Call to order

Approval of Minutes
    February 1, 2010

President's Report: Senator Whitlock

Unfinished Business:
    • 16-week vs. 17-week Semester
    • Policy on Policies & Policy on Authorization for Regulations

New Business:
    • Report from Council on Academic Affairs
      (CAA agenda is included in the Senate packet.)
      (See separate PDF file for the curriculum forms.)

Report Overview & Questions:
    Executive Committee Chair: Senator Ware
    Faculty Regent: Senator Frisbie
    COSFL Representative: Senator McKenney
    Provost: Senator Vice
    Student Government Association: Afsi Siahkoohi
    Financial Planning Council: Senator Ware
    Strategic Planning Council: Senator Taylor

Standing Committees:
    Academic Quality Committee: Senators Shordike or Schmelzer, Co-Chairs
    Budget Committee: Senator Johnson, Chair
    Committee on Committees: Senator Staddon, Chair
    Elections Committee: Senator Randles, Chair
    Rights and Responsibilities Committee: Senator J. Palmer, Chair
    Rules Committee: Senator McKenney, Chair
    Welfare Committee: Senator Ciocca, Chair

For the Good of the Order
    “Assessment”

Adjournment
The Faculty Senate of Eastern Kentucky University met on Monday, February 1, 2010, in the South Ballroom in the Keen Johnson Building. Senator Ware called the sixth meeting of the academic year to order at approximately 3:30 p.m.

The following members were absent:

*indicates prior notification of absence

Visitors to the Senate: DaJuane Harris, SGA; Debbie Newsom, Financial Affairs

APPROVAL OF MINUTES:
The January 11, 2010 minutes were approved as written.

REPORT FROM THE PRESIDENT: Senator Whitlock
Senator Whitlock announced that he would be leaving for Hazard immediately after giving his report to attend the inaugural meeting for the Young Professionals of Eastern Kentucky.

Senator Whitlock remarked that it will take a combination of economic recovery and a new revenue stream to solve the state's budget problems. As this is an election year for the House, hard budget decisions may be deferred to the second year of the biennium. There may be additional stimulus dollars available which may help in the short term. In the proposed federal budget $25 billion is tentatively listed for the states.

While state budget details are not available yet, Senator Whitlock forewarned that even in lean times there may still be some capital projects approved.

For the next two years Senator Whitlock has been selected to serve as spokesman for the nine university presidents in Kentucky.

CPE has asked the Attorney General for an interpretation of the language in the Chapter 164 statute dealing with doctoral education. In the meantime, Senator Ken Winters plans to introduce an amendment to the existing language to specifically add the Doctorate of Nursing Practice to the list of authorized degrees.

Thanks to faculty bodies across the state such as EKU's Faculty Senate and the collaboration between the Chief Academic Officers and the staff from the Council on Postsecondary Education, there has been significant improvements made to the proposed transfer legislation. The changes will be submitted to the Senate and if approved will go back to the Conference Committee.

Western is considering adding instructors to the list of those eligible to serve as Faculty Regent and have asked for feedback from the other comprehensives. The current statute indicates that the Faculty Regent must be a full time member of the teaching and research faculty holding the
rank of assistant, associate, or full professor. Senator Whitlock requested the Executive Committee and/or the Senate to review the issue and provide feedback.

The Enrollment Management Advisory Council (EMAC) has developed a draft Enrollment Management plan which is currently being vetted by the Strategic Planning Council and other groups on campus. One item the EMAC plan calls for is the implementation of a content management system which will help to communicate more effectively with current and prospective students.

On January 25th, the Board saw two impressive presentations: 1) Math Education transitions program and 2) Analysis of the data from EKU students’ participation in the National Survey of Student Engagement (NESSIE).

Senator Johnson will be meeting with interested faculty on Friday to discuss data received from the Council on Postsecondary Education listing the number of faculty and administrators on this campus. Senators Whitlock and Vice are also looking at this issue. Senator Whitlock reminded that CPE’s data includes everyone and that the information needs to be parsed out into E & G, Auxiliary, and Restricted Funds. While there has been some growth in faculty and staff in E & G during the time period reviewed, most of the growth in staff has been within University Programs, with smaller growth in IT and Accounting.

UNFINISHED BUSINESS:

Domestic Partner Benefits. Dr. Marta Miranda was in attendance to inquire about the status of Domestic Partner Benefits for Eastern.

Senator Johnson, seconded by Senator Wade, moved the following:

   That the Senate Welfare Committee submit a formal request to President Whitlock for a resolution of the status of domestic partner benefits recommendations as approved by the Faculty Senate and the University Benefits Committee with a targeted implementation date of 2010.

Motion carried.

Status of University 5-Year Calendar. Senator Ware announced that the Senate still needs to vote on whether or not to move from a 17-week semester to a 16-week semester so that the 5-year calendar can be planned. The Provost Council has approved moving to a 16-week semester and that recommendation was shared with President Whitlock. However, President Whitlock is waiting for the Senate to vote on the issue before making his final determination. Information on previous discussions will be distributed prior to the next meeting. In addition, the Registrar will be invited to attend the meeting to address questions. Senator Ware requested that, if possible, questions on this issue should be emailed in advance to her and to Senator Vice, so that concerns can be addressed in a timely manner.
Policies under Review. Senator Ware noted that the Policy on Policies and the Policy on Authorization for Regulations were listed on the agenda as a discussion item and that a vote would be considered at the March meeting. Please share the two policies with colleagues and be prepared for further discussion at the March meeting. Dr. Sherry Robinson will be at the March meeting to address questions.

NEW BUSINESS:

Posthumous Degree. Senator Collins approval of a Posthumous Degree for Daniel Evans Rigney, seconded by Senator Wade. Motion carried.

Report from Council on Academic Affairs. - Senator Vice

New Programs
1. Doctorate in Occupational Therapy – create a doctorate program in Occupational Therapy
2. Certificate in Financial Literacy (Undergraduate) – Create a 12-hour, in-house certificate. This certificate will not require CPE approval.

Program Revisions – Reducing Hours Required to Graduate
3. French/Teaching B.A. - Add requirement of GPA 2.75 in courses for French teaching major, reduce required hours from 128 to 120, and delete recommendation for specific supporting courses. Delete reference to FRE 400 and replace with FRE 312.
4. Spanish/Teaching B.A. - Add requirement of GPA 2.75 in courses for Spanish teaching major, reduce required hours from 128 to 120, and delete recommendation for specific supporting courses.
5. Earth Science/Teaching B.S. - Revise Major and Supporting Course Requirements. Editorial corrections of General Education Requirements, Teacher Education Requirements and hours totals from 130-143 to 126-143.

Program Revisions
6. English/Teaching B.A. - Change ENG 499 from a required course to an elective.

Senator Vice announced that item one was submitted prematurely and should be withdrawn from the agenda.

Senator Vice moved approval of item 2, seconded by Senator Biggin. Motion carried.

Senator Vice moved approval of items 3-5, seconded by Senator Shordike. Motion carried.

Senator Vice moved approval of item 6, seconded by Senator Pressley. Motion carried.

REPORT FROM SENATE CHAIR: Senator Ware

COSFL met last Friday in Frankfort at the Council on Postsecondary Education and most of the discussion was focused on House Bill 160. EKU’s resolution did go to the House and President Whitlock has indicated that he will also take the resolution to the Senate.

Senators Ware and Vice thanked the Academic Quality Committee for their assistance with the suggested revisions for the proposed transfer legislation.

The Academic Technology Focus Groups will be held on Tuesday and Wednesday this week at 3pm in the Keen Johnson South Ballroom.
The next Faculty First will be held jointly with AAUP on Friday from 3:45-5pm in the Faculty Lounge in Keen Johnson. AAUP is hosting the event and refreshments will be provided. Senator Johnson, as chair of the Budget Committee, will be there to discuss data received from the Council on Postsecondary Education which lists faculty, staff and administrative lines.

**REPORT FROM FACULTY REGENT:** Senator Frisbie

The Board elected Gary Abney as its new chair and Craig Turner as its new vice chair.

The Board heard updates on the Foundation from its chair, and on the University from VP Newsom. The Foundation has seen about 25% growth this year and continues to grow in number of donors. The University is on target in terms of revenue and expenditure rates in comparison to this same time last year. One problem noted from last year was a large expenditure overrun in student financial aid. The university has taken steps to correct that problem, but because financial aid often entails a multiyear commitment to students, that problem will not completely disappear this year. Overall, VP Newsom predicts that there will probably be an unrestricted fund balance of approximately $6 million.

Also on the financial front, the Board formally accepted the audit report for the year ending June 30, 2009. The Finance Committee received the report and spoke directly with the auditors (Deloitte and Touche) in November. The Board has begun the process of selecting another auditing firm to take over from Deloitte and Touche this spring. It is standard practice to change external auditors at least every five years.

In personnel actions, the Board approved RTP applications from four individuals. On the Academic Affairs front, the Board approved 53 program revisions, three new programs, and six program suspensions. All are items that had been recommended through the Faculty Senate. The Board also approved revisions to the University’s Hazing Policy and changes to the Student Government Association Constitution, particularly in the portion pertaining to the Judicial Branch.

As was reported in the newspaper, the Board approved two new capital projects – a hotel to be associated with the new Performing Arts Center and a communications tower. Those projects are possibilities, but have not yet been fully appraised. Nevertheless, in order to investigate the feasibility and advisability of these projects further, state regulations require that they be incorporated into the state budget – even if no state monies will be used. While the Board approved these projects so that planning may go forward, the university has not yet committed to either project.

The Board will next convene for a regular quarterly meeting in April.

**REPORT FROM COSFL:** Senator McKenney

COSFL met on Friday, January 29th in Frankfort at the offices of the Council on Postsecondary Education.
COSFL members met with CPE President Dr. Robert King and with a number of other CPE staff members to discuss the Transfer Bill (HB-160) which recently passed in the State House of Representatives. The bill is now on the desk of Senator Ken Winters who chairs the Senate Education Committee. COSFL members are deeply concerned that the provisions of this bill, as it was originally proposed, be modified so that they will not be unduly restrictive and in violation of the academic freedom of faculty.

With regard to the Transfer Bill, President King says the CPE and the Chief Academic Officers (i.e. provosts) of the public institutions of higher education have agreed upon changes to the bill. He has spoken with Senator Winters and thinks that the 120 hour provision might be dropped. Further, King believes he has been able to convince Senator Shaughnessy that it is not necessary to have common course numbering and identical course content throughout the public colleges and universities. Instead, the CPE and the CAOs are emphasizing common learning outcomes which could be achieved by a variety of courses. He noted that the CPE plans to maintain a cross numbering system for courses, but that faculty would not have to worry about this.

COSFL President Peggy Pittman Munke suggested that President King write a letter to all faculty stressing the uniqueness of the comprehensive universities and explaining that the CPE is already working on the things addressed in the Transfer Bill. This would allay further misunderstanding and alarm on the part of faculty, some of whom are already jumping to conclusions about what is in the Transfer Bill. King indicated that he was willing to write such a letter.

**REPORT FROM PROVOST:** Senator Vice

The Office of Institutional Research has reported the following enrollment as of January 29, 2010 (compared to this same time last year):

- Total enrollment is up 3.1% to 15,077
- Undergraduate enrollment is up 2.3% to 12,868
- Graduate enrollment is up 8.2% to 2,209
- New Freshmen enrollment is up 14% to 237
- New Transfer enrollment is up 20% to 540
- New Graduate Student enrollment is up 15% to 237
- Black Student enrollment is up 10% to 781
- Total credit hours are up 4.2% to 183,377
- Corbin credit hours are down 3% to 8,107
- Danville credit hours are similar to this time last year (4,334 to 4,341)
- Manchester credit hours are down 17% to 1,912
- Online credit hours are up 38% to 17,333

Kentucky’s Chief Academic Officers of all the public institutions have provided feedback on House Bill 160 (Transfer Bill) to CPE via two lengthy conference calls and multiple e-mails. As a result, the language of the Bill has been somewhat modified to be more acceptable to the universities. CPE plans to present the modifications to Representative Rollins with the hope he will accept the changes. The Faculty Senate Academic Quality Committee has reviewed these changes and offered a follow-up iteration, which has been forwarded to Dr. Aaron Thompson at CPE.
The General Studies Work Group has been reviewing three proposals regarding student success. The Faculty Senate Academic Quality Committee, the Council on Academic Affairs, Associate Deans, Deans, and others will soon be reviewing the proposals:

a. First Day of Class Attendance: Use it or Lose it
b. A formal University Withdrawal Process
c. Senate Bill I Implementation and implications for EKU’s student population

The Early Alert Retention System for 2010 has been successful in identifying students who are not attending class. The collaborative efforts between Academic Affairs and Student Affairs will help students succeed.

Following are important dates for upcoming events:

**Student Tuition Forums** – Walnut Hall, Keen Johnson Building
   - Wednesday, February 24, 4:00 p.m.
   - Thursday, March 4, 3:30 p.m.

**Visit from Kati Haycock**, President of Education Trust – Open meeting with faculty
   - Wednesday, March 31, Itinerary to be announced

**Visit from Dr. Abdul Kalam** - India’s 11th President, 2002-2007
   - Tuesday, April 13, 2010, Brock Auditorium
   - 10:00 a.m. Presentation to Campus Community, Energy Independence – Alternative Energy for 2010 and Beyond

Senator Vice shared a written copy of her January report since there wasn’t time to present it at the January meeting.

Join the Provost for lunch on Wednesday, February 3rd from 11:45-1pm in the Faculty Dining Room in the Powell Cafeteria. Please sign in at the register.

**STUDENT GOVERNMENT ASSOCIATION**: DaJuane Harris reported for Afsi Siahkoohi

Mr. Harris shared the following announcements:

   January 23rd to February 17th - EKU and Morehead are engaged in a Philanthropic Challenge to see which school can get the most donations. Kids First Dental is the chosen philanthropy. The winner will be announced at the EKU-Morehead game in Morehead on February 17th
   - February 8th - Listen Up Legislators - Question and answer forum in the Powell Building lobby - 3-5pm
   - February 9th - Rally for Higher Education - Frankfort, KY

**REPORT FROM FINANCIAL PLANNING COUNCIL**: Senator Ware

The Financial Planning Council is scheduled to meet on Monday, February 8th. The main item of business will be setting the tuition.

The chair of the Budget Committee has now been appointed to serve on the Financial Planning Council, and Senator Johnson will serve in the capacity at the February 8th meeting.

**REPORT FROM STRATEGIC PLANNING COUNCIL**: Senator Taylor

The Strategic Planning Council is scheduled to meet tomorrow.
Academic Quality Committee. Senator Shordike reported that the committee has met several times and provided input to the General Studies Work Group, to the Provost on the Transfer Bill, and to the drafting team working on the final exam policy.

Budget Committee. Senator Johnson reported that the committee met on January 15th and 29th and were given a preliminary report from the Provost and Institutional Research regarding numbers of faculty lines and administrators from 2005 and 2009. A full report of that data is expected to be presented at the next meeting on February 12th.

The committee is also working on guidelines for Faculty Development Funds.

Senator Johnson thanked Senator Ware for requesting and Senator Whitlock for adding the chair of the Senate Budget Committee to the University Financial Planning Council.

Committee on Committees. Senator Staddon reported that the committee met last Monday to continue developing guidelines for the committee to follow.

Elections Committee. Senator Randles reported that the committee is working on the Faculty Regent election. Additional information will be forthcoming.

Rights & Responsibilities Committee. Senator J. Palmer reported that the committee should be through reviewing the draft of the 2010 Faculty Handbook by the next Senate meeting.

The committee has suggested that the policy “Academic Work While Under Contract to Teach at Eastern” be reviewed for clarification, relevance, or appeal.

The committee is in the process of reviewing a “Social Web Policy” which is in the early stages of development. More will be shared on this as it moves through the process.

Senator J. Palmer encouraged everyone to review the Interim Policy on Policies and send questions or concerns to the Rights & Responsibilities Committee or post concerns directly on the website at www.policies.eku.edu/. The 30-day commenting period ends on February 20th.

Welfare Committee. Senator Ciocca reported that the committee met briefly this afternoon to discuss the article in the Richmond Register regarding the $800,000 purchase of properties by the University. The article is available at the following url:


ADJOURNMENT
Senator Vice moved to adjourn at approximately 5:20 p.m.
Doug Whitlock  
President’s Report to the Faculty Senate  
March 1, 2010

Chairperson Ware and members of the Senate, I am sorry that my travel schedule for alumni/development work prevents my being with you in person today. My travels continue next week with a visit to Florida International University as a member of that institution’s SACS/COC reaffirmation site visit, followed by more alumni/development work in Florida. We hope to have another year in which private support of Eastern is up both in terms of donors and level of giving.

Joanne and I missed the first stop of the current agenda when I decided I needed to stay in Kentucky Friday to attend two meetings in Frankfort. The first was an opportunity that we were given to meet with representatives of the Kentucky Medical Association to allay concerns they have about the proposed change to the statutes to enable the offering of the Doctor of Nursing Practice. Their issues were primarily around the matter of “scope of practice” and Dr. Deborah Whitehouse, our associate dean in health sciences, did a very fine job of addressing their questions.

The second meeting involved CPE President Bob King, five of my colleague presidents and me with House Speaker Greg Stumbo and the rest of the House leadership. It was a cordial and direct meeting. We were clear about the needs and financial challenges facing our campuses and the House leadership was also quite clear about the performance and accountability expectations of our public policy makers. I came away more convinced than ever that our focus on student success is exactly what we should be about. We will increasingly be judged – and funded – on the retention and graduation rates of our students. We will also be expected to continue to develop our regional stewardship efforts – especially those related to our collaboration with elementary and secondary schools in our service region.

If you saw the news over the weekend, our meeting was fruitful. Despite the state’s fiscal condition, Speaker Stumbo indicated that the House would make every effort to protect higher education’s spending base. He pointed to several of the issues that we discussed with him and the rest of House leadership as the reason for his thinking. He also mentioned his commitment to increased accountability. But, even if our base funding does not get cut, we will still have to contend with significant increases in what we must pay into the two state retirement systems, bring two buildings on line with our maintenance and operations funding, and meet our other fixed and unavoidable cost increases.

We are also far from a final resolution on the state budget. After the House is finished, the document will go to the Senate where leadership continues to talk about shared pain throughout
all state agencies as being required. After the Senate approves a budget, the leadership of the two chambers will go into a conference committee where the final details of the 2010-2012 budget will be hammered out. There also remains discussion about the possibility of a special session late this year to deal with aspects of the second year of the biennium.

We will remain fully engaged in this process and I will keep you advised as it moves forward.
Interim Policy on Policies

Policy Statement

Eastern Kentucky University, through the practice of shared governance, formally develops, approves, disseminates, implements, and maintains policies, as defined in this document, through a uniform process. All members of the University community may be involved in developing, updating, recommending, and disseminating University policies and thus must adhere to the precepts set forth in this policy. This document defines a University policy, and also provides a format for the development, approval, and dissemination of such policies. Additionally, it describes the responsibilities of the parties involved in the formulation and adoption of University policies.

This policy enables the University to make policy development and retrieval efficient and consistent. Further, a comprehensive document that outlines the development, approval, dissemination, implementation, and maintenance of University policies allows for more consistent enforcement, greater accessibility, and timelier review. This process will enhance communication, organizational operations, compliance, and accountability.

Eastern Kentucky University will be guided by the following principles:

- Policies will
  - be designed to encourage students’ success in achieving their goals while at the same time be intended to maintain the mission of a high quality educational experience;
  - support the University’s mission, values, initiatives, and strategic goals;
  - align ownership with authority, responsibility, and accountability;
  - comply with federal and state laws and regulations as well as accrediting standards; and
  - be consistent with other university policies; and
- The policy process will
  - be transparent;
  - honor shared governance by seeking participation from stakeholders;
  - have a mechanism for evaluation and improvement in a timely manner; and
  - avoid bureaucratic gridlock.

Entities Affected by the Policy

Entire university community, including all campuses and extended sites

Policy Background

The implementation of a policy on policies enables the University to more effectively and efficiently manage its body of policies. No previous policy concerning the formulation and adoption of policies existed.
Procedures

POLICY ORIGINATING/VETTING/AND APPROVAL PROCESS

Any individual sponsored by a recognized University unit or organization, or any individual sponsored by a recognized University unit or organization may identify the need for a new policy or the revision of an existing policy. Once the need for a new policy or the need to revise a current policy is identified, the following steps should be followed:

Pursuant to Part-VII Section VII A1a, Faculty Handbook, when the Faculty Senate is the Policy Originator policy Impact Statements and policy drafts may be submitted directly to the President or may be submitted as described below. The President may recommend that policies proposed by the Faculty Senate be vetted through this process.

