Faculty Senate Agenda
February 2, 2004
3:30 p.m.

Call to order

Approval of Minutes
January 12, 2004

Report from the President: Senator Glasser
Report from the Executive Committee Chair: Senator Johnson
Report from the Faculty Regent: Senator Schlamann
Report from the COSFL Representative: Senator Siegel
Report from the Provost: Senator Cook
Report from the Student Senate: Kristina O'Brien
Report from the Standing Committees:
  Budget Committee: Senator Siegel
  Rules Committee: Senator M. Yoder
  Rights and Responsibilities Committee: Senator Dunston
  Elections Committee: Senator DeBolt
  Committee on Committees: Senator Wolf
  Welfare Committee: Senator G. Yoder

Unfinished Business:
• Faculty Welfare Committee Motion on Salary Inequities Appeals Process

New Business:
• Council on Academic Affairs
  1. General Education Proposal
  2. Assets Protection & Security Program Revision
  3. Speech Communication Program Revision
  4. New policy on declaring a major

• Posthumous Degree for Lewis McKay Ballard

• Report from VP James Conneely, Student Affairs (Informational Report)

Adjournment
The Faculty Senate of Eastern Kentucky University met on Monday, December 1, 2003, in the South Room of the Keen Johnson Building. Senator Johnson called the fifth meeting of the academic year to order at approximately 3:30 p.m.

The following members were absent:

M. Dean*, A. Gossage, J. Harley, S. Hyndman, R. James, D. Jones, L. Kelley, B. Matthews*, M. McNew, R. Messerich, L. Patterson, J. Payne, M. Pierce, and M. Winslow.

*Indicates prior notification to the Senate Secretary.

Visitors to the Senate: Paul Blanchard, Government Relations; Julie George, Library; Claire Good, Student Affairs; Ken Johnston, Finances; Gary Kuhnhenn, Arts & Sciences; Bart Meyer, University Advancement; Kristina O’Brien, SGA; John Shafer, Athletics; Aaron Thompson, Enrollment Management; Elizabeth Wachtel, Academic Affairs; and Marc Whitt, Public Relations & Marketing.

APPROVAL OF MINUTES:
The December 1, 2003 minutes were approved as written.

REPORT FROM THE PRESIDENT: Senator Glasser
Just before the holidays, the public state colleges and universities were asked to absorb a 2.5% cut. For Eastern this amounted to approximately a 2.1 million dollar cut to be taken before June 30 this fiscal year. EKU had already made preparations for this cut.

This past Wednesday at the Presidents’ meeting at the CPE, the new State Budget Director, Brad Cowgill, and the new State Secretary of Education, Ginny Fox, informed the university presidents that Governor Fletcher is hoping to cut another 2.5% of both restricted and unrestricted university revenues to bring an additional $45 million back into the state during the current fiscal year to deal with current state deficits. This could mean an additional $2.1 million cut this fiscal year if taken from unrestricted funds or it could mean as much as $3.7 to $3.9 million depending on what formula the CPE and the state mandates be used for the cut. This could mean a total cut in this fiscal year alone of $5.8 to $6 million which is a significant amount of our budget. President Glasser and the other university presidents argued that the universities should be allowed to decide which funds would be affected by the next cut. The Budget Director said he would relay that to the Governor.
The State Budget Directors from each institution met today, and the Presidents will be meeting on Friday. The Governor has requested that a consensus be reached among the Presidents by Friday on how this additional 2.5% cut will be absorbed by the institutions. A campus e-mail will be sent out when additional information is known about the additional cuts and how the university will absorb them.

President Glasser has instructed her cabinet to start preparing a list of recommendations to help deal with the cuts. In addition to the one-time surcharge that students have been assessed, the President will, regrettably, be recommending a significant tuition increase for the next biennium to the Board of Regents this spring. The President’s Cabinet is also looking at new internal cost-saving measures, and new ways to create sources of revenue from the internal campus. In addition, the implementation of the major capital campaign should be launched sometime this spring.

President Glasser gave a speech at the Nicholasville Rotary earlier today where she stressed that university presidents can’t be the only voices fighting for education. There must be other voices in the community going to the legislature explaining that any cuts in education at any level will be absolutely devastating and will set the Commonwealth back. This is not just an education issue, it’s a quality of life issue. President Glasser goes to Frankfort on February 5, in addition to this coming Friday, with representatives from the Council on Postsecondary Education to speak with legislators about the proposed cuts to postsecondary education and its potential impacts.

The President has worked hard the past 2 1/2 years to build up EKU’s fund balance and the contingency fund for emergency situations. One such emergency occurred at 3:00 a.m. Monday morning when the transformer in Burnam Hall blew out and arrangements had to be made to temporarily relocate over 230 students.

