

University Senate
September 10, 2018

The University Senate met in regular session at 3 pm on Monday, September 10, 2018 in the Athletics Association Auditorium of W. T. Young Library. Below is a record of what transpired. All votes were taken via electronic voting devices unless indicated otherwise. Specific voting information can be requested from the Office of the Senate Council.

Senate Council Chair Jennifer Bird-Pollan (LA) called the University Senate (Senate) meeting to order at 3:03 pm. She reminded senators to pick up their voting clickers. She welcomed senators and reminded them that Senate follows Robert's Rules of Order (Newly Revised). She asked that senators be kind and civil in their discussions. She ended with a friendly reminder for senators to return their voting devices to the back of the room prior to departure.

The Chair called for an attendance vote and 73 senators registered their presence.

1. Minutes from May 7, 2018 and Announcements

The Chair said that no changes had been received. There being **no objections**, the minutes from May 7, 2018 were **approved** as amended **by unanimous consent**.

The Chair introduced herself to senators, noting that her appointment was in the College of Law; she noted that she also had a PhD in Philosophy, and her research focuses on questions of distributive justice and tax policy. She said she was excited to be in this new role and was eager to help the Senate be collaborative and efficient. The Chair said that she was always open to hearing from faculty and said she would be happy to meet one-on-one with faculty, too. The Chair then moved to general announcements, beginning with introducing senators to Parliamentarian Douglas Michael (LA), office coordinator Sheila Brothers (SC office), Sergeant-at-Arms Laura Anschel (Ombud's office), and Brenda Yankey (An/Dor, court reporter).

The Chair welcomed new senators and urged them to stand and be recognized; senators greeted new senators with a round of applause. The Chair then welcomed the deans and associate deans who were present; senators greeted those individuals also with a round of applause. The Chair thanked all attendees for taking time to attend the meeting. She said that she recognized that there were about 120 to 150 valuable individuals in the room for two hours on a Monday and said that she wanted to use everyone's time in a respectful way.

- There will be a "Welcome Back" reception for members of the University Senate on September 24 at Maxwell Place; invitations from the President's office will go out soon.
- The Chair apologized formally for holding the day's Senate meeting on the Jewish holiday of Rosh Hashanah. She explained that for a variety of reasons it was not possible to change the Senate meeting date to accommodate the holiday. The Chair offered her apologies to those present and absent, for whom the Senate meeting date interfered with their holiday celebration.
- The Chair and SC office are working hard on membership for UK Core Education Committee. She said that there were still three area expert vacancies: Social Sciences; Community, Culture, and Citizenship in the USA; and Global Dynamics. She invited senators who might be interested in serving, for either the current vacancies or another area in the future, to contact her or Ms. Brothers. The Chair said she would like to have a roster of good people available if a vacancy suddenly occurred.

- “Curiosity Matters” will be held Tuesday, November 6. The event is a faculty-led effort into exploring what makes people curious and how to get curiosity more integrated into the UK experience. The event starts with a “Curiosity Fair” with intriguing demonstrations from various units followed by small group discussions; faculty, staff, and students are welcome. The event will be held from 4 – 6 pm at the Gatton Student Center Ballroom. Those interested in more information can contact Roger Brown or Beth Kraemer, or visit <http://libguides.uky.edu/Curiosity/Matters>.
- New senators were provided with a folder during orientation this afternoon that includes helpful information, including expectations for senators. Additional folders are available at the back of the room.
- The Chair commented that she has learned how difficult it is to identify membership for all of Senate’s committees, in terms of both chairs and members. Compositions of Senate’s standing and advisory committees are almost finalized; the last two (Senate Institutional Finance and Resource Allocation Committee (SIFRAC) and Senate’s Advisory Committee on Diversity and Inclusion (SACDI)) are close to being completed. If by the end of next week a senator has not received an email indicating what committee they were assigned to, the senator should email Ms. Brothers.
- The Chair informed senators that the curricular approval process deadlines [below] were being offered early on in the semester and would be repeated regularly. She asked those present to share the deadlines with colleagues and others in the college. She also suggested that proposers of new degree programs reach out for assistance early on in the process.
 - *If seeking a fall 2019 effective date, curricular proposals must be reviewed by the appropriate academic council(s) (GC, HCCC, UC) and received by the SC office by:*
 - *February 5, 2019 for new degree program proposals*
 - *March 15, 2019 for other proposals requiring committee review (new certificates, transfers of a degree, new department, change to credit hours required for graduation, significant program changes, etc.)*
 - *April 15, 2019 for courses, all other program changes, and minors*

