Rowlett for their participation. She stated that she was pleased with the attendance, and that many concerns and ideas were exchanged. She expressed hope that constructive dialogue on the subject will continue.

Senator Gray informed the Senators that the next meeting of the Board of Regents will be on Saturday, January 17 at 1:30 p.m. in the Board of Regents room of the Coates Building. Several committees will meet earlier that morning, including the Honors Committee which will meet at 11:30 a.m.. If anyone has a nominee for an honorary degree, they should give the information to Senator Gray or to Senator Grise by Friday afternoon, January 16.

REPORT FROM THE COSFL REPRESENTATIVE: SENATOR HERBRLE

Senator Heberle reported that the Congress of Senate Faculty Leaders (COSFL) met in Frankfort on December 5. A revision of the organization's constitution was discussed, and work on the revision will be continued at the next meeting.

One of the main items of the meeting was a question-answer session with Lieutenant Governor Steve Beshear, in which he responded to questions concerning higher education. Senator Heberle stated that it was a useful exchange, and that Beshear indicated that he wanted COSFL to work with him on a platform for higher education.

Senator Heberle reported that a similar question-answer session is scheduled with Grady Stumbo and Julian Carroll on February 14 in Louisville.

OLD BUSINESS

Proposed Faculty Workload Policy: Senator Core

Senator Core moved that the Faculty Senate approve the proposed Faculty Workload Policy (see Attachment 3). The motion was seconded by Senator Batch.

Senator LeVan moved to substitute the last paragraph of the proposed policy with the following statement: "While it is expected that all faculty engage in their required duties the normal forty hours a week, and recognized that many faculty devote much more time than this to their professional duties, it should be noted that it is not necessary, or in some cases even desirable, that such activities occur during the normal working hours of the University's administrative schedule or on the Richmond campus." The motion was seconded by Senator Thompson.

After discussing the proposed substitution, a vote was taken and the motion was defeated.
Senator Heberle moved that the last paragraph of the proposed policy be deleted. The motion was seconded by Senator Hale. In the discussion, Senator Heberle noted that the purpose of a work load policy should be to describe what faculty do, not when or where they do it. Senator Rowlett commented that if the statement is not included in the policy, it should be published somewhere, such as in the faculty handbook. Such a statement is important, for example, when communicating employment expectations to prospective faculty.

Senator Williams moved to amend the amendment by deleting the last two paragraphs of the proposed policy. The motion was seconded by Senator Gray. After a brief discussion, Senator Williams withdrew his motion.

After the discussion was concluded, a vote was taken on Senator Heberle's motion and it was defeated.

The Senate then returned to its consideration of Senator Core's motion to approve the proposed Work Load Policy. Senator Wilder noted that the policy does not adequately describe the workload of faculty who teach at the Model Laboratory School. Senator Hale pointed out that undergraduate classes can often require as much time as graduate level classes, and that "graduate classes" should perhaps be deleted from the policy.

Senator Thompson moved that the sentence from the fourth paragraph, "...Normally, the results of such activity would be presented in the form of a paper read to a professional organization, a book or article published by an appropriate press or scholarly journal, or a performance or an exhibit..." be deleted from the policy. The motion was seconded by Senator Heberle. A vote was taken on the motion and it was approved.

Senator Core moved to delete the following words from the second paragraph of the proposed Workload Policy: "...with the rank of assistant professor or above...". The motion was seconded by Senator Gray. Senator LeVan spoke against the motion. Senator Rowlett pointed out that the proposed amendment could impact on the University's budget, for additional costs could be involved. A vote was taken on the motion and it was defeated.

The Senate then returned to its consideration of the proposed Workload Policy, as amended. A vote was taken and the motion was approved.
PROPOSED FACULTY WORKLOAD POLICY

Faculty workload consists of three major areas of responsibility: teaching, service, and research.

The standard teaching load of full-time faculty members with the rank of assistant professor or above is twelve semester hours. Size and type of class, not simply number of credit hours, may be considered in establishing an equitable teaching load. Included in the teaching responsibility are such activities as class preparation, maintaining reasonable office hours, grading, and conference with students.