The Strategic Planning Committee, chaired by David Sefton, is currently reviewing all strategic plans and will be providing feedback to the planning groups and units.

The University Assessment Committee, chaired by Dr. Carole Garrison, is meeting with the heads of all planning groups and units to inform them of the progress and procedures to use to assess objectives in the strategic plan. Every department head is responsible for evaluating the units in their area and the objectives for those units. Those evaluation reports will be due to the University Assessment Committee by March 1.

The president is currently working with Laura Koppes on a three-year time table, developing the infrastructure and identifying committee members for the SACS accreditation group.
While not an all inclusive list, President Glasser shared with the Senate some of the more recent academic and faculty honors:

1. Dr. Connie Callahan recently received the Kearney Campbell Award from the Kentucky Counseling Association. This is the highest award given from the association and it is given to a person who has contributed significantly to the profession of counseling in the state.
2. Dr. Sue Strong was recently awarded the Counselor Educator of the Year from the Kentucky Counseling Association.
3. Dr. Steve Konkel was elected as a Fellow by the Order of the Counsel of the Royal Institute of Public Health on December 16, 2003.
4. Dr. Doris Pierce, the first endowed chair in Occupational Therapy, has submitted a grant for $1,000,000 entitled “Providing Rural Interdisciplinary Services for Youth with Mental Health Needs.” The purpose of this project is to train psychology, social work and occupational therapy students at sites serving rural youth with mental health needs.
5. The Geography faculty (specifically Bruce Davis and Alice Jones, Richard Sambrook Don Yow and Dave Zurick) will be presenting papers at an upcoming association for the American Geographers meeting in Philadelphia.
6. Dr. Alice Jones, along with Danita LaSage, is submitting a final EPSCoR grant proposal this month which could result in approximately $700,000 of funding for a new center for environmental research in education at EKU.

Governor Fletcher’s State of the Commonwealth address will be tomorrow night in Frankfort. President Glasser and Dr. Paul Blanchard will be in attendance. They will also attend the Governor’s budget message next week in Frankfort.

President Glasser recently returned from a very successful alumni reception in Nashville and the Ohio Valley Conference Annual Presidents Meeting where EKU students were singled out as student-athletes that continue to excel academically and have the highest graduation rate. She mentioned how proud she was of our student athletes and expressed her thanks to the coaches, Athletics Director John Shafer, and Joan Hopkins for their continued emphasis on academic achievement at Eastern.

President Glasser will be speaking at the Martin Luther King Unity Breakfast in Lexington on Monday, January 19. EKU’s Martin Luther King celebration will be on Thursday, January 15 from 11:30 a.m. - 1:30 p.m. in the Powell Building in the Kennamer room. President Glasser encouraged everyone to attend.

Next week the first of five finalists for the Dean of Arts and Sciences position will be brought to campus. There will be forums held and opportunities available for faculty, staff and students to interact with each of the candidates. President Glasser encouraged everyone to attend the forums and forward their comments on to the search committee.

EXECUTIVE COMMITTEE REPORT: Senator Johnson
Senator Johnson reported that the Executive Committee met on December 15, 2003. Two rules committee motions were discussed with Senator M. Yoder in attendance to answer questions.
Senator Johnson was approached by the SGA President to consider the creation of an Ad Hoc Committee on advising. Senator Johnson will discuss the issue further with the Provost in the near future.

The committee members also discussed the issue of Academic Integrity. Betsy Bohannon and Judy Spain are working on an updated policy on academic integrity and have asked to present a report to the Executive Committee in February and then to the Senate in March.

Senator Johnson announced that James Conneely, Vice President for Student Affairs, will give an informational report to the Senate at the February meeting.

**FACULTY REGENT REPORT:** Senator Schlomann

Senator Schlomann reported that the Board of Regents met December 3 & 4. December 3rd was a full day retreat. At the meeting on the 4th, the Board approved the Senate’s recommendations on the Foundation Professorships procedures and the Sabbatical Leave process. The Board also approved an increase in the parking ticket fees schedule. In addition, the Board approved an increase in graduate and undergraduate Applications fees.

**REPORT FROM THE PROVOST:** Senator Cook

Senator Cook reported on the status of the equity study and the process of distributing the $100,000 that is available to faculty. A profile of each department’s faculty has been distributed to the department chairs and to the deans. Corrections should be sent to Bethany Miller or Senator Cook by January 23.

The President has agreed with the recommendations for sabbatical leave. Seven people will be recommended to the Board for sabbaticals for next year. Another six people will receive release time to continue work on projects, and those individuals will be eligible to reapply for sabbaticals next year. Also, several RTP recommendations have been made and should be approved at the next Board meeting.

