

Faculty Senate Agenda  
**March 3, 2008**  
**3:30 p.m.**

**Call to order**

**Approval of Minutes**

February 4, 2008 Minutes

**President's Report Overview & Questions: Senator Whitlock**

**New Business:**

- Welfare Committee Resolution on Budget Cuts
- Rules Committee Motions
  1. To include section in Faculty Handbook on New Senator Orientation  
(will require Faculty-at-Large vote, if approved by Senate)
  2. To include section in Senate Internal Procedures
- Report from Council on Academic Affairs
  1. Bachelor of Music - Program Revision to change title of program
  2. Fire & Safety Engineering Technology (B.S.) - Program revision to drop Safety & Industrial Relations Option
  3. Emergency Medical Care (B.S.) - Program revision to add Emergency Services Administration Option

**Report Overview & Questions:**

Executive Committee Chair: Senator Eakin

Faculty Regent: Senator Frisbie

COSFL Representative: Senator McKenney

Provost: Senator Piercey

Student Government Association: David Fifer

Standing Committees:

Budget Committee: Senator Ciocca, Chair

Rules Committee: Senator McKenney, Chair

Rights and Responsibilities Committee: Senator Robles, Chair

Committee on Committees: Senator Foote, Chair

Elections Committee: Senator Randles, Chair

Welfare Committee: Senator Waters, Chair

**For the Good of the Order:**

"Identifying Barriers for Working More Effectively and Efficiently"

examples: availability of records, ways to reduce "drudgery", etc.

**Adjournment**

## FACULTY SENATE MINUTES

February 4, 2008

The Faculty Senate of Eastern Kentucky University met on Monday, February 4, 2008, in the South Room of the Keen Johnson Building. Senator Eakin called the fifth meeting of the academic year to order at approximately 3:30 p.m.

The following members were absent:

H. Bennett\*^, D. Clay, D. Whitlock\*, M. Gerken\*, S. Godbey\*^, J. Koontz, M. McDermott\*, B. Phillips\*, R. Piercey\*^, B. Pruitt\*, C. Resor\*, V. Sanchez\*, E. Styer\*, M. Ware\*^

\*Indicates prior notification to the Senate Secretary

^ ALT Tom Butler attended for H. Bennett

^ ALT Darrin Smith attended for S. Godbey

^ ALT Janna Vice attended for R. Piercey

^ ALT Claire Schmelzer attended for M. Ware who served as Parliamentarian

Visitors to the Senate: Jim Conneely, Student Affairs; David Fifer, SGA; Nickole Hale, University Housing; Deborah Newsom, Financial Affairs; Brian Perry, Student Affairs; Mike Reagle, Student Affairs; Sherry Robinson, Academic Affairs; Virginia Underwood, Chief of Staff; and John Wade, Arts & Sciences

### **APPROVAL OF MINUTES:**

The December 10, 2007 minutes were approved as written.

### **PRESIDENT'S REPORT: Senator Whitlock**

Senator Whitlock expressed his regrets for having to miss the meeting. In his written report to the Senate, he shared the following.

As noted in the media, the Governor's recommended budget included the 12 percent reduction in state appropriation for which higher education institutions had been asked to prepare for as a "worst case scenario." While the economic problems are very real, the Governor and legislative leadership are committed to work together to improve the funding picture before final action is taken on the state budget in late March or early April. Hopefully, the reduction will be less than the projected 12 percent.

At this time, the EKU community must continue to work together to prepare for as much as a 12 percent reduction in the state appropriations base (approximately \$9,240,000 for EKU). Senator Whitlock is committed to minimizing the budget impact on EKU's core instructional mission and, he firmly believes that the impact on personnel can be accommodated through attrition. A cut of this magnitude will effectively remove financial flexibility for the coming year. Therefore, the new initiatives in the business plan will be delayed and as a result EKU's momentum in the state's "double the numbers" effort and regional stewardship will be impacted.

A tuition increase sufficient to replace these potentially lost state dollars would place an unbearable burden on students.

On a more positive note, there is hope that phase II of the science building might be funded in the second year of the coming biennium. EKU has received a nice earmark of federal funds for equipment and has been invited to submit proposals for more federal funding both for that purpose and for some other needs of the institution. One of those is the Studio for Academic Creativity in the library, which recently benefitted from a private gift of more than \$1,000,000.00 from Ron and Sherrie Noel.

Indications are that the doctoral program in educational leadership has been well-reviewed by the consultants from the Southern Region Education Board by the CPE; and hopefully that program will be approved to move forward soon.

### **NEW BUSINESS:**

Budget Committee Election (2 vacancies). Senator Randles announced that, at the Executive Committee's suggestion, the two members elected to the Budget Committee will serve for the remainder of their Senate term.

Senators Johnson and Shordike were nominated. Senator Ciocca moved to accept the nominees by acclamation, seconded by Senator Redmond. The majority were in favor and the motion carried.

Partnership Opportunities with Faculty. Nickole Hale and Brian Perry were in attendance to discuss partnership opportunities available with faculty and they shared several handouts on the opportunities available. Anyone with comments or questions should contact either [Nickole.Hale@eku.edu](mailto:Nickole.Hale@eku.edu) or [Brian.Perry@eku.edu](mailto:Brian.Perry@eku.edu).

Ms. Hale encouraged faculty to attend a roundtable discussion on "What is the Link between Higher Student GPAs, Retention Rates, and Co-Curricular Learning Experiences?" on February 12 from 11am-1pm in the Faculty Lounge in Keen Johnson.

Policy on Policies. Dr. Sherry Robinson was in attendance to discuss the draft of the policy on policies and to gather feedback. The policy will come back before the Senate at a later date for a vote of support. Senator Eakin suggested that all comments and/or questions should be directed to [Sherry.Robinson@eku.edu](mailto:Sherry.Robinson@eku.edu).

Council on Academic Affairs Report. Dr. Janna Vice reported for Senator Piercey.

1. Teacher Admission & Certification Admission Requirements - Catalog Text Revision - Informational Item
2. Community & Regional Planning Minor - Program Suspension
3. Geographic Information Systems Minor - Program Revision
4. Geology Minor - Program Revision
5. Natural Resource Geography Minor - Program Suspension
6. Teaching M.S. - Program Revision (pulled from agenda on 02-01-08)
7. Certified Alcohol & Drug Counselor Certificate - Program Suspension
8. Correctional Intervention Strategies Certificate - Program Suspension
9. Women & Gender Studies - Department Name Change
10. Women & Gender Studies Minor/Certificate - Program Revision

Dr. Vice indicated that item one was listed for informational purposes only.

Senator Winslow moved approval of item #2, seconded by Senator Robles. The majority were in favor and the motion carried.

It was moved and seconded to approve #3. The majority were in favor and the motion carried.

Senator Collins moved approval of item #4, seconded by Senator Reed. The majority were in favor and the motion carried.

Senator Ciocca moved approval of item #5, seconded by Senator Johnson. The majority were in favor and the motion carried.

Dr. Vice announced that item #6 should be withdrawn from the Senate agenda.

Senator Flanagan moved approval of item #7, seconded by Senator Pressley. The majority were in favor and the motion carried.

Senator Collins moved approval of item #8, seconded by Senator Ruddell. The majority were in favor and the motion carried.

Senator Ciocca moved approval of items #9 and #10, seconded by Senator Robles. The majority were in favor and the motion carried.

## **GENERAL & STANDING COMMITTEE REPORTS**

### **EXECUTIVE COMMITTEE REPORT:** Senator Eakin

Dr. Judy Short, Corey Bray, Teresa Belluscio, and Sandy Douglas were in attendance to discuss the proposed regulation regarding early registration. The primary purpose was to gather feedback. It was suggested that it be vetted by the Provost's Council prior to coming to Faculty Senate.

The new ECU Colonel 1 ID Cards will begin to be issued in April. While the cards will be issued to the entire campus community, the change will primarily affect students. The committee working on this process would like to have a faculty volunteer. **(Senator Noblitt volunteered at the Senate meeting to serve on the Colonel I Card Committee.)**

David "Doc" Fifer was in attendance to present a draft policy on Bulletin Board postings for the University. The Student Senate will continue making revisions to the policy and Mr. Fifer will bring it back to the Executive Committee for another review before bringing it to the Senate.

Dr. Sherry Robinson came to ask for feedback and judgment on how to best involve the Faculty Senate in the review of existing academically-related policies.

Senator Collins reported that the Benefits Committee made a new recommendation of a 5% increase in co-insurance which will increase individual out-of-pocket expenses. The Benefits Committee is also creating a sub-committee to further discuss domestic partner benefits.

Senator Shadur, reporting for the Withdrawal Committee, stated that there is some real confusion regarding the proper use of the "Exception to Academic Policy" form; even by department heads and Deans. Please remember that there is no specific form for withdrawal after the published withdrawal date; it is an appellate process requiring documentation by the student. Some departments have been using the "Exception to Academic Policy" form – leaving students with the assumption that their withdrawal request has been approved with the completion of that form. This appears to be a problem requiring some education of staff and students.

The new joint Ad Hoc Committee to review EKU's Dead Week Policy has been established. The names of the student and faculty members are available on the Senate website.

### **REPORT FROM FACULTY REGENT: Senator Frisbie**

The Board of Regents met on January 18, 2008 for a regular quarterly meeting. Below are several highlights that may be of particular interest to the Senate.

#### **Informational Items**

- The Board was privileged to hear remarks from Mr. Brad Cowgill, Interim President of the Council on Postsecondary Education. Later in the meeting, President Whitlock and VP Moberly shared with the Board a Powerpoint presentation that had been prepared by the Legislative Research Commission for the General Assembly.
- VP Newsom reported that the University is on track in terms of its expenditures versus revenues for the current budget year.

#### **Action Items**

- The Board approved all 12 items from the Council on Academic Affairs.
- The Board approved the revised University Promotion and Tenure Policy that was recommended by the Faculty Senate. The new policy takes effect in August 2008. The Provost has subsequently emphasized several provisions of the new policy in an email to the university community. It is important that those whose initial appointment at EKU predates August 2008 and who are still in their probationary period understand that they will follow the old probationary period provision of five years unless they request in writing to be moved to the new probationary period of six years. Those requests must be made by September 30, 2008.
- The Board welcomed a new member, April Pergrem. In addition, Hunter Bates was re-elected as Board chair. Gary Abney was selected as the new vice-chair, and Steven Fulkerson was selected as the new secretary.

The Board will next convene on April 11, 2008 for a regular quarterly meeting.

### **COSFL REPORT: Senator McKenney**

COSFL met on Saturday, January 12, 2008 at the University of Kentucky's Young Library from 10:00 a.m. to 12:45 p.m.

Representative Harry Moberly and Brad Cowgill, Acting Head of the Council on Post-Secondary Education, were special guests. Both addressed the state budget situation and its likely impact on higher education.

In answer to a question as to whether the CPE would have to submit an amended budget, Cowgill said he was unsure, but he felt that the original budget will not be very useful in view of the current financial situation. Both he and Representative Moberly felt that it would be useful to no longer follow the benchmark funding model. Tuition, scholarship and appropriation policies need to be coordinated. Cowgill noted that House Bill 1 does not specify who should develop education policy for Kentucky.

Representative Moberly indicated that he and others will argue that the "tolerance" bill should to be killed. (The bill actually prohibits domestic partner benefits.)

**REPORT FROM THE PROVOST: Senator Piercey**

Senator Piercey shared the following in his written report to the Senate.

Institutional Effectiveness has been working on the configuration of the TracDat upgrade and collateral materials for the new system. NSSE will be administered this spring.

The next meeting of the Strategic Planning Committee is February 8th. SPC has been preparing the final report on progress towards the goals of the '06-'10 University strategic plan.

Stacey Street, a member of the planning committee for the QEP Foundations for Learning course, has worked on the development of the assessment plan for the proposed course. In other news, Michele Goltz is the newly appointed QEP Assessment Analyst.

A group of 25 members of the ECU faculty and staff have been designated to participate in the CPE's Adult Learner Summit on February 4th and 5th . The purpose of the summit is to create a comprehensive policy framework at both the state and institutional levels to support adult learners, so it ties into the Project Graduate outreach efforts.

Institutional Effectiveness has been gathering information from peer/benchmark institutions, including Kentucky comprehensives, to determine their policies on awarding multiple degrees at the same level. Only one benchmark institution, Mankato State in Minnesota, prohibits awarding of the same degree (e.g., B.A., B.S.) twice.

Institutional Effectiveness also met with a cross-group of ECU transfer staff to assess the extent to which transfer students from Bluegrass Community and Technical College and Somerset Community College are being properly advised—both before and after they transfer to ECU. Information will be collected from these transfer students via focus groups or surveys on their experiences.

Institutional Research has finalized testing the SNAP survey software and will be launching the Graduating Senior Survey and the Survey of Graduate Degree Candidates soon.

**REPORT FROM STUDENT GOVERNMENT: David Fifer**

The annual rally for higher education will be held at the Capitol in Frankfort on February 20th. All student governments across the state will participate.

The President's Ball will be Friday, February 8th. Tickets are \$10 for faculty and staff. All proceeds will go to benefit the Tom Myers Endowed SGA Scholarship Fund.

The NWC Live program will be held on February 15th at 7:30 p.m. in the Student Services Building Auditorium.

Budget Committee. Senator Ciocca reported the following in his written report to the Senate.

The committee meet on January 18, 2008, and Senator Ciocca was selected to serve as chair. In light of the recent announcements regarding State Budget Cuts, the committee has realigned the committee charge to more closely reflect the charge stated in the Senate bylaws. Senator Chapman agreed to draft the new charge and will share it with members in the near future.

Rules Committee. Senator McKenney reported that the committee will meet next on February 12th.

Welfare Committee. Senator Waters shared the following in her written report to the Senate.

The Faculty Welfare committee met several times in December and January to discuss the health insurance plan for 2008-2009 plan year.

All of the plans had changes in the prescription co-pay structure for generic, preferred, and preferred brand medications. All of the plans had changes in the number of covered visits for chiropractic, physical therapy, and speech/occupational therapy. The Economy Plan and the Standard PPO Plan had no other changes. The High PPO plan had changes with the addition of the 5% co-insurance until the maximum out of pocket is reached for the individual and the family. The premium increase for the individual High PPO is at 8%. There was no increased premium for the Economy and the Standard PPO Plan.

The recommendations from the University Benefits Committee will be sent to President Whitlock and the Board of Regents for approval. Mr. Wally Skiba of Human Resources will make a presentation to the Faculty Senate at the March meeting in order to discuss health insurance and other benefits.

**ANNOUNCEMENTS:**

Senator Eakin thanked Senator Ware for serving as Parliamentarian for today's meeting.

**FOR THE GOOD OF THE ORDER:**

The topic of discussion was "State Budget Cut Backs"

Senator Redmond asked if there was anything the Senate could do, perhaps in coordination with other Faculty Senates across the state, to express concern about the budget situation. Senator McKenney mentioned that Brad Cowgill of the CPE and all the state Presidents recently sent a letter to the Governor expressing their concerns about the budget situation. Senator McKenney agreed to share that letter with the senators.

Senator Shadur suggested that one thing that might be looked at is which programs has been committed to separately by the CPE which were not intended to be funded either from general funds to the University or from student fees, such as the regional stewardship initiative.

On behalf of one of his colleagues, Senator Reed mentioned a problem with budget issues that should be addressed in relation to professional development. For informational purposes he shared the following section from the University's strategic plan:

Strategic Direction 4.3

Strategic Direction 4.3 is measured by three KPIs. The first indicator relates to planning group professional development plans. The target is for 100 percent of planning groups' professional development plans to include a strategy to address faculty reassigned time and/or staff time for scholarly and creative endeavors. Of the seven planning groups reporting data, only two have a strategy to address faculty reassigned time. In the future all planning groups will be asked to report data pertaining in this area so that the SPC can capture staff related data. The University is falling short on this KPI.

The second indicator relates to faculty reassigned time. The target is to increase by 10 percentage points, the percent of faculty with reassigned time specifically for scholarly and creative endeavors by 2010. Baseline data indicates that of the 650 full-time faculty members at EKU, 17 percent now get 3SH or more of reassigned time.

The third indicator also relates to faculty reassigned time. The target is for all faculty actively pursuing scholarly and creative endeavors to receive a one 3-credit-hour course reassigned time per year. All colleges and departments within the University currently address these issues differently based upon their assessment of the needs of their units. While currently two colleges provide reassign time to all full time faculty, in the future the SPC needs to collect data by department to get a more complete picture of the University's progress on this KPI. A committee was appointed in 2006-07 by the Provost to examine this issue.

Goal 4 Summary

The University is doing well at providing professional development opportunities for its faculty and staff despite most planning groups not having a comprehensive professional development plan in place for the entire group. While progress is being made on addressing staff professional development needs, the University did not make acceptable progress on the KPIs related to financial assistance for faculty professional development opportunities. Finally, the University has much work to do regarding the creation of a cohesive strategy to address faculty and staff reassigned time.

**ADJOURNMENT:**

The meeting adjourned at approximately 5:30 p.m.

**RESOLUTION OF THE FACULTY SENATE OF  
EASTERN KENTUCKY UNIVERSITY  
REGARDING PROPOSED BUDGET CUTS TO POSTSECONDARY EDUCATION**

WHEREAS House Bill 1 (1997) created a public agenda for higher education to enhance economic opportunity and quality of life for all Kentuckians and mandated the comprehensive universities to be engaged partners culturally, economically, and educationally with the communities of their service regions,

WHEREAS Eastern Kentucky University has provided a well-educated citizenry and work force, has supported cultural and economic development, and has a record of community engagement that has been a transforming force for central, eastern and southeastern Kentucky,

WHEREAS Kentucky's future capacity for greatness lies with an educated citizenry,

WHEREAS a strong system of higher education is inextricably linked to effective P-12 education through:

- enabling parents' educational attainment, thereby positioning them to help instill a commitment to life-long learning in their children, and
- preparing and supplying qualified teachers for P-12 education, including meeting the demand for new teachers as seasoned educators retire,

WHEREAS the proposed cut to higher education will likely result in:

- raised tuition leading to increased financial burden for families,
- reduction in staff and faculty leading to higher ratios of students to faculty, and
- deferred maintenance resulting in higher repair costs and potential liabilities,

AND WHEREAS the proposed cut to higher education will further result in:

- fewer Kentuckians going to college,
- fewer Kentuckians graduating,
- fewer Kentuckians entering the workforce with university degrees,
- fewer opportunities for economic development, and
- a reduction in the quality of life for Kentuckians, thereby halting progress toward the reform goals of House Bill 1,

BE IT RESOLVED that the Faculty Senate of Eastern Kentucky University urges the Honorable Steven Beshear, Governor, and members of the General Assembly to continue the investment in higher education by providing the necessary funds to achieve the goals of House Bill 1 and Bucks for Brains and not to retreat from the promise of postsecondary reform.

This resolution was passed on \_\_\_\_\_, 2008 in a \_\_\_\_\_ vote of the Faculty Senate of Eastern Kentucky University.

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David Eakin  
Associate Professor, Biological Sciences  
Chair of the Faculty Senate

To: Faculty Senate  
From: The Rules Committee  
Date: February 18, 2008

The Rules Committee requests that the Faculty Senate adopt the following motions at its meeting on March 3, 2008.

**MOTION 1:**

The following section should be added to the **Faculty Handbook, Part VII (Organization of the Faculty of Eastern Kentucky University), VII. The Faculty Senate, E. Committees of the Senate:**

**Committee for New Senator Orientation**

- a. The Committee for New Senator Orientation shall consist of five members elected by the Senate from its elected members. Committee membership shall be for the duration of the elected senator's current term.
- b. The Committee shall elect a chair annually from among its membership.
- c. The Committee shall organize and carry out an orientation program for first-time senators in the fall semester, preferably on a date prior to the September meeting of the Senate.
- d. The chair of the committee shall report to the Senate after New Senator Orientation has been conducted.

**JUSTIFICATION OF THE MOTION:**

This standing committee would replace the Ad Hoc Committee for New Senator Orientation, which has functioned successfully since 2005/2006.

**MOTION 2:**

The following new section should be added to the **Faculty Senate Internal Procedures:**

**COMMITTEE ON NEW SENATOR ORIENTATION**

As this committee must function very early in the fall semester, a committee chair should be elected in May at the time of the Senate elections. In order to prepare for the orientation, the committee will need to begin its work during the summer. Good communication with the Faculty Senate Chair is essential for this committee's work.

New senator orientation should be held in the fall semester, preferably on a date prior to the September Faculty Senate meeting. Typically the orientation session can be done in about one hour. If possible, orientation should be scheduled at the same time as the meeting of the Senate Executive Committee so that new faculty can meet members of that committee.

### **Responsibilities**

Obtain a list of new senators from the Senate Secretary.

Confirm dates, schedule times and facilities for orientation.

Send an e-mail invitation to new faculty with RSVP for determining the amount of food.

Order refreshments from ECU catering. Use the Senate's budget number to pay.

Organize speakers (using the list of possibilities below).

Assemble New Member packets. If possible include a cover letter from the Senate Chair.

Send a reminder invitation to new senators 2 days prior to the orientation.

Assign mentors to new members (optional) or provide a list of "resource persons." (This would necessitate sending out a request to all continuing senators at the end of the spring semester asking them to volunteer to be resource persons for new senators.)

### **Potential Speakers for Orientation**

President

Provost

Faculty Senate Chair

Senate Committee Chairs

COSFL Representative

AAUP Representative

Faculty Regent

Parliamentarian

### **Contents of the New Senator Packet**

A New Senator pin or name tag

Welcome letter from the Faculty Senate Chair

Lists of Senate members, committee members, vacancies, etc.

Forms that the Executive Committee and Senate Secretary want completed

Expectations of Senators

Samples of past Minutes

Senate procedures & guidelines

Parliamentary procedure with guidelines and examples

Election and voting procedures

Faculty Senate Committee Structure

Officer, committee chair, and ex-officio job descriptions

Committee responsibilities and current charges

Constitution and bylaws

Recent issues and accomplishments

Tips on how to be a representative for your constituents

AAUP handout on shared governance and academic freedom (This can be obtained by contacting the ECU chapter of the American Association of University Professors.)  
Evaluation form

**Resources Needed**

Secretarial support—student workers are a potential source of help.

Money for paper, printing, duplicating, binders, and senator pins—most items can be charged at the bookstore using the Senate's number.

Money for food is provided from the Senate budget.

**RATIONALE:**

The New Senator Orientation Committee has been functioning well as an Ad Hoc committee for several years. As it fills a continuing need, it should become a standing committee. The above instructions are taken from procedures that have been followed by the Ad Hoc committee.

**Curriculum Change Form**  
**(Present only one proposed curriculum change per form)**  
**(Complete only the section(s) applicable.)**

**Part I**

<b>(Check one)</b>	Department Name	Music
<input type="checkbox"/> New Course (Parts II, IV)	College	Arts and Sciences
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title <small>(30 characters)</small>	
<input type="checkbox"/> New Program (Part III)	*Program Title	Bachelor of Music
<input checked="" type="checkbox"/> Program Revision (Part III)		(Major <u>X</u> , Option __; Minor __; or Certificate __)
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

  

Proposal Approved by:	<u>Date</u>	
Departmental Committee	9/4/07	Graduate Council*
		Date NA
<i>Is this a SACS Substantive Change?</i>	Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/>	Council on Academic Affairs
College Curriculum Committee	9/17/07	Approved ___ Disapproved ___
General Education Committee*	NA	Faculty Senate**
Teacher Education Committee*	NA	Board of Regents**
		Council on Postsecondary Edu.***
		Pending Pending NA

\*If Applicable (Type NA if not applicable.)  
\*\*Approval needed for new, revised, or suspended programs  
\*\*\*Approval/Posting needed for new degree program or certificate program  
\*\*\*\*If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

**Completion of A, B, and C is required: (Please be specific, but concise.)**

**A. 1. Specific action requested:** To change the title of the program from Bachelor of Music in Music Merchandising to Bachelor of Music: Emphasis in Music Industry and to increase the credits in MUS 349. To add one course in music analysis to the theory and composition degree program, increase the senior project from 1 to 2 credits, to correct errors in the catalog, and to reduce the lower division hours in composition class.