While the teaching responsibility alone takes the bulk of the available time for faculty, they also have an obligation to carry a fair share of the service responsibility to the university (normally through committee service and student advising), to the community (related to one's professional expertise), and to the profession (through participation in appropriate professional organizations).

In addition, faculty members have an obligation to engage in scholarly activity beyond that required for preparation of classes. Scholarly activity is defined as research, artistic performance, or creative or technical achievement. Normally, the results of such activity would be presented in the form of a paper read to a professional organization, a book or article published by an appropriate press or scholarly journal, or a performance or an exhibit.

Because of the demands of the three parts of the faculty workload, it is desirable to reduce the teaching load for a faculty member carrying an exceptional service load (e.g., chair of a major committee, administrative duties, a heavy advising load, or comparable responsibilities). Faculty members who regularly engage in significant scholarly activity (including grant proposals) or who teach at the graduate level may also be considered for a reduced teaching load. All reduced teaching loads, including those of departmental chairs, must be justified and approved through administrative channels.

It is understood that faculty responsibilities are not confined to the five-day week, to the operating hours of the university administrative offices, or to the Richmond campus.
PRESENT FACULTY LOAD POLICY

The standard teaching load of faculty members above the rank of instructor is twelve semester hours. In addition to teaching responsibilities, each faculty member is considered available to the institution a minimum of twenty hours a week for appropriate professional services such as academic counseling and guidance of students, maintenance of reasonable office hours, and performance of other duties at the request of the department chairman or other appropriate officials of the University. The teaching load for department chairmen is six semester hours, except in extraordinary cases where circumstances justify an increased or decreased load with approval of the Vice President for Academic Affairs and Research and the President.
Report of the Executive Committee

Senator Smith, parliamentarian, at the request of the Executive Committee, provided a brief review of the principles of parliamentary procedure concerning the tabling of a main motion and some possible alternatives to its use.

Chair Weaver read a letter from President Powell in which he responded to the Senate's December 5 resolution recommending that the Faculty Regent have a regular place on the agenda of each meeting of the Board of Regents. He stated that bylaws adopted by the Board of Regents preclude approval of this resolution.1

The chair recognized Robert Burkhart, who had been asked by the Executive Committee to comment on the work of the Committee to Study Faculty Workload, a committee appointed by the President. Mr. Burkhart stated that the report of this committee, presented to the President on November 11, tried, in general, to do two things: 1) to recognize the reality that a faculty workload has three parts (instruction, service, and research) and to provide a unit system to express this load, and 2) to provide flexible provisions for the distribution of the load. The committee selected 60 units (40-10-10) as the equivalent of a present faculty load. This number could then be used to provide flexibility in the equitable distribution and balance of the total three-part workload. Senator Riggs inquired about funding for additional faculty if teaching loads were reduced. Senator Gray asked how the report would now be routed. Senator Roachett said that deans are to provide his office with faculty/department reactions to the report by mid-February. He will then submit recommendations.

Reporting on the COSFHL meeting which he and Chair Weaver attended in Louisville on January 14, Senator Hart first thanked senators for their contributions of $166.55. He then said that the organization is attempting to formulate position papers on several topics: the Kentucky system of education, compensation, governance, the benefit of a faculty voice on the Council on Higher Education, and enrollment driven funding formulas.

Reports of Standing and Ad Hoc Committees

Committee on Elections

Senator Smith, chair of the Committee on Elections, welcomed Senator Sarah Johnson back to the Senate after a semester's absence. The committee has asked Ms. Bonnie Hume to replace Senator Marcum and Ms. Janet Hubble to replace Senator Vaughan for the spring semester 1984. Both of these new senators were present. Ms. Joan McGill will be asked to replace Senator Kleley for the current semester.

Reports of the Committee on Student Evaluation of Instruction Oversight and the Ad Hoc Committee to Study Faculty Recognition and Awards were deferred.