**REPORT FROM STUDENT GOVERNMENT:** Kristina O’Brien

Ms. O’Brien reported that there will be a student rally in Frankfort on February 5. SGA will be sponsoring transportation for any faculty, staff or students who would like to participate in the rally. Ms. O’Brien encouraged faculty to consider making the rally an out-of-classroom learning experience for students.

Student Technology Fee Allocation Applications are now available from SGA office. All those who apply must have a faculty sponsor, the department chair’s approval and the application must be accompanied with a supporting letter of recommendation from students or student organizations.
The first *First Weekend* this year will be February 5, 6, and 7.

Ms. O’Brien indicated that SGA would like to be involved in the process of creating an Ad Hoc Committee on Advising and also on the issue of academic integrity. SGA is also interested in creating an Ad Hoc Committee to review the class attendance policy.

**STANDING COMMITTEE REPORTS:**

**Elections Committee.** Senator DeBolt reported that the committee met before Christmas break to establish a time line for the spring Faculty Regent election. This Friday a mass e-mail will be distributed which will include nomination petitions and the criteria and procedures required. Nomination petitions should be returned by February 2. The nominee forums will be held during the week of February 23. The online voting process will be from March 1-5. If a second ballot is required, it will be sent after spring break on March 19 and online voting will be available through March 26. Please encourage faculty in your departments to participate in this process.

Senator DeBolt asked those senators whose term will be expiring soon to remind their departments that a new representative will need to be selected before the May Senate meeting. The new senators are expected to be at the organizational meeting in May. The Elections Committee will also be contacting the departments soon.

**Faculty Welfare Committee.** Senator G. Yoder reported that the committee met with the Provost in December to discuss ways to identify faculty with inequitable salaries. The Welfare Committee will meet within the next couple of weeks to establish an agenda for this semester.

**UNFINISHED BUSINESS:**

**Salary Inequities Adjustment Appeals Motion.** At the December meeting, Senator G. Yoder moved approval of the salary equity appeals process, seconded by Senator Reed. Senator Johnson ruled the motion substantive and deferred further discussion to today’s meeting.

Senator Hubbard moved approval of a replacement for number one, seconded by G. Smith. The motion to amend number one was approved by the majority of the Senate. The replacement statement reads as follows:

1. It is the appellant’s responsibility to begin the appeals process by submitting a letter of appeal and supporting material to his or her chair by March 1st. The chair will write a recommendation to uphold or deny the appeal. The chair’s recommendation will be provided to the appellant by March 14th so that if the chair recommends against the appeal, the faculty member may should include a response to the chair’s recommendation as part of his or her supporting materials.
Senator Carmean moved to amend number one to the following, seconded by Senator McKenney:

1. It is the appellant's responsibility to begin the appeals process by submitting a letter of appeal and supporting material to his or her chair the Provost's Office by March 1st. The chair Provost’s Office will write a recommendation to uphold or deny the appeal. The chair’s recommendation will be provided to the appellant by March 14th so that the faculty member may include a response to the chair's recommendation as part of his or her supporting materials. The Provost’s Office will request clarification from the chair, if appropriate.

Senator Siegel, seconded by Senator Sexton, moved to postpone further discussion to the February Senate meeting so that senators could discuss with their departments prior to voting. The motion to postpone further discussion to the February meeting was approved by the Senate.

NEW BUSINESS:

Council on Academic Affairs. Senator Cook moved approval, seconded by Senator Flanagan, of the following items:

1. Program Revision in Administrative Communications & Services (BBA) - Change title to Corporate Communication and Technology, change ACS prefixes to CCT and change option from 28 to 31 hours
2. Revision in Biology Major (MS) - Add an option in Bioinformatics (to be cross-listed with the MS in Applied Computing)
3. Revision in Printing Management program (BS) - Change title to Graphics Communications Management and change course prefixes to match
4. Revision in Speech Communication Minor - change title to Communication Studies and change course requirements

The above four items were approved by the Senate.

Rules Committee Motion on Regents Election Process. Senator M. Yoder moved approval of the motion, seconded by Senator Konkel. The motion was approved by the Senate.

Rules Committee Motion on Faculty Status of Librarians. Senator M. Yoder moved approval of the motion, seconded by Senator Coyer. The motion was approved by the Senate. The motion will need to go before the Faculty-at-Large in August, 2004 and then before the Board of Regents before the motion takes effect.

ADJOURNMENT:

Senator Cook moved to adjourn at approximately 4:45 p.m.
Welfare Committee Recommendation for Salary Equity Appeals

Justification:
The Faculty Senate recently recommended to the Provost a set of principles to guide procedures addressing faculty salary inequity. One of these principles recommends that an appeals process accompany any general procedure. This principle was recommended because faculty find themselves in a wide range of inequitable situations and thus any procedure used to identify individuals university-wide may miss deserving faculty. As such, there needs to be an avenue for an overlooked faculty member to make his or her case directly to the administration.

The Senate Welfare Committee recommends the following procedure:
1. It is the appellant's responsibility to begin the appeals process by submitting a letter of appeal and supporting material to his or her chair by March 1st. The chair will write a recommendation to uphold or deny the appeal. If the chair recommends against the appeal, the faculty member should include a response to the chair's recommendation as part of his or her supporting materials.
2. All materials will then be submitted to the Dean of the appellant's college for review by March 21st. The Dean will write a recommendation to uphold or deny the appeal.
3. The appeal along with recommendations of the chair and dean will then be submitted to the Provost for review by April 15th. The Provost will make the final decision regarding the appeal.
4. If the appeal is upheld and the Provost can acquire funding, the individual will receive an immediate salary adjustment. If funds are not immediately available the appellant will be given a salary adjustment from the salary equity funds allocated for the following year.

The Welfare Committee moves that the Faculty Senate adopt the above recommendations.

AMENDMENTS TO MOTION:

At the January 12, 2004 Senate meeting Senator Hubbard moved approval of a replacement for number one (listed above), seconded by G. Smith. The motion to amend number one above was approved by the majority of the Senate. The replacement statement reads as follows:

1. It is the appellant's responsibility to begin the appeals process by submitting a letter of appeal and supporting material to his or her chair by March 1st. The chair will write a recommendation to uphold or deny the appeal. The chair's recommendation will be provided to the appellant by March 14th so that if the chair recommends against the appeal, the faculty member may include a response to the chair's recommendation as part of his or her supporting materials.

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Senator Siegel, seconded by Senator Sexton, moved to postpone further discussion to the February Senate meeting so that senators could discuss with their departments prior to voting. The motion to postpone further discussion was approved by the Senate. An updated version of the motion will be forwarded to Senators immediately.
To: Council on Academic Affairs  
From: John Wade, Vice Chair, General Education Committee  
Date: 11/10/2003  
Re: Agenda Items for 11/20/03 Council on Academic Affairs Meeting

The General Education Committee submits the following agenda items for consideration at the November 20 meeting of the Council of Academic Affairs.

AGENDA

1. 33 hour General Education Transfer Core Recommendation

2. Catalog description of Core Transfer Module

3. Bifurcation recommendation for the General Education Committee
Eastern Kentucky University

33-Hour General Education Transfer Core

Approved November 6, 2003
by the
General Education Committee

I. **Communications**
   A. Written Communication 6 hours
      One Course from each of areas 01 and 02 of General Education
   B. Oral Communication 3 hours
      One course from area 20 of General Education

II. **Mathematics**
   A. One course from area 21 of General Education

III. **Arts and Humanities**
    A. One course from area 05 or 06 of General Education
    B. One course from area 07 of General Education

IV. **Social and Behavioral Sciences**
    A. One course from area 09 of General Education
    B. One course from each of areas 10 and 11 of General Education

V. **Natural Science**
   A. One course from areas 13 or 14 of General Education
   B. One course from area 15 of General Education
Proposed Catalog Description

Kentucky Transfer Module and Bachelor’s Program Frameworks

In an effort to promote seamless transfer between Kentucky two-year and four-year public institutions, the Kentucky Council on Postsecondary Education developed a policy to facilitate the transfer of credits from one Kentucky public college or university to another. This policy, implemented in 1996, is called the Kentucky Transfer Module and allows for the automatic transfer of a block of courses within the areas of general education degree requirements, rather than focusing on individual courses. The Kentucky Transfer module comprises 48 semester hours, which includes a 33 semester hour core component along with 15 additional unspecified hours in general education. In response to the CPE mandate, the University has adopted the following policy to fulfill the above standards. The 33 semester hour core transfer component at EKU will be defined in line with the CPE general education categories below:

Communication (9 semester hours)

1. Written Communication: EKU general education categories 01 and 02, 6 hours
2. Oral Communication: EKU general education category 20, 3 hours

Humanities (6 semester hours)

One course from EKU general education categories 05 or 06, 3 semester hours, and one course from category 07, 3 semester hours.

Behavioral/Social Science (9 semester hours)

One course each from EKU general education categories 09, 10, and 11, 9 semester hours.

Natural Sciences (6 semester hours)

1. Biological/Physical Science: EKU general education category 13 or 14, 3 semester hours. Note that this course should include a laboratory component.
2. Natural Science: EKU general education category 15, 3 semester hours.

Mathematics (3 semester hours)

EKU general education category 21, 3 semester hours.

This transfer module applies to students transferring from EKU to another Kentucky public university. EKU students completing this 33 hour module will be general education core certified and this module will meet the 33 hour core component of other Kentucky public institutions of higher learning. EKU students who do not complete the 33 hour program outlined here may also be category certified in some of the five categories above. For example a student completing EKU general education categories 01, 02 and 20 will be certified in the communications category of general education at other Kentucky public colleges and universities. A student who completes EKU’s 52
hour general education program will be fully general education certified to other Kentucky public institutions.

Students transferring to EKU from another Kentucky public college or university may be category certified or core certified or fully certified in general education by the Registrar of the school where the coursework was taken. There are five categories in which a student may be general education certified as outlined above. Students with all five categories will be general education core certified and receive 33 hours of general education credit at EKU. Students who complete a 48 hour general education program at Kentucky Community and Technical College campuses will be fully general education certified as required by the CPE General Education Transfer Policy. These students are still subject to major requirements that may be specified in general education.

Transfer students from Kentucky 4-year institutions who complete the general education at their first institution may request the Registrar of that institution for a general education certification which EKU will accept. Students who transfer to EKU without a certified transfer module will have their coursework at their previous institution evaluated by EKU on a course by course basis for general education equivalency.
GENERAL EDUCATION COUNCIL
Membership and Responsibilities

The university General Education Council oversees the university General Education Program to insure that it meets the educational needs of our students and is consistent with the institution's mission and philosophy.

Charge
- Establish, maintain, and disseminate policies and procedures for the administration of the General Education Program
- Assess and recommend changes to goals, objectives, and curriculum for the General Education Program
- Develop and maintain a means of assessing the effectiveness of the curriculum to meet the general education goals and objectives

The General Education Council consists of the following members:
- General Education Administrator
  Administers the General Education Program policies established by the General Education Council and approved through appropriate university channels.
- One Coordinator from each of the six areas of general education
  Provide a liaison between their respective area committees as well as speak to the oversight for their particular area of general education. (No more than three coordinators can come from any one college.)
- One faculty representative from each of the five colleges
  Provide a liaison between their respective colleges to convey information as well as speak for the needs of the major and professional programs that build on the foundation of general education.
- One representative from the Faculty Senate
  Provide a liaison between the Faculty Senate Executive Committee and speaks for the interests of the Faculty Senate.
- One faculty representative from the Libraries
  Provide a communication link to the Libraries and insight in to library and technological issues related to instruction in the General Education Program.
- One student from the Student Government Association
  Provide a liaison with student government and speaks for the interests of the students.
As an academic program, general education is the responsibility of the faculty. However, there are other units throughout the university community that should have active roles in developing and maintaining the General Education Program. Representation of these units will be through membership in the General Education Liaison Group.

The General Education Liaison Group consists of the following members:

- The Director of the Teaching and Learning Center
  Provide a communication link to the Teaching and Learning Center and insight in to the needs for faculty development for instruction in general education.

- One representative from Institutional Research
  Provide a communication link to institutional research and insight in to the measurement of student achievement of general education learning objectives.

- One representative from Enrollment Management
  Provide a communication link with Advising and insight in to the advising of first-time freshmen and transfer students.

- One representative from Student Affairs
  Provide a communication link with other units that support student learning.

- One representative from Continuing Education and Outreach
  Provide a communication link with Continuing Education and Outreach and insight in to the extended campus centers.

- One representative from Information Technology and Delivery Systems
  Provide a communication link with Advising and insight in to the advising of first-time freshmen and transfer students.
# Curriculum Change Form

(Present only one proposed curriculum change per form)

(Complete only the section(s) applicable.)

<table>
<thead>
<tr>
<th>Part I</th>
<th>Department Name</th>
<th>College</th>
<th>Loss Prevention and Safety</th>
<th>Justice and Safety</th>
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<tbody>
<tr>
<td>(Check one)</td>
<td>New Course (Parts II, IV)</td>
<td>*Course Prefix &amp; Number</td>
<td>*Course Title (30 characters)</td>
<td>*Program Title</td>
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<td>Program Revision (Part III)</td>
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<td>Program Suspended (Part III)</td>
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*Provide only the information relevant to the proposal.*

Proposal Approved by:

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<tr>
<th>Departmental Committee</th>
<th>Date</th>
<th>Graduate Council*</th>
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<tbody>
<tr>
<td>College Curriculum Committee</td>
<td>9-11-2003</td>
<td>Council on Academic Affairs</td>
</tr>
<tr>
<td>General Education Committee*</td>
<td>NA</td>
<td>Approved _X_, Disapproved _.</td>
</tr>
<tr>
<td>Teacher Education Committee*</td>
<td>NA</td>
<td>Faculty Senate**</td>
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*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

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.)