**A. 2. Effective date:** Fall 2008

**A. 3. Effective date of suspended programs for currently enrolled students:** NA

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**B. The justification for this action:** As part of our Plan Approval with our accrediting agency National Association of Schools of Music (NASM), this is necessary to meet current standards. It also reflects changes in the field. Many similar programs have changed their degree to Music Industry as well and have increased the amount of intern/coop type of experiences required.

We did not offer an advanced course in music analysis for theory/composition majors, which is a requirement for Bachelor of Music degrees. Also we will drop the MUS 283 Beginning Composition to 2 credits (2 one credit courses) from 4 credits (four one credit courses). We found students were not ready to begin their composition studies as entering freshmen, they can start this course sophomore year; also there are errors in supporting course/general education hours listed in the text and the total number of electives was incorrect in the catalog-this will correct those errors as well.

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**C. The projected cost (or savings) of this proposal is as follows:**

**Personnel Impact:** None

**Operating Expenses Impact:** NA

**Equipment/Physical Facility Needs:** NA

**Library Resources:** NA

**Part III. Recording Data for New, Revised, or Suspended Program**

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strike through~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised\* Program Text  
(\*Use ~~strike through~~ for deletions and underlines for additions.)

Bachelor of Music

**Major Requirements.....55-75 hours**

**Core.....44 hours**

MUS 110, 111, 210, 211, or MUS 114 (2) and 115 (2), 181, 182, 281, 282, 366, 399, 480, 383 or 481 or 285, 384, minimum of 7 hours of ensemble and minimum of seven hours of applied instrument or voice. Music Ensemble: wind and percussion teaching majors must elect three hours of MUS 256.

**Degree Options**

**Performance/Instrumental.....31 hours**

MUS 367 or 368 (2), 499 (1), 550 (2), 551 (2), seventeen additional hours of lower and upper division applied. One additional hour of ensemble, three hours of upper division music theory electives, and three hours of upper division music history electives. Six semesters of MUS 101 (0 credit course).

**Performance/Vocal.....31 hours**

MUS 220 (1), MUS 367 or 368, 499 (1), 520 (1), 550 (1), 551 (1), seventeen additional hours of lower and upper division applied. One additional hour of ensemble, three hours of upper division music theory electives, and three hours of upper division music history electives. Six semesters of MUS 101 (0 credit course).

**Emphasis in Music Industry Merchandising.....~~26~~ 30 hours**

MUS 190 (2), 191 (2), 290 (2), 349 (~~26~~), 390, 391, ACC 201, MGT 301, PUB 375, LAS 210. Six semesters of MUS 101 (0 credit course).

**Music Theory and Composition .....~~25~~ 26 hours**

MUS 283 (2 ~~4~~), ~~482~~, 483 (8), 499 (~~4~~ 2), 555 or 556. Three hours of upper division theory electives . Three hours of music electives. Three hours of foreign language. Six semesters of MUS 101 (0 credit course).

**Music Education/Instrumental.....11 hours**

MUS 230, 251, 252, 320, 330, 351, 352, 354, 364, 365, 367 (2), (instrumental students will be excused from taking the methods course that includes their major applied instrument). Six semesters of MUS 101 (0 credit course).

**Music Education/ Vocal.....11 hours**

MUS 220 (1), 230, 251, 351, 354, 364, 365, 368 (2), 513 (2). Six semesters of MUS 101 (0 credit course).

**Supporting Course Requirements.....9-15 hours**

Performance .....9 hours

MUH 272, 371, 372

Music ~~Industry Merchandising Option~~ .....15 hours

CCT 201, three hours of computer electives chosen from the following CSC 104, 160, 174, 177, 190 or CIS 212, 240; MUH 272, 371, 372

Theory and Composition ~~Option~~ .....9 hours

MUH 272, 371, 372

Music Education ~~Option~~ ..... 9 hours

MUH 272, 371, 372

**Professional Education Requirements for Music Education ~~Option~~ .....34 hours**

EDF 103, 203, 319, 413, SED 401, EME 378, EMS 499, ESE 579, ESE 490

**General Education Requirements..... 36-39 hours**

Standard General Education program, excluding blocks IIIA and VIII (~~6~~ 9 hours) for Performance, Theory and Composition, and Music Education. Blocks IIIA, VII (QS), and VIII (~~6~~ 12 hours) are excluded for Music ~~Merchandising~~ Industry. Refer to Section Four of the *Catalog* for details on the General Education and University requirements.

**University Requirement.....1 hour**

**Free Electives.....0-~~6~~ 9 hours**

**Total Curriculum Requirements.....128-~~138~~ 137 hours**

**Curriculum Change Form**  
**(Present only one proposed curriculum change per form)**  
**(Complete only the section(s) applicable.)**

**Part I**

<input type="checkbox"/> (Check one)	Department Name	Safety, Security, & Emergency Management
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title <small>(30 characters)</small>	
<input type="checkbox"/> New Program (Part III)	*Program Title	Fire and Safety Engineering Technology (BS)
<input checked="" type="checkbox"/> Program Revision (Part III)		(Major ____, Option <u>X</u> __; Minor ____; or Certificate __)
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

  

Proposal Approved by:	<u>Date</u>	
Departmental Committee	1-26-2008	Graduate Council*
		<u>Date</u> NA
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		
College Curriculum Committee	2-1-2008	Council on Academic Affairs
General Education Committee*	NA	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>
Teacher Education Committee*	NA	Faculty Senate**
		Pending
		Board of Regents**
		Pending
		Council on Postsecondary Edu.***
		NA

\*If Applicable (Type NA if not applicable.)  
 \*\*Approval needed for new, revised, or suspended programs  
 \*\*\*Approval/Posting needed for new degree program or certificate program  
 \*\*\*\*If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

