

**Faculty Senate
Washburn University**

*Minutes of May 12, 2008 Meeting
Kansas Room, Memorial Union*

Present: Arterburn, Baker, Bayens, Berry, Bowen (VPAA), Boyd, Byrne, Camarda, Chorba, Concannon, Croucher, Dinkel, DePue, Ginzburg, Jackson, Jacobs (President), Kaufman, Kerchner, Lockwood, Lunte, Martin, Melick, Munzer, Naylor, Nobo, Ockree, Patzel, Peterson, Pownell, Prash, Ramirez, Roach, Routsong, Russell, C. Schmidt, S. Schmidt, Shipley, C. Sullivan, S. Sullivan, Walker, Wunder, Wynn

I. The meeting of the Faculty Senate was called to order at 3:32 PM.

II. The minutes of the April 28th, 2008 Faculty Senate meeting were approved.

III. President's Opening Remarks.

A. President Jacobs welcomed the newly elected Faculty Senate members and announced that the current members would deal with the routine business and, that once accomplished, the new members would nominate and elect the Faculty Senate officers as well as representatives on the Executive Committee.

B. President Jacobs also provided a State of the Faculty Senate report and provided some areas of possible improvement (e.g., clarification of the procedures for the General Faculty meetings; better faculty access to the Board of Regents; faculty involvement in the budget process).

IV. Report from the Faculty Representatives to the Board of Regents.

A. At the May 2nd, 2008 meeting of the Budget and Finance Committee of the Board of Regents, approval was given to proposed 4% increase in the faculty salary pool. It was further noted that the Board of Regents approved the KATS transition plan.

V. Faculty Senate Committee Reports. – There were none.

VI. University Committee Minutes. – There were none.

VII. Old Business.

A. A motion was made, and seconded, to approve action item #08-02 ("Three-year review cycle for the Washburn Transformational Experience."). A friendly amendment to change the review cycle from three years (as proposed) to five years was accepted. The action item was approved, as amended.

*** These approved minutes were approved with the following note: "On the General Faculty agenda, the item listed the review cycle for the Washburn Transformational Experience as every three years."

VIII. New Business.

- A. Discussion was given to action item #08-07, entitled “Substitution of the previously approved language regarding joint appointments in place of the translation that currently exists in the Faculty Handbook.” Those in attendance supported the proposition that the newly elected President of the Faculty Senate and the VPAA should address the discrepancy in wording between the language that was approved by the General Faculty in 2002 and the wording that exists in the Faculty Handbook.
- B. Discussion was given to the substance and the wording of the “Revision to Faculty Handbook – Procedure for the conduct of General Faculty meetings” (#08-08). The motion to close the first reading was made, seconded, and approved.
- C. The following individuals were elected Faculty Senate Officers for the 2008 – 2009 academic year:
 - President – Tom Prasch
 - Vice President – Gene Wunder
 - Secretary – Courtney Sullivan
 - Parliamentarian – Russ Jacobs
- D. The following individuals were selected to represent their appropriate School so that the Faculty Senate Executive Committee would have representation from each School and College, as required by the Faculty Senate Constitution:
 - Mark Kaufman – School of Applied Studies
 - Janet Jackson – School of Law
 - to be announced – School of Nursing

IX. Information Items.

- A. Mark Kaufman reported on the progress of the Academic Integrity Committee. In brief, focus groups have been conducted, things are moving along, and the work of the committee should be completed this fall.
- B. Those in attendance were requested to send their Faculty Senate committee preferences to Courtney Sullivan, newly elected Faculty Senate Secretary, by the end of the month.

X. Discussion Items.

- A. Brief discussion was given to the wording of the “Pre-employment disclosure and release” form that must be completed so that background checks can be performed on new hires. Those in attendance were greatly concerned with the wording of the form. Representatives from the School of Law mentioned their concern with the legality of the document. Those in attendance agreed that the recently elected Faculty Senate President should speak with President Farley about our concerns.

XI. The meeting was adjourned at 5:00 PM.

Respectfully submitted by Mike Russell, Secretary to the Faculty Senate

Faculty Senate Agenda Item

Date: May 5, 2008

Number: 08-08

Subject: Revision of the Faculty Handbook

Description:

The Faculty Handbook does not contain complete procedures for the conduct of General Faculty meetings. Some requirements of the University ByLaws are not included in the Faculty Handbook; other traditional practices are not covered at all. The following Revisions to Section IV C of the Handbook are intended to help correct these deficiencies. (New language is underlined.)

Faculty Handbook

IV. The General Faculty

C. Meetings. There will be a minimum of two scheduled General Faculty Meetings each academic year, one early in the Fall semester and one just prior to Commencement. Between meeting times, the authority of the General Faculty shall be exercised by the Faculty Senate pursuant to the recall provision of Section 10 j. of Bylaws Article V and also subject to the rights of the General Faculty as set forth in Section II.c. of the Bylaws. The General Faculty may be called together by the President of the University, by majority vote of the Faculty Senate, or upon petition by twenty members of the General Faculty. Action items on any topic may be placed on the Agenda of the General Faculty by majority vote of the Faculty Senate, provided that they are distributed to members of the General Faculty at least seven days prior to the meeting of the General Faculty. The Secretary of the General Faculty shall be elected from the members of the General Faculty at the first meeting in the Fall Semester, and shall serve for one academic year. The Faculty Senate at its last meeting in the Spring Semester shall nominate at least one candidate for this office; additional nominations may be made from the floor of the General Faculty meeting. The Secretary may select tellers from the membership of the General Faculty as he or she shall deem necessary, or upon request from at least 10 members of the General Faculty present and voting. A quorum for all General Faculty meetings shall be at least 50 members of the general Faculty. The Vice President for Academic Affairs shall preside at meetings of the General Faculty. If he or she is absent or vacates the chair, the President of the Faculty Senate shall preside.

Requested Action:

*Faculty senate approval and
Recommendation to the General Faculty*

Originated by: Russ Jacobs