All other Policy Originators should:

1) a. If the proposed issue is academic in nature, complete an Impact Statement and forward to the Office of Policy, Compliance and Governance or to the Office of the Associate Provost for Academic and Faculty Affairs.

   b. For issues that are non-academic in nature, forward the completed Impact Statement to the Office of Policy, Compliance and Governance.

   If there is uncertainty as to whether the issue is academic or non-academic, forward the Impact Statement to the Office of Policy, Compliance and Governance. When the Policy Originator is an individual, a recognized University unit or organization must be listed as a sponsor. A draft of the policy or policy revision may be submitted with the Impact Statement.

2) The Office of Policy, Compliance and Governance or the Office of the Associate Provost for Academic and Faculty Affairs will review the Impact Statement and will work with the Policy Originator to make revisions as necessary to the Impact Statement.

3) The Office of Policy, Compliance and Governance or the Office of the Associate Provost for Academic and Faculty Affairs will form a Drafting Team consisting of those representative stakeholders who may be affected by the policy.

4) When necessary, the Drafting Team will create the draft policy in the template format. As part of the policy draft, drafting teams should identify the Responsible Office, Responsible Executive and Interpreting Authority.

5) The Drafting Team will submit the draft policy, as instructed, for appropriate review and approval. The sequence of review, as outlined below, may vary:

   a. The Office of Policy, Compliance and Governance or the Office of the Associate Provost for Academic and Faculty Affairs will post the draft policy on the University Policy and Regulation website for a 30-day University public comment period. For Non-Academic University Policies, just prior to posting for the 30-day University comment period, the Office of Policy, Compliance and Governance and the Office of the Associate Provost for Academic and Faculty Affairs will notify the Chair of the Faculty Senate, Staff Council and the Student Senate Government Association that such policy is to be posted, along with the policy. The Office of the University Counsel will also be notified prior to the 30-day comment period to begin legal review of the proposed policy that such policy will be posted for comment. An announcement that a policy is posted for 30-day comment period on the Policy and Regulation Website will be made to the University community through EKU Today and EKU Student Today. The Drafting Team will review and consider all comments made during this time period. ACADEMIC POLICY NOTIFICATION?

   b. Policies will generally be reviewed using the two tracks below. If appropriate, a policy may be reviewed using both tracks. The Office of Policy, Compliance and Governance and the Office of the Provost are responsible for ensuring policies are reviewed through the appropriate track(s).
University Non-Academic Policies

- The Administrative Council reviews the University Non-Academic policy drafts and may:
  - determine if further drafting or stakeholder feedback is necessary,
  - make a recommendation to the President.

The Administrative Council may:
- recommend that the Office of Policy, Compliance and Governance reconvene the Drafting Team to incorporate feedback from stakeholders or from the 30-day University comment period, and then resubmit the draft for additional review.

- Once all recommendations are made and a final draft is ready, the Office of Policy, Compliance and Governance will submit the policy draft to the President.

University Academic Policies

- The Council on Academic Affairs (CAA) reviews policy drafts that affect curriculum, academic programs, or academic requirements for students and makes recommendations. Prior to making a recommendation, the CAA may determine that further drafting or stakeholder feedback is necessary. The Special Assistant to the Provost (for Academics) will reconvene the drafting team to consider feedback from the CAA.

  and/or

- The Faculty Senate reviews policy drafts that affect academics, including admissions, curriculum, instruction, and criteria for granting degrees; faculty welfare; student affairs in the areas where the proposed policy concerns the students' academic achievement; and other policies as referred to the Senate. The Faculty Senate makes recommendations. Prior to making a recommendation, the Senate may determine that further drafting or stakeholder feedback is necessary.

  and/or

- The Provost Council reviews policy drafts that affect Academic Affairs or that are referred to the Council. The Provost Council makes recommendations. Prior to making a recommendation the Provost Council may determine that further drafting or stakeholder feedback is necessary. The Special Assistant to the Provost (for Academics) will reconvene the drafting team as necessary to consider feedback from the 30-day University comment period of from any stakeholder groups.

  and

- The Special Assistant to the Provost (for Academics) will reconvene the drafting as necessary to consider feedback from the 30-day University comment period or from any stakeholder groups.

- Once all recommendations are made and a final draft is ready, the Special Assistant to the Provost (for Academics) will submit the policy draft to the President.
6) For all policy proposals both Academic and Non-Academic policy drafts including those originated by Faculty Senate, the President may:
   i. submit to President's Cabinet for advisement and/or to others identified in the policy process for further review, drafting, or stakeholder feedback;
   ii. approve as a University Regulation where BOR-Board of Regents approval is not required (see 1.1.2 P Authorization for Regulations);
   iii. recommend approval and submit to the BOR-Board of Regents for adoption;
   iv. not approve and/or recommend approval for submission to the BOR;
   v. take other action as President deems appropriate.

*Pursuant to Part VII Section VII A4a, Faculty Handbook, when the Faculty Senate is the Policy Originator policy Impact Statements and policy drafts may be submitted directly to the President or may be submitted as described below. The President may recommend that policies proposed by the Faculty Senate be vetted through the is-process outlined in this policy.

Upon adoption, the policy is promulgated to the University Community and posted on the University policy website. The Board of Regents has authority to approve University Policies (both Academic and Non-Academic). Pursuant to 1.1.2 P Authorization for Regulations, the President has authority to approve University Regulations.

University Regulations will be vetted through this process (except no Board of Regent approval is required) in accordance to 1.1.2P Authorization of Regulations. Depending on the nature of the issue, guidelines that are part of policies or regulations may require vetting through this process.

Only the President and Board of Regents have authority to approve University policies.

7) Once a policy or regulation is approved/adopted, it will be posted on the University Policy and Regulation website. Policies and regulations will be codified in a manner that includes Volume, Chapter, and Section.

DEPARTMENTAL/UNIT POLICIES, GUIDELINES, AND REGULATIONS

Policies that apply only to specific departments or units are not subject to this process.

ESTABLISHING AN INTERIM POLICY

On occasions when an Interim Policy is necessary, a Drafting Team will draft and recommend the Interim Policy for approval by the President. The chairs of the Faculty Senate, the Staff Council, and the Student Senate-Government Association along with the Office of University Counsel will be notified upon formation of the drafting team for and adoption of Interim Policies.

An interim policy must carry an expiration date and will either be allowed to expire without additional action, be extended once for a specific period upon special permission from the President, or will be replaced by a standard University Policy or Regulation, which must be vetted through the process as stated within this policy.

UPDATING OR REVISION A POLICY

On an as-needed basis, the Office of Policy, Compliance & Governance Office of the Associate Provost for Academic and Faculty Affairs will make routine changes (such as position or unit titles, links, etc.) to University Policies or Regulations. These changes will not substantively affect the policy. The Office of Policy, Compliance & Governance Office of the Associate Provost for Academic and Faculty Affairs will note the date of such changes (as Updated) on the first page of the policy.
Editorial changes that do not substantively affect the policy may be suggested to either the Office of Policy, Governance and Compliance or to the Special Assist to the Provost for Academics. Such changes will be made to the policy and updated on the university policy website.