**Completion of A, B, and C is required: (Please be specific, but concise.)**

**A. 1. Specific action requested:** (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)  
 1. Delete the Safety and Industrial Relations Option. 2. To add MAT 107 (College Algebra) to the Supporting Course requirements for the following option: Fire, Arson, and Explosion Investigation Option  
 3. Add new courses to options

**A. 2. Effective date:** (Example: Fall 2001)  
 Fall 2008

**A. 3. Effective date of suspended programs for currently enrolled students:** (if applicable)

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**B. The justification for this action:**  
 Based upon data collected by the FSE faculty from an advisory group consisting of employers and program alums, the safety and industrial relations option is being dropped and the industrial safety and risk management (ISRM) option is being revised. The new ISRM option incorporates the best of both options and adds new courses suggested by the advisory group. These changes were unanimously approved by the program faculty at the annual retreat.  
 Request the addition of Math 107 to the Supporting Requirements for the Fire and Safety Engineering Technology program This is in response to the need for Math 107 (College Algebra) for FSE 360 Fire Service Hydraulics and Water Supply. This class is heavy math and algebra based and the students need the background in order to be successful.

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**C. The projected cost (or savings) of this proposal is as follows:**  
**Personnel Impact: None**  
**Operating Expenses Impact: None**  
**Equipment/Physical Facility Needs: None**  
**Library Resources: None**

**Part III. Recording Data for New, Revised, or Suspended Program**

For a new program, provide the catalog description as being proposed.

1. For a revised program, provide the current program requirements using ~~strickthrough~~ for deletions and underlines for additions.
2. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised\* Program Text  
 (\*Use ~~strickthrough~~ for deletions and underlines for additions.)

**Fire and Safety Engineering Technology (B.S.)**

**Major Requirements**.....45-61 hours

**Core Requirements**.....24 hours

FSE 101,120, 200, 221, 305, 320, 361, three hours approved (from 349,)

**Options**

**Fire Protection Engineering Technology**.....24...24 hours  
 FSE 201, 225, 300, 322, 355, 360, 366, 410

**Fire Protection Administration**.....~~36~~...42 hours  
 FSE 201, 223, 225, 230, 300, 322, 350, 355, 360, 365, 375,390, 400, 425,

**Fire, Arson, and Explosion Investigation**.....29...35 hours  
 FSE 201, 223,225, 250,300, 350, 355, 370, 380, 450, 495, 499 (2)

**Industrial Safety and Risk Management**.....~~24~~ 30 hours  
 FSE 300, 362, 366, 367, 379, 390, 410, 412, 430 492.

~~**Safety and Industrial Relations**.....27hours  
 FSE 201, 225, 300, 362, 367, 410, 412, 420, 430~~

**Supporting Course Requirements**.....14-38 hours

**Fire Protection Engineering Technology**.....~~35~~...38 hours  
 CHE 101 & 107 Lab, CHE 102, EHS 340; MAT 107, MAT 124, MAT 224; PHY 201, PHY 202, PHY 375; TEC 190.

**Fire Protection Administration**.....17 hours  
 CHE 101 &107 Lab, CHE 102, MAT 107, PSY 200, TRS 235.

**Fire, Arson, and Explosion Investigation**.....29 hours  
 CHE 101 & 107 Lab, or 111/115 Lab, CHE 102 OR 112/116 Lab, FOR 301; MAT 107, PLS 216, 316, 375, 416, 426,  
~~JOU 325 OR TEC 315 OR TEC 313.~~

**Industrial Safety and Risk Management**.....~~29~~ 28 hours  
 APS 110; APS 210, BIO 171, CHE 101 & 107 Lab, OR 111/115Lab; ~~CHE 102 OR 112/116 Lab~~; EHS 340,  
~~3 hours from EHS 345 OR 440; 3 hours from INS 370, 372 OR , 378; MAT 107~~ PHE 320, TRS 332

~~**Safety and Industrial Relations**.....38 hours  
 EHS 340, 345, 440; CHE 101 & 107 Lab, OR 111/115 Lab, CHE 102 OR 112/116Lab; APS 110 OR 210; INS 378,  
 ACC 201, 202; ECO 230; MCT300, 320, and three hours from MCT 440 OR 445.~~

General Education Requirements.....33-42 hours  
 Standard General Education program excluding the following per option:

- Exclude Blocks II, IVB, VII (QS) and VIII ( 6 hours) for Fire Protection Engineering Technology Option.
- Exclude Blocks II, VB, and VIII ( 6 hours) for Fire Protection Administration Option.
- Exclude Blocks II, VIII (6 hours) for Fire, Arson, and Explosion Investigation.
- Exclude Blocks II, IVB, and VIII (6 hours) for Industrial Safety and Risk Management Options.
- ~~Exclude blocks VB and VIII (6 hours) for Safety and Industrial Relations.~~

Refer to Section Four of this Catalog for details on the General Education and University requirements.

University Requirement.....1 hour  
 JSO 100

Free Electives.....~~1-14~~ 0-9 hours

Total Curriculum Requirements.....128-~~129~~ hours

**Curriculum Change Form**  
**(Present only one proposed curriculum change per form)**  
**(Complete only the section(s) applicable.)**

**Part I**

(Check one)	Department Name	Safety, Security & Emergency Management
<input type="checkbox"/> New Course (Parts II, IV)	College	Justice & Safety
<input type="checkbox"/> Course Revision (Parts II, IV)	*Course Prefix & Number	
<input type="checkbox"/> Course Dropped (Part II)	*Course Title (30 characters)	
<input type="checkbox"/> New Program (Part III)	*Program Title	Emergency Medical Care (B.S.)
<input checked="" type="checkbox"/> Program Revision (Part III)		(Major <u>X</u> , Option <u>   </u> ; Minor <u>   </u> ; or Certificate <u>   </u> )
<input type="checkbox"/> Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	<u>Date</u>		<u>Date</u>
Departmental Committee	11-19-2007	Graduate Council*	N/A
<i>Is this a SACS Substantive Change? Yes**** <input type="checkbox"/> No <input checked="" type="checkbox"/></i>		Council on Academic Affairs	
College Curriculum Committee	2-1-2007	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/>	02/28/08
General Education Committee*	N/A	Faculty Senate**	N/A
Teacher Education Committee*	N/A	Board of Regents**	N/A
		Council on Postsecondary Edu.***	N/A

\*If Applicable (Type NA if not applicable.)

