in accord with college and university guidelines in force at the time.

Department faculty recommendations for award of tenure with initial appointment shall be forwarded for action through

the chairperson to the dean and the vice president for academic affairs. In such cases where additional consultation is deemed desirable, the dean or vice president for academic affairs may convene the college or university-level committees to effect an *ad hoc* tenure review.

The vice president for academic affairs shall convey the recommendations to the president who, at his/her discretion, shall submit the case to the board of regents for approval at the April or September meeting. Upon approval by the board, the president shall notify the individual in writing of the award of tenure.

3.14 / Guidelines and Criteria for Tenure and Promotion

Guidelines and criteria related to tenure and promotion are developed by all the constituencies involved in the review process, including the president, the university tenure and promotion committee, the college, and in some instances the departments. The subsections that follow identify the guidelines and criteria that are operative at the university level. Reference is also made to college guidelines and criteria.

3.141 / General Policies for the Awarding of Tenure

The judgments of all faculty committees in tenure decisions are to be based on the academic credentials, qualifications, and merits of the candidate. These judgments will always be made primarily at the departmental and college levels. Ranking of candidates for tenure is neither necessary nor appropriate.

3.142 / College Guidelines and Criteria

Detailed guidelines and statements of criteria for tenure and promotion have been adopted by all the colleges and academic services, and in some instances at the departmental level. Each statement should include explicit statements of expectation for teaching, librarianship, research, scholarship, or creative activities, and academic and professional service. These statements should define the relative significance of different activities within each area and the nature of documentation which candidates must provide to establish their accomplishments in each area. The statements may specify guidelines for faculty with unusual appointments, consistent with the university guidelines for tenure or promotion contained in section 3.143 below. It is acceptable to establish differential criteria for tenure or promotion for faculty with different assignments, so long as the differential criteria and the nature of the faculty assignments are clearly identified.

The college and academic services guidelines and statements of criteria shall be submitted in the spring for review by the university tenure and promotion committee on a three-year cycle. The purpose of this review is to ensure that the guidelines and statements are consistent with university guidelines and provide an adequate degree of clarity and specificity so that candidates for tenure and promotion will understand the criteria which will be utilized to evaluate their cases.

The college and academic services guidelines and statements of criteria developed for tenure and promotion shall be distributed annually to all untenured faculty at the time of their annual evaluation. The evaluation of individual candidates at the university level should take into account the degree to which the individual has met the guidelines as well as his/her role statement and annual performance criteria identified in the annual evaluation of untenured faculty. If the guidelines in effect at the time of initial appointment differ from those in place at the time a tenure case comes forward for consideration, the current guidelines can be used in place of the earlier guidelines only if both the candidate and the department agree.

3.143 / University Guidelines and Criteria

3.1431/Promotion

1. A terminal degree in a field appropriate to the discipline in which the candidate teaches or conducts research, scholarship, or creative activities is normally required for appointment or promotion to the rank of assistant professor, associate professor or professor. Exceptions to this guideline will require careful documentation based upon an adequate rationale.
2. Under normal circumstances, a faculty member should not expect to be considered for promotion with less than six years in rank.
3. The standards for teaching, librarianship, scholarship, and service for each rank are indicated below. The relative significance of teaching; librarianship; research, scholarship, or creative activities; and service may vary from case to case.

Assistant Professor: Evidence is normally expected of the following: (1) demonstrated adequacy in teaching/librarianship; (2) potential for achievement in research, scholarship, or creative activity; and (3) some university service appropriate to the mission of the department and college.

Associate Professor: Evidence is normally expected of the following: (1) documented effectiveness of teaching/librarianship; (2) a record of research, scholarship, or creative activities which has earned recognition in professional circles at the regional or national level; and (3) some professional or university service.

Professor: Evidence is normally expected of the following: (1) sustained effectiveness in teaching/librarianship; (2) a record of substantial accomplishment in research, scholarship, or creative activities which has led to recognition in professional circles at the national level; and (3) demonstrated academic leadership in the form of service to the university and the profession.

3.1432/Tenure

All full-time faculty with 50 percent or more responsibility for teaching, librarianship, research, scholarship, and/or creative activities with the rank of instructor or higher must undergo review for tenure during their sixth year of employment at Wichita State University unless their employment at the university is to be terminated at the end of their seventh year of service. Those individuals given credit for prior experience in higher education at the time of initial appoint shall undergo review for tenure according to the policies stated.

Expectations of performance in and the relative importance of teaching; librarianship; research, scholarship, or creative activities; and service will be defined at the time of the initial appointment. Specific performance goals will be established each year during the annual evaluation of untenured faculty. These expectations and goals form the foundation for evaluation for tenure in the context of the tenure criteria established by the faculty of the college, but do not constitute a definitive review for tenure. The terminal degree is preferred for the granting of tenure except in exceptional and well documented cases. The award of tenure normally requires documented evidence of effective teaching/librarianship and a record of research, scholarship, or creative activities which has earned recognition in professional circles at the regional or national level.

3.1433/University Committee Procedures

In the process of reviewing tenure and promotion cases according to its charge, the University Tenure and Promotion Committee applies the respective college guidelines as approved by the college and university tenure and promotion committees. It is important to emphasize that these guidelines are not rigid rules.

3.1434 / Tenure and Promotion Review Process

The tenure and promotion review process is governed by the "Tenure, Promotion, and Appeals Procedures" document, which was adopted by the university faculty, May 1994. The text of this policy follows. Individual units may adopt by vote of the faculty of the college additional procedures, policies, and interpretive statements to govern their internal review of tenure and promotion cases, so long as those procedures, policies, and interpretive statements are consistent with all higher level procedures, policies, and interpretive statements, as determined in the triennial review of policies and procedures conducted by the university committee. These additional statements should be provided in writing to all candidates for tenure and promotion and to all probationary faculty at the time of their initial appointment and at each annual review.

3.1435 / Presidential Review of Nominees for Tenure or Promotion

The laws of the State of Kansas provide that, subject to the board of regents, the president shall appoint employees and administer the affairs of Wichita State University. In matters of tenure and promotion, the president has delegated the authority to make recommendations to certain faculty committees and administrators. However, the president retains the authority to make the final decision on the tenure and promotion of faculty members. *subject to approval by the board of regents.*

A person dissatisfied with committee or administrator recommendations concerning his/her tenure or promotion may, after exhausting the procedures and appeals in the tenure and promotion review process, petition the president of Wichita State University for a favorable decision on tenure or promotion.

3.1436 / Policy of Nondiscrimination and Affirmative Action

Wichita State University does not practice nor condone discrimination in tenure and promotion practices.

[Note: The full text of the university's Affirmative Action Policy is available from the Affirmative Action Officer.]

3.15 / Tenure and Promotion Calendar

March	2nd	Friday	Deadline for faculty records manager to notify deans of faculty scheduled for mandatory tenure review with copies to institutional planning and analysis.
April	1st	Friday	Deadline for dean of college to notify faculty scheduled for mandatory tenure review with copies to vice president for academic affairs.
	3rd	Friday	Deadline for faculty applying for promotion and/or early tenure review to notify chair
	3rd	Friday	Deadline for candidates requesting external review to notify chair and dean.
May	1st	Friday	Deadline for chair to notify dean of faculty applying for tenure and/or promotion.

- 3rd Friday Deadline for sending initial request for external reviews, if any are to be solicited.
- 3rd Friday Deadline for dean of college to notify vice president for academic affairs of faculty scheduled for early tenure review and/or promotion
- June** 1st Friday Deadline for course data to be mailed to applicants for tenure and/or promotion.
- September** 2nd Friday Deadline for completion of basic documents and secondary dossiers.
- 2nd Friday Deadline for chair to notify eligible faculty tenure and/or promotion files are available for review
- October** 1st Friday Deadlines for departmental reviews and votes on tenure and/or promotion.
- ? < 2nd Friday Deadline for department to notify dean of recommendations.
- 2nd Friday Deadline for dean to notify nominees of the department's recommendation, the chair's independent recommendation, and the candidate's right to appeal a negative decision.
- 3rd Friday Deadline for candidates to sign departmental cover sheet in Dean's office indicating they have reviewed all documents being forwarded by the department.
- 4th Friday Deadlines for submission of appeals of or rebuttals to department-level recommendation to the dean.
- 4th Friday Deadline for inclusion of letters from external reviewers.
- November** 3rd Friday Deadline for college committee to transmit recommendations to dean.
- 4th Friday Deadline for dean to notify candidates and department chairs of committee's and dean's independent recommendations and the candidate's right to appeal a negative decision or to rebut an evaluation statement.
- December** 1st Friday Deadline for dean to notify candidates and department chairs of committee's and dean's independent recommendations and the candidate's right to appeal a negative decision or to rebut an evaluation statement.
- 2nd Friday Deadline for candidates to sign college cover sheet in the Dean's office indicating that they have reviewed all documents being forwarded by the college
- 2nd Friday Deadline for dean to transmit materials to vice president for academic affairs.
- 3rd Friday Deadline for vice president for academic affairs to transmit materials to university tenure and promotion committee.
- 3rd Friday Deadline for appeal of or rebuttal to college-level recommendations to vice president for

academic affairs.

	3rd	Friday	Deadline for adding materials to the secondary dossier.
January	3rd	Friday	Deadline for university tenure and promotion committee to report recommendations to vice president for academic affairs and to notify candidates and department chairs of the committee's recommendations and the candidate's right to rebut the committee's evaluation.
	4th	Friday	Deadline for submission of rebuttal statements by candidates to the vice president for academic affairs of the university committee's evaluation.
February	2nd	Friday	Deadline for notification of candidates of recommendations to be made by the Vice President of Academic Affairs to the President.
	4th	Friday	Deadlines for appeals, rebuttals, and/or petitions to the president of negative recommendations.
	4th	Friday	Deadline for university committee to identify problems in tenure policies and tenure and promotion guidelines for the faculty affairs committee.
April	1st	Friday	Final transmittal of Wichita State University decisions to the Candidates.

Revised Calendar accepted by the Faculty Senate 4/27/98

3.16/ Policies and Procedures for Tenure and Promotion

3.161/Outline of the Process of Review for Tenure and Promotion

Any faculty member may nominate himself or herself for review for tenure or promotion. Nominations may also be made by the chairperson. For faculty members with probationary appointments, review for tenure must occur during or before the year prior to the last year of the probationary period. No review for tenure will occur during the last year of a faculty member's probationary period.

The process of review for tenure and promotion involves these steps:

1. Nomination for review.
2. Departmental review of nominees by the departmental committee and by the chairperson.
3. In favorable or appealed cases, college review of department nominations by the college tenure and promotion committee, and by the college dean.
4. In favorable or appealed cases, university review of college nominations by the tenure and promotion committee **and the vice president of academic affairs.**
5. In favorable or appealed cases, approval of recommendations by the president of the university.
6. *In all favorable cases, approval of recommendations by the board of regents.*

Procedures have been established for appeal in the case of an adverse tenure or promotion recommendation at the department and at the college level.

The calendar for the tenure and promotion review process is in the Wichita State University Handbook for Faculty, section 3.15.

3.17/Review for Tenure or Promotion: Procedures

3.171/Nomination for Review for Tenure and Promotion

1. The department chairperson will write to all full-time faculty members of the department to tell them that nominations of persons to be reviewed that year for tenure or for promotion must be given to the chairperson by a specified date. The chairperson must nominate all faculty whose tenure review is mandatory for that year. All others may be nominated by the chairperson or by the faculty member himself or herself.
2. The department chairperson will send copies of the list resulting from Step 1 to all full-time departmental faculty and specify a second date by which any additional nominations must be provided in writing to the chairperson.
3. The department chairperson will confer individually with all nominated faculty members and provide information about departmental, college, and university criteria for tenure or promotion.
4. Except for those whose review for tenure is mandatory, faculty who have been nominated must inform the department chairperson in writing by a date specified by the department chairperson (which will be no sooner than two days after their conference) of the faculty member's decision to remain in nomination or to withdraw.
5. The final, typed list of those nominated will be sent to the dean and to all members of the department electorate. Each person on the list will be notified in writing by the dean that he or she is officially a candidate for promotion or tenure. In addition, the dean will inform the candidate of the criteria for tenure or promotion and will instruct the candidate to give his/her supporting materials to the department chairperson by a specified date.

3.172/Department Review for Promotion and Tenure ¹

The candidate will present a primary dossier and may prepare a secondary dossier.

Primary Dossier: The primary dossier consists of the basic document, the required cover sheet which records each step of the review process, copies of the annual reviews (and rebuttals if filed) for untenured faculty, the chairperson's non-evaluative role statement, statements of evaluation by the committee and administrator at each level of review and rebuttals (if any are filed), and items added during the review process.

The basic document will follow the standard format recommended by the university tenure and promotion committee and approved by the faculty senate (*see appendix A*). Deviations from the established format should be clearly explained. The basic document may be no more than 25 pages.

The chairperson will provide a statement of the role of the candidate in the department which is purely descriptive and not evaluative. If the candidate's role involves a weighted distribution of responsibility among the three categories of professional activity, that should be indicated in the role statement.

¹ *By action of the college faculty and as incorporated in the college handbook, a group of departments may decide to act as a division rather than as a single department. Such a decision must be approved by the dean of the unit and by the Vice President for Academic Affairs.*

The chairperson will make copies of the primary dossier available for all voting faculty.

Secondary Dossier: A secondary dossier may be submitted to the chairperson by the candidate. It consists of such additional materials as the candidate wishes to submit. Examples might include, but are not limited to, copies of publications or other evidence of scholarship, letters of external reviewers (if any were obtained) and rebuttals (if any were filed), copies of student evaluations or course materials, etc. The candidate may add items to the secondary dossier during the review process (*see calendar in section 3.17*).

The secondary dossier will not be duplicated but will be available to committee members.

As the review proceeds through the various levels, the primary dossier and the secondary dossier will be in the custody of the administrator at each level. Items may be added to the primary dossier by the administrator as called for in these procedures, but the administrator must give the candidate a copy of the additions and provide the candidate an opportunity to write a rebuttal that will also be included in the primary dossier.

The complete files of all faculty members under review in the department must be available for a reasonable time (*at least five working days*) to all voting faculty.

Tenure cases will be reviewed at a meeting of the tenured faculty of the department or a committee of tenured faculty chosen by these faculty members. In departments having fewer than three voting tenured faculty members, the college faculty will develop appropriate procedures for the review, subject to the approval of the college dean. Each eligible person except the department chairperson will vote on each case under consideration and will sign the tally sheet. The tally sheet will not identify individual voters with their votes but must account for all eligible voters. If a committee wishes, straw ballots may precede the final ballot. Only the votes on the final ballot are binding and recorded. Abstentions will not be registered except when a faculty member on a committee declares he/she has a conflict of interest concerning a case. A positive recommendation by the committee results when more than 50 percent of those casting ballots other than abstention have voted to recommend tenure. A copy of the tally sheet will be kept in the departmental office for three years.

Promotion cases will be reviewed at a meeting of the departmental faculty who hold rank equal to or higher than that for which the candidate is being considered or of a committee of those with appropriate rank chosen by these faculty members. The limitation of voting to persons of equal or higher rank need not apply to votes at the college or university level. In departments having fewer than three faculty members with appropriate rank, the college faculty will develop appropriate review procedures subject to approval of the college dean. Each eligible person, excluding the department chairperson, will vote on each case under consideration and will sign the tally. The tally will not identify individual voters with their votes but must account for all eligible votes. Straw ballots may precede the final ballot. Abstentions may occur only in cases involving declared conflict of interest. A positive recommendation will result when more than 50 percent of those casting ballots (*i.e., other than abstentions*) have voted to recommend promotion. Copies of the tally sheets will be kept in the departmental office for three years.

Chairpersons do not participate in their own evaluation or in evaluations of faculty when the chair has a conflict of interest. Such cases automatically go forward without prejudice for review at the next level.

The results of the departmental deliberations and the chairperson's separate recommendation will be sent to the dean by the department chairperson. When the committee's discussion of a candidate is complete, the committee chair will summarize in writing the committee's evaluation of the candidate. The department chairperson will also provide a written evaluation to accompany his/her recommendation for each case. These statements will be included in the primary

dossier. The candidate will be provided an opportunity to review these statements and to file a written rebuttal in the primary dossier. In cases where the chairperson's recommendation differs from that of the voting faculty, the case will go forward to the next higher level without prejudice, and that transmittal will not constitute an appeal. The chairperson will also send forward the copies of the primary dossier and the secondary dossier.

The dean will inform each candidate in writing of the department's recommendations, the chairperson's recommendation, the right to appeal, and the procedures for appeal. The dean will also notify the candidate that he/she may request meetings with the department chairperson and/or the chair of the departmental tenure and promotion committee, at the candidate's option, to discuss the decision.

3.173/College Review of Nominees for Tenure or Promotion

The dean will give a copy of the primary dossier of each faculty member favorably recommended for promotion and/or tenure and of all appealed cases to each member of the college committee and will indicate the location of the secondary dossiers. These materials must be available to the committee for at least five working days prior to deliberation.