Procedures for substantive revisions to an existing policy are the same as for reviewing and approving a policy (see above). Policy Originating/Vetting/Approval Process as stated within this policy.

IMPLEMENTING, DISSEMINATING, AND TRAINING

Unless otherwise stated in the policy, a policy or regulation is in effect immediately after it is adopted by the Board of Regents or President. Once adopted, the Office of Policy, Compliance & Governance Office of the Associate Provost for Academic and Faculty Affairs will ensure that the policy is disseminated to the university community by either communicating this information directly or will charge the Responsible Executive with the dissemination. The Responsible Office(s) will assist the Responsible Executive in establishing any support systems to train the community to ensure ongoing compliance.

INTERPRETING A POLICY

When questions or conflicts arise concerning the application, compliance, or scope of a policy, the affected parties will provide the details of the question or conflict in writing to the Interpreting Authority designated in that policy.

The Interpreting Authority will review the case, as well as any precedents to ensure consistent interpretation. Once an interpretation has been determined, the Interpreting Authority will communicate the decision in writing to the appropriate parties. The Interpreting Authority will ensure that proper records are kept of interpretation decisions.

PERIODIC REVIEW OF POLICIES

University policies should be reviewed on a periodic basis (a five-year cycle is recommended) to ensure the currency and accuracy of the policies. The Responsible Executive will devise a mechanism that includes representatives from key stakeholders and that ensures policies under his/her jurisdiction are so reviewed.

Policies will be reviewed for the following:
- Continued relevance to the University mission and values
- Consistency with other University policies
- Reflection of changes in laws, regulations, accreditation standards, educational goals/practices, university practices, etc.
- Errors in fact or in language
- Other potential problems

If changes in the policy are deemed necessary, the appropriate process (revising, updating, or repealing) should be initiated.

REPEALING A POLICY

If a policy is deemed identified as no longer relevant or necessary after undergoing the appropriate review process (see Reviewing and Approving, above), then a policy will be repealed, the same process as stated in the Policy Originating/Vetting/Approval Process within this policy will be followed to repeal the policy.

ARCHIVING A POLICY

If a policy is updated, revised, superseded, or repealed, the Office of Policy, Compliance & Governance Office of the Associate Provost for Academic and Faculty Affairs will archive the older version of the policy. These archived policies will be made available upon request.
### Definitions

<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
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<tbody>
<tr>
<td><strong>Academic-University Policy</strong></td>
<td>University policies that pertain to the academic mission and issues of the University.</td>
</tr>
<tr>
<td><strong>Administrative Council</strong></td>
<td>The Administrative Council is made up of direct reports to the President and others as appointed by the President. As it pertains to this policy, the Administrative Council will review Non-Academic University Policy drafts and make recommendations to the President.</td>
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<tr>
<td><strong>Board of Regents (BOR)</strong></td>
<td>The legal and active policy making body of the University.</td>
</tr>
<tr>
<td><strong>Chapter</strong></td>
<td>The designation for a sub-unit of a University policy volume. This designation indicates the broad category under which individual related policies will be found.</td>
</tr>
<tr>
<td><strong>Council on Academic Affairs (CAA)</strong></td>
<td>The Council on Academic Affairs is a University body that is charged with oversight of the curriculum and academic programs of the University. As it regards this policy, the Council reviews and recommends policies that affect curriculum, academic programs, or academic requirements for students.</td>
</tr>
<tr>
<td><strong>Drafting Team</strong></td>
<td>A drafting team is a small workgroup formed for the purpose of writing and editing a policy draft and in placing that draft in a University policy template. For NonAcademic Policies, drafting teams will consist of representative from Staff Council, Faculty Senate and Student Senate and other stakeholders.</td>
</tr>
<tr>
<td><strong>Departmental Policy</strong></td>
<td>A policy that pertains only to the internal procedures of a given department. Departmental policies are not subject to this policy. However, departmental policies must be consistent with University policies.</td>
</tr>
<tr>
<td><strong>Effective Date</strong></td>
<td>The date the University policy is approved by the Board of Regents or University President unless otherwise specified.</td>
</tr>
<tr>
<td><strong>Faculty Senate</strong></td>
<td>The Faculty Senate is the delegate assembly of the University faculty through which the faculty normally exercises its responsibilities as a group. As it pertains to policy, the Faculty Senate reviews and recommends policies that affect academics, including admissions, curriculum, instruction, and criteria for granting degrees; faculty welfare; student affairs in the areas where the proposed policy concerns the students’ academic achievement; and other policies as referred to the Senate.</td>
</tr>
</tbody>
</table>

### Guidelines

A statement of desired best practice that recommends procedures, processes, outcomes, and the like that have been endorsed or approved by the University to achieve a particular outcome or goal. Guidelines may or may not be affiliated with policies and regulations. Guidelines may or may not apply institution-wide.

### Impact Statement

Document to be completed by the Policy Originator describing the justification for developing a new policy or revising a current policy and the impact of such on the University.

### Interim Policy

This is a provisional policy issued when a University policy is needed before the standard process can be completed. An interim policy must carry an expiration date and will either be allowed to expire without additional action, be extended for a specified period upon special permission from the President or will be replaced by a standard University Policy.

### Interpreting Authority

The authority to interpret the intent of the policy when questions or conflicts arise concerning its application, compliance, or scope.

### Policy Originator

An individual or group identifying a need for a policy or policy revision and assisting in the development of that policy. An originator may be a representative from an administrative or academic unit; a committee, senate, association, or council; or an individual member of the campus community.

### Policy Vetting and Approval Process

The formal process by which the University develops, recommends, and approves University policies. (See link.)
Policy Website
A University website dedicated to housing University policies and all related information.

President's Cabinet
The President's Cabinet consists of the Provost and Vice President for Academic Affairs, the Associate Provost and Vice President for Student Affairs, the Executive Vice President for Administration, the Vice President for Financial Affairs, the Vice President for Institutional Advancement, and the Chief of Staff.

As it pertains to this policy, the Cabinet functions as a senior level policy advisory body to the President.

Provost Council
The Provost's Council is the major advisory body to the Provost for the review of policies and procedures in the area of academic affairs.

Recognized University Unit or Organization
Examples include: University Departments, RSO’s, Student Government Association, etc

Regulation
A standard or statement that either 1) articulates procedures or reporting requirements related to implementation or compliance with University policies or 2) addresses matters not specifically addressed in such policies. Does not require Board of Regents approval, but may require presidential approval. Regulations may or may not apply institution wide.

Responsible Executive
The University executive under whose jurisdiction a University policy falls. Depending on the scope, a policy may have more than one responsible executive.

Responsible Office(s)
University office(s) designated with the responsibility of administering a policy, communicating with and training the university community regarding the policy requirements, and executing its timely review and updating.

Section
The designation for University policy or regulation that provides the name of the individual policy or regulation.

Shared Governance
As it relates to this policy, a joint effort of the university community for the development of University policies.

Stakeholder
Any individual or group who might be impacted by or might have knowledge related to a particular policy.

Template
The official format for all University policies. See Related Links for a copy of the template.

University
Eastern Kentucky University

University Academic Policy
University policies that pertain to the academic mission and issues of the University.

University Non-Academic Policy
University policies that pertain to matters not considered academic.

University Policy (both Academic and Non-Academic)
A University policy includes the following characteristics:
- Assists the University in achieving its mission through the promotion of operational efficiency
- Applies broadly across the University
- Complies with federal, state, and local laws as well as accrediting bodies
- Mandates actions or limitations
- Ensures responsibility and accountability
- Requires approval by the President and/or the Board of Regents for substantive changes or implementation
- Reflects University values

University Policy Document
All official policy documents have the following characteristics:
- Are reviewed and approved by the policy vetting and approval process
- Are under the authority of a university executive to execute and interpret
- Are in a standard format (template)
Policy 1.1.1
Volume 1, Governance
Chapter 1, Policies, Regulations and Guidelines
Section 1, Policy on Policies

- Contain on the first page the university seal
- Include procedures for compliance
- Include a review and approval history
- Are catalogued and numbered in the University Policy and Regulation Library on the University policy website

Volume
The designation for the broadest unit of University policy. Volumes typically correspond to University units (i.e. Academic Affairs, Financial Affairs, Student Affairs, Facilities, etc.)

Responsibilities

Administrative Council
- Review and provide feedback to the Non-Academic University Policy Drafting Team and provide recommendations to President’s Cabinet.
- Identify additional stakeholders as needed and seek input.

Associate Provost
- Review Impact Statements and provide feedback to the policy originator(s).
- Determine the appropriate process path (academic or non-academic). Refer to Policy, Compliance, and Governance Executive Director if a non-academic policy.
- Identify stakeholders and provide a list to the appropriate review group(s).
- Identifies need for policy development or revision as needed

Board of Regents
- Review and approve University policies.

Council on Academic Affairs
- Review policies that affect curriculum, academic programs, or academic requirements for students.
- Identify additional stakeholders as needed and seek input.
- Make recommendations to Faculty Senate and/or Provost Council regarding such policies
- Recommend appropriate Catalog language as necessary

Drafting Team
- Work with the policy originator to draft a new policy or make revisions to an existing policy.
- Use the template to create a draft based on the PAC’s feedback.
- Submit policy draft, as instructed, to the appropriate group(s).
- Edit policy draft based on input from review groups, stakeholders, and the 7-day public comment period.

Faculty Senate
- Review policies that affect curriculum, academic programs, or academic requirements for students, or faculty welfare.
- Review other policies referred to or originated by the Senate.
- Provide input as requested.
- Identify additional stakeholders as needed and seek input.
- Make resolutions of support or recommendations to the Provost Council, to the Council on Academic Affairs, or to the President regarding such policies.

Interpreting Authority
- Make sound judgments on the intent of the policy when questions or conflicts arise concerning its application, compliance, or scope.
- Review precedents, if any, to ensure consistent interpretation.
- Render an interpretation when called upon to do so and communicate the decision to the appropriate parties.
- Document all interpretation decisions.

Office of Policy, Compliance, and Governance—Policy Compliance Analyst
- Facilitate the development and processing of non-academic policies.
- Facilitate non-academic university Policy Drafting Teams as needed.
- Ensure that policy is disseminated to the University Community.
- Ensure that the University community is trained concerning policy development and compliance matters.
- Maintain website with a listing of all University policies and the tools for the

Page 8 of 10
Interim Policy
development of policies.

- Archive policies that have been revised, suspended, or superseded.
- Identifies need for policy development or revision as needed

Policy, Compliance, and Governance
Executive Director

- Review Impact Statements and provide feedback to the policy originator(s).
- Determine the appropriate process path (academic or non-academic). Refer to Associate Provost if an academic university policy.
- Identify stakeholders and provide a list to the appropriate review group(s).

Policy Originators(s)

- Complete the Impact Statement and submit to the Office of Policy Compliance and Governance or to the Office of the Associate Provost for Academic and Faculty Affairs to begin the policy process.
- Consult key stakeholders during the development process, and considers all suggestions.

President

- Review and approve policies not required to be submitted to the Board of Regents.
- Review and submit policies to the Board of Regents for approval.

President’s Cabinet

- As it pertains to this policy, makes recommendations to the President on policy matters.

Provost

- Recommends Academic Affairs policies to the President.
- Participate in policy recommendations as a member of the President’s cabinet.

Provost Council

- Review policies that affect Academic Affairs.
- Provide input on other policies as requested.
- Identify additional stakeholders as needed and seek input.
- Make resolutions of support or recommendations to the Provost

Responsible Executive

- Be accountable for substance of policy [VP]
- Review final draft of the policy document before submission to the Approval Authority.
- Conduct timely reviews of existing policies under his or her jurisdiction.
- Assist, as needed, in the development, updating, or revision of policy within his or her jurisdiction.

Responsible Office(s)

- Lead in the establishment of support systems needed to achieve compliance of policies.
- Inform and train the university community concerning new and substantially revised policies.
- Consult with the Responsible Executive(s) to update existing policies.

Special Assistant to the Provost for Academics

- Facilitate the development and processing of academic university policies.
- Serve on Drafting Team as needed.
- Ensure that the University community is trained concerning policy development and compliance matters.
- Assist with the maintenance of the University Policy website, particular as it regards academic policies.
- Assist with the archiving of policies that have been revised, suspended, or superseded, particularly as it regards academic policies.

Stakeholder

- Assist with drafting and formulation of policies. Will determine if policy goes to BOR approval.
- Will have final review of all policies before approval. Will have input on whether a policy goes to the Board of Regents for approval or is approved as a Regulation by the President.

Violations of the Policy
Violations of this policy may result in the delay of the approval process or in the official University recognition of the policy’s effect.

Interpreting Authority

- President
- Chief of Staff and Unit Head for Policy, Compliance & Governance, if so delegated
- Provost and Vice President for Academic Affairs, if so delegated
- Vice President or other Direct Report to the President, if so delegated

In the event there is a conflict between interpreting authorities, the President will make the final interpretation decision.

Relevant Links

- Policy template
- Impact Statement
- Process Diagram

Policy Adoption Review and Approval

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<th>Action</th>
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<td>President Whitlock</td>
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<td>Adopted interim policy</td>
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<td>November 3, 2009</td>
<td>President Whitlock</td>
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Authorization for Regulations

Policy Statement

Eastern Kentucky University acknowledges the statutory authority of its Board of Regents to adopted policies that govern the University. It is the responsibility of the President, the administration, and the faculty to administer and implement these policies. Further, it is the expectation of the Board of Regents that the President will develop a system of well-vetted Regulations that implement University policies or that manage routine operations of the University not addressed in these policies.

Entities Affected by the Policy

- Entire university community, including all campuses and extended sites.

Procedures

Procedures for developing, approving, and implementing University Regulations shall follow those established in the Policy on Policies 1.1.1P for University Policies except Regulation will not require Board of Regent approval.

Definitions

Regulation A standard or statement that either 1) articulates procedures or reporting requirements related to implementation or compliance with University policies; or 2) addresses matters not specifically addressed in such policies. Does not require Board of Regents approval, but requires presidential approval.

University Eastern Kentucky University

Interpreting Authority

President of Eastern Kentucky University
Relevant Links

Policy on Policies 1.1.1P

Policy Adoption Review and Approval
TO: Members of the Faculty Senate
FROM: Janna P. Vice, Chair
The Council on Academic Affairs
DATE: February 24, 2010
SUBJCT: CAA Agenda for Faculty Senate

As a result of the Council on Academic Affairs’ meeting on February 18, 2010, the following items are presented for the Faculty Senate’s agenda on March 1, 2010.

Curriculum Proposals

Program Revisions – Reducing Hours Required to Graduate

1. Agriculture B.S. – Change the number of hours required for degree from 128 to 120 by reducing Free Electives by 7 credit hours. Reduce the practicum requirement (AGR 301/302/349) from 4 credit hours to 3. Designate all courses < or > 3 credit hours.

2. Horticulture B.S. – Change the number of hours required for degree from 128 to 120 by reducing Free Electives by 8 credit hours. Correct the Major Requirement hours from 60 to 59. Designate all courses < or > 3 credit hours.

3. Journalism B.A. – Change the number of hours required from 128 to 120 by excluding Block VII SBS in the General Education Requirements and reducing Free Electives by 6 credit hours. The department has moved most of the NON-JOU prefix classes to supporting course requirements as suggested by the Gen. Ed. Committee. COM 201/301 remain in Major courses as they are core classes in the JOU curriculum.

Program Revisions

4. Master of Arts in English – Eliminate “emphases” and all references to “emphases” from the program.

5. Certificate in French Conversation and Culture – Add FRE 310 to course options
6. Occupational Therapy M.S. – *Eliminate one core course and add new core course*
7. MAED Elementary Education – *revise the program to align with the Kentucky Teacher Leader Endorsement*
8. MAED Middle Grade Education - *revise the program to align with the Kentucky Teacher Leader Endorsement*
9. MAED Reading/ Writing - *revise the program to align with the Kentucky Teacher Leader Endorsement*
10. MAED Library Sciences - *revise the program to align with the Kentucky Teacher Leader Endorsement*
11. MAED Secondary Education - *revise the program to align with the Kentucky Teacher Leader Endorsement*
12. MAED Gifted Education - *revise the program to align with the Kentucky Teacher Leader Endorsement*
13. MAED Elementary Education Teaching B.S. – *revise the program to allow appropriate exceptions for elementary education students who are also in the Honors Program."

**Catalog Revisions**

14. Concurrent Degrees *Catalog Revision*
15. Subsequent Degrees *Catalog Revision*

**Information Items**

The Council on Academic Affairs also voted in support of the following policies:

1. Interim Policy on Policies
2. Policy on Authorization for Regulations

The Council on Academic Affairs reviewed the memo from the Department of Criminal Justice and Police Studies as an information item.

1. Department Name Revision – *Change the name of the Department of Criminal Justice and Police Studies to Department of Criminal Justice.*

The Council will take action on the following items in the March 18, 2010, CAA meeting:

1. First Day of Class Attendance: Use It or Lose It
2. Admission Requirements for Associate of General Studies, *Catalog Revision*
3. Academic Dismissal *Catalog Revision*
4. Clarification of Credit/Non-Credit Coursework, *Catalog Revision*
Report to Faculty Senate

Janna P. Vice, Interim Provost

March 1, 2010

**Spring Enrollment**

The Office of Institutional Research has reported the following enrollment as of February 26, 2010.

**Spring 2010**

*Compared to this date last year...*

- Total enrollment is up 3.0% to 15,143
- Undergraduate enrollment is up 2.2% to 12,902
- Graduate enrollment is up 8.2% to 2,241
- New Freshmen enrollment is up 13% to 236
- New Transfer enrollment is up 23% to 557
- New Graduate Student enrollment is up 18% to 258
- Black Student enrollment is up 7% to 783
- Total credit hours are up 3.9% to 184,739
- Corbin credit hours are down 3% to 8,122
- Danville credit hours are similar to this time last year (4,333 to 4,341)
- Manchester credit hours are down 17% to 1,915
- Online credit hours are up 38% to 17,704

**Focus in Academic Affairs**

1. The General Studies Work Group has become a helpful venue for reviewing Academic Affairs’ student-success initiatives prior to proposals being presented for action by CAA, Faculty Senate, and the Provost Council. With its representative composition, the Work Group has been able to critically review proposals and offer suggestions to enhance successful implementation.

CAA was presented with four proposals in February and will take action on these items on March 18. The text for these proposals accompanies the CAA material for today’s Senate meeting. The Work Group has spent a number of weeks refining the first two proposals. The last two proposals are editorial clarifications for the *Catalog*.

   a. First Day of Class Attendance: Use it or Lose it
   b. Admission Requirements for Associate of General Studies, *Catalog Revision*
   c. Academic Dismissal *Catalog* Revision
   d. Clarification of Credit/Non/Credit Coursework, *Catalog* Revision

Depending upon CAA action in March, these proposals are requested to be action items for the Faculty Senate in April.
2. Kati Haycock, President of Education Trust (a, not-for-profit organization focused on student success) will visit EKU on Wednesday, March 31. The campus will have two opportunities to interact with her: (A reception will precede each session, and both sessions will include a question and answer period.)

10:00 – 11:30 a.m. University and Academic Affairs Leadership Library 108
Focus: Ways Student-Success Data Should Impact our Decisions
(e.g., Provost Council, Administrative Council, Council on Academic Affairs, Faculty Senate Executive Committee/Committee Chairs, Chairs’ Association, SPC, and FPC)

2:00 -3:30 p.m. General Session – Open to everyone SSB, O’Donnell Auditorium
Focus: Ways Schools Enhance Student Success, according to national data

3. Education Trust highlighted EKU in one of two recent reports on higher education. "Top Gainers" and "Top Gap Closers" focus on public institutions nationwide that are ensuring more young Americans of color earn a bachelor’s degree.

EKU ranked 1st in the nation among “Top Graduation-Rate Gap Closers among Public Master’s Institutions, 2002-2007.”


These studies examined data from Integrated Postsecondary Education Data System and College Results Online—a unique Web-based tool that allows the public to view college graduation rates by race, ethnicity, and gender—to identify institutions that are making the biggest improvement in either graduating students of color or in closing graduation-rate gaps.

4. A reminder about the visit from Dr. Abdul Kalam, India’s 11th President, 2002-2007:
Tuesday, April 13, 2010, Brock Auditorium, 10:00 a.m. Presentation to Campus Community, “Energy Independence – Alternative Energy for 2010 and Beyond”
Admission will be by ticket only. Tickets will be available via SGA beginning March 29.