\*\*Approval needed for new, revised, or suspended programs

\*\*\*Approval/Posting needed for new degree program or certificate program

\*\*\*\*If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

**Completion of A, B, and C is required: (Please be specific, but concise.)**

<b>A. 1. Specific action requested:</b> (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)	Remove CHS 105 from the Program Requirements. Add a new option and new courses
<b>A. 2. Effective date:</b> (Example: Fall 2001)	Fall 2008
<b>A. 3. Effective date of suspended programs for currently enrolled students:</b> (if applicable)	
<b>B. The justification for this action:</b>	Advisory Board recommendations and Graduate survey results indicate increased need for this area of study.
<b>C. The projected cost (or savings) of this proposal is as follows:</b>	
<b>Personnel Impact:</b> None.	
<b>Operating Expenses Impact:</b> The proposal will not necessitate an increase in operating expenses	
<b>Equipment/Physical Facility Needs:</b> Existing facilities will be used.	
<b>Library Resources:</b> Some additional texts will be added, and a minimal number of new journals requested. Current journal offerings will be reviewed so as to substitute the new journals for current journals with lesser need. In addition, students will be encouraged to make use of internet resources as much as possible to obtain additional reference material.	

**Part III. Recording Data for New, Revised, or Suspended Program**

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and underlines for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
(*Use <del>strikethrough</del> for deletions and <u>underlines</u> for additions)

.Emergency Medical Care (B.S.)

**Core Requirements** ..... **50 49 hours**  
 EMC 104<sup>1</sup>, 110<sup>6</sup>, 115<sup>2</sup>, 200<sup>2</sup>, 205<sup>1</sup>, 212<sup>1</sup>, 215<sup>1</sup>, 225, 240, 310<sup>1</sup>, 315<sup>1</sup>, 320, 335, 340, 342, 352, 360<sup>2</sup>, 362<sup>4</sup>, 400, 480;  
~~CHS 105<sup>4</sup>~~

**Support Course Requirements**

**Emergency Services Administration Option** ..... **36 hours**  
ENG 300; EMC 420, 430, 440, 489; BIO 171, 301, 378<sup>1</sup>; CHE 101/107<sup>1</sup> Lab, CHE102<sup>4</sup>; PSY 200, 308

**Paramedic Clinical/FSE Option**..... **36 hours**  
 ENG 300; FSE 200, 225, 320, 400; BIO 171, 301, 378<sup>1</sup>; CHE 101/107<sup>1</sup> Lab, 102<sup>4</sup>, PSY 200, 308

**Paramedic/Science Option**..... **36 hours**  
 BIO 171, 121<sup>4</sup>, 273<sup>4</sup>, 301, 378<sup>1</sup>; CHE 111/115<sup>1</sup> Lab, 112/116<sup>1</sup>Lab, 361/366<sup>1</sup> Lab, 362/ 367<sup>1</sup>Lab; PHY 131<sup>5</sup>

**General Education Requirements** ..... **36 hours**  
 Standard General Education program Refer to Part Four of this catalog for details on the General Education and University requirements.

**Emergency Services Administration Option**  
 Excluding Blocks IVB, VB, and VIII (6 hours).

**Paramedic Clinical/FSE Option**  
 Excluding Blocks IVB, VB, and VIII (6 hours).

**Paramedic/Science Option**  
 Excluding Blocks IVA, IVB, and VIII (6 hours).

**Free Electives** ..... **6 hours**

**University Requirement**..... **1 hour**  
 JSO 100

**Total Curriculum Requirements**..... **128 hours**

**Report from the Executive Committee**  
**Dr. Dave Eakin, Chairperson**  
**Faculty Senate**  
**March 3, 2008 Report**

As you will remember from my previous report, Dr. Sherry Robinson came to the Executive Committee for feedback and judgment on how to best involve the Faculty Senate in the review of existing academically-related policies. Two obvious possibilities came to mind immediately:

[1] It is possible to use our standing committees to review specific topics – or [2] perhaps a new *ad hoc* committee or standing committee should be established. The Executive Committee asked Dr. Robinson to forward some current policies as examples for us to consider. Dr. Robinson sent the following four policies:

- 4.6.3 Faculty Appointments
- 4.6.5 Evaluation of Non-tenured Faculty
- 4.6.6 Evaluation of Part-time Faculty
- 4.6.7 Adjunct Faculty

When we met on February 18, 2008, the Ex Com agreed that these example policies should be completely transferred to the new template - and that any issues arising should be addressed by the appropriate bodies. Furthermore, it was suggested that the former University Faculty Handbook Committee should be reconstituted with one of its charges to be to help Dr. Robinson's office with the policy review process. Ultimate responsibility for any wordsmithing needed in order to transfer old policies into the new template would fall to Dr. Robinson.

In addition, we believe that once an existing policy has been completely transferred to the new template - and all relevant constituents are in agreement - a University Policy Review Committee be created with the sole responsibility to carefully review the implementation process of each policy. At that time, all policies dealing with academia would come before the Senate for Review.

Senator Johnson introduced a proposed resolution from the Faculty Welfare Committee to send to the members of the General Assembly. The purpose is to show solidarity with our sister academic institutions regarding the proposed base budget cuts for Higher Education. The Ex Com offered several suggestions to strengthen the language of the resolution. Senator Ware accepted responsibility to send an updated copy to the full Executive Committee for review before sending an official copy to the Senate secretary for distribution.

Senator Eakin agreed to discuss the resolution with Harry Moberly and/or Jim Clark to determine the best timing to achieve the greatest impact. Constitutionally, the all revenue measures must originate in the House of Representatives. Since this coming Sunday [known as “Bloody Sunday”] the House A&R Committee will actually be doing the budget, I have forwarded our final resolution to the President and Harry Moberly to distribute and broadcast appropriately. Our timing was good.