The committee will meet with the dean to receive information about the schedule of meetings and about administrative matters related to the cases to be reviewed. The dean may also request other meetings with the committee. Each college shall adopt procedures regarding the role of the dean in these other meetings. If the committee discovers that information is lacking in a dossier, it can ask the dean to acquire the information. Consistent with the department procedures, the dean must provide the candidate a copy of the material and allow the candidate to write a rebuttal. The college committee may, at its option, adopt a policy which prohibits a committee member from the same department as a candidate for tenure or promotion from speaking about the case during the committee's deliberations. If such a rule is adopted, it must apply to all cases before the committee. If additional information about the departmental committee's deliberations is desired, the committee may request explanatory information to be submitted in writing from the chair of the departmental committee. This statement will be added to the primary dossier, and the candidate will be provided an opportunity to place a rebuttal in the primary dossier.

The committee will then consider the cases before it, whether regular or appealed. Straw ballots may be taken, but these are neither binding nor recorded. Abstentions will not be registered except when a faculty member on a committee declares he/she has a conflict of interest concerning the case. At a meeting without the dean each case will be discussed and the committee will conduct its final vote. A positive recommendation by the committee will result when more than 50 percent of those casting ballots other than abstention vote to recommend tenure or promotion.

The committee must notify the dean in writing of its final ballot on each case. *(Note: The college committee may meet with the dean as it sees fit but it must hold a discussion on each case and take its final vote in the absence of the dean.)*

The results of the college deliberations and the dean's separate recommendations will be sent by the dean to the vice president for academic affairs. When the committee's discussion of a candidate is complete, the committee chair will summarize in writing the committee's evaluation of the candidate. The dean will also provide a written evaluation to accompany his/her recommendation for each case. These statements will be included in the primary dossier. The candidate will be provided an opportunity to review these statements and to file a written rebuttal in the primary dossier. In cases where the college committee's recommendation differs from that of the dean, the case will go forward to the next higher level without prejudice and the transmittal will not constitute an appeal. A positive recommendation requires the affirmative vote of more than 50 percent of those voting. The dean will also send forward the primary dossier and the secondary dossier.

The dean will notify each candidate in writing of the college committee's recommendation, the dean's recommendation, the right to appeal, if any, and the procedures for appeal. The dean will also notify the candidate that he/she may request in writing meetings with the dean and/or the chairperson of the college committee, at the candidate's option, to discuss the recommendation.

3.174/Nomination and Review of Academic Services Faculty

Faculty eligible for tenure or promotion review and not assigned to an academic college or department will be nominated and reviewed for tenure and promotion within their administrative units according to procedures consistent with those used in academic colleges.

3.175/University Review of Nominees for Tenure or Promotion

The vice president for academic affairs will give a copy of the primary dossier of each faculty member favorably recommended for tenure or promotion and of each appealed case to each member of the university committee. In addition, the vice president for academic affairs will indicate the location of the secondary dossiers. The materials must be available to the committee for at least five working days prior to deliberations.

If the committee discovers that information is lacking in a primary dossier, it can ask the vice president for academic affairs to acquire the information, which will be placed in the primary dossier. Consistent with college procedures the vice president for academic affairs must provide the candidate a copy of the material and allow the candidate to write a rebuttal, which will also be placed in the primary dossier.

The committee will then consider the cases before it, whether regular or appealed. The committee may request a written response from the dean on matters of interpretation of evidence, the academic needs of the unit, or its current resources, but the committee will not invite the dean or other outside persons to meet with the committee. Consistent with college procedures, the candidate shall be provided a copy of any additional written material provided to the committee and shall be provided an opportunity to write a rebuttal. Both the statement and the rebuttal will be placed in the primary dossier. Straw ballots may be taken, but these are neither binding nor recorded. Abstentions will not be registered except when a faculty member on a committee declares he/she has a conflict of interest concerning a case. At a meeting without either the vice president for academic affairs or the dean of the graduate school present, each case will be discussed and the committee will conduct its final vote. A positive recommendation will result when more than 50 percent of those casting ballots other than abstention vote to recommend tenure or promotion.

The committee must notify the vice president for academic affairs in writing of its final ballot on each case. *When the committee's discussion of a candidate is complete, the committee chair will summarize in writing the committee's evaluation of the candidate when the evaluation is different from that of the candidate's college committee. This statement will be included in the primary dossier. The candidate will be provided an opportunity to review this statement and to file a written rebuttal in the primary dossier.* **Any person not recommended by the university committee may request meetings with the vice president for academic affairs and/or the chairperson of the university committee, at the candidate's option, to discuss the recommendations. The candidate may invite a faculty colleague to accompany his/her.**

The vice president for academic affairs will review each case transmitted by the university committee and meet with the president to determine which cases will be favorably recommended to the board of regents. **The results of university committee deliberations and the vice president for academic affairs separate recommendations will be sent by the vice president for academic affairs to the president. When the committee's decision of a candidate is**

complete, the committee chair will summarize in writing the committee's evaluation of the candidate. The vice president for academic affairs will also provide a written evaluation to accompany his/her recommendation for each case. These statements will be included in the primary dossier. The candidate will be provided an opportunity to review these statements and to file a written rebuttal in the primary dossier. In any case where the proposed vice presidential recommendation *to the board* differs from that of the university committee, the president and vice president for academic affairs will meet with the committee to discuss the reasons for their position.

The vice president for academic affairs will notify the candidate, the candidate's dean, and the chairperson, in writing, of *the* his/her recommendation to be made to the president *board of regents*. Any person not recommended by the university committee may request meetings with the vice president for academic affairs and/or the chairperson of the university committee, at the candidate's option, to discuss the recommendations. Any person not recommended by the president may request a meeting with the vice president for academic affairs and the president to discuss the recommendations. The candidate may invite a faculty colleague to accompany him/her, in either case.

The president will inform each candidate, in writing, of his/her decision by the calendar date. *of the action of the Kansas Board of Regents within a week of the April board meeting.*

No Recipient, No Subject

To: EC
From: Bobbi Dreiling <dreiling@twsuvm.uc.twsu.edu>
Subject: agenda
Cc:
Bcc:
X-Attachments:

Agenda for 6-8-98

1. Handbook sub committee
2. New Faculty orientation - update
3. Approval of New Programs
 - a. new committee or revised charge for Curriculum comm.
 - b. assurance of area faculty review and approval
 - c. impact on other programs
 - d. where are the resources coming from
 - e. does the program fit the Mission statement
4. Strategic Planning
 - a. new committee or revised charge for Planning & Budget
 - b. update and periodic review to strategic plan
 - c. impact of projected retirements
 - d. impact of unilateral hiring freeze
 - e. reallocation of resources
5. Charge to Faculty Affairs Committee
 - a. study of faculty workload issues and the effect on morale
 - b. Faculty Evaluation Policy -- is it being implemented in all colleges/departments
 - c. Faculty Development issues
6. Next meeting date

X-Sender: myers@twsuvm.uc.twsu.edu
Date: Mon, 13 Jul 1998 08:43:32 -0500
To: senate@NETSRVR.UC.TWSU.EDU
From: Nan Myers <myers@twsuvm.uc.twsu.edu>
Subject: Minutes June 8 Meeting
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

SUMMARY OF JUNE 8, 1998
SENATE EXECUTIVE COMMITTEE MEETING

Present: Hoyer, Mandt, Campbell, Baxter, Murphey, Myers
3:30-5:00 PM, Senate Office

1. Chores: Hoyer distributed handouts which will be made available for New Faculty Orientation:

1) Brief statement from the Office of the Faculty Senate and Officers/Executive Committee for 1998/1998 (Handout Day 1 of New Faculty Orientation).

2) Message from the President of the WSU Faculty Senate, Goals and Issues for 1998/1999, Officers/Executive Committee, list of committees and a description of each. (Handout Day 2 of New Faculty Orientation).

Hoyer also distributed handouts on committees needing attention: Planning

& Budget, Retrenchment Advisory and Appeals, and University Curriculum.

2. Handbook Sub-Committee: There are many places where wording must be changed in the handbook. The Executive Committee suggested two faculty (David Alexander and Joyce Cavarozzi) who could go through it and bring the language into line. Anything substantive would come back to the Committee.

3. New Faculty Orientation will be totally different this year. Day One will be general: discussion of who/what the university is, the Faculty Senate, employment issues, etc. Day Two will be issue oriented: broken into sessions.

4. Approval of New Programs: Committee discussion focused on the need for guarantee of oversight. Questions which arose: What would our power be for insisting on this? What does it mean that a program has been discussed and voted on? What about the resource allocation issue- -a program can be approved, but what guarantee for funding is there? We need clarity on the issue of who may instigate a new program. The Committee emphasized that new programs should only be proposed by faculty. We need a process which is defined for approvals, including an impact study. We want to avoid getting a track record for broken promises to programs. The suggestion was made that we consult K-State's Handbook on this issue.

New Committee: An Ad Hoc Committee on New Programs was established. Baxter and Campbell, with Murphey as liaison to the Curriculum Committee, will address the policy issue of faculty oversight and structures by the time of our Executive Committee Retreat.

5. Executive Committee Retreat: Thursday, August 20 was suggested for the retreat, which will be held at the Woodman Center.
6. Strategic Planning: Since the Faculty Senate desires a part in the concrete issues of strategic planning, and not just in a process, the discussion focused on how the Planning & Budget Committee could be changed. Suggestions: Renaming the committee: call it the Strategic and Budget Planning Committee. Develop the impacts on the budget. Include a core group of faculty attuned to these types of issues. Write an Advisory Committee into their charge. Outcome: Hoyer, Mandt and Hodson will take this discussion to the Planning & Budget Committee, along with the suggestion of a core Advisory Committee.
7. Charge to the Faculty Affairs Committee: Send them the proposed charge of three items.
8. Next meeting date: Monday, July 13 at 3:30 PM.

Respectfully submitted,
Nan Myers

MEMORANDUM FROM THE FACULTY SENATE

Date: May 12, 1998

To: Dr. Eugene Hughes, President, Wichita State University.

From: Executive Committee of the Faculty Senate.

Subject: Draft Strategic Plan (enclosed)

Herewith is transmitted to you the Senate version of a strategic plan for your consideration. It is a draft only in the sense that only you have the authority to render a final plan.

The Senate Executive Committee spent four meetings on developing a procedure and some of the content goals and objectives. It was decided to send the Committee's sketch version and the entire Ross committee report to academic deans, all department chairs, the graduate council and all members of the Faculty Senate. The responses from these groups varied from a few comments to some multi-page reports from departmental discussions.

The enclosed draft has benefited immensely from widespread commentary. There is near unanimous agreement on the following points:

1. The WSU mission statement should appear first and substitute for the various beliefs and vision in the prior draft
2. The initial focus on recruiting and retaining excellent students should be extended to faculty.
3. There should be some references to content of the North Central report in the sense of goals that we need to achieve before their 5-year visit.
4. There needs to be concerted attention given to the terminal graduate degree programs of the university. The faculty, interested department chairs and deans clearly see these as a long-run and novel dominant direction. It is these that bring grants, patents, innovation, mediated instruction, instructional technology, highly qualified faculty and more graduate students who are capable teachers and scholars.

As the events of this recent academic year indicate, much more can be achieved via open exchange than through suspicious silence. We have developed this draft in this spirit

William T. Terrell

Wichita State University – A Metropolitan University
Draft from the Faculty Senate Executive Committee
May 4, 1998

MISSION, ROLE, and SCOPE OF WICHITA STATE UNIVERSITY

Wichita State University is committed to providing comprehensive educational opportunities in an urban setting. Through teaching, scholarship and public service the university seeks to equip both students and the larger community with the educational and cultural tools they need to thrive in a complex world, and to achieve both individual responsibility in their own lives and effective citizenship in the local, national and global community.

High quality teaching and learning are fundamental goals in all undergraduate, graduate and continuing education programs. Building on a strong tradition in the arts and sciences, the university offers programs in business, education, engineering, fine arts, and health professions, as well as in the liberal arts and sciences. Degree programs range from the associate to the doctoral level and encompass seventy-five fields of study; non-degree programs are designed to meet the specialized educational and training needs of individuals and organizations in south central Kansas.

Scholarship, including research, creative activity, and artistic performance, is designed to advance the university's goals of providing high quality instruction, making original contributions to knowledge and human understanding, and serving as an agent of community service. This activity is a basic expectation of all faculty members at Wichita State University.

Public and community service activities seek to foster the cultural, economic and social development of a diverse metropolitan community and of the State of Kansas. The university's service constituency includes artistic and cultural agencies, business and industry, and community, educational, governmental, health, and labor organizations.

Wichita State University pursues its mission utilizing the human diversity of Wichita, the state's largest metropolitan community, and its many cultural, economic and social resources. The university faculty and professional staff are committed to the highest ideals of teaching, scholarship and public service, as the university strives to be a comprehensive, metropolitan university of national stature.

STRATEGIC PLAN

Dedicated to being a metropolitan university of national stature, Wichita State University provides educational opportunities that are unparalleled in the region.

GOALS AND OBJECTIVES

1. WSU's primary role will be to offer university level instruction by providing educational opportunities through undergraduate, graduate, post-graduate and continuing education programs.
 - A. Work aggressively to attract and retain faculty from a variety of backgrounds.
 - B. Support Faculty in basic and applied research activities.
 - C. Stay current with changes in technology and various teaching methods.
 - D. Support creativity and variety in teaching.

2. WSU supports its faculty and staff, departments, colleges and divisions in university undergraduate and graduate program planning and teaching.
 - A. Provide adequate funding for undergraduate and graduate programs.
 - B. Recruit high quality faculty, staff, and administrators from diverse backgrounds.
 - C. Support faculty in maintaining the interrelatedness of teaching/librarianship, research/scholarship/creative activities and service.
 - D. Encourage all faculty and staff to be leaders in their fields.
 - E. Provide professional development activities which allow all faculty and staff to keep current in their disciplines.
 - F. Uphold the traditions of academic freedom and shared governance.

3. WSU will recruit and retain high quality students from a variety of backgrounds.
 - A. Provide financially competitive graduate assistantships for graduate, especially doctoral and MFA programs.
 - B. Develop graduate student scholarship through competence in research and creative activity.
 - C. Actively engage in programs and efforts that enhance the quality of student life on campus.
 - D. Foster off-campus educational opportunities.
 - E. Design programs to meet the educational needs of the students.
 - F. Periodically assess student satisfaction with WSU.
 - G. Provide students a traditional and progressive learning environment.
 - H. Continue to seek new sources of financial support.

4. WSU will maintain its strong relationship with the greater metropolitan community.
 - A. Respond to the needs of the community, state, and region.
 - B. Periodically assess the community / university partnership.
 - C. Engage in basic and applied research / scholarship / creative activities.
 - D. Provide on-campus and off-campus learning opportunities.

5. Wichita State University is committed to using its funding and resources to support its mission.
 - A. Manage the scope and quality of the university, including programs, students, faculty, staff, and administrators.
 - B. Expand the funding base to support the University.
 - C. Continue to improve access to information sources.
 - D. Require open financial planning and reporting processes in each university unit as part of a strategic fiscal planning process.

6. WSU will continually measure and evaluate the success of its mission.
 - A. Evaluate the curriculum for relevance to the university mission.
 - B. Periodically review expectations of performance for all faculty, staff, and administrators based on the university mission.
 - C. Once each year, evaluate where WSU stands in meeting its mission and establish new priorities for the coming year.
 - D. At least once every five years, undertake a systematic evaluation of the appropriateness of WSU's mission.
 - E. Require once every five years accountable strategic planning process review within each organizational unit of the University.

SUMMARY OF MAY 18, 1998
SENATE EXECUTIVE COMMITTEE MEETING

Present: Hoyer, Terrell, Myers, Mandt, Murphey
3:30-5:00 PM, Senate Office

1. Chores: Hoyer handed out lists of a) 1998-1999 Faculty Senate, b) 1998-1999 Officer and Executive Committee of the Faculty Senate, c) 1998-1999 Faculty Senate Committees, and a copy of d) Memorandum From the Faculty Senate Executive Committee to Dr. Hughes, President, on the subject of "Draft Strategic Plan." Hoyer announced that Barbara Hodson is his appointee.

2. Liaison: Hoyer stated he wants one member of the Executive Committee to serve as liaison to each faculty committee. The liaison would call the first meeting of a committee in the fall if there is no Chair. The purpose of that first meeting, then, would be to select a Chair. Tentative liaison distribution:

Mandt	Rules, Honors
Murphey	Faculty Support, University Curriculum
Myers	Library
Campbell	Exceptions
Hoyer	Tenure and Promotion
Terrell	General Education
Murphey	Scholarship & Student Aid

Committees with known Chairs to date are:

Faculty Affairs	- Will Klunder
Court of AA	- Mary McHugh
Academic Affairs	- Larry Paarmann

3. Presidential Search Committee: A short, general discussion was held. Hoyer indicated that this committee is able to ask all candidates about shared governance.

4. Attendance at Senate meetings: Terrell suggested three columns for attendance beginning in the fall: Present, Excused and Not Present. Those in the "excused" column would need to call Bobbi Dreiling if they were to be out of town, etc.

5. Senate Realignment: Demographic changes in departmental head counts will lead to the following realignments in the senate:

College of Engineering	- going from 5 to 4
Health Professions	- going from 4 to 5
LAS	- going from 22 to 20

For each 12 faculty, we are now rounding to the nearest integer. In January 1999, we will poll the faculty to determine how to realign each college.

6. New Initiatives

A. New Senate Committee or Realign Existing Committee: Discussion held on realigning the Charge of the Curriculum Committee, or creating a Programs Committee. Would like faculty review of any new curriculum. Oversight that guarantees that within the faculty proposing, the program has had appropriate review. University tradition (per Mandt) is large view of autonomy in each college. General issues or questions:

- * Faculty oversight of curriculum and credit hour draw.
- * Funding (where is the reallocation coming?)
- * Does it fit into the mission statement?
- * Has academic program gone through oversight at the college level?

B. Be ready in the fall!: We should do our homework on policy issues in the fall and have them ready for a new president. Consider how the handbook should be revised. Possibly have a university governance summit or conference. Consider how committees should be restructured: such as Vision 20/20, Workload, Salary, Retirement, Reallocation of Money for Academic Reasons. Suggestion made to review the K-State Model.

C. Housekeeping: 1) The Executive Committee will meet once a month this summer. Among continuing issues are Regents and Intellectual Property. 2) Hoyer will set up a Senate Listserv. 3) The Regents will be here at the RAC this week, May 20-21.

D. Fall Retreat: An all day retreat for the Faculty Senate was proposed. Since school begins on August 24, the week of August 17-21 was suggested, with a tentative date of Friday, August 21 agreed upon.

Respectfully submitted,
Nan Myers

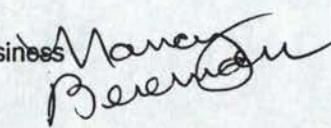
As a result of the assessment conducted in the 1997-1998 academic year, and the accreditation review, a retreat was conducted 10/29-31/98. A full report of that retreat will be furnished to the Senate on January 25, 1999. One of the strongest recommendations of that retreat was for the General Education Committee to engage in a process to gain control of the numbers of courses offered for Further Studies. Since the charge to the committee states that the committee will determine the number of core courses offered by departments, it is the conclusion of the General Education Committee that the charge includes the authority to take action to reduce the proliferation of further studies courses. Prior to making a proposal for a process to deal with the proliferation of further studies courses, the committee is requesting clarification from the Faculty Senate about the charge of the committee. Does the General Education Committee have the authority to provide leadership in controlling the number of core courses offered by departments?

Action Item: Amending the selection criteria for the General Education Committee

The General Education Committee requests of the Faculty Senate that the selection criteria for the committee be amended to state that voting members are nominated by the Rules Committee, approved by the Senate for staggered three year terms. *May be reappointed once, and then may be reappointed after a three-year waiting period.* This change would accomodate such situations as that of Dharma de Silva, who was reappointed to represent the Barton College of Business. Such a single reappointment option would provide for a high level of continuity without miring the committee in such stability that change would be unlikely. If reappointments were confirmed or new membership announed in January or February, it would allow for the most orderly process within the General Education Committee.

Memo

To: Dr. Elmer Hoyer, President – Faculty Senate
From: Nancy Bereman, Associate Dean – W. Frank Barton School of Business
CC: Dean Walter Myers, Fine Arts
Russ Widener, General Education Coordinator
Vice-President Bobby Patton
University Registrar William Wynne
Connie Dietz – Director of Cooperative Education



Date: 11/06/98

Re: General Education Issue

In perusing the General Education offerings on page 91 of the Spring 1999 schedule of courses, I noticed that FA 481 Cooperative Education is being listed as a Further Study Course in the Disciplines. While I and many faculty in the Barton School of Business are tremendous supporters of our Cooperative Education program, I must personally take exception to the inclusion of Cooperative Education as part of the General Education curriculum. While Cooperative Education is an asset to our students and to our University, it does not belong in the General Education curriculum without broad faculty debate regarding the issues surrounding its inclusion and faculty approval.

It is my understanding that Fine Arts intends to allow students majoring in their college to use this class as meeting part of their General Education requirement. On page 19 of the 1998-99 Undergraduate Catalog, it states "courses within a student's major department shall not count in fulfilling general education requirements". While it might be technically appropriate (since there is no FA major) to do this, I believe that this is not in the spirit of the General Education program.

Is this something that should be addressed by the Faculty Senate or by the General Faculty?

Subject: Re: Another draft**Date:** Fri, 13 Nov 1998 16:41:39 -0500**From:** "ELMER HOYER" <ELMER@ECE.TWSU.EDU>**Organization:** WSU Electrical and Computer Engr.**To:** "Rosalind R. Scudder, PhD" <Scudder@WSUHUB.UC.TWSU.EDU>**CC:** e-hoyer@southwind.net

> **Date:** Fri, 13 Nov 1998 14:25:42 -0600 (CST)
 > **From:** "Rosalind R. Scudder, PhD" <Scudder@WSUHUB.UC.TWSU.EDU>
 > **Subject:** Another draft
 > **To:** e.hoyer@ee.twsu.edu

> Hi Elmer,
 >

> The following is my reply to the Faculty Senate Executive Committee's
 > concern regarding our presentation last meeting. I'd like you to share it
 > with the committee and see if there are further questions or if I could
 > present the draft to Faculty Senate. Please let me know if you have
 > questions and if I can/should come to Exc. Comm. meeting next Monday.
 > Thanks for your help with this.
 > Ro

Ro, I'm not sure there will be time Monday for any review of this. There is a lot happening on campus right now that has a very high priority on our time. You talk of focus groups already in December and yet there is only 2 weeks in December other than finals. How is this going to work? The end of the semester is the worst possible time to start things that require faculty groups. Why the big hurry? We don't want to do the same thing faculty accuse the administration of doing, presenting things when most faculty aren't on campus. Also, if we go to faculty to find out their wishes before we know where the funding is coming from, aren't we raising their expectations that these things will take place before we know if we can fund them? I know you spoke of getting some of the President's reserve fund but we don't know how much is there. I'm not sure he accounts to anyone for this money. How do I know whos hide this comes from? Everybody seems to be playing games with money to the point we don't always know where money is coming from and at what expense. Look at what happened to the SGA reserve fund. I don't want to be a wet blanket but there is a lot on my plate right now. I want to put this off until next semester.

Elmer

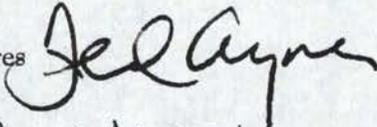
> >
 > In this memo I've chosen to focus on a vision for a Faculty Center that we
 > would like to share with first Faculty Senate and then with small groups of
 > faculty in order to have input regarding their opinions and expressions of
 > desired foci for the Center. At this point in the development I'm
 > suggesting we work on the concept of a center and if we learn there is
 > faculty support we then work with you in the further development and
 > presentation of the idea to the administration for funding. We all agree
 > that such funding should not come from monies currently designated for
 > faculty positions, faculty salaries, faculty travel, etc.

> >
 > >We would convene small groups of faculty, beginning in early December and
 > ending by March 1st. In order to get faculty conversations started we would
 > propose the following format:
 >

*Office of the General Counsel &
Associate to the President
201 Morrison Hall
Wichita State University*

MEMORANDUM

TO: Bill Belknap
Sally Fiscus
Elmer Hoyer
Linda Matson
Linda Small/Sean Robinson
Bill Smith
Jon Sterbis

FROM: Ted D. Ayres 
RE: Exclusive Beverage Agreement

DATE: Wednesday, November 11, 1998

President Hughes has asked that I move forward to explore the possible benefits (financial and otherwise) that might accrue to Wichita State University and the University community by entering into an exclusive beverage agreement. In this regard, I have developed the attached proposed "time table" relative to moving forward.

In your respective roles, I think it important that I have/receive input from each of you and that I share information with each of you as I move forward. It is my hope that some of you (or a representative of your particular constituency) might assist me specifically by sitting in on any presentations that may be offered in support of and/or in connection with a particular proposal.

I will be attempting to schedule, in the near future, some time with each of you individually to discuss this matter, answer questions and seek comments/suggestions. In the interim, please feel free to contact me if you have immediate concerns or questions.

cc: Eugene M. Hughes
Donald Beggs
Members, President's Executive Council

*Ted D. Ayres
(316) WSU-3001
(316) WSU-3003, Telefacsimile Number
ted@wsuhub.uc.twsu.edu*

PROPOSED TIME TABLE/SCHEDULE UNIVERSITY-WIDE BEVERAGE CONTRACT

- 1. BEGINNING WEEK OF NOVEMBER 9, 1998: ARRANGE PRE-BID MEETING WITH REPRESENTATIVES OF BEVERAGE COMPANIES TO EXPLAIN PROPOSED PROCESS; TO DISCUSS INFORMATIONAL NEEDS OF COMPANIES; AND SEEK SUGGESTIONS ON HOW TO "QUICKSTEP" THE PROCESS.**
- 2. MEET WITH INTERNAL USERS/REPRESENTATIVES.**
- 3. EAGLE ADVERTISEMENT - NOVEMBER 13, 14, 15**
- 4. DECEMBER 20: ISSUE RFP.**
- 5. PROPOSALS DUE: JANUARY 31, 1999.**
- 6. PRESENTATIONS IN SUPPORT OF PROPOSALS: FEBRUARY 15, 1999.**
- 7. FINAL DECISION: FEBRUARY 28, 1999.**
- 8. CONTRACT IMPLEMENTATION: NO LATER THAN APRIL 1, 1999.**

Date: Sun, 01 Nov 1998 20:28:10 -0600
From: "Elmer A. Hoyer" <e-hoyer@southwind.net>
Reply-To: e-hoyer@southwind.net
Organization: Home
To: senate@NETSRVR.UC.TWSU.EDU
Subject: Exec Comm Agenda
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

Faculty Senate Executive Committee
Agenda - November 2, 1998

1. Presentation on Faculty Development proposal
Rosalind Scudder and Don Byrum
 2. Parking Committee appointments
 3. Charge to Faculty Affairs Committee on I.P.
 4. Report from task force on Academic Integrity Policy
 5. Agenda for Nov. 9
 6. Status of Dismissal for Cause Proceedings
 7. Get Senate Constitution and committee structure for
President-elect Don Beggs
 8. As may arise
- =====

X-Sender: myers@twsuvm.uc.twsu.edu
Date: Sun, 15 Nov 1998 21:01:45 -0600
To: senate@NETSRVR.UC.TWSU.EDU, elmer@ece.twsu.edu
From: Nan Myers <myers@twsuvm.uc.twsu.edu>
Subject: Minutes: Nov 2 Exec Board
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

SUMMARY OF NOVEMBER 2, 1998
SENATE EXECUTIVE COMMITTEE MEETING

Present: Hoyer, Mandt, Murphey, Myers, Campbell, Hodson, Baxter
3:30-5:00 PM, Senate Office

Agenda:

1. Presentation on Faculty Development Proposal: Rosalind Scudder and Don Byrum reported from the Pan-University Committee on All-Staff Development, concentrating on faculty development. Their accompanying handout was titled: "Proposed and Current Structure of Faculty Development, Evaluation and Rewards."

The committee recommends a Center for Faculty Support and Enrichment with a Faculty Advisory Board, to begin on a small scale with a 1/4 or 1/2-time director. This plan was presented to the Office for Academic Affairs in Spring 1998 and taken to the Academic Affairs Retreat on August 14, 1998.

Rationale for the proposal: The North Central Review indicated that WSU must spend more money on faculty development. The other Regents' Universities have Faculty Development Centers, as do our Peer Universities. Scudder and Byrum asked for the assistance of the Faculty Senate in approaching individual faculty regarding this proposal.

The response from the Senate Executive Committee was probing. President Hoyer summed up the discussion by stating that this program does need to be brought up to the Senate; however, to avoid killing a potentially good program, the presentation should be worked out in advance. Specific concerns of the Executive Committee:

A. We see the functions of this proposed committee, but WHAT is it? Is it primarily administrative? How could it REALLY help? Concerns were expressed that this could be more top-down uninformed ideas, driven by oblivious administrators or by a group of faculty with an agenda.

B. How would it be funded? Members voiced the concern that financing would end up coming from our travel funds. Could it come from the President's Contingency Fund?

C. Who would control it? We need a pluralistic program, where there is no one answer for everyone. The vision for this would be: the administration should pay for it; the faculty should control it.

Actual needs mentioned: restore a faculty dining room area; provide common

areas for faculty in each building. Make sure every faculty person is touched.

2. Parking Committee Appointments: The two names proposed were Diane Hundley and Will Klunder. We discussed appointment a Faculty Senate Task Force to advise our two representatives. Senators mentioned for this Task Force were: Lancaster, Stevenson, Burns.
3. Charge to Faculty Affairs Committee on Intellectual Property: This item was saved for the next meeting.
4. Report from task force on Academic Integrity Policy: Hold
5. Agenda for November 9:
 - A. Procedures for Academic Appeals - Draft is Back
 - B. Rules Committee:
 - 1) Proposes to cut seats in the Senate to rectify the imbalance in representation. Proposes to do the reapportionment as currently written in the Rules.
 - 2) Review of Committee Structure: Hoyer wants to wait on this. He wants a Committee of the Whole discussion in the Senate first.
 - C. Status of Grievance Pool:
 - 1) Leonard Clark says he cannot produce a list of random names
 - 2) We'll use last year's list to pick five. Hoyer asked Mandt to do this. One of these has to be from Fine Arts (not Music) and all must be tenured.
6. Status of Dismissal for Cause Proceedings: Hoyer will have remarks at the November 9 Faculty Meeting.
7. Get Senate Constitution and Committee Structure for President-elect Don Beggs: Hoyer will be getting this together for Beggs. In addition, he wants to call Beggs regarding the Executive Board's preference for a search for the position of Vice President of Student Affairs, rather than moving the interim appointment (Tony Ross) into the position without a search.
8. As May Arise

Respectfully submitted,
Nan Myers

Nan Myers
Assistant Professor
Government Documents Librarian and Cataloger
Ablah Library
Wichita State University
Wichita, KS 67260-0068

Date: Sun, 18 Oct 1998 21:04:12 -0500
From: "Elmer A. Hoyer" <e-hoyer@southwind.net>
Reply-To: e-hoyer@southwind.net
Organization: Home
To: senate@NETSRVR.UC.TWSU.EDU
Subject: Agenda for Monday, 10/19
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

Faculty Senate Executive Committee
October 19, 1998 - 3:30 pm

Agenda

1. Update on KBOR meeting 10/15/98
Presentation of Resolution
November meeting in Liberal
COFSP to have mission statement by this meeting
Faculty raise plan.
Intellectual Property Policy
2. Update on meeting with President-Elect Donald Beggs
Next time he is in Wichita, after trip to meet donors, he
will meet with Executive Committee.
3. Regent Bill Docking and Interim Executive Director Tom Bryant
will be on campus Thur. Oct. 29 - 3:15 to 4:15 is faculty
time.
4. Agenda for October 26
Jenny Chapman
Intellectual Property Policy
Faculty raise plan
5. As may arise

6. Jay. Rules Comm - Elections

X-Sender: myers@twsuvm.uc.twsu.edu
Date: Sun, 25 Oct 1998 13:24:41 -0600
To: senate@NETSRVR.UC.TWSU.EDU
From: Nan Myers <myers@twsuvm.uc.twsu.edu>
Subject: Minutes - Exec.Com.10-19
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

SUMMARY OF OCTOBER 19, 1998
SENATE EXECUTIVE COMMITTEE MEETING

Present: Hoyer, Terrell, Mandt, Murphey, Myers, Campbell, Hodson
3:30-5:00 PM, Senate Office

Agenda:

1. Update on KBOR meeting 10/15/98:

- A. Presentation of Resolution - Hoyer presented the resolution signed by the four WSU Senate Presidents on the parking plan at the 10/15 meeting.
- B. The November meeting will be in Liberal.
- C. COFSP is to have a mission statement by this meeting.
- D. Faculty raise plan - The final document regarding the faculty salary initiative is ready to hand out to the Senate on October 26. As the Regents are proposing more than a 7% raise for faculty, this document will need to circulate to legislators.
- E. Intellectual Property Policy: An changes in this policy must be made by November 1 to send back to KBOR. Any suggested changes should be sent to Elmer Hoyer; however, Hoyer reminded us that at this point, KBOR probably won't take any substantive changes. The Regents are trying to exempt us from legislative plunder. In addition, each university is encouraged to write is own policy. Faculty Affairs will be charged with this.

2. Update on meeting with President-Elect Donald Beggs:

The next time Beggs is in Wichita, after a trip to meet donors, he will meet with the Faculty Senate Executive Committee.