For further conversation about this report or any issue in Academic Affairs, Faculty Senators are invited to eat lunch with me on Wednesday, March 3, 11:45 a.m. – 1:00 p.m. in the Faculty Dining Room, Powell Cafeteria. Please sign in at either register.
Faculty Senate Budget Committee Report: March 1, 2010

The Budget Committee has continued to meet every two weeks since our last Faculty Senate meeting requesting information from Institutional Research and other administrative offices. We met last Friday, February 26, 2010 and a report similar to the one enclosed with this report was presented with stats from 2007. We have asked for clarification of some of the statistics which we hope will be forthcoming at our next meeting.

Included with this report is a copy of the information given to us by Institutional research the end of January and a copy of statistics from the Counsel on Postsecondary Education web site. (http://cpe.ky.gov/NR/rdonlyres/A67A2235-D1A5-4490-8F3A-DB5D11FE88A5/0/ft_FS2008Web.pdf)
And a copy of the draft report given to us by Institutional Research at the end of January and passed out by the Interim Provost at the AAUP meeting a few weeks ago.

There is also a copy of a page from the EKU Budget report for 2010 copied from the Financial Affairs web site which can be found at:
http://www.financialaffairs.eku.edu/budget/fiscal_year_budget/FY2010/Final%202009-10%20Operating%20Budget-External.pdf

You can find copies of past Budget Books at the following web site.
http://www.financialaffairs.eku.edu/budget/fiscal_year_budget/

We have sponsored a zoomerang poll asking two questions of the faculty which will be active until Thursday this week. Please be sure to ask your faculty to fill out this poll so the committee can get feedback as to how they would like to see the funding spent for the upcoming year’s budget. The two questions are as follows:

1. In your opinion what should be the top 3 priorities for funding at the university given the flat rate of economic growth?

2. In your opinion what should be the lowest 3 priorities for funding at the university given the flat rate of economic growth?

As of Friday there had been well over 100 responses to the poll and we would like to get as much feedback as possible to provide to the Financial Planning Counsel when it meets at the end of March and to give to the Faculty Senate at our next meeting.

You can also find quite a few interesting statistics in the EKU Fact Book at the following web site.
You can find statistics pertaining to the faculty and staff on pages 53 through 58.
Respectfully submitted by the Faculty Senate Budget Committee:
Marco Ciocca
Mike Hesse
Keith Johnson, chair
Karen Petronio
Linda Wray

Janna Vice, Interim Provost
John Wade, Dean Representative
Mixon Ware, FS chair – ex officio
Debbie Newsom, VP for Financial Affairs –ex officio
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Note: The table above provides a snapshot of the full-time faculty and staff by EEOC category for Kentuck Kentucky Public Institutions from Fall 1999 to Fall 2008.
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<th>Professional Nonfaculty</th>
<th>Secretarial/Clerical</th>
<th>Technical/Paraprofessional</th>
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* Equal Employment Opportunity

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**Sources:**
- Council on Postsecondary Education Data Base (through 1999).
- IPEDS Fall Staff Survey (beginning in 2000).

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**Notes:**
- KCTCS Community and Technical are reported together as of 2002. The number includes Lexington Community College from the Kentucky Community and Technical Colleges until 1999, through 2000. Lexington Community College was reported separately from the Kentucky Community and Technical Colleges for 1999 through 2000.
- Executive/Admin/Managerial.
- IPEDS Job Category.

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**KCTCS COMMUNITY AND TECHNICAL COLLEGES***

- KCTCS Technical Colleges

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**KCTCS TECHNICAL COLLEGES**

- Fall 1999 - Fall 2008 (continued)

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**KCTCS TECHNICAL COLLEGES**

- Fall 1999 - Fall 2008 (continued)

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**KCTCS TECHNICAL COLLEGES**

- Fall 1999 - Fall 2008 (continued)

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**KCTCS TECHNICAL COLLEGES**

- Fall 1999 - Fall 2008 (continued)
### Faculty & Staff (EEO Codes)
#### 2009 & 2004 Comparison - DRAFT

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### NEXT STEPS:
- 2007 Data to be added; Tenure/Non-Tenure Comparison;
- Inclusion of Librarians; Detail of 'Other'

(+): Faculty holds a position (Chair, Director, Coordinator, etc.) in addition to rank

### VP Area by EEO Staff Codes *
(excludes faculty)

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<tr>
<td>70: Service/Maintenance</td>
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<tr>
<td><strong>Total</strong></td>
<td>701</td>
<td>545</td>
<td>156</td>
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</table>

*Majority of Position Titles included within each EEO Code:

10: President, Provost, Vice President, Executive VP, Associate VP, Dean, Associate/Assistant Dean, Executive Director, Director, Associate/Assistant Director, Executive/Special Assistant, Head Coach, General Manager, Registrar, Manager, University Counsel

20: Faculty; Professor, Associate, Assistant, Instructor, Lecturer; Clinical Faculty, ASL Specialist,

30: Academic Advisor, Academic Specialist, Accountant, Assoc/Asst Coach, Assoc/Asst Dir, Assoc/Asst Lib, Budget Analyst, Coordinator, Counselor, Database Admin, Director, Head coach, HR Analyst, Lab Mgr/Tech/Coord, Manager, Proj/Prog Coord, Resource Analyst/Spec, Supervisor

40: Analyst, Coordinator, Manager, Specialist, Supervisor

50: Administrative Assistant (AA I, AA II, AA Specialist), Senior Office Associate, Office Associate, Library Associate, Clerk, Training Assistant, Teacher Aide

60: Carpenter, Electrician, Operator, Painter, Plumber, Repair Technician

70: Cook/Food Service Worker, Custodian, Groundskeeper, Laborer, Police Officer

---

Institutional Research, 01/10 Draft
<table>
<thead>
<tr>
<th>Staff by VP Area (excludes faculty)</th>
<th>2009</th>
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<tr>
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<tr>
<td>Total</td>
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<td>112</td>
<td>26</td>
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</table>

*Restricted Funds include: Adult Education, Arlington, Americorps, Bluegrass Community Health Center, Education Pays, Interpreter Education, Justice & Safety Center, KESAC, KY Center for School Safety, McNair Program, Migrant Education, NOVA, ODP Training Center, Small Business Development, Upward Bound

**Associate Provost increases result primarily from the addition of University Programs, QEP, & Regional Stewardship

***Justice & Safety increases result primarily from coding of grant funded personnel
<table>
<thead>
<tr>
<th>Activity</th>
<th>Budget</th>
<th>Actual</th>
<th>Variance</th>
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Total Revenues

Education and General Revenues

Other Revenues

Sales and Services of Educational Activities

Government Grants and Contracts

State Appropriations

Tuition and Fees

Total Revenues 2009

Eastern Kentucky University
<table>
<thead>
<tr>
<th>Activity</th>
<th>FY10 Budget</th>
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<th>Budget</th>
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Expenditures:
- Instructional Support
- General and Educational
- Student Services
- Institutional Support
- Academic Support
- Public Service
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<th>Activity</th>
<th>Year-end Budget to Actual</th>
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<th>% Variance</th>
<th>Activity</th>
<th>Budget Adjustments</th>
<th>Revisio, Revised</th>
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FY09
August 2009
Eastern Kentucky University
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Expenditures

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Eastern Kentucky University

August 2009

Expenditures