Revision of Assets Protection Major, all previous options have been dropped and a minor incorporated as part of the major requirements.

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

Fall 2004

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

B. The justification for this action:

This change is being made to reflect changes taking place in the Assets Protection and Security profession. These changes will position our program to compete nationally and internationally with similar programs. Moreover these changes will provided for greater flexibility for students while maintaining the required body of knowledge necessary for the profession.

The changes recommended here parallel the general accepted professional body of knowledge as developed over five years of effort academicians and practitioners at an annual symposium sponsored by the American Society for Industrial Security International. These changes will also enhance transferability of students enrolling in Eastern from two-year institutions.

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

Personnel Impact:

Reduce reliance on Adjunct Faculty

Operating Expenses Impact:

None

Equipment/Physical Facility Needs:

None

Library Resources:
Ongoing need for current security texts, journals, magazines, and other security related publications.

**Part II. Recording Data for New, Revised, or Dropped Course**
(For a new required course, complete a separate request for the appropriate program revisions.)

1. For a new course, provide the catalog text.
2. For a revised course, provide (a) the current catalog text and (b) the proposed text, reflecting the exact changes being proposed.
3. For a dropped course, provide the current catalog text.

<table>
<thead>
<tr>
<th>Current Catalog Text</th>
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<th>New or Revised* Catalog Text</th>
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<tr>
<td>*Use strikeout for deletions and underlines for additions. Also include Crs. Prefix, No., and description, limited to 35 words.</td>
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**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 (a) the current program requirements and (b) the revised program, reflecting the exact changes being proposed.
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.

<table>
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<tr>
<th>Current Program Requirements as Shown in Catalog</th>
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New or Revised* Program
(*Use strikeout for deletions and underlines for additions.)

Major Requirements

- Core
  APS 110, 210, 225, 320, 333, 350 or 351, 395, 435*, 438, 465, 495, three hours upper division APS electives, plus an advisor-approved option with support course work.

Options

- **Assets Protection Investigations**
  10-21 hours
  APS 350, 351, 352, FSE 250, TRS 332 and 342.
- **Assets Protection Management**
  24 hours
  AGC 204, AGS 300, ECO 230, INS 378, and nine hours from AGC 202, GIS 212, GBU 204, GMT 300, or MKT 300.
- **Assets Protection Studies**
  18 hours
  Advisor approved supporting minor.
- **Computer and Information Security**
  24 hours
  GIS 230, 250, 375, 360, 435, and six hours upper division GIS courses
- **Loss Prevention and Control**
  19-20 hours
  CHE 101 or 111, MAT 107, PHY 101 or BIO 141, FSE 120, 225 or 362, and 364

Supporting Course Requirements

- **Assets Protection Investigations**
  AGC 201, AGS 300, APS 438, FSE 361, INS 378, and AGC 202 or advisor approved statistics course.
- **Assets Protection Management**
  APS 430, GIS 230, MAT 107SPE 300, FSE 361, and ECO 20 or advisor approved statistics course.
- **Assets Protection Studies**
  AGC 201, AGS 300, GIS 230, FSE 361, INS 378, SPE 300, and STA 270 or advisor approved statistics course.
- **Computer and Information Security**
  AGS 300, APS 430, INS 378, MAT 107 or AGC 201, SPE 300, and STA 270 or advisor approved statistics course.
- **Loss Prevention and Control**
  EHS 280, EHS 340, INS 378 AND nine hours of FSE electives. Six hours must be upper division.

APS Electives: APS 349, 350, 351, 435**, 445, 455

Minor

18 hours

General Education Requirements

49-52 hours

Standard General Education program; excluding course category 21 for APM and GIS.

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

University Requirement

JSO 100

1 hour

Free Electives

3-6 hours

Total Curriculum Requirements

128-129 hours

* Six hours must be earned in APS 435

**APS 435, 3 hours

NOTE: Sufficient upper division hours to satisfy University requirements may not be listed for each option. Students may need to select courses in General Education and free electives to satisfy upper division hours. A grade of "C" or higher must be earned in each APS course for credit toward major.
Part IV. Recording Data for New or Revised Course (Record only new or changed course information.)