3. Regent Bill Docking and Interim Executive Director Tom Bryant will be on campus on Thursday, October 29. They will be available to meet with faculty from 3:15-4:15 in the Morrison Hall Board Room.

4. Agenda for October 26:

- A. Jenny Chapman, Assistant Director of Admissions, has requested to make a presentation about the Distinguished Scholars Invitational.
- B. Intellectual Property Policy: This will be distributed. Mandt will make a motion to draft an Intellectual Property Policy for WSU, which will probably be sent to Faculty Affairs.

C. Faculty Raise Plan: Copies will be distributed. Endorsement will be requested.

5. As May Arise:

A. Election Process: The Senate is out of compliance in three schools:

Health Professional: has gone up 2

Engineering: has lost 1

LAS: has lost 2

The suggestion was made that we consider changing the constitution to state 1:11 ratio rather than 1:12; or, to reallocate seats. This will be a college decision. The issue will be sent to the Rules Committee.

B. Misconduct Policy: This will be reviewed. It goes into the Faculty Handbook.

C. Hoyer requested discussion on issues we should address in the Executive Committee:

1. Proposal to establish a plus/minus grading system: This will probably be sent to the Academic Affairs Committee.

2. It was pointed out that we do not have a governance system to deal with large questions in the Faculty Senate, such as degree approval and curriculum changes. We should pursue this. Apparently President-elect Beggs would like to have fewer councils. For example, he might bring the Graduate Council under the purview of the Faculty Senate. This could lead to having an Undergraduate Council, which would solve the need for a Faculty Senate Committee with a large enough scope to deal with such big issues as curriculum.

3. Revisions to the Faculty Handbook need to be done. Hoyer mentioned that Joyce Cavarozzi and David Alexander, both past Senate Presidents, represent a partially formed committee to address this.

Respectfully submitted,
Nan Myers

Nan Myers
Assistant Professor
Government Documents Librarian and Cataloger
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Documents Data Miner at
<http://kronos.niar.twsu.edu/govdocs>

The Executive Committee is requesting that each Senator study the following listing, identify areas with which you want to become involved, and contact the Office of the Faculty Senate. This is especially important because our new President has made it clear that Shared Governance is important, and we must be prepared to take action and offer suggestions in areas that are vital to the Faculty of WSU.

COMMENTS FROM SENATE MEETING: 10-12-98

PLANNING:

- More significant role in strategic planning
- Need organized collective voice in planning process - look at the good of the University, not just individuals department
- Departments should have more than credit hour productivity as an objective- issue is doing creditable job of performing
- Create committee of past/present Senators At Large because long-term planning requires continuity and wisdom which this group would have

BUDGET:

- Restructure the Budget committee- appoint permanent members with expertise in budget process who review the budget and gain insight into implications of the budget.
- Faculty salaries show lack of support at WSU compared to other peer institutions
- EEO monies do not adequately support academics

SHARED GOVERNANCE:

- Lack of faculty authority as mentioned in North Central report
- Role of the faculty at WSU
- Faculty should be perceived as Professionals
- Improve Faculty Development efforts, encourage departmental development as well as university wide.
- Teaching Awards should be from Faculty, not a popularity contest
- Percent of full-time faculty at WSU- what are perceived issues, course distribution is one. Compare WSU to faculty compositions at other institutions.
- Faculty participation - losing a sense of collective responsibility for the university- again mention of "good of the University, as well as individual department

NORTH CENTRAL REPORT:

- Look at issues raised, study them and have situations remedied prior to re-visit of the accreditation committee.

FACULTY SENATE:

Re-structure of Faculty Senate Committees - what is their function and are they performing, do others need to be added

**General Education Committee - Lack of clarity about the Gen. Ed. Comm and program.
Need to reinvest the Gen. Ed. Comm with authority to limit the number of offerings of "Further Study" courses**

More involvement/interaction with the Graduate Council

Perceived as not representing the faculty and need to encourage new faculty participation and become strong voice on campus, less apathy

Viewed as one constituency out of four- have several meetings with other Senates

Promote a more open approach to appointment of administrators

Present an annual report to the Faculty with listing of priorities from the Senate

SCHOLARSHIP:

Need more faculty input and advice in granting of scholarships and how handled on campus

OFFICE OF THE FACULTY SENATE

Campus Box 111Ext. 3540

dreiling@twsuvm.uc.twsu.edu.



WICHITA STATE UNIVERSITY

Office of Research Administration

MEMORANDUM

TO: Elmer Hoyer, Faculty Senate President
FROM: Skip Loper, Associate Vice President for Research *SL*
SUBJECT: Misconduct in Research Policy
DATE: October 5, 1998

Ted Ayres is working on an update of the Misconduct in Research policy (section 9.12 of the WSU Policies and Procedures Manual) so that it will reflect a new procedure with the vice president for academic affairs replacing the affirmative action officer. I have also made some suggestions based on our experience with the last misconduct case that was reported. Enclosed is a copy of the policy from the Manual with Ted's markings, a re-typed copy of the policy with all changes highlighted in gray, and a disk containing the revised policy in WordPerfect 6.1 format. Please share this material with the appropriate faculty senators and let me know of the concerns and suggestions you may have.

cc: Ted Ayres, WSU General Counsel



Policies & Procedures

and set forth in writing with a complete description of the event or observation that prompted the allegation,

Vice President for Academic Affairs or the Vice President's delegate

9.12 / Misconduct in Research

For the purposes of this policy, the definition of "misconduct in research" means fabrication, falsification, plagiarism, or other practices that seriously deviate from those that are commonly accepted within the scientific community for proposing, conducting, or reporting research. It does not include honest error or honest differences in interpretations or judgments of data. Standards of scholarly and creative conduct in nonscientific areas will be based on commonly accepted standards of those areas.

Misconduct in Research Procedures:

When a specific allegation is made in good faith or when evidence of possible misconduct in research is discovered, the ~~Affirmative Action Officer~~ shall immediately ~~conduct~~ an inquiry. Written notification of the allegation will be provided to the individual suspected and to the chief administrative officer in charge of research (henceforth referred to as the research officer). Information will be gathered to determine whether an allegation or apparent instance of misconduct warrants an investigation. To the maximum extent possible, the privacy of those who in good faith report apparent misconduct will be protected. The inquiry will be conducted in such a way as to provide the affected individual(s) confidential treatment, a prompt and thorough investigation, and an opportunity to comment on all allegations and findings of the inquiry and/or allegations.

An inquiry must be completed within 60 days of its initiation unless circumstances clearly warrant a longer period. A written report shall be prepared by the ~~Affirmative Action Officer~~ that summarizes the evidence reviewed and relevant interviews, and states the conclusions of the inquiry. The individual(s) against whom the allegation was made shall be given a copy of the report of the inquiry. If suspected individual(s) comment(s) on the report, those comments will be made part of the record. If the inquiry takes longer than 60 days to complete, the suspected individual and the research officer will be notified in writing and the record of the inquiry shall include documentation of the reasons for exceeding the 60 day period.

If the ~~Affirmative Action Officer's~~ inquiry does not substantiate the allegation, the written report and supporting files will be kept for three years in a secure location designated by the research officer and then destroyed. For projects funded by the Department of Health and Human Services (DHHS), copies of the report will be given to authorized DHHS personnel upon their request.

If the ~~Affirmative Action Officer's~~ inquiry does uphold the allegation, the ~~affirmative action officer~~ will submit a written report on the inquiry to the research officer for initiation of an investigation. The investigation will commence within 30 days of the completion of the inquiry and will be completed in totality within 120 days of commencement. If federally funded research is involved, a written report will be made to the appropriate federal agency on or before the date the investigation begins. All investigations of DHHS funded research or other federally funded research must comply with pertinent regulations issued by the respective federal agency.

The research officer,

ORA in consultation with the President of the Faculty Senate and the Vice President for Academic Affairs, will appoint an ad hoc committee of not fewer than three members chosen for their objectivity and competence to conduct an investigation. The investigation shall provide for due process for the suspected individual. The ad hoc committee will be responsible for:

1. examining all documentation relevant to the allegation and conducting interviews with individuals involved in the allegation,
2. securing necessary expertise to carry out the evaluation of the relevant evidence,
3. taking precautions against real or apparent conflicts of interest on the part of those involved,
4. preparing and maintaining the documentation necessary to substantiate the investigation's findings,
5. insuring confidentiality of all proceedings, documentation and records of the investigation unless this confidentiality is waived in writing by the accused, and
6. making a final recommendation to the research officer as to validity of the allegation.

Misconduct in Research - Resolution:

written

misuse of resources provided by the sponsor of the research and/or the University,

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When DHHS funded research is involved, a final report of the investigation will be sent to the Office of Scientific Integrity. If, at either the inquiry stage, or the investigation stage involving DHHS-funded research, ~~the inquiring Affirmative Action Officer or investigating committee believe that~~ there are reasonable indications of possible criminal activity, this will be reported to the Vice President for Academic Affairs who will report it to the Office of Scientific Integrity within 24 hours of receipt. Other misconduct investigations concerning federally funded research will be reported as required by the granting agency.



CHAPTER 9

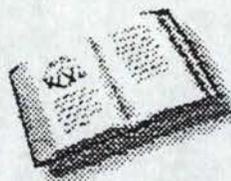


TABLE OF CONTENTS

DHHS

University's General Counsel

, as appropriate,

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BOARD POLICY AND PROCEDURES MANUAL

D. ACADEMIC AFFAIRS

8. **INTELLECTUAL PROPERTY POLICY**

The purpose of the Board's Intellectual Property Policy is to foster the creation and dissemination of knowledge and to provide certainty in individual and institutional rights associated with ownership and with the distribution of benefits that may be derived from the creation of intellectual property. The policy is intended to be a broad statement to provide uniformity among the institutions while allowing for institutional flexibility. The policy applies to all employees, full or part-time, including students, while under contract with the institution, and who produce students and full or part-time employees creating intellectual property related to the scope of their employment while under contract with a Regents institution. Unless otherwise negotiated, revenues shall be shared. When revenues are to be shared, the creator(s) shall obtain his/her share only after the institution has recouped any direct costs borne by the institution for equipment and materials and costs paid to third parties. The portion of the revenues to be shared among multiple creators shall be shared equally unless otherwise agreed in writing by the creators. Institutions shall develop written policies and procedures consistent with this Intellectual Property Policy.

a. **General Copyright Policy**

The ownership of the various rights associated with copyright are dependent upon the specific type of intellectual property. The institutions shall assert limited ownership of some of the various rights as set forth below. Since the Board has a fiduciary responsibility for the appropriate use of state funds, unless otherwise provided for under this policy, all rights associated with works produced as "work-for-hire" or other works that make "substantial use" of institutional resources belong to the institution. "Substantial use" means that the creator receives more than normal support for the project or receives time and/or resources specifically dedicated to the project, excluding sabbaticals and travel support not specifically associated with a project.

(1) **Mediated Courseware**

(a) Institutions shall have limited ownership or control rights for mediated courseware as specified below:

1. Self-initiated mediated courseware. When employees develop mediated courseware without specific direction by the institution,

unless otherwise agreed, the ownership of the courseware shall remain with the employee. Normally, no royalty, rent or other consideration shall be paid to the employee when that mediated courseware is used for instruction at the institution and such mediated courseware shall not be used or modified without the creator's consent of the creator(s). The mediated courseware shall not be sold, leased, rented or otherwise used in a manner that competes in a substantial way with the for-credit offering of his/her own institution unless that transaction has received the approval of the chief academic officer of the institution. Should approval be granted to offer the course outside of the institution, the creator shall reimburse the institution for substantial use of institutional resources from revenues derived from the transaction offering the course.

2. Institution-directed mediated courseware. When the institution specifically directs the creation of mediated courseware by assigning one or more employees to develop the mediated courseware and supplies them with materials and time to develop the mediated courseware, the resulting mediated courseware belongs to the institution and the institution shall have the right to revise it and decide who will utilize the mediated courseware in instruction. The institution may specifically agree to share revenues and control rights with the employee.

(b) Institutions shall develop procedures for reporting the development of mediated courseware to the appropriate administrator at the institution.

(2) Scholarly and Artistic Works

Notwithstanding any use of institutional resources or the "work-for-hire" principle, the ownership of textbooks, scholarly monographs, trade publications, maps, charts, articles in popular magazines and newspapers, novels, nonfiction works, supporting materials, artistic works, and like works shall reside with the creator(s) and any revenue derived from their work shall belong to the creator(s). Except for textbooks, institutions shall have royalty-free use of the work within the institution, unless otherwise agreed in writing.

(3) Manuscripts for Academic Journals

(a) Notwithstanding any use of institutional resources or the "work-for-hire" principle, the ownership of manuscripts for publication in academic journals shall reside with the creator(s) and any revenue derived from their works shall belong to the creator(s).

(b) If the manuscript is to be published, the creator(s) shall request the right to provide the institution with a royalty-free right to use the manuscript within the institution in its teaching, research, and service programs, but not for external distribution, and, if successful, the creator(s) shall grant such right to the institution.

(c) Upon the establishment of national governmental or nonprofit entities whose purpose is to maintain in an electronically accessible manner a publicly available copy of academic manuscripts, the Kansas Board of Regents will review each entity and upon determination that providing the manuscripts will not jeopardize the publication of articles or infringe on academic freedom, require the creator(s) to provide to the appropriate entity a limited license for the use of each manuscript.

(4) Copyrightable Software

The rights to copyrightable software with an actual or projected market value in excess of \$10,000 annually, except software included in mediated courseware, shall be determined pursuant to the Board's Patent and Copyrightable Software Policy.

(5) Student Academic Creations

The ownership of student works submitted in fulfillment of academic requirements shall be with the creator(s). The student by enrolling in the institution gives the institution a nonexclusive royalty-free license to mark on, modify, retain the work as may be required by the process of instruction, or otherwise handle the work as set out in the institution's Intellectual Property Policy or in the course syllabus. The institution shall not have the right to use the work in any other manner without the written consent of the creator(s).

b. Patent and Copyrightable Software Policy

Patents obtained on inventions resulting from institutionally sponsored research or the ownership of copyrightable software with an actual or projected market value in excess of \$10,000 annually shall be retained by the institution or may be assigned to an organization (hereinafter called the Organization) independent of the institution and created for the purpose of obtaining patents on inventions, receiving gifts, administering or disposing of such patents, and promoting research and the development of intellectual property at the institution by every proper means. The following regulations shall be followed with respect to inventions or software:

- (1) Anyone who conceives an invention resulting from a research project sponsored by the institution or who develops copyrightable software that is not included in mediated courseware shall report the matter to the appropriate research administrator at the institution, who will recommend whether or not to forward it to the Organization.
- (2) If the institution or the Organization decides that the invention does not warrant patenting, the inventor is free to patent it. In such case, however, the institution does not relinquish its right to publish any of the data obtained in the research project. If the institution or the Organization decides not to further the use of the copyrightable software, it shall assign the rights therein to the creator(s).
- (3) When any revenue is obtained by or on behalf of the institution from the development or assignment of any patent or from royalties, license fees or other charges based on any patent or copyrightable software, not less than twenty-five (25) percent of revenues shall be paid to the inventor or creator(s). Revenue sharing shall begin only after the institution recoups costs as set forth in this policy.
- (4) The remainder of any revenue mentioned in Paragraph 3 shall be used to sponsor further research and research-related activities in the institution. The institution may agree that the Organization may retain a portion of the funds.
- (5) In case of cooperative research sponsored in part by an outside corporation or individual, a written contract shall be made between the institution and the cooperating agency. This contract should include a statement of policy substantially equivalent to that outlined below:

"It is agreed by the parties to this contract that all results of experimental work, including inventions, carried on under the direction of the scientific staff of the institution, belong to the institution and to the public and shall be used and controlled so as to produce the greatest benefit to the public. It is understood and agreed that if patentable inventions or copyrightable software grow out of the investigation and such inventions or software have commercial value, the cooperating agency shall receive preferential consideration as a prospective licensee, with a view to compensating said cooperating agency in part for the assistance rendered in the investigation.

"It is further agreed that the name of the institution shall not be used by the cooperating agency in any advertisement,

whether with regard to the cooperative agreement or any other related matter."

- (6) In case of a research project where it is proposed that all costs including overhead, salary of investigator, reasonable rent on the use of equipment, etc., are paid by an outside party, the outside party and the institution shall negotiate the appropriate assignment of all patent or copyrightable software rights prior to the provision of any funding by the outside party. The institution shall reserve the right to publish all data of fundamental value to science and technology.
- (7) Changes in the above policies may be made by the institution to conform to the requirements of the United States Government when contracting with the United States Government or a Federal Government Agency.

c. Trademark Policy

Each institution may develop a trademark policy that provides for the protection of the trademarks and servicemarks of the institution.

d. Institutional Procedures

The institution shall establish procedures that require employment contracts and course catalogs or syllabi to state that the employee or student is subject to this policy and to resolve questions concerning intellectual property rights and any disputes that develop under this policy. Final decisions will be made by the Chief Executive Officer or designee and shall constitute final agency action.



KANSAS BOARD OF REGENTS

700 SW HARRISON • SUITE 1410 • TOPEKA, KS 66603-3760

Sept. 25, 1998

GENERAL ADMINISTRATION • 785-296-3421
STUDENT FINANCIAL AID • 785-296-3517
FAX • 785-296-0983
<http://www.ukans.edu/~kbor>

MEMORANDUM

TO: Kansas Board of Regents
Presidents/Chancellor

FROM: Tom Bryant *TB*
Interim Executive Director

SUBJECT: FACULTY SALARY INFORMATION

Enclosed is the final document regarding our faculty salary initiative. Please feel free to copy this document and distribute as needed. We will use the information in this document as a base as we build the brochure and other printed materials, etc.

Thanks to all of you for your thoughtful insights and your suggestions. We appreciate the quick turnaround and all of your help.

cc: Regents University Relations Directors
Regents Legislative Liaisons
Council of Chief Academic Offices
Faculty Senate Presidents
Student Advisory Council

bsc:twb

INSURING OUR INVESTMENT: REGENTS FACULTY EXCELLENCE FOR THE 21ST CENTURY

INTRODUCTION

Kansans have a long and proud tradition of support for higher education. Kansas families, recognizing the importance of a good education, have scrimped and saved for their children's education from elementary school through college. This tradition demonstrates a fundamental belief that higher education opens the doors of opportunity for every Kansan.

As a state, we recognize that higher education is a proven investment. Kansans have reaped economic benefits from a strong university system since the establishment of Kansas State University and the Kansas Normal School (now Emporia State University) in 1863. Through educational and research expenditures, the increased earning power of better educated citizens and financial returns to local economies, Kansas taxpayers receive a very high return on their higher education investment.

THE ISSUE

The Kansas Board of Regents has become increasingly concerned with a trend that threatens that investment. While we have begun to address our aging buildings and our technology needs, faculty salaries fall farther behind.

Quality faculty is key to insuring the quality of the education that Kansans have come to expect from its public universities. Kansas university students compete with students from the world's best universities -- they deserve the best possible education. Steadily declining state appropriations limit the universities' ability to successfully compete for faculty, and equally important, to retain current faculty, thus compromising educational quality.

Regents institutions compete nationally and internationally, for faculty in all academic disciplines. Unfortunately, our universities are unable to offer new faculty competitive salary and benefit packages. Some of those that do come to Kansas spend a year or two sharpening their instructional and research skills, and are then lured away by attractive offers from other institutions. Thus, just as young faculty are reaching their prime as scholars and teachers, they leave for greener pastures. Moreover, those who choose to remain out of loyalty or other reasons receive salaries on the average about \$7,000 less than peers at other institutions. The result is a continuous erosion in our universities' ability to maintain a competitive workforce.

EDUCATION: AN INVESTMENT AT RISK

- Today, Regents universities' faculty salaries average 12% less than faculty at peer institutions -- those of similar size and similar mission.
- During the past 10 years, Kansas per capita income increased by almost 62% and faculty salaries have increased by only 49%.
- Faculty who choose to leave the system routinely receive salary increases of \$15,000 or more.
- Quality educational programs demand the best faculty. Without high-quality universities, we risk:
 - losing our best and brightest students to other states;
 - our graduates' competitive advantage in the employment market;
 - reduced economic development.
- Dwindling state support puts additional pressure on students and families in the form of increased tuition and fees.

THE KANSAS BOARD OF REGENTS RECOMMENDATION: A THREE-YEAR PLAN TO IMPROVE FACULTY SALARIES AND BENEFITS

Because maintaining quality faculty is critical to the future of our state universities, the Regents have proposed a three-year initiative to bring faculty salaries within parity of their peers. The Regents request a 7.6 percent increase for each year from State FY 2000 to FY2002. The Regents' proposal consists of two components:

- **a 3.6% increase -- the percentage increase needed to keep pace with faculty salary growth within peer institutions.** This increase allows Kansas faculty salary increases to continue to grow at a comparable rate as those at their peer institutions. **This component would allocate about \$49 million toward the inevitable salary growth factor at peer institutions.**
- **a 4% increase -- the percentage needed to achieve parity with average faculty salaries at peer institutions.** Given that Kansas faculty salaries are approximately 12% below average, three years of 4% increases should close the gap. Assuming financing of this proposal, the FY 2000 to 2002 budget requests would include a variable percentage to finance each institution at 100% of the average of its designate peers institutions. This component would allocate approximately \$53 million from the State General Fund. **If fully funded, the faculty salary initiative would allocate \$102 million tax dollars to bringing faculty salaries up to *average*.**

CRITICAL FACTORS IN RETAINING AND RECRUITING FACULTY:

- Regents' salaries are, on average, approximately 12% below those of their designated peers. Kansas has also fallen behind in provision of fringe benefits (i.e., retirement and health insurance).
- From 1988 to 1998, Kansas per capita income increased by almost 62%, while faculty salaries increased only 49%.
- For faculty salaries, Regents universities spend about 81 cents in state funding for every \$1.00 spent by their peers.
- Community colleges are able to pay higher faculty salaries than Regents institutions in some disciplines.
- New faculty often demand salaries comparable to those with 10-15 years of service and with higher academic rank.
- Over the past three years, more than 150 faculty have left the system for higher paying salaries.

Emporia State University

- At ESU, faculty are paid at 83.4% of the national average for comparable public institutions.
- ESU faculty are paid at 90.9% of the peer average at the five institutions ESU considers peers.
- On an annualized basis, this results in a deficit of \$4,141 per faculty member.
- Within the 11 MIAA colleges and universities, the average ESU faculty salary ranks second from the bottom (number 10 out of 11) and the lowest among public universities.
- Nationally, at the professor level ESU ranks in the bottom quintile (0-19%) and in the 4th quintile (20-39%) at the associate professor, assistant professor, and instructor levels.
- At ESU the percent of faculty who resigned in FY 1997 was approximately 6.0% compared to the system rate of 4.7%.

Fort Hays State University

- At FHSU, faculty are paid at 82.7% of the national average for comparable public institutions.
- FHSU faculty are paid at 87.7% of the peer average at the five institutions FHSU considers peers.
- On an annualized basis, this results in a deficit of \$5,792 per faculty member.
- Nationally, FHSU ranks in the bottom quintile (0-19%) at the professor and assistant professor levels and in the fourth quintile (20-39%) at the associate professor and instructor levels.

Kansas State University

- KSU ranks 12th in the Big-Twelve, with salaries at 83% of the Big 12 average,
- KSU faculty salaries rank 42nd of 50 land-grant universities.
- KSU faculty are among the the bottom 20% of public doctoral institutions in terms of compensation.
- During the past six years, faculty salary increases have been equal to less than those of KSU's five peer institutions.

Pittsburg State University

- At PSU, faculty are paid at 90.5% of the national average for comparable public institutions.
- PSU faculty are paid at 91.9% of the peer average at the five institutions PSU considers peers.
- On an annualized basis, this results in a deficit of \$3,963 per faculty member.
- Nationally, at the professor level, PSU is in the bottom quartile and at the associate level rank in the bottom 35%.
- At the department level, many departments are in the bottom quartile of average salary at all ranks.

The University of Kansas

- KU ranks:
 - in the 35th percentile nationally for professors;
 - in the 29nd percentile for associate professors;
 - in the 38th percentile for assistant professors.
- For nationally rated Top-10 programs, KU, on average in 1998, was:
 - 10% below AAU-14;
 - 8% below the average of funding peers;
- From 1994 to 1997, inadequate salary was a significant factor in 71% of all KU faculty resignations.
- The average salary increase for faculty taking positions elsewhere during that time was more than \$17,000.
- In 1997-98, KU salaries were 88.2% of peer averages. In absolute terms, the average KU faculty member makes \$7,477 less than colleagues at other institutions. The average salary difference between KU and peers is enough to send a child to college in Kansas for a year, or in three years, to buy a new car.

Wichita State University:

- WSU salaries rank 12% below the Midwest average for nursing.
- In Nursing, WSU is at approximately the 25th percentile of both the regional and the national averages. In the Midwest, the mean salary is \$65,762 for professors; \$53,951 for associate professors; and \$45,742 for assistant professors. WSU is 12% below these figures at every rank
- 15% below the national average for professors of industrial engineering.
- Similar conditions exist across the board: psychology, computer science, fine arts, electronic media studies, and the library. A psychology professor with 11 years of service is \$16,500 below the national average, two professors with 3-5 years of service are \$11,500 below the average, and those with 3 years of service are \$8,600 below the average - underscoring the issue of salary compression.

- The Industrial Engineering program at Wichita State has been forced to delay its application for program accreditation because of an inability to replace faculty who have left for better salaries.
- In Industrial Engineering the mean salary of professors in similar departments nationally is \$82,695. The WSU mean is \$65,663. For assistant professors the national average is \$54,484, while WSU's is \$51,813; and the mean for chairs is \$117,969, while WSU pays \$87,000. WSU has no associate professors in Industrial Engineering, and has had to delay efforts to gain accreditation due to the loss of faculty and inability to recruit.
- Comparisons in Psychology show that full professors are significantly below regional and national averages. One full professor with approximately 11 years of service is \$16,500 below average; two with 3-5 years of service are \$11,500 below, and those with less than 3 years of service are \$8,600 below the regional and national averages.

SPECIFIC UNIVERSITY EXAMPLES:

NOTE: The following selected examples are provided to illustrate the competition our universities face in retaining and recruiting faculty. This list includes salaries increments only. Most universities also offer retirement benefits and professional development programs that are superior to those offered by the Regents.

EMPORIA STATE UNIVERSITY

- An administrator in a 12-month position in The Teachers College left to take a 9-month faculty position for an \$8,000 salary increase at Southern Indiana University.
- An assistant professor in School Leadership left after only one year to return to a high school principalship, making \$32,000 more than he made at ESU.
- An assistant professor in the Division of School Leadership/Middle Secondary Teacher Education left to assume a position as Director of Curriculum for a public school in Minnesota at a \$15,000-\$17,000 increase.
- An associate professor who directed the School of Library and Information Management Doctoral Program left after more than seven years at ESU to become Director of the Doctoral Program at the University of North Texas.
- An assistant professor in Special Education left after only one year for a position at a private school in Indiana with an increase in salary.

Emporia State University continued:

- An assistant professor in Physical Sciences left for a position at the University of Idaho, Moscow, at a salary which was several thousand dollars more. Additionally, the faculty member would only be teaching six hours of graduate-level courses, exclusive use of a high-end computer workstation (about a \$15-20K machine), and an on-call computer technician for assistance.
- An assistant professor in Industrial/Organization Psychology left for a higher salary in private industry in Missouri.
- Two assistant professors in Instructional Design and Technology left for positions at Virginia Tech and Old Dominion for \$5-\$6,000 more.
- An assistant professor in Library and Information Management left after two years for a promotion to Associate Professor at Queens College, NY.
- An assistant professor in Library and Information Management left after two years for a position as Director of a Branch Library in the Pennsylvania State University System.
- An assistant professor in Business Education left for a position at Eastern New Mexico for a \$20,000 increase.
- An instructor in Foreign Languages left for a higher salary in the public school system. This person is making \$30,000 with a masters degree; ESU hires new assistant professors at \$32,000 to \$34,000 with doctorates.
- In the past three years, ESU has lost at least eight minority candidates who declined faculty offers. All accepted positions at other institutions where the salaries were \$10,000 to \$15,000 higher than ESU was offering.
- ESU has difficulty attracting faculty with a few years experience because of low salaries. This has happened in the last year in physics and art. We also had trouble attracting art faculty because faculty loads are high in art compared to many similar institutions.
- In the School of Business ESU has had offers for positions of assistant professors declined because the salary was too low.
- In Management, offers of \$55,000 were declined.

Emporia State University continued:

- In Computer Information Systems, a \$65,000 salary offer was rejected as too low.
- In Accounting \$60,000 was rejected; and in Business Communications \$59,000 was declined.

FORT HAYS STATE UNIVERSITY

- A professor of Information Networking, left for a \$10,000 increase in the Telecommunications Program at Ball State University in Indiana.
- A professor of Computer Information Systems, received a \$9,000 increase at Metropolitan State College in Denver, CO.
- An assistant professor of Art (Graphic Design), left for a better workload and a \$5,000 increase at Chadron State in Nebraska.
- An assistant professor of Teacher Education, left for an increase in salary, a lighter workload, and the opportunity to access research funds in Alabama.
- An assistant professor of Teacher Education, left for an increase in salary with the California public school system and National University in Riverside, California.
- An assistant professor of Psychology, left for an increase in salary at Morehead State University.
- A professor left for a \$3,500 increase in salary and a tenure track position at the University of Texas-Pan American.
- An assistant professor of Psychology, was offered an \$11,000 increase to relocate to Georgia Southern University but declined the offer because of personal reasons.
- An instructor in Accounting left for approximately double the salary in private industry.
- An assistant professor in Economics left FHSU for a salary increase of \$5,000, a \$2,000 travel allowance and a \$1,000 annual allowance for library and research materials, he moved Samford University, Birmingham, AL.
- An assistant professor of Health and Physical Education and Recreation increased her salary and enhanced teaching conditions at Southeastern Oklahoma State University, Durant, OK.

Fort Hays State University continued:

- A professor of Technology Studies left for a \$15,000 increase in salary, a lighter teaching load and more classroom support; he moved to the University of Oklahoma, Tulsa.
- An assistant professor of Nursing left for double the salary -- \$64,000 -- for a part-time position at a regional clinical practice in psychological and mental health.
- An assistant professor of Nursing left for a \$30,000 increase in salary to work in private practice in a medical doctor's office.
- An assistant professor of Technology Studies left for a private practice at more than double his teaching salary.

KANSAS STATE UNIVERSITY

- A professor in Foods and Nutrition left KSU for the University of Minnesota for a much higher salary.
- In the College of Human Ecology, there are a number of other professors being recruited by various universities for much higher salaries and benefit packages than they can make at Kansas State University.
- A professor in Family Studies accepted an offer from Oklahoma State for a 9-month contract at more money than this person got at KSU on a 12-month contract.
- A professor in Family Studies and Human Services left for a higher salary and promotion at Florida State University.
- A professor in Family Studies and Human Services left for Oklahoma State for a salary increase and a promotion.
- An administrator in the College of Human Ecology left last year for Colorado State for \$20,000 more than this person made at KSU.
- A professor in Interior Design turned down KSU for Samford College in Birmingham, Alabama for a higher salary.
- A candidate for a tenure-track position in the Department of Architecture turned down K-State for a higher salary at Syracuse University.
- Similarly, another candidate turned down an offer from K-State in the Department of Architecture for a higher salary at University of New Mexico.

Kansas State University continued:

- A professor of Accounting left KSU for a much higher salary elsewhere. A minority female turned down the position because KSU could only offer her \$60,000 when other schools were offering \$75,000 to \$90,000.
- A professor of Finance left KSU for a 40% salary increase at the University of Southern California.
- A College of Business administrator accepted a similar position at DePaul University in Chicago for a major salary increase and full tuition paid for his daughter for four years.
- In the Department of Management, three prospective Assistant Professor candidates-- one in Operations Management, one in Strategy, and one in Organizational Behavior--all were offered about \$55,000 to \$59,000 but they accepted positions for \$65,000 to \$72,000 elsewhere. One, for example, was recruited to California State University in Bakersfield for \$65,000--which is a Division II school.
- A professor of Marketing left for the University of Missouri at a much higher salary.
- Three additional Assistant Professor candidates turned down tenure-track offers from the Department of Marketing for \$57,000 to \$60,000 because these three individuals were offered salaries elsewhere at from \$75,000 to \$80,000 and more.
- A professor of Civil Engineering left the K-State College of Engineering for a position at Purdue University for a much higher salary.
- A professor of Civil Engineering also went to Purdue for a much higher salary.
- A professor of Chemical and Electrical Engineering left for a much higher paid position at Iowa State University.
[These three Engineering Professors will take with them \$2-3 million in research grants. As an example of what happens in many areas, Purdue pays into the retirement account of the faculty member a total of 15% of the salary, whereas Kansas requires a faculty contribution of 5.5% and the overall package is 14%.]
- A professor in the Department of Computing and Information Science accepted a higher paying position at South Florida. The University of South Florida position paid a 20% higher salary.
- A professor of Biological and Agricultural Engineering took a position at Purdue University for a \$15,000 salary increase.