The Chair noted that review by an academic council (GC, HCCC, UC) can vary from two weeks to a few months, depending on a proposal’s quality and/or complexity. She added that the deadlines were provided to ensure reasonable time for review, not to guarantee an effective date. Incomplete proposals, those with unresponsive contact persons, etc. might not be approved in time for a fall 2019 effective date.

2. Officer and Other Reports

a. Chair

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The Chair reminded senators that the Chair and the SC have the authority to waive some *Senate Rules (SRs)*, as long as those waivers are reported to Senate. She listed the waivers that were given since the last Senate meeting on May 7, 2018.

- On behalf of Senate, past chair Katherine McCormick (ED) approved adding FA student HN-63 to the May 2018 degree list.
- On behalf of the SC and Senate, the Chair approved the inclusion of six medical students on the May 2018 degree list.
- On behalf of SC and Senate, the Chair, in accordance with *SR 5.4.1.1.D.3*, added a mechanical engineering doctoral student to the early August degree list. The Chair noted that this was the first time in recent memory that this clause (“extraordinary hardship”) of the *SRs* was utilized.
- On behalf of SC and Senate, the Chair approved changes to the College of Pharmacy’s calendar. The Chair explained that their curriculum is being revised and they inadvertently left off some dates regarding final exams.

The Chair noted that Margaret Schroeder (ED), was no longer a member of Senate due to accepting a position as associate dean in the College of Education. Senators congratulated Schroeder with a round of applause. The Chair commented that it was exciting for Schroeder, but a little sad for everyone who worked with her as vice chair, as a member of SC, and as the chair of the Senate's Academic Programs Committee (SAPC). Given Schroeder’s resignation, at the SC meeting on August 27 the SC voted to elect Jennifer Osterhage (AS) as the new vice chair. Senators noted their appreciation of Osterhage’s service with a round of applause. Regarding Schroeder’s term on the SC, the Chair said that she followed the pertinent *SRs* to identify a replacement on SC, which was Abigail Firey (AS). Finally, the Chair noted that in regards to leading the SAPC, the new chair will be Aaron Cramer (EN). Senators acknowledged the service of each of these three individuals with individual rounds of applause.

Moving to meeting proceedings, the Chair explained that she had spoken with Parliamentarian Michael over the summer to help think through SC and Senate meetings. She said her intent was to try to preserve as much time as possible for substantive, meaningful discussion. Robert’s Rules of Order (Newly Revised) (RONR) will be of assistance in doing so. She invited comments and suggestions from senators and said that the best time to share those thoughts and ideas would be after a Senate meeting, either via email or by phone. She described the steps [below] that she planned to take regarding any proposal being presented to Senate.

1. Call presenter to podium and introduce them.
2. Presenter speaks/explains proposal.
3. Chair solicits questions of fact for presenter to answer.
 - a. Chair calls on members whose hands are raised.
4. Presenter returns to seat.
5. Chair puts motion on floor – ready for pro/con debate.
 - a. Chair calls on members whose hands are raised.
6. If questions of fact are raised, Chair can invite presenter to respond.

The Chair shared her intent to visit with colleges' executive councils/faculty councils throughout the year. She would like to solicit faculty input into SC and Senate activities, as well as inform faculty about Chair's and SC office's willingness to consult with faculty on academic matters and offer assistance to faculty who are thinking about proposing new degree programs.

c. Parliamentarian

Parliamentarian Douglas Michael (LA) introduced himself for senators and said he looked forward to serving. He noted that he did not expect to speak regularly in Senate meetings – questions about proceedings should be directed to the Chair and if the Chair cannot respond, the Chair might consult with Michael. He added that most of their work would be done prior to the meeting so that meetings could progress smoothly. The purpose of Robert's Rules of Order (Newly Revised) (RONR) is to facilitate orderly debate and consideration of matters before the Senate, not to hinder or delay. Michael then described some basics of parliamentary procedure for senators.

Regarding general rules of debate, the motion is announced or is next on the agenda; a second is requested, but that is not necessary for Committee or SC items. Next, the Chair states the question/motion. Once the Chair states the question/motion and puts it on the floor, the motion will then belong to the assembly and cannot be changed without the assembly's consent.

The Chair may recognize a Committee member to present the motion and to perhaps answer clarifying questions. The Committee member does not recognize members rising from the floor – only the Chair may do that. The Chair always retains the task of assigning the time and order for remarks. Questions of fact will come first and senators may need to think carefully to avoid combining a question of fact with stating their opinion (“debate”) on the issue; senators should refrain from saying something like, “I want to know if this has been fully funded because if not, I won't support it.” Senators typically raise their hands and wait to be called upon. Ordinarily, a member may not speak a second time unless all who wish to speak to the motion have been recognized.

d. Trustee

Blonder (ME) explained that Grossman (AS) was not in attendance but was observing the Rosh Hashanah holiday.

Blonder said that over the summer, the Board of Trustees' Executive Committee acted on behalf of the full Board of Trustees (Board) to purchase 51% of the Lexington Surgery Center, near Saint Joseph Hospital. A new surgery location will be built near the Turfland Clinic area at a cost of about \$1.2 million. Administrators and members of the Board's Executive Committee felt that the acquisition would give patients a chance to have convenient outpatient surgeries and free up operating room space in Chandler Medical Center.

Moving to the Board's upcoming meeting, Blonder explained that the Board's Investment Committee would be having their retreat on Thursday, primarily to discuss UK's endowment. At the full Board meeting on Friday, trustees will elect officers.

In response to a question from Jones (ME), Blonder replied that it was her understanding that “Surgery on Sundays” will continue.

3. Degree Recipients

a. May 2017 In Memoriam Degree Recipient

i. College of Agriculture, Food and Environment Student WH-86

The Chair invited Urschel (AG) to present the request and Urschel did so. Wood asserted that the diploma for an In Memoriam honorary degree would not include the degree designation and major. There were no further factual questions or comments.

The Chair said that the **motion** on the floor from SC was a recommendation that the elected faculty senators approve College of Agriculture, Food and Environment student (WH-86) as the recipient of an In Memoriam honorary degree for May 2018, for submission through the President to the Board of Trustees. Because the motion came from committee, no **second** was required.

The Chair reminded senators that per *KRS 164.240*, *SR 1.4.0* and *SR 5.4.2.3*, only the senators elected by college faculty members may vote on degree lists. A **vote** was taken and the motion **passed** with 68 in favor.

b. Second August Degree List

The Chair said that the **motion** on the floor was a recommendation from the SC that the elected faculty senators approve UK's second August 2018 list of candidates for credentials, for submission through the President to the Board of Trustees. Because the motion came from committee, no **second** was required.

There were no questions. A **vote** was taken and the motion **passed** with 67 in favor and two abstained.

c. Late Addition to August 2017 Degree List (per Senate Rules 5.4.1.1.D.1-2)

i. College of Arts and Sciences Student MB-56

Guest Ruth Beattie (AS/Biology, associate dean for advising) explained the request. The Chair reminded those present that only the senators elected by college faculty members may vote on degree lists.

The Chair stated that the **motion** on the floor was a recommendation from the SC that the elected faculty senators amend the second August 2017 degree by adding the BA in Geography with a Minor in Mapping and GIS for student MB-56 and recommend through the President to the Board of Trustees that the degree be awarded effective August 2017. Because the motion came from committee, no **second** was required. There was no discussion of any type. A **vote** was taken and the motion **passed** with 69 in favor.

4. Update on Title IV (Student Financial Aid and Class Attendance) – Kim Taylor, Registrar

The Chair welcomed Guest Kim Taylor, the University's registrar. Taylor thanked senators for the ability to share information with them; she provided an update on the Title IV activities related to class attendance and financial aid disbursement. Afterwards, she answered questions from senators.

Tagavi (EN) noted that faculty are asked to affirm that they "have seen" the student, but it should be changed to "have interacted" with the student. Taylor said that language was going to be changed. Firey (AS) asked about the possibility of using advisors rather than faculty to determine attendance; she also asked if there had been any conversations about the *SR* language [*SR 5.1.8.1* ("Unilateral Removal for Failure to Attend First Two Class Periods")] that states a student "may be reported," given that the now-current practice is "must be dropped." Taylor stated that there was no change made to the *SR*; separate from the Title IV activities, a faculty member still has the ability to drop a student for missing two classes. Regarding Firey's other comment, Taylor explained that the federal regulation requires an institution to confirm that the student has begun attendance at the beginning of the semester in each class; it would likely be difficult for an advisor to assist with that.

Jones (ME) posed a series of questions regarding what exactly a faculty member was causing to have happen. After Tagavi (EN) explained part of the concern behind Jones' comment, Taylor explained that the faculty member does not drop the student; the faculty member reports information and based on that information the University drops the student. Debski (AS) asked if there was an appeals process for students incorrectly dropped. Taylor responded that students could be monitored: at any time during the first five days of the semester, when students can add courses; or during the second five days, when it was the official monitoring period; or during the third five days, when faculty are reporting. Regarding an appeal, Taylor said that if a student is dropped in error that the instructor could send an email to Taylor and her office would re-enroll the student and notify the instructor. Taylor explained that this had already happened in a few cases where students had been dropped incorrectly. In response to another question from Jones, Taylor said that the Registrar's office uses the email address that is on file for the student, which the student is responsible for maintaining.

When there were no further questions, the Chair thanked Taylor for attending and noted her expectation that discussions on the process would continue; the Chair urged senators to provide input to SC or directly to Taylor.

5. Committee Reports

a. Senate's Admissions Advisory Committee – Kim Woodrum, Chair

i. 2017-18 Annual Report

Guest Kim Woodrum (AS/Chemistry), chair of the Senate's Admissions Advisory Committee, provided senators with an update on the Committee's activities during the 2017-18 year. Below are some of the highlights of her report.

- Preliminary fall enrollment numbers are 5,102. [Official numbers will not be determined until the University's official census day, which is October 15.]
- The average ACT score is up from last year (25.9 vs 25.5) and the average GPA is up (3.77 vs 3.70).
- Underrepresented minority student numbers are slightly down. Among other responses to this, changes are being made to the Parker Scholarship application deadline and recruiting efforts will be expanded in some areas.
- The retention rates for returning sophomores is up over last year. (preliminary numbers are 84.5 vs. 83.3).

There were a few questions from senators. Wood (AS) asked if the ACT score was a mean or median. Woodrum said that she was not sure, but would find out and share the answer.

The Chair thanked Woodrum for volunteering to serve as chair again this year and Woodrum was thanked by senators with a round of applause.

b. Senate's Rules and Elections Committee (SREC) – Davy Jones, Chair

i. Proposed Change to Senate Rules 5.4.1 ("Courses Taken on a Pass/Fail Basis")

Tagavi (EN) explained the proposal from the SREC. The Chair asked if there were any questions of fact.

Debski (AS) asked if Tagavi could explain the rationale for the current version of the SR. Tagavi said he could only speculate on its creation, but he thought it might pertain to a faculty member not requiring as rigorous an effort for a student taking the course pass/fail (P/F) as the professor would require from a

student taking the course for a letter grade. Brown, A. (AS) asked what formula was used by the Registrar's office to convert a letter grade to a P or F, and if a D grade would be a passing or failing grade. Tagavi indicated that he was unsure. Brown, R. (AG) asked how advisors would know if a student is taking a course via P/F. Guest Ruth Beattie (AS/Biology, associate dean for advising) said that the grading scale was easily viewable in the Advising Hub, specifically in the student's schedule. There were no further questions of fact.

The Chair stated that the **motion** from the SC was a recommendation that the Senate approve the SREC's proposed changes to *SR 5.1.4*, specifically by adding the following sentence immediately after the first sentence of the fourth paragraph of *SR 5.1.4*: "However, if an Instructor of Record is also the student's designated academic advisor, then the Instructor of Record shall have access to a student's Pass/Fail status in a course for the purpose of advising the student." Because the motion came from committee, no **second** was required. There was no debate.

A **vote** was taken and the motion **passed** with 74 in favor and three abstained.

c. Senate's Academic Programs Committee (SAPC)

i. Proposed New Undergraduate Certificate in Environmental Engineering

The Chair invited Aaron Cramer (EN), the new chair of the SAPC, to present the proposed new Undergraduate Certificate in Environmental Engineering.

The Chair asked if there were any questions of fact, noting that the proposer, Kelly Pennell (EN/Civil Engineering), was also in attendance. Jones (ME) asked if the intent was to home the certificate at the college level. After the Chair indicated that Cramer could respond, Cramer answered in the affirmative.

The Chair said that the **motion** from SC was a recommendation that the Senate approve the establishment of a new Undergraduate Certificate in Environmental Engineering, in the College of Engineering. Because the motion came from committee, no **second** was required. There was no debate. A **vote** was taken and the motion **passed** with 79 in favor.

ii. 2017-18 Annual Report

Past SAPC chair Margaret Schroeder (ED/STEM Education) presented the SAPC's report from 2017-18. She noted that the SAPC had one item left over from the 2017-18 year, but the Senate had just approved it so the SAPC's slate was clean. The Chair thanked Schroeder for all of her efforts related to supporting the Senate and senators acknowledged Schroeder's hard work over the years with a round of applause.

6. Request for Feedback from Provost's Faculty Sustainability Council – Krista Jacobsen and Shane Tedder

The Chair welcomed Guests Krista Jacobsen (AG/Horticulture) and Shane Tedder, UK's sustainability coordinator. Jacobsen and Tedder reported on the progress and activities of the Provost's Faculty Sustainability Council. The Chair called on a number of senators who had a variety of comments. As the presentation came to a close, Tedder informed senators that there was \$200,000 in grants available for sustainability-related projects – the maximum award per proposal is \$50,000 and a proposal must address a sustainability challenge and must be submitted by an interdisciplinary team.

The Chair commented that in addition to attending meetings, senators were responsible for sharing information with colleagues, such as the information presented by Jacobsen and Tedder.

7. Items from the Floor (Time Permitting)

There were no items raised from the floor.

Wood (AS) **moved** to adjourn and Forren (NU) **seconded**. A **vote** was taken and the motion **passed** with 71 in favor. The meeting was adjourned at 4:34 pm.

Respectfully submitted by Jennifer Osterhage,
University Senate Secretary

Absences: Arnett; Atwood; Bagh; Bailey; Birdwhistell; Blackwell*; Brady; Brennen; Bruckner*; Capilouto; Cassis; Cofield; Collins; Cox; DiPaola; Ederington; Feist-Price; Frierson; Gent; Grossman; Guy; Hall; Hampton; Harley; Harmon; Harper; Jackson; Jacobs*; Kim; Kirk; Kornbluh; Kyrkanides; Lane; Lauersdorf; Lephart; Lovan; Mark; Martin*; McCormick; Mitchell; Mudd; Munson; Murray; Obute*; Pearson*; Richey; Roch; Runyon; Scaggs; Shanda; Sheather; Vernon; Vosevich; Wasilkowski*; Webb ; Wilcock; and Wilson.

Invited guests present: Ruth Beattie, Krista Jacobsen, Kelly Pennell, Kim Taylor, Shane Tedder, and Kim Woodrum.

Prepared by Sheila Brothers on Thursday, September 13, 2018.

* Denotes an explained absence.