<table>
<thead>
<tr>
<th>Course Prefix (3 letters)</th>
<th>Course Number (3 Digits)</th>
<th>Effective Term (Example: Fall 2001)</th>
<th>College/Division</th>
<th>Dept. (4 letters)*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>AS</td>
<td>JS</td>
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<td>BT</td>
<td>EM</td>
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<td></td>
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<td></td>
<td>ED</td>
<td>PC</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>HS</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Credit Hrs.</th>
<th>Weekly Contact Hrs.</th>
<th>Repeatable Maximum No. of Hrs.</th>
<th>Cip Code (first two digits only)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Lecture</td>
<td>Laboratory</td>
<td>Other</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Schedule Type* (List all applicable)</th>
<th>Work Load (for each schedule type)</th>
<th>Grading Mode*</th>
<th>Class Restriction, if any. (undergraduate only)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>FR______ JR______ SO______ SR______</td>
</tr>
</tbody>
</table>

Grading Information: Course is eligible for IP (in-progress grading) for: Check all applicable
Thesis
Internship
Independent Study
Practicum

FOR BANNER USE ONLY
Date of data entry______
Data entry person______

Co-Requisites and Prerequisites
Co-Requisite(s): (List only co-requisites. See below for prerequisites and combinations.)
Course Prefix and No.
Course Prefix and No.

Prerequisite(s): (List prerequisites only. List combinations below. Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in ( ) following courses. Default grade is D.)
Course Prefix and No.
Course Prefix and No.
Test Scores
Minimum GPA (when a course grouping or student cumulative GPA is required).

Co-Requisite(s) and/or Prerequisite(s) Combination (Use “and” and “or” literally.) (Specific minimum grade requirements should be placed in ( ) following courses. Default grade is D.)
Course Prefix and No.
Test Scores
Minimum GPA (when a course grouping or student cumulative GPA is required)
A grade of ( C ) or higher must be earned in each APS course for credit toward major.

Equivalent Course(s): (credit not allowed with; or formerly:)
Course Prefix and No.
Course Prefix and No.
Course Prefix and No.

Proposed General Education Category: (Check as many as apply.)

| I. | 01 | 02 | 03 | 04 |
| II. | 05 | 06 | 07 | 08 |
| III. | 09 | 10 | 11 | 12 |
| IV. | 13 | 14 | 15 | 16 |
| V. | 17 | 18 | 19 | 20 |
| VI. | 21 |     |     |     |

NOTE: Do not forward validation tables with curriculum form.
Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I
(Choose one)

<table>
<thead>
<tr>
<th>Department Name</th>
<th>Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>College</td>
<td>Business &amp; Technology</td>
</tr>
</tbody>
</table>

*Course Prefix & Number
*Course Title (30 characters)
*Program Title
Speech Communication (B.A.)
(Major ___, Option ___, Minor ___, or Certificate ___)

Program Revision (Part III)
Program Suspended (Part III) 
*Provide only the information relevant to the proposal.

Proposal Approved by:
Departmental Committee 10/24/03 Graduate Council* 1/28/03
College Curriculum Committee 11/21/03 Council on Academic Affairs Corrected Version 12/18/03
General Education Committee** NA Approved X Disapproved ___
Teacher Education Committee* NA Faculty Senate**
Board of Regents**
Council on Postsecondary Edu.***

*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

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.)
To change the name of the program from Speech Communication to Communication Studies. Also, to revise the current curriculum in speech communication by eliminating all options and modify the CIP to 09.0101

A. 2. Effective date: (Example: Fall 2001)
Fall 2004

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

B. The justification for this action:
Institutional research based on other Kentucky Universities and our Benchmark Institutions indicates that the current program name, Speech Communication, is outdated. Many people confuse this name with the study of speech pathology. Our research indicates that several universities are using the name, Communication or Communication Studies. To avoid confusion with the overall name of our Department of Communication, we have chosen to use the name Communication Studies and use the prefix CMS rather than SPE.

There are several reasons for this action. First, we are responding to the current trends in instructional research in the area of speech communication that correspond to our benchmark institutions. Secondly, this change will streamline the assessment process so that we can do a better job assessing cognitive, behavioral, and affective learning. Third, we are addressing the Council on Post Secondary Education's concerns regarding program enrollment, retention, and graduation rates. Finally, this change will offer students the flexibility to customize coursework toward their selected professional and personal areas of interests.

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.

COMM - 25
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 (a) the current program requirements and (b) the revised program, reflecting the exact changes being proposed.
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.

<table>
<thead>
<tr>
<th>Current Program Requirements as Shown in Catalog</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Speech Communication (B.A.)</strong></td>
</tr>
<tr>
<td>CIP Code: 09.9999.02</td>
</tr>
<tr>
<td>University Requirement ................................ 1 hour</td>
</tr>
<tr>
<td>BTO 100.</td>
</tr>
<tr>
<td>General Education Requirements .................... 49 hours</td>
</tr>
<tr>
<td>Standard General Education program, excluding course category 20. Refer to Section Four of this Catalog for details on the General Education and University requirements.</td>
</tr>
<tr>
<td>Free Electives ........................................ 15-18 hours</td>
</tr>
<tr>
<td>Major Requirements ................................... 60-63 hours</td>
</tr>
<tr>
<td>Core ..................................................... 42 hours</td>
</tr>
<tr>
<td>SPE 200, 205, 210, 250, 300, 305, 310, 315 and/or 349, 320, 325, 350, 375 or 400, 406, 410.</td>
</tr>
<tr>
<td>Options</td>
</tr>
<tr>
<td>Communication in Dispute Resolution .............. 18 hours</td>
</tr>
<tr>
<td>SPE 415 420, 450, 475, LAS 210, POL 460 or MGT 301, and one additional management course.</td>
</tr>
<tr>
<td>Communication in Human Services .................. 21 hours</td>
</tr>
<tr>
<td>Required .................................................. 12 hours</td>
</tr>
<tr>
<td>SPE 353, 400, 450, 475 (students must take SPE 375 in the core)</td>
</tr>
<tr>
<td>Cognate ................................................ 9 hours</td>
</tr>
<tr>
<td>Students must take 9 hours in the same cognate area (such as sociology, public relations, counseling, psychology) to be selected by the student in strict consultation with the advisor.</td>
</tr>
<tr>
<td>Organizational Communication ...................... 20 hours</td>
</tr>
<tr>
<td>SPE 420, 475 and ENG 300, ENR 201 (2), ACC 201,</td>
</tr>
<tr>
<td>ECO 230, CIS 212 or CSC 104.</td>
</tr>
<tr>
<td>Total Curriculum Requirements ..................... 128 hours</td>
</tr>
</tbody>
</table>

New or Revised* Program
(*Use strikeout for deletions and underline for additions.)

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<thead>
<tr>
<th>Speech Communication Communication Studies (B.A.)</th>
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<tr>
<td>Free Electives ........................................ 15-18 hours</td>
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<tr>
<td>Major Requirements ................................... 60-63 hours</td>
</tr>
<tr>
<td>Core ..................................................... 51 hours</td>
</tr>
<tr>
<td>CMS SPE 200, 205, 210, 250, 300, 305, 310, 315 and/or 349 (3 hours), 320, 325, 350, 375 or 400, 406, 410, 420, 450, 475.</td>
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<tr>
<td>Options</td>
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TO: Council on Academic Affairs

FROM: Aaron Thompson, Associate Vice President
Office of Enrollment Management

DATE: May 5, 2003

RE: Agenda Item for 5/15/03 Council on Academic Affairs Meeting

Numerous discussions have occurred at EKU regarding when undergraduate students should declare their majors. Currently, EKU does not have a catalog item that states a credit hour limit by which students must officially declare a major. The Office of Academic Advising proposes a policy be passed stating that students must officially declare their major prior to pre-registration in the semester in which they earn their 60th hour. A notice will be placed on students’ CARES report at the point prior to the semester in which earn their 60th hour and must declare. A registration hold will be placed on students’ records to encourage them to follow the policy and officially file paperwork to declare their major.

Eastern Kentucky University is an Equal Opportunity/Affirmative Action Employer and Educational Institution
MEMORANDUM

Date: December 10, 2003

To: Dr. Keith Johnson, Faculty Senate
Via Dr. Lyle Cook, Provost
Via Dr. Robert Rogow, Dean College of Business & Technology

From: Dr. Norb Elbert

Re: Lewis McKay Ballard Nomination

Lewis McKay Ballard was a senior, Management major who would have completed the requirements for his B.B.A. degree during the Spring of 2004. Tragically, McKay died in October of this year. Upon the recommendation of the faculty of the Department of Management, Marketing, and Administration and the College of Business and Technology, I respectfully recommend that McKay be awarded a B.B.A. degree posthumously during graduation ceremonies.

McKay’s parents, Bobby and Rosalee Ballard, visited our campus recently and met with several administrators and members of our faculty. They spoke of how strongly they have encouraged each of their children to attend college and earn degrees, and several have done so already. I know that it would mean a great deal to Bobby and Rosalee for McKay to be awarded the degree that he would have completed by the end of this academic year.

RECEIVED
DEC 15 2003
PROVOST/VICE PRESIDENT
ACADEMIC AFFAIRS & RESEARCH