Kansas State University continued:

- A professor in Biological and Agricultural Engineering received a \$15,000 salary increase to join Iowa State.
- A professor in Biological and Agricultural Engineering left Kansas State several years ago for the University of Illinois where he not only received a \$20,000 increase in salary but a well-established laboratory with three full-time assistants to run it.
- Two faculty positions in Electrical Engineering and Mechanical Engineering were not filled because of low salaries. One position was for Department Head of Mechanical Engineering. KSU offered a total of \$116,000 while Purdue offered over \$150,000.
- A professor in the Civil Engineering Department at K-State/Salina accepted a job in industry in Minnesota for a much higher salary.
- At K-State/Salina, within the last two months, the College has lost two exceptional candidates in the Department of Electronics Engineering Technology because other colleges were offering from \$15,000 to \$20,000 more than KSU-Salina could offer.
- A professor in the Department of Mechanical Engineering Technology at K-State/Salina accepted a job in industry in the state of Maryland for a higher salary.
- A professor in the Department of Mechanical Engineering Technology at K-State/Salina accepted a position for a higher salary at the University of Nebraska in Omaha.
- A professor in the Department of Civil Engineering Technology at K-State/Salina accepted a higher paid position in industry in South Dakota.
- An instructor in the Arts and Sciences area at K-State/Salina received a salary increase of \$12,000 more at James Madison University.
- A professor in the Department of Psychology received a much higher salary from the University of Minnesota.
- A professor in the Department of Sociology, Anthropology, and Social Work received a position for a much higher salary at the University of Nebraska in Omaha.
- A professor in the Department of Sociology, Anthropology, and Social Work was being paid a salary of about \$37,000 and she left for a position at Central Florida University for a salary of \$42,000.

Kansas State University continued:

- A Professor of Theater left for a higher paying position.
- A professor in the Speech Department left for a much higher paid position at Arizona State University.
- A professor in the Department of Physics left to go to Tulane University for an endowed chair with a salary of over \$75,000.
- A professor in the Department of Mathematics left for a higher paying position at Lucent Technologies in Ohio.
- In the K-State Department of Mathematics, at least two candidates for tenure-track positions at K-State turned down the Department's offers because our KSU salaries were too low.
- A professor in Biology took a higher paying position at the Oakridge National Laboratory and took with her three active grants from the NIH, American Cancer Grant, an a USDA Grant.
- A professor in Biology left K-State for a higher paying position at Iowa State and took three active grants from NASA, USDA, and a Consortium Grant.
- A professor in Biology took a higher paying position at the University of California-Santa Barbara.
- An instructor in Biology resigned to take a higher paying position at the University of Minnesota.
- In the Division of Biology since 1994, seven prospective candidates for tenure-track positions have turned Kansas State University down.
- A professor of Chemistry left Kansas State for a higher paid position at the University of Nebraska.
- A professor of Chemistry left Kansas State in 1996 for the University of Kansas. He has since left KU for a substantially higher salary at the University of Nebraska.

Kansas State University continued:

- A professor of Chemistry left Kansas State for a position at the University of Delaware that paid \$10,000 more than his position at K-State. [According to the Department Head, these losses of Assistant Professors have seriously the Chemistry program at K-State. This is because our start-up packages for faculty range from \$150,000 to \$350,000 in Chemistry and it typically takes five years or more before the grant funding of the faculty member provides substantial indirect cost income to help offset these costs.]
- A professor of Agronomy left K-State for Purdue for a much higher salary.
- A professor of Agronomy left for a higher paying position in private business.
- A professor of Agronomy left K-State for a much higher paying position in private industry. He was making \$55,000 at Kansas State and received a job in private industry for \$74,000 plus a car and profit-sharing.
- A professor in the Department of Clinical Sciences in the College of Veterinary Medicine left for a job in private industry for a much higher salary.
- A professor in the Department of Clinical Sciences left K-State for a much higher paying position in private business.
- A professor in the Department of Clinical Sciences also left K-State for a much higher paying position in private business.
- A professor in the Department of Clinical Sciences left K-State for a higher paying position at Ross University in St. Kitts.
- In the College of Veterinary Medicine, they have lost several potential candidates for tenure-track positions because other universities could offer \$10,000 to \$20,000 more. Moreover, the College has several full professors who are actively being recruited by other universities for \$20,000 to \$30,000 more than they are making at Kansas State.
- A professor in the Department of Educational Administration in the College of Education left K-State for a higher salary at East Texas State.
- A professor in the Department of Secondary Education left K-State for a higher paying position at Southwestern University in Winfield.
- A professor in the Department of Elementary Education has left KSU for a promotion and higher salary at the University of Wisconsin.

Kansas State University continued:

- A professor in the Department of Elementary Education left K-State for a higher paying position in Gary, Indiana.
- A professor in the Department of Counseling and Educational Psychology left K-State for a higher paying position at Kentucky State University.
- A professor in Foundations and Adult Education left KSU for a higher paying position at New Mexico State. [The three professors listed above are all African-Americans.]
- A professor in Secondary Education left K-State for a higher paying position at the University of Nebraska.

PITTSBURG STATE UNIVERSITY

- A Spanish professor left PSU for a comparable institution in the Midwest for a \$12,000 increase.
- A French professor left PSU to accept a position in an Eastern institution for a \$10,000 increase.
- A Communication professor accepted a similar position in a Midwestern institution for a \$6,000 increase.
- A Theater professor accepted a position in an Indiana university for an \$8,000 increase.
- An Applied Communication professor accepted a position in an unspecified Eastern university for a \$12,000 increase.
- A Management professor accepted a position in a North Carolina university comparable to PSU for an increase of \$15,000.
- An Engineering Technology professor accepted a position in private industry at twice the salary.
- A Technology Studies professor accepted a position in a comparable Wisconsin institution for a \$12,000 increase.
- The Information technician in the Axe Library accepted a position in an Iowa institution for a \$20,000 increase.

Pittsburg State University continued:

- A Foreign Language professor left PSU to accept a position in an Indiana university for an increase of \$15,000.
- A Nursing professor left PSU to accept a position in a New Mexico university for an increase of \$3,000.
- A Communication professor left PSU to accept a position in an Iowa university for an increase of \$5,000.
- A Communication professor left PSU to accept a position at another Kansas institution for an increase of \$15,000.
- A Family and Consumer Science professor left PSU to accept a position in a Missouri institution for an increase of \$5,000.
- An Accounting professor left PSU to accept a position in a Louisiana institution for an increase of \$5,000.
- A Curriculum and Instruction professor left PSU to accept a position in a Tennessee institution for an increase of \$15,000.
- A Curriculum and Instruction professor left PSU to accept a position in an Oklahoma institution for an increase of \$3,000.
- A Technology Studies professor left PSU to accept a position in a West Virginia institution for an increase of \$3,000.
- An Engineering Technology professor left PSU to accept a position in a Utah institution for an increase of \$12,000.
- An Engineering Technology professor left PSU to accept a position in a Texas institution for an increase of \$8,000.
- A Special Education professor left PSU to accept a position in a Florida institution at an increase of \$10,000.
- An Automotive Technology professor left PSU to accept a position in a Kansas community college at an increase of \$8,000.

- A Music professor left PSU to accept a position in a Texas institution at an increase of \$6,000.

THE UNIVERSITY OF KANSAS

- The chair of the KU Public Administration Program accepted the Directorship at the University of Vermont with a salary increase of \$21,000.
- A professor of Business accepted a chaired position at Oklahoma State with a salary increase of \$42,500.
- A professor who held a distinguished professorship at Kansas accepted an endowed professorship at North Carolina with a salary increase of \$13,000.
- Two Pharmacy professors left academia for positions in industry for increases of \$31,800 and \$21,800 respectively.
- A Sociology professor left KU for Purdue with a salary \$15,500 more than he was earning at KU.
- A professor of Economics left for a higher salary and a better benefits package at Virginia Tech.
- Two professors in KU's Institute of Life Span Studies left for positions at the University of Texas-Austin for salary increases of \$22,000 and \$9,000 respectively.
- An associate professor in the KU School of Education joined the private sector for a \$50,000 increase.
- A nationally-known East Asian specialist left KU for a position at the University of Pennsylvania for a salary substantially higher, and his high school age children will receive free tuition at the University of Pennsylvania when they matriculate there.
- An assistant professor of Government moved to Brigham Young University at a salary \$14,000 higher than KU's.
- An assistant professor in population genetics and a NSF grant holder accepted a position at Washington State University with an \$8,000 salary increase.
- A professor of Education resigned to accept a higher paying position with a lighter work load at Michigan State.

The University of Kansas continued:

- An associate professor of Communication Studies left KU and a salary of \$46,692 for a stipend of \$64,000 at the University of Arizona.
- An associate professor of Teaching and Leadership left KU for a salary increase of \$15,000 at Florida International University. Another colleague in the School of Education accepted a raise of \$8,500 when she joined the University of Maryland.
- A professor of Business left KU for a Distinguished Professorship and a much higher salary at the University of Missouri-Kansas City.
- A senior Business professor become a division chair at UMKC at a much higher salary.
- An assistant professor of Psychology left for a position at the University of California-San Francisco for a substantial raise.
- An associate professor of Electrical Engineering and Computer Science will leave KU to chair the Department of Electrical Engineering at SUNY-Binghamton.
- An associate professor of Chemical and Petroleum Engineering left KU and a salary of \$55,989 to join Lucent Technologies at their research laboratory in Allentown, PA for a salary considerably more than the 12-month equivalent of his KU salary.
- An associate professor in the School of Journalism and a nationally known teacher of writing left to become the Atwood Professor at the University of Alaska (Anchorage) for a salary increase of \$23,629. She was a campus leader in teaching courses on-line.
- An assistant professor in the School of Journalism left to be an assistant professor at the University of Texas for a \$5,739 salary increase.
- An associate professor of Economics took a position with Oberlin (Ohio) College as a Danforth Lewis professor with a considerable increase in salary.
- An associate professor of Communication Studies left for a position with Texas A&M for \$85,000 with a joint appointment at their Medical School. Her KU salary had been \$55,920.
- A KU Dean of the College of Liberal Arts and Sciences and a professor of Philosophy with a current salary \$103,925 accepted a position as Senior Vice Chancellor of the Board of Regents in Georgia for \$120,000.

WICHITA STATE UNIVERSITY

- In Computing Engineering the top candidate for an assistant professor position accepted another offer of \$60,000 from Rose Hullman College, and undergraduate institution with limited research. WSU has no associate professor in this area earning \$60,000, much less an assistant professor.
- In the W. Frank Barton School of Business we have lost a number of faculty and are having difficulty replacing them with quality candidates.
- In Accounting, WSU lost its top two candidates to Northeastern University (\$85,000 plus three summers of research funding) and to Arthur Anderson (for considerably more than the \$73,000 WSU offered).
- In Finance, WSU is seeking an assistant professor with \$75,000 to offer. WSU lost its top three candidates to Oklahoma State University (\$75,000 plus guaranteed summers at 2/9 salary), DePaul University (\$85,000 plus summers), and the Air Force Academy (\$85,000).
- The top candidates for the Management Information Systems position accepted offers at other universities and declined to be interviewed.
- In Liberal Arts and Sciences and in Fine Arts, the University faces similar problems. To hire an orchestra conductor WSU had to offer a salary that exceeded what any of the current full professors in Music are paid.
- WSU lost its leading Computer Science candidate to another university that made a significantly higher offer.
- An Electronic Media Studies candidate went to Texas A&M for \$7,000 more than we could offer.

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RETURN ON INVESTMENT IN THE KANSAS REGENTS SYSTEM

Taxpayers and students annually invest well over a half billion dollars in the Regents universities. The return on this investment is the tremendous impact the universities have on state, regional and local economies, which can be illustrated in a variety of ways, using Fiscal Year 1997 data:

Spending by the Universities

- The Regents universities spent \$1.3 billion for operations.
- The Regents universities employed 32,000 people, with payroll expenditures of \$651 million.
- The Regents universities spent \$609 million for purchases of goods and services.
- The Regents universities spent \$54 million on capital improvement projects.

Local Spending by Students and Visitors

- The Regents universities enrolled almost 80,000 students who spent an estimated \$536 million in the local communities.
- The Regents universities attracted almost 3.2 million visitors who spent an estimated \$159 million in the local communities.

Research and Development

- The Regents universities spent \$198 million generated by research activities. These expenditures do not include the value added by the research and public service activities of the institutions.
- The Regents universities provided technical assistance to over 19,000 companies and agencies.
- The Regents universities attracted over 2.6 million users of the state's most valuable research and educational resources--their libraries.

Education Value-Added Earnings

- The Regents institutions had over 223,000 alumni living in Kansas.
- Because these Kansans received baccalaureate, post-baccalaureate, and professional degrees at Regents institutions, it is estimated these Kansas alumni earned and contributed to the economy \$5.4 billion more than if they had received only a high school diploma.

ECONOMIC DEVELOPMENT ACTIVITIES IN THE KANSAS REGENTS SYSTEM

University of Kansas

Over the past several years, KU's Information and Telecommunications Technology Center (ITTC) has closely worked with Sprint Corporation in Johnson County on over 20 research projects involving 13 faculty and 90 students from electrical engineering and computer science, mathematics and other KU academic departments. Sprint's investment of more than \$10 million in ITTC underscores the success of this industry/university partnership. Forecasts indicate the information technology industry will realize multi-trillion dollar growth over the next decade. By establishing research and development partnerships with leading companies such as Lucent Technologies, Sprint, TRW, Hughes, Ciena and Nortel, KU's ITTC will play a significant role in fueling technology-related economic growth and development in Kansas.

KU's rich and productive research environment has resulted in the formation of spinoff companies. In addition to Oread Labs, now the fifth largest contract pharmacy research organization in the world, 15 such spinoff companies trace their origins to KU research, and the university holds equity positions in four of them. Through the University of Kansas Center for Research, Inc. (CRINC), KU holds active licensing agreements with several outstanding international pharmaceutical companies.

One of KU's most significant economic impacts relates to a basic necessity--water. In 1985, Kansas sued Colorado over Arkansas River water rights. Satellite data provided by KU's Kansas Applied Remote Sensing (KARS) program proved to be key evidence in obtaining a finding for Kansas. While the Supreme Court has not determined the volume of water Colorado must return to Kansas or the damages Colorado must pay, the value of this decision is estimated to be in the hundreds of millions of dollars.

University of Kansas Medical Center

KUMC recently broke ground on a new \$10 million Center for Health in Aging, which will accommodate highly accessible, multi-disciplinary model clinical services for older adults. An estimated 25 additional staff will be hired when the facility is occupied in January 2000. In addition to the non-profit Center, an adjacent five-acre site will be leased to a private, for-profit company for the construction of a \$10 million retirement center complex, which will have an estimated 150 residents and a staff of 75-100 new employees.

The KUMC Research Institute's Division of Technology Development seeks out both KC Metro area and Kansas companies first when searching for potential licensees for KUMC technologies, and continues to develop business relationships with other KTEC commercialization centers. One example of the Division's business incubator program is Xenotech, which specializes in the development and application of techniques for examining the metabolism of drugs and other chemicals for pharmaceutical firms and chemical companies. Xenotech, with 27 employees and FY 1998 sales of \$1.8 million, has outstanding potential for continued growth and expansion.

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ECONOMIC DEVELOPMENT ACTIVITIES IN THE KANSAS REGENTS SYSTEM

Kansas State University

A USDA grant is provided for the Animal Sciences and Industry Food Safety Consortium, focusing on the development of technology to reduce the hazards and improve the quality of animal food products.

The Advanced Manufacturing Institute (AMI) assists in Kansas economic development through research, technology transfer and technical assistance. AMI supports interdisciplinary research in advanced manufacturing technologies by faculty from the College of Engineering and other colleges. Emphasis is placed on computer-integrated and intelligent manufacturing systems, intelligent processing of engineered materials, computer vision and image processing. AMI supports cooperative research with industry to develop and transfer new technology from the laboratory to commercial producers. The Institute also assists Kansas companies in expanding services, designing new products and increasing productivity.

The Kansas Transportation Research and New-Developments Program (K-TRAN) funds research in civil engineering for improving the safety, convenience and efficiency of Kansas highways (jointly with the University of Kansas).

The National Science Foundation awarded KSU a Recognition Award for the Integration of Research and Education (RAIRE). The grant was provided to support the activities entitled "Integrating Research and Education: Contemporary Research in the Education of Teachers." NSF recognizes KSU as a leader and innovator in creating synergy between its research and education missions based on passed accomplishments.

Wichita State University

WSU's department of Nursing is working collaboratively with other Regents institutions to offer a nurse practitioner program, which uses interactive television to deliver specialized courses to five sites across the state. Nurse practitioners work with a physician and are capable of managing 80 to 90 percent of cases seen in primary care, freeing doctors for more complex diagnosis and treatment. Nurse practitioners thus contribute to the development of underserved regions of Kansas by improving access to health care and by controlling its cost.

The Center for Economic Development and Business Research supports state and local government, education, business and economic development organizations, with its primary focus on Wichita and south central Kansas. In FY 1997, Center staff consulted with over 1,600 individuals and businesses, providing data vital to the economic health of Kansas. In addition, Center staff regularly inform public discussion of economic and business matters through the local media.

WSU's National Institute for Aviation Research is an ideal partner for the state's aviation industry, which accounts for 30,000 direct jobs and a \$1.3 billion payroll, as well as for federal agencies such as NASA and the FAA. Faculty research on airline passenger seat safety recently allowed Boeing to avoid costly delays on delivery of six 777s valued at \$150 million each. In addition to the work on the crash worthiness of seating, researchers at NIAR utilize fifteen state-of-the art labs and a research budget of roughly \$9 million to investigate a wide range of aviation-related questions.

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ECONOMIC DEVELOPMENT ACTIVITIES IN THE KANSAS REGENTS SYSTEM

Emporia State University

The Teachers College at ESU is a major contributor to the K - 12 educational environment in Kansas. Approximately 40% of current administrators in Kansas elementary and secondary schools have degrees from ESU. The University brings significant external funds to Kansas, which stimulate the educational environment throughout the state and the nation. For example, a three year grant from the U.S. Office of Education will provide approximately \$343,000 to fund a multi-cultural diversity assessment project. Additionally, various other grants totaling approximately \$352,000 awarded to the Teachers College will support programs serving teachers and school districts state-wide.

The Eastern Kansas Economic Development Group, Inc., which serves as an outreach center for the School of Business, has assisted approximately 60 businesses, generating over \$16 million in loans and resulting in the creation of over 500 jobs.

Pittsburg State University

PSU's Business and Technology Institute (BTI) has helped retain or create 2,269 jobs since it opened 10 years ago. The BTI staff members provide assistance to the small business owner, the large manufacturer and the individual with a hobby turned into a part-time business. Providing that range of service is essential to people living in the small towns and rural areas throughout Southeast Kansas.

A PSU faculty member wrote the grant application which resulted in the largest skills grant ever awarded by the Kansas Department of Commerce. The \$3 million grant provided funding for training employees for the new Cessna plant in Independence. The partnership between PSU, Independence and Coffeyville Community Colleges and the Southeast Kansas Vocational Technical School, and the successful grant application were critical to Cessna's selection of the Independence site for its first major expansion in Kansas in many years.

Fort Hays State University

Expertise in telecommunications has resulted in the sixth annual Telepower Conference that provided communities with information to equip them for success. The conference, held in Pratt, had as its theme, "Economic Development Success Through Telecommunications Partnerships." Through FHSU sponsorship, this conference has gained a national reputation as a high quality conference focusing on telecommunications and economic development.

The Center for Survey Research has conducted labor surveys across the state that have supported economic development. The first study, "Northeast Kansas Labor Dynamics Survey," was a random sample telephone survey of 2,100 adults in 17 counties of Kansas, Nebraska and Missouri. The goal of the study was to estimate the percentage of people who, given the right opportunity, would consider new employment. The second study, "Northeast Kansas Regional Survey of Employers: Labor Skills Assessment," was conducted to determine the quality of the labor force from the perspective of employers and to assess the need for employee skills training.

CAMPUS PARKING: POLICY AND STUDY ALTERNATIVES

by William T. Terrell
Oct. 6, 1984

DEFINITIONS

Space: A surface that is sufficient for parking exactly one vehicle.

Lot: A set of contiguous homogeneous parking spaces.

Name-Reserved: Parking that is restricted to the vehicles of either a person holding a specific title or to a specific named person.

Class-Reserved: Parking that is restricted to the vehicle of any unnamed person who meets the criteria for entitlement.

Closed-Entry: Lots for which both entry and exit are guarded by physical barriers so as to ensure that only entitled persons can park therein.

POLICY ALTERNATIVES

I. Name-Reserved Spaces

- A. Establish a higher fee according to the proximity of the space relative to the building of the applicant's preference.
- B. Immediately raise the fee for everyone to whom such space is allocated. A minimum of \$150 is suggested.
- C. Permit teaching faculty of certain stature (e.g., Professor) to have the same parking privileges as those holding administrative titles (e.g., Assistant Dean of Faculties).
- D. Enable temporary access to parking space based upon business necessity.
- E. For persons holding such space on the basis of business necessity, require re-qualification at the end of every semester (in the same way that library carrels are assigned).
- F. Establish and widely-distribute the criteria for space so that persons may know whether they are entitled to apply for such space.

II. Class-Reserved Parking

- A. Construct relatively small closed-entry lots with very high annual fees. For example, build a lot consisting of not more than 50 spaces and sell 55 permits at not less than \$150 per year.

- B. Establish different permits and lots for faculty and staff. These two classes differ greatly in occupational duties and in their departure and arrival times.
- C. Close some faculty-staff lots until opening them daily at 9:00 a.m.
- D. Issue exactly one (transferable) permit per person.
- E. Allow faculty and staff to purchase multiple permits (decals) at the same price per permit. For example, 3 decals at the price of \$35 requires \$105 total payment.

III. Miscellaneous Alternatives

- A. In general, associate parking fees with the convenience of each parking space, no matter who parks in it.
- B. Terminate the practice of basing the fee structure on employee salary.
- C. Establish a strictly on-campus towing service. Vehicles could be towed to another location on campus. The fine and towing fee would be collected in the same way as fines are collected at present.

POLICY STUDIES

- A. Survey the faculty at large in the interest of ascertaining alternatives to the status quo.
- B. Survey the faculty in order to estimate how many would be willing to pay fees of \$100 to \$150 for class-reserved parking.
- C. Execute a study of the extent to which persons currently entitled to park on campus (whether fee-paying or not) are in fact parking off-campus.
- D. Execute a study of faculty-staff fines in the interest of determining the extent to which persons who want convenience parking, but who presently cannot qualify for it, obtain it anyway by virtue of willingness to pay fines. The hypothesis is that higher productive and higher paid people do in fact have access to convenience parking, especially during inclement weather.

X-Sender: myers@twsuvm.uc.twsu.edu
Date: Thu, 08 Oct 1998 16:38:05 -0500
To: senate@NETSRVR.UC.TWSU.EDU
From: Nan Myers <myers@twsuvm.uc.twsu.edu>
Subject: Minutes Oct 5 Exec. Comm.
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

SUMMARY OF OCTOBER 5, 1998
SENATE EXECUTIVE COMMITTEE MEETING

Present: Hoyer, Terrell, Mandt, Murphey, Myers, Campbell, Hodson, Baxter
2:30-5:00 PM, Senate Office

The committee met an hour early in order to accommodate a visit from President Hughes at 4:00 PM regarding the parking issue. However, the President's office called after we began the meeting to cancel his appearance.

New WSU President: Hoyer announced that the newly appointed WSU President, Dr. Donald Beggs, was the choice of the Faculty Senate Executive Committee. Accolades were given to Jay Mandt for his presentation to the Regents regarding the Presidential candidates.

Regents to be on campus: Hoyer announced that Regents Bill Docking and Tom Bryant will be on campus Thursday, October 29. After discussion on preferring an open session or just members of the Exec. Committee, it was decided to offer an open session with these Regents, around 1:30 or 2:00 PM, possibly in the Morrison Board Room.

Beggs' Schedule: Hoyer asked that we find out Begg's schedule of visits to campus so that the Senate Executive Committee can meet with him.

Agenda:

1. Update on Shared Leave Program (originally brought to us by Gail Davis on 9/21): After some discussion, we agreed to pass this along to the Faculty Affairs Committee.
2. & 3. Hearing Board for Student Discipline Cases - Lori Reesor / Policy on Student Misconduct and Academic Integrity: Lori Reesor wants a hearing board for student discipline separate from academic integrity. Hoyer has appointed an ad hoc committee to coordinate all these elements. The committee will consist of Joyce Cavarozzi, Tina Bennett, one additional faculty TBA (possibly Gerry Paske), one student appointed by the SGA President, and Lori Reesor.

In addition, the University currently has one policy on sexual harassment, but several sets of procedures for departments. Hoyer wants these reviewed and validated as all one fabric. The four Senate Presidents will discuss the current policy in the WSU Student Handbook.

4. President Hughes on Parking Plan: canceled

5. Agenda for October 12 Faculty Meeting: Decided to have an open discussion in the Committee of the Whole regarding what priorities should be addressed the by Faculty Senate this year. This discussion will be chaired by Vice President Campbell. Suggested talking points:

- a. Role of the faculty in general
- b. Administrative structure
- c. Policy-making
- d. Faculty role in strategic planning & budget
- e. Initiation of programs
- f. Faculty salary parity
- g. Percent of full-time faculty at WSU
- h. Graduate programs

6. As may arise: At our next meeting on October 19, we will revert to the 3:30 PM time.

Respectfully submitted,
Nan Myers

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Assistant Professor
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Date: Thu, 27 Aug 1998 10:57:22 -0500
X-Sender: dreiling@twsuvm.uc.twsu.edu
To: senate@NETSRVR.UC.TWSU.EDU
From: Bobbi Dreiling <dreiling@twsuvm.uc.twsu.edu>
Subject: agenda -- August 31, 1998
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

The meeting will begin at 2:30 so that Exec. Comm. business can be completed prior to meeting with Roger Lowe at 3:30 regarding the Parking Plan

1. Committee Charges
 - a. Planning & Budget
 - b. Faculty Affairs -- change to #2 to be revised by JoLynne & Deborah
 - c. AdHoc Subcommittee of the Executive committee
2. Agenda for Sept. 14, 1998 meeting
 - President's Report
 - Rules committee - Jay
 - Parking Plan -- Roger Lowe
3. 3:30 Meet with Roger Lowe & John Gist regarding their presentation to the Senate. (please limit their presentation to 30 min)
 - 4:00 Discussion
 - 5:00 As May Arise

X-Sender: myers@twsuvm.uc.twsu.edu
Date: Mon, 14 Sep 1998 10:11:54 -0500
To: senate@NETSRVR.UC.TWSU.EDU
From: Nan Myers <myers@twsuvm.uc.twsu.edu>
Subject: Minutes of 8/31 Senate Executive Committee
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

SUMMARY OF AUGUST 31, 1998
SENATE EXECUTIVE COMMITTEE MEETING

Present: Terrell, Mandt, Murphey, Myers, Campbell, Hodson
2:30-5:30 PM, Senate Office

The Senate Executive Committee met an hour early in order to complete business prior to meeting with Roger Lowe and John Gist at 3:30 PM regarding the Parking Plan. Senate President Hoyer was out of town at an interview with a candidate for the position of University President.

1. Committee Charges

A. Planning & Budget: The discussion focused on two areas (below).
The discussion was tabled.

1) Suggested composition: Should the committee elect their chair rather than the chair being set from the Planning & Budget committee? Is nine too large a size for this committee? Could the Planning & Budget Committee fold itself into the sub-committee?

2) Responsibility: Staff rather than faculty should gather this data.

B. Faculty Affairs: Nothing to report on yet (from Campbell & Baxter).

C. AdHoc Subcommittee of the Executive Committee: Issue tabled.

2. Agenda for September 14, 1998 meeting. Agenda was approved:

- A. President's Report
- B. Rules Committee
- C. Parking Plan

3. Meeting with Roger Lowe and John Gist: The presentation was very detailed and included descriptions of A. Planned improvements to the Metropolitan Complex, B. Plan for parking improvements on the main campus, C. Finance packages.

Handouts from Lowe/Gist included:

- A. Wichita State University Parking Plan (draft).
- B. WSU Parking Maintenance and Expansion Project Cost Summary for Parking on the Main Campus (July 1, 1998)
- C. WSU Estimated Revenue from Parking Permits at Original Proposed Charges to Faculty and Staff (July 1, 1998)
- D. Memo from the Office of the President titled: New campus parking plan

(July 17, 1998)

E. WSU Options for Proposed Budget for Parking Fiscal Year 2000

(August 11, 1998)

F. WSU Parking Plan Parking Revenue Estimates from Students Fiscal Year 2000 (August 11, 1998)

G. Three different financial plans of Parking Revenue Estimates from Students Fiscal Year 2000 (August 11, 1998). (Lowe prefers Financial Plan 2)

Dates of Note:

The Parking Plan will be presented to the Faculty Senate on September 14, 1998.

The Parking Plan will go to the Board of Regents on October 15, 1998.

Pending approval, an estimated \$6.4 million in bonds will be sold on August 1, 1999.

Debt service will take 15 years.

A lengthy discussion ensued. Lowe and Gist were requested to keep their presentation to the Faculty Senate to 20 minutes so that time could be allowed for discussion.

4. Next meeting date of Executive Committee: Monday, September 21, 1998.

Respectfully submitted,
Nan Myers

Nan Myers
Assistant Professor
Government Documents Librarian and Cataloger
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<http://kronos.niar.twsu.edu/govdocs>
=====

OFFICE OF THE FACULTY SENATE

WICHITA STATE UNIVERSITY

c:letters'p&charge

eudura -

TO: Planning & Budget Committee

**FROM: Faculty Senate Executive Committee
Elmer Hoyer, President**

DATE: July 14, 1998

RE: Charge to Committee

CHARGE: Create a Subcommittee of the Strategic Planning & Budget Committee.

COMPOSITION: 1 member from the Planning & Budget Committee who will serve as Chair

9 members, one from each Senate Division

RESPONSIBILITY:

- 1. Develop a plan for periodic review and update of the strategic plan and the gathering of faculty input for this update,**
- 2. Determine the impact of projected retirements on this plan and the university's ability to carry out the plan, and**
- 3. Determine the impact of unilateral hiring freeze on this plan and the university's ability to move forward.**

The subcommittee should regularly report to the Planning & Budget Committee is that their findings can be included in the Committee's annual report to the Senate in April.

The Planning & Budget Committee should also regularly review the re-allocation of resources made by the administration and determine the projected effects of these re-allocations on the ability of the university to achieve its mission.

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OFFICE OF THE FACULTY SENATE

WICHITA STATE UNIVERSITY

c:letters:facaffcharg

TO: Faculty Affairs Committee
Will Klunder, Chair
Box 45

FROM: Faculty Senate Executive Committee
Elmer Hoyer, President

DATE: July 14, 1998

RE: Charges to Committee

CHARGE 1: The Faculty Evaluation Policy, adopted by the senate 5/8/95, and signed by President Hughes 3/10/97, contains provisions which are to be implemented according to faculty vote in each department of all colleges. Determine by a survey of all chairs if these provisions have been voted upon and implemented as voted in all units. Report the committee's findings to the Executive Committee by November 2, 1998. *from P.A. office*

CHARGE 2: Do a study of the various faculty workload policies as proposed during the last academic year and to date. Determine the effect these policies have had on faculty morale. Report the committee's findings to the Executive Committee by January 22, 1999. *Josephine & Deborah*

CHARGE 3: Determine how the Faculty Affairs Committee can be involved in determining Faculty Development issues and developing a plan for implementing the desired program addressing these issues. Report the committee's findings to the Executive Committee by March 1, 1999

Date sent: **Mon, 27 Jul 1998 10:09:36 -0500**
To: **Alan Lessoff <alessoff@falcon.tamucc.edu>**
From: **Nan Myers <myers@twsuvm.uc.twsu.edu>**
Subject: **Re: Workload at Wichita State**
Copies to: **e.hoyer@ee.twsu.edu**

Dear Professor Lessoff,

I will see Professor Hoyer at a Faculty Senate Executive Committee meeting this afternoon, and will take him a copy of your inquiry. In addition, I am copying this message to him. I believe his e-mail address has a "dot" between the e and the hoye (e.hoyer@ee.twsu.edu).

One way or the other, I will see that your request for information gets to him, as he would be much better qualified than I to answer your questions. As a member of the library faculty here, I cannot speak with authority regarding course loads of the traditional teaching faculty. If I can be helpful in any other way, please let me know.

Cordially,

Nan Myers

At 06:23 PM 7/24/98 -0500, you wrote:

>Dear Professor Myers,

>

>Please forgive me for sending this message to you out of the blue. I
>tried sending it to Professor Hoyer, president of your faculty
>senate, but it was returned to me undelivered. Thank you, A. Lessoff

>

>Date: Fri, 24 Jul 1998 18:16:43 -0700

>From: Alan Lessoff <alessoff@falcon.tamucc.edu>

>To: ehoyer@ee.twsu.edu

>Subject: Workload at Wichita State

>

>Dear Professor Hoyer,

>

>For a faculty senate study at our university, I have been charged
>with the task of investigating faculty workload policies and
>practices at institutions on our "peer" list.

>

>Your handbook simply lists a "standard" teaching load of "12-hour
>maximum." However, I read job ads from your university in which the
>load is listed at 3 courses per semester. Would you please give me
>an idea of what load in fact prevails at Wichita State? Who
>determines deviations from the "standard" load and how? Is this
>governed by departmental practices and traditions? Many states
>require very complex reporting procedures for faculty workload, but
>yours on the surface seem remarkably straightforward and
>unconvoluted. Is that in reality the case? Is workload a source of

>discussion at your university presently?

>

>Thank you very much for your help.

>

>With best wishes,

>Alan Lessoff

>Associate Professor of History

>Texas A&M University--Corpus Christi

>alessoff@falcon.tamucc.edu

>512-994-2605

>Alan Lessoff

>Associate Professor of History

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<http://kronos.niar.twsu.edu/govdocs>

From: "ELMER HOYER" <ELMER@ece.twsu.edu>
Organization: WSU Electrical and Computer Engr.
To: senate@NETSRVR.UC.TWSU.EDU
Date: Thu, 27 Aug 1998 14:52:47 -0500
Subject: Issues for Roger Monday
Priority: normal
Sender: owner-senate@NETSRVR.UC.TWSU.EDU

Since I will be site visiting on Monday for the presidential search committee, I have compiled the following questions that need to be addressed.

Elmer Hoyer

Issues to be addressed with Roger Lowe Monday. These are just the ones I have thought of. You can add to this list.

1. This was being studied since '94, why was only the PEC (President's Executive Council) included in the development of a "solution" and the decision making?
2. Why was this sprung on the campus community during the summer when most faculty and students are off campus?
3. Why did the PEC wait until the last semester of President Hughes' term? This gives the impression that it's because he doesn't want to live with the repercussions that this will cause.
4. How is the entry road to Hillside just completed financed? Is this mode of financing the same as for Alumni Drive repaired last year?
5. How have we financed other lots that have been rebuilt such as the lot next to Eck stadium?
6. Isn't there other ways of financing the perimeter road? How was the rest of it financed? Some major revisions took place because of the NIAR building. How were these financed?
7. If part of the perimeter road can be financed using state funds, why not do the rest with state funds?
8. If the perimeter road completion and the second entry to Hillside were removed from the plan, wouldn't this cut the cost in half?
9. What happened to the student money that was earmarked for a parking deck some years back? What assurances are there that these monies collected by this imposed parking fee won't go to some other purpose?

10. How can we be sure that all those with reserved parking pay this out of their own pocket and not out of endowment funds?

11. Many faculty and staff must leave campus during the day related to their assigned duties. If they have to pay this large sum for parking, how are they assured they will have a place to park when they return?

12. It is always said that "parking" isn't the problem, it's "near parking" that's the problem. What about people with physical difficulties or safety concerns? Not everyone with physical limitations has disabled parking and some faculty have been mugged when leaving campus late at night.

13. If we have a graduated rate for faculty and staff, why was the upper limit \$50,000 when there are many drawing salaries over \$100,000?

14. What about "VIP" stickers, will they still be used free? I often find one of these in the Faculty Senate President's reserved spot.

15. Will the senate presidents still have reserved parking? If not, why not? Who pays for this?

16. In 1989 or 1990 I (Elmer) was on a committee chaired by Roger Lowe and it was explicitly stated "We don't have a parking problem." Our enrollment was around 17,000 and faculty numbered about 550. Why do we now have a problem with 3000 less students and 50-75 less faculty?

17. Isn't the location of the proposed new lot using half of the play fields dictated by the baseball program not academic needs? If so, that should come from other funds.

18. There was faculty parking removed by the revision of the Hillside entry. Is this being replaced and, if so, where? If not, why not?

19. What impact on enrollment is predicted and what kind of study was done?

20. The argument for not having more reserved spaces open to those who wish to pay the price is that some will always be vacant. We have that with the existing reserved parking. Why is it that it is proposed to reduce the number of reserved spaces?

21. Who is on this "parking committee" that we hear about and what is its composition and charge?

22. We are told by the president and other administrators to make this a friendly campus that welcomes visitors. Now we are closing, in effect, the campus to visitors or at least making them feel more unwelcome. What is the rationale here?

Wichita State University Parking Plan

Background

Most of our campus parking lots were built in 1960. The base/foundation has deteriorated in many cases and must be rebuilt.

The University has studied parking plans since 1994. With the help of Oblinger Masor McCluggage and VanSickle Corp. of Wichita and Walker Parking Consultants/Engineers, Inc., from Colorado, a comprehensive parking study was conducted. The study looked at parking supply, parking occupancy, parking turn-over, parking demand/adequacy of parking, walking distance and future parking conditions

That study plus the continued deterioration of existing lots has led the University to the position where financing is needed to provide for major maintenance of the existing lots plus constructing additional parking spaces.

For years the burden of maintaining our parking lots has fallen on our students. In order to improve our parking with new and existing lots, everyone — students, faculty, staff and visitors — must share in the expense.

The following plan is contingent on approval by the Kansas Board of Regents. If approved, it will be implemented beginning Jan. 1, 1999, although the plan and financing may still be fine tuned. The project will be phased in over about three years in an effort to minimize the traffic congestion and disruption to our drivers.

Benefits of the parking plan

The parking plan will result in about 700 additional parking spaces. Nearly 400 of the spaces will be created by taking one-half of the Heskett Center intramural play fields and constructing added parking. The plan also provides another 300 parking spaces through the revamping of existing lots. The University currently has 6,639 spaces and with the addition of another 700, the total will be 7,339 spaces.

The project also permits the University to complete Perimeter Road, beginning at Hubbard Hall running south and west and finally connecting with the new entrance/exit at Hillside and Alumni Drive.

In order to be more accessible to visitors, parking meters will be installed at key locations on campus to serve the various publics, i.e., community patrons of Ablah Library, Heskett Center, Edwin A. Ulrich Museum of Art, departmental clinics, Student Health Center, visitors, etc.

Equity will result in that all users will pay for parking. Currently, all students pay even if they don't have a vehicle and faculty and staff are not assessed a parking charge.

Cost of the plan

The plan calls for issuing revenue bonds through the Kansas Development Finance Authority for about \$7.3 million to cover these projects.

Paying for the improvements

Financing of the project will come from a number of sources, including assessing a parking permit charge to students for the fall and spring semesters and the summer session, an annual charge to faculty and staff based on a sliding salary schedule ranging from \$1-\$5 per pay period, a charge of \$390 per year for reserved spaces, installation of parking meters at strategic locations throughout campus, and an assessment per ticket for athletic, fine arts and other regularly scheduled events plus other user fee assessments. The starting date for faculty and staff charges is Jan. 1, 1999. The new student assessments will begin with the fall 1999 semester

How much will it cost faculty and staff?

Charges will be assessed on all motorized vehicles to be parked on campus. Faculty and staff will be charged the full annual fee even if on campus less than 12-months with payroll deductions to be spread over 12 months if a person is on a 12-month spread payroll, otherwise such annual charges would be paid within the person's 9/10 month payroll. There will be no additional charge for faculty who teach in the summer. Parking charges will be prorated for personnel that begin during the year.

Every permit issued to faculty and staff will be charged the full amount except when a vehicle is replaced. A replacement permit will be issued free.

Parking permits and reserved parking are personal, consequently no University or University-related funds (departmental or other budgets) can be used for the payments of such.

Faculty and staff charges are as follows (effective Jan. 1, 1999):

Salary	Amount per pay period	Annual charge
\$14,999 or less	\$1	\$26
\$15,000-\$19,999	\$2	\$52
\$20,000-\$29,999	\$3	\$78
\$30,000-\$49,999	\$4	\$104
\$50,000 or more	\$5	\$130
Reserved spaces	\$15	\$390

What will students pay?

Students will be charged for parking permits separately for fall, spring and summer effective with the fall 1999 semester. The current charge per credit hour will be eliminated from student fees.

Under the new plan, students taking nine or more credit hours per semester will be charged \$50 for the semester. Students taking eight credit hours or less per semester will be charged \$35 per semester. Summer students will be charged \$25 for parking.

What else does the parking plan include?

- Parking meters will have time limits from 30 minutes to two hours. The cost will be 25 cents per half hour.
- The Reserved Parking Spaces Policy has been revised, effective Jan. 1, 1999. The number of reserved spaces has been reduced by about half.
- Miscellaneous parking rates of \$35 per semester and \$25 per summer session will be assessed for senior citizens who audit classes, National Youth Sports Program or other similar staff, regular users of the Heskett Center, retired faculty and staff and others who frequent the campus but prefer not using metered parking.
- Event ticket prices will be increased 50 cents per ticket for all events of athletics, fine arts and other regularly scheduled events, effective July 1, 1999, to help cover the costs of the parking plan.
- Contracts for rental of Levitt Arena, Heskett Center, Metropolitan Complex, Cessna Stadium, Eck Stadium, Wilkins Stadium and other University buildings will include a charge for parking incorporated into a total use charge for the facility. The range of charge will be from \$0 to \$500 depending on the event and the size and length of the rental.
- Parking spaces for persons with disabilities will be continued.
- The University Traffic Policy Advisory Committee Policy has been revised and will become effective Jan. 1, 1999. There will be two representatives each from faculty, classified staff, unclassified staff, and students. The University Chief of Police will chair the nine-member committee. The committee will be responsible for advising on such matters as traffic regulations, violations and traffic flow.

Putting the parking rates into perspective
Faculty and Staff

Until now, Wichita State was the only school in the Kansas Regents system in which faculty and staff were not charged for parking. Charges for WSU will range from \$26-\$130. The parking rates for faculty and staff at other state universities are:

University of Kansas — \$53-\$125 per year
Kansas State University — \$85 per year
Emporia State University — \$65 per year
Pittsburg State University — \$32-\$85 per year
Fort Hays State University — \$50 per year

Other metropolitan-based universities:

University of Missouri-Kansas City — \$15 per month
University of Missouri-St. Louis — \$22.60 per month/full time
 \$11.30 per month/part time
Colorado University-Colorado Springs — \$65 per semester

Students

The new fee structure compares favorably to other metropolitan/urban universities where the majority of students drive to campus. For example:

University of Akron — \$57.50 per semester/full time; \$34.50 per semester/part time; and \$20.50 in the summer
Old Dominion University — \$156 per year
University of Missouri-Kansas City — \$40 per semester; \$25 in the summer
University of Missouri-St. Louis — \$6.55 per credit hour
Colorado University-Colorado Springs — \$40 per semester

Other considerations

The financing plan is based on the estimated number of permits to be issued. Depending on the accuracy of the estimates, parking fees may need to be adjusted in the future depending on actual revenues. If revenues are greater than anticipated, parking fees could be reduced. If revenues are less than expected, parking fees could be increased. The anticipated revenues from student permits, faculty and staff permits and parking fines are expected to exceed anticipated expenditures by about \$11,000 for FY 2000.



OFFICE OF THE PRESIDENT

MEMORANDUM

July 17, 1998

To: WSU Faculty and Staff
From: President Eugene M. Hughes

Re: New campus parking plan

The need for additional parking on campus has been an issue for many years. Frankly, it is very unusual for a state or metropolitan university to provide free parking to faculty and staff. Free parking is a rare privilege that no one wants to discontinue, but candidly, it is a privilege we can no longer afford.

In developing our plan, we have studied a variety of options and fee structures. Our plan provides nearly 700 new parking spaces and funds to improve existing lots desperately in need of repair and to complete the perimeter road system. Until now we have asked students to bear the majority of the costs. The new fee structure is more equitable for all concerned and asks students, faculty, staff and visitors to share in the cost.

The parking rates for faculty and staff will go into effect in January 1999. The plan features a sliding fee structure based on annual salary. We are pleased that the fee structure compares favorably with our sister institutions in the Regents system, as well as with other metropolitan-based institutions.

The following material will give you an overview of the benefits and costs of the parking plan. We realize that some fine tuning will be necessary. However, as we address the questions that will inevitably follow, we ask for your patience and cooperation. During the coming weeks we will explain the parking plan to the University senates. We'll also provide updates in Inside WSU.

If you have questions after reading the following material, please forward them to Roger Lowe, campus box 47.

Wichita State University Parking Plan

Background

Most of our campus parking lots were built in 1960. The base/foundation has deteriorated in many cases and must be rebuilt.

The University has studied parking plans since 1994. With the help of Oblinger Mason McCluggage and VanSickle Corp. of Wichita and Walker Parking Consultants/Engineers, Inc., from Colorado, a comprehensive parking study was conducted. The study looked at parking supply, parking occupancy, parking turnover, parking demand/adequacy of parking, walking distance and future parking conditions

That study plus the continued deterioration of existing lots has led the University to the position where financing is needed to provide for major maintenance of the existing lots plus construction of additional parking spaces.

For years the burden of maintaining our parking lots has fallen on our students. In order to improve our parking with new and existing lots, everyone — students, faculty, staff and visitors — must share in the expense.

The following plan is contingent on approval by the Kansas Board of Regents. If approved, it will be implemented beginning Jan. 1, 1999, although the plan and financing may still be fine tuned. The project will be phased in over about three years in an effort to minimize the traffic congestion and disruption to our drivers.

Benefits of the parking plan

The parking plan will result in about 700 additional parking spaces. Nearly 400 of the spaces will be created by converting one-half of the Heskett Center intramural play fields into a parking lot. The plan also provides another 300 parking spaces through the revamping of existing lots. The University currently has 6,639 spaces and with the addition of another 700, the total will be 7,339 spaces.

The project also permits the University to complete Perimeter Road, beginning at Hubbard Hall running south and west and finally connecting with the new entrance/exit at Hillside and Alumni Drive.

In order to be more accessible to visitors, parking meters will be installed at key locations on campus to serve the various publics, i.e., community patrons of Ablah Library, Heskett Center, Edwin A. Ulrich Museum of Art, departmental clinics, Student Health Center, visitors, etc.

Equity will result in that all users will pay for parking. Currently, all students pay even if they don't have a vehicle and faculty and staff are not assessed a parking charge.

Cost of the plan

The plan calls for issuing revenue bonds through the Kansas Development Finance Authority for about \$7.3 million to cover these projects.

Paying for the improvements

Financing of the project will come from a number of sources, including assessing a parking permit charge to students for the fall and spring semesters and the summer session, an annual charge to faculty and staff based on a sliding salary schedule ranging from \$1-\$5 per pay period, a charge of \$390 per year for reserved spaces, installation of parking meters at strategic locations throughout campus, and an assessment per ticket for athletic, fine arts and other regularly scheduled events plus other user fee assessments. The starting date for faculty and staff charges is Jan. 1, 1999. The new student assessments will begin with the fall 1999 semester

How much will it cost faculty and staff?

Charges will be assessed on all motorized vehicles to be parked on campus. Faculty and staff will be charged the full annual fee even if on campus less than 12 months. Payroll deductions will be spread over 12 months if a person is on a 12-month spread payroll, otherwise such annual charges would be paid within the person's 9/10-month payroll. There will be no additional charge for faculty who teach in the summer. Parking charges will be prorated for personnel that begin during the year.

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Reserved spaces	\$15	\$390

What will students pay?

Students will be charged for parking permits separately for fall, spring and summer effective with the fall 1999 semester. The current charge per credit hour will be eliminated from student fees.

Under the new plan, students who have a vehicle on campus and take nine or more credit hours per semester will be charged \$50 for the semester. Students taking eight credit hours or less per semester will be charged \$35 per semester. Summer students will be charged \$25 for parking.

What else does the parking plan include?

- Parking meters will have time limits from 30 minutes to two hours. The cost will be 25 cents per half hour.
- The Reserved Parking Spaces Policy has been revised, effective Jan. 1, 1999. The number of reserved spaces has been reduced by about half.
- Miscellaneous parking rates of \$35 per semester and \$25 per summer session will be assessed for senior citizens who audit classes, National Youth Sports Program or other similar staff, regular users of the Heskett Center, retired faculty and staff and others who frequent the campus but prefer not using metered parking.
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- Parking spaces for persons with disabilities will be continued.
- The University Traffic Policy Advisory Committee Policy has been revised and will become effective Jan. 1, 1999. There will be two representatives each from faculty, classified staff, unclassified staff, and students. The University Chief of Police will chair the nine-member committee. The committee will be responsible for advising on such matters as traffic regulations, violations and traffic flow.

Q and A

Q. Can I exchange permits from one vehicle to another?

A. Presently, permits are not exchangeable from one vehicle to another. A separate fee is required for each permit. A decal for a second vehicle will be considered.

Q. What option do I have if my car needs to be repaired and I have to bring another vehicle to campus?

A. A temporary permit will be available at no charge from the University Police.

Q. While there will be about 400 more parking spaces through the conversion of the Heskett Center play fields, where will the other 300 parking spaces be located?

A. The other 300 parking spaces will primarily be gained through the configuration of the parking lot north of Morrison Hall and the parking lot west and southwest of Duerksen Fine Arts Center.

Q. Will there be assigned lots for faculty and staff parking?

A. The current plan does not include assigned lots although it may be considered. Most of the current faculty/staff designated parking areas will be continued.

Q. Was a parking garage ever considered?

A. A parking structure was considered but it is not feasible at this time due to the high cost of building such a structure. The demand for such a structure has lessened due in part to the success of the Downtown, Westside and Southside Centers. The University also gained additional parking with the purchase of Wheatshocker Apartments. The cost of building and maintaining a parking structure is much greater than surface parking. Even if a parking structure was built, additional funding would be necessary to repair and maintain the current surface lots. A parking structure has not been ruled out for the future, but the demand for parking will need to increase significantly for it to be reconsidered.

Q. How does the parking plan affect parking at the WSU Centers and the Metropolitan Complex?

A. Everyone parking at the WSU Centers and the Metropolitan Complex will need a parking permit. Although the University doesn't own the parking lots at the various center locations, the University does pay rent which helps to cover the cost of parking lot maintenance.

Q. Where will visitors park if they visit campus during the day?

A. Existing and additional new visitor parking spaces will be metered. Frequent visitors may want to purchase a permit.

Q. How does the loss of space at the Heskett Center play fields impact students?

A. Additional play fields will be built at the Metropolitan Complex.