**TO:** Faculty Senate  
**FROM:** Rodney B. Piercey  
**DATE:** March 3, 2008  
**RE:** March Faculty Senate Report

### **ACADEMIC AFFAIRS POLICY AND GOVERNANCE:**

The Office of Academic Affairs continues to work on reviewing and organizing the University's body of policy relating to Academic Affairs. Existing policies are being converted to the new policy template and then being reviewed for accuracy, currency, and consistency. Currently, four existing policies in this format have been submitted to the Executive Committee of the Faculty Senate for their review: 4.6.3 (Faculty Appointments), 4.6.5 (Evaluation of Non-Tenured Faculty), 4.6.6 (Evaluation of Part-time Faculty), and 4.6.7 (Adjunct Faculty). Additionally, 4.1.2 (Course Syllabi) will be presented to the Provost Council in an upcoming meeting. The existing policy has proposed revisions and a syllabus template, which is based from the recommendations of workgroup formed by former Provost Chapman. Following Provost Council review, 4.1.2 will be submitted to the Executive Committee.

We are also working on two proposed policies. The first is 4.6.1 (Determination of Qualifications for Teaching Faculty). The recent SACS reaffirmation process revealed the need for ECU to have more explicit qualification guidelines in its policy. In addition, this policy will establish explicit procedures for ensuring these qualifications and ongoing compliance with accrediting standards. The draft policy is currently being reviewed by the Provost Council. The second proposed policy is also an outgrowth of the SACS reaffirmation. Policy 4.3.4 (Joint Curricular, Collaborative, and Consortial Agreements), which is in early draft form, will ensure that Academic Affairs Memoranda of Agreement comply with SACS policies and that all agreements are properly vetted and periodically reviewed.

Finally, we are working on providing some clarifications to the recently passed 4.6.4 (Promotion and Tenure). As soon as these clarifications are vetted through appropriate channels, including the Executive Committee, they will be published to the academic community. Additionally, 1.1.1 (Formulation and Adoption of University Policies) continues to be vetted across campus. Comments made at the last Faculty Senate meeting have been noted and we will continue to work on revisions. As soon as it is ready, a revised draft will be re-submitted to Faculty Senate.

### **INSTITUTIONAL EFFECTIVENESS:**

#### **Strategic Planning & Program Review:**

SPC has submitted the final report on progress towards the goals of the 2006-10 University Strategic Plan to President Whitlock. We are starting a work group in conjunction with the Chairs' Association to look at possible changes to the Program Review process to make it more effective and user-friendly.

**Quality Enhancement Plan (QEP):**

To create a baseline of senior level student assessment in critical thinking, 400 and 500 level courses were selected at random, but with an equal proportion to the senior level student body by college. More than 35 faculty members have been contacted with 11 agreeing to have the CAT test administered to their students. So far, two courses have had the CAT administered to their students this semester. QEP analyst Michele Goltz attended a Nosich round table to discuss the critical thinking workshop and how it can be incorporated into the classroom. This meeting included a great discussion on critical thinking including having a University-wide shared definition and commonly used language and concepts.

**State Compliance and University Accreditations:**

Dr. E. J. Keeley represented EKU at the CPE's Q&A Policy Meeting in Frankfort on February 1<sup>st</sup> and participated in the CPE's Adult Learner Summit on February 4<sup>th</sup> and 5<sup>th</sup>. The Department of Computer Science received full reaffirmation of ABET accreditation with many accolades. IE and the NCATE team are continuing the work in preparation for the College of Education's reaffirmation of accreditation from NCATE. We are also working to determine which documents from EKU's successful SACS reaffirmation will be posted on the EKU website, and how best to make them available to the EKU community.

**Assessment:**

UAC Subcommittee Three is reviewing the following areas of university-wide assessment:

- ❖ Student learning gains in critical thinking (including analytic reasoning) and written communication -- The Voluntary System of Accountability of AASCU and NASULGC requires a measure of this aspect of student learning. Either the Collegiate Learning Assessment or Collegiate Assessment of Academic Proficiency would need to be administered to meet this requirement—both instruments will be reviewed for their utility.
- ❖ Course-completion and grade-distribution studies – SACS in its Federal Requirement 4.1 mandates “consideration of course completion” as one measure of student achievement. We will review how other institutions report and use course grades for assessment and improvement of student learning, and what would be best for EKU.
- ❖ Student satisfaction and student engagement – Many institutions seek information regarding student satisfaction with their college experience. We will review how other institutions measure student satisfaction, which instruments (like the Noel-Levitz Student Satisfaction Inventory) are used, and how information is used to improve student success.
- ❖ Non-returning student surveys – It is important to understand why students who leave EKU do so, particularly those who could have continued but chose not to. We will research how other institutions discover the reasons why students leave, and how they use that information to improve student success (best practices).

## **INSTITUTIONAL RESEARCH:**

EKU's Enrollment Dashboard (monitoring student enrollments for decision making) has transitioned from the Office of Transition and University Services to the Office of Institutional Research. Dr. Bethany Miller now provides the weekly Enrollment Dashboard. Institutional Research has created/distributed the Fast Facts Brochure (also posted online). The Factbook is being updated and will soon be published online. IR has launched three external surveys, six internal surveys and provided three internal survey consultations. We are beginning Spring 2008 Undergraduate and Graduate Alumni Surveys. CIRP data is being updated. IR has completed 27 ad-hoc data requests. We are very pleased to have launched GSS and GDC using SNAP software. On the SAS web front, a newly updated version of DataTab will use SAS behind the scenes. IR has completed and submitted IPEDS Human Resources and Enrollment Surveys. We are working on the processing and distribution of Fall 2007 IDEA Evaluations.

Faculty Senate Welfare Committee Report for March 3, 2008  
Submitted February 27, 2008

The Welfare Committee met and wrote a resolution concerning the proposed budgetary cuts to higher education to be sent to the governor and the General Assembly. This resolution was forwarded to the executive committee for consideration by the Faculty Senate.

The Welfare Committee has a meeting on February 29, 2008 with Provost Piercey to discuss compensation and benefit issues, hiring trends and faculty lines, and shared governance. The committee members are continuing to meet with the University Benefits Committee and ad hoc Benefits committees to address health care and other benefits.