Old Business

Mr. Joseph Schwendeman was recognized by Chair Weaver to present a progress report on the plan for the evaluation of academic administrators. Mr. Schwendeman said that all academic administrators will be evaluated this year and that the evaluation should be completed by March 1, 1984. The purpose of this evaluation
One instructional problem with which he was much concerned Dr. Stovall said was that of teaching loads for the individual faculty members. At present the load is fifteen semester hours except for full professors and those teaching graduate classes. The load for these at present is twelve semester hours. He suggested that better use of teaching time could be made and there was some waste in the matter of small classes. In some instances this could not be remedied but he felt that in many cases the solution was larger classes and that in no way would this reduce the quality of instruction. One of his goals was to be the reduction of teaching loads with an increase in salary at the same time. He stated that this was possible with the proper utilization of teaching time. Also, it appeared that the matter of off-campus teaching would need careful attention, and that such teaching might become a part of the regular load of an instructor, with only the payment of travelling expenses, and not handled as an overload with extra remuneration as at present. He hoped that the situation might become that of "teaching more students better" with proper use of all instructional resources.

Dr. Stovall stated that he hoped that it might become possible to involve the faculty more in the matter of decision-making policies and that the faculty might become a more representative body in the near future.

Dr. Stovall called attention to the fact that it was now catalog re-writing time and also time for the preparation of the schedule for the second semester and that proper notices had gone out from his office.

President Martin thanked Dr. Stovall for his presentation of areas of interest in the academic endeavors of the University. He stated that the report from the Southern Association made certain recommendations and that in the matter of health facilities the University had made progress. There is now a full-time physician, additional nursing service, and the clinic itself has been redone. He stated that emergency services were, of course, available to faculty members, but that because of the large enrollment it would be well for faculty members to use their own physicians for general health services. He also mentioned the advance in training of the faculty and hoped that the trend would continue.

Faculty meeting adjourned at 5:00 p.m.
Kentucky could not be matched by any other state college. He stated that
during the summer we had an enrollment of 1122 on the campus and 717 in the
workshops, making a total of 1839 students that are being served this
summer by Eastern. The numbers given did not include some extension work-
shops which are going to start in the near future.

President O'Donnell mentioned the building program for Eastern, including
a science building. He also mentioned that a site had been selected and
plans were being made for a music building which would be requested later.
He emphasized the importance of keeping up the high enrollment on the campus
to justify the state in providing these additional facilities for work on
the campus.

President O'Donnell stated that this would probably be the last time
the faculty would have a general meeting this summer. He expressed a wish
that all faculty members have a very pleasant vacation and that they come
back for the fall semester with enthusiasm to render splendid service to
the students at Eastern.

Dean Moore spoke of the service rendered to the students on the campus
and by extension during the year. He announced plans for the fall semester.
In this he stated that the colleges of the United States are caring for
approximately one and two-thirds times as many students as were cared for
by the colleges before the post-war enrollment, and that these were being
cared for with very little additions to the physical plant. He emphasized
the importance of using our present facilities to the maximum capacity,
and stated that it would be necessary to have more classes with more students
meeting on Tuesdays, Thursdays, and Saturdays. In addition he expressed
the belief that it would be necessary next fall to run classes at the fifth
and ninth periods. He stated that in discussions with representatives of
other colleges, he found this was being done in other places.

In speaking of the faculty load, Dean Moore stated that the regular
faculty load would be approximately fifteen hours, but that it would be
necessary for the faculty to carry a rather heavy load during the years
just ahead of us. He stated that he could not see any possibility of
reducing the teaching load of faculty members in the near future.

Dean Moore stated that he had already discussed the fall schedule
with a number of the heads of departments and that during the week he would
call the other heads of the departments for suggestions about schedules for
the fall and spring semesters 1949-50. He asked that great care be taken
in making these suggestions and after the schedules are made that they be
followed. He stated that students coming in the fall would have a right to
know what it would be possible for them to get during the second semester.
He stated that in the coming year it would be necessary again to have mid-
semester registration for the teachers whose schools close about the first
of April.

President O'Donnell in commenting on the schedule stated that one way
to keep up the enrollment would be to have these schedules ready to be sent
to prospective students when requested. He expressed a belief that it would
give a much more favorable impression of the college if we could furnish
the information when requested.

The faculty adjourned.

Signed: