

**Minutes of the 349th Meeting
of the
SENATE OF KEENE STATE COLLEGE
Wednesday, September 15, 2004**

CALL TO ORDER: 4:35 p.m.

ROLL CALL:

Excused: A. Atkinson, G. Johnsen, K. Manning, B. Menezes, K. Stanish, J. Timmer,
L. Pimm, R. Robinson

Absent: M. Duggan, G. Powers

SECRETARY'S REPORT:

Motion: To accept the minutes for the 347th and 348th Meetings of the Senate of Keene State College

Vote: The Senate voted to accept the minutes as an accurate record.

COURTESY PERIOD:

Senator Hanrahan announced that on Friday, September 24th the Service Learning Initiative Leadership Team will have a faculty breakfast involving community partners. It is designed both for faculty who want to know how to establish a partnership with a community partner and community partners who want to establish a partnership with a faculty member. They are encouraging faculty to attend to show support for the concept.

REPORTS OF COMMITTEES:

EXECUTIVE COMMITTEE:

Senator McDonald reviewed the minutes that were included in the packet. Issues at the forefront this year are changes in the General Education program and bringing forward a 4-credit model to present to the campus. The SEC is in charge of the two committees that are currently looking at these issues, and our goal for the year is to see that those processes take place and are voted on by the Senate within the 2004/05 academic year. We are shepherding these issues through to insure that they are well advertised on campus, that everyone has a chance to comment and be a part of the process, but in the end it will be the Senate that votes.

Last Friday the SEC met with the Gen Ed Committee, the Deans Council, and Dr. Y and they discussed the progress of that committee and the SEC will meet with representatives of the committee on Friday morning. At that point they will design a timeline that will illustrate at what dates things will happen for the rest of the year.

Senator McDonald said he also met with representatives of the 4-Credit Committee this afternoon and they are trying to set up a joint meeting with the SEC, the Deans Council, and Dr. Y ~ the proposed date to meet is September 24th.

Senator Timney said that there are departments that are ready to move forward with 4-credit proposals. He asked about what was happening there.

Senator McDonald said he didn't think we would see any proposals that would go into effect next year (this was his opinion). What has been proposed is that those groups that have proposals can submit them to the Senate, but they should be voted to take effect when and if the rest of the College embraces 4 credits. Currently, we are overwhelmed by scheduling problems with 1- and 2-credit courses.

Senator Hadden said she sat in on the college-wide 4-Credit Committee meeting and the consensus seemed to be that if individual departments did in fact bring a proposal to the Senate, it may be approved, pending the date 2006/07 and subject to the direction in which the College moves.

She also said that Dr. Y suggested there would be a college-wide forum in October to allow the campus to voice its views.

Senator Johnson said with reference to whether a program can go forward before there is a full campus decision on 4 credits, he feels there should be a clear decision to be communicated and the decision can be made in one of two places ~ either a Senate decision or a decision by the VPAA. Anything the Senate does needs the President's approval to be executed and thus become campus policy. It seems that it would be helpful to the campus to have some clarity on that.

Senator McDonald said the plan of the 4-Credit Committee is to allow things to take place, but with the expectation that they take place within the rules that are established on this model, if it passes.

Senator Timney said he would like to see us establish some guidelines because it would help departments to prioritize what they're doing.

Senator Cullinane said that in October a model, probably not exactly what will be proposed and subject to refinement, will be shared with the campus in several forums.

Senator Timney asked if there was any way to do this sooner because his department (Journalism) is ready to go.

Senator McDonald said that if we were to do something without consulting with the 4-Credit Committee, we might actually short-circuit something that they have in mind that could help.

Senator McDonald reported that Gladys Johnsen will not be able to serve on the Senate this semester and Bill Doreski has volunteered to be the convener for the Curriculum Committee.

ACADEMIC OVERVIEW COMMITTEE:

Senator Madden said that Multicultural Programs no longer exists and it has been replaced by the Campus Commission on the Status of Diversity and Multiculturalism which they do not review. Following is the status of the programs scheduled for program review this year:

- GEOG ~ they have the self-study; reviewers will be on campus on September 20, 21
- HIST ~ they have the self-study; reviewers will be on campus on November 18, 19
- CS ~ they have the self-study; reviewers have been here and submitted their report
- ART ~ self-study is in the final rewrite and the AOC should have it soon
- PSYC ~ self-study is in the final rewrite and the AOC should have it soon
- SOSC/POSC ~ have identified the people who will be preparing the self-study

ACADEMIC STANDARDS COMMITTEE:

Senator Cullinane said at this time they do not have an 05/06 academic calendar; it's being worked on and that will be one of the first orders of business for them. He said he would like to meet with the committee following this meeting.

CURRICULUM COMMITTEE:

Senator Doreski said he would also like to meet with his committee following this meeting.

NEW BUSINESS:

Senator Timney asked if the Senate has any idea what the Trustees are doing with the Service Learning Survey.

Senator McDonald said he can only say that he is aware of it and it is being done by a representative of the Governor. He said he does not know its purpose of the outcome.

Senator Timney and his colleagues asked if the Senate could discern how this is going to be used. Thinking negatively, he said this could be used in a disadvantaged way against the departments. The other concern is the manner in which this is being conducted is so completely unscientific, and the results appear to be virtually worthless.

Senator Hanrahan said the Service Learning Initiative on campus is in the process of developing an on-campus survey through a grant; however, it sounds as if this is a completely different survey.

Senator Kowpak said she would suggest contacting the person in the Chancellor's office who does all of the research for the Trustees within the System (Mary Ellen _____).

Senator Kowpak said that Cristi Carson, the director of Institutional Research, did an economic impact study and printed informational brochures over the summer. These relate to the impact that we have on the city of Keene and the greater Monadnock region as opposed to the whole state.

Senator McDonald said he is putting together that report for his department which is due by September 30 and he concurred by saying that the expectations of the report were very unclear.

Motion: By Senator Timney and seconded to investigate the matter of this survey

Senator McDonald asked Senator Rancourt as the VPAA representative to find out what she can about this and report it to the SEC; at that point it will allow the Senate to have a more informed discussion about this.

Senator Timney withdrew the motion.

Senator Johnson asked if it would be appropriate just to ask Senator Rancourt to follow up on this matter and then if this is information that should be disseminated to faculty and others on campus, perhaps it could be accomplished via e-mail.

ADJOURNMENT: The Senate voted to adjourn at 5:20 p.m.

**Minutes of the 350th Meeting
of the
SENATE OF KEENE STATE COLLEGE
Wednesday, October 13, 2004**

CALL TO ORDER: 4:35 p.m.

ROLL CALL: all present

SECRETARY'S REPORT:

Motion: To accept the minutes for the 349th Meeting of the Senate of Keene State College

Vote: The Senate voted to accept the minutes as an accurate record.

COURTESY PERIOD:

Senator Menezes reported on the following events:

Wednesday, October 13-16 *Empires Fall*, Wright Theatre @ 7:30 p.m.

Tuesday, October 19 *Rosencrantz and Guildenstern Are Dead*, Main Theatre @ 7:30 p.m.

Wednesday, October 27 Quartetto Bernini, Alumni Recital Hall @ 7:30 p.m.

Wednesday, November 3 "Savage Nursery" puppet show, Main Theatre @ 7:30 p.m.

Sunday, November 7 Fundraising Concert with Apple Hill, Alumni Recital Hall @ 3 p.m.

Wednesday, November 10 KSC Faculty Artists Recital

Senator Stroup announced that Janisse Ray will talk about “Re-Making the Wild World: Ecology in a Time of War” on Thursday, October 21 at 7 p.m. in the Mabel Brown Room.

REPORTS OF COMMITTEES:

EXECUTIVE COMMITTEE:

Senator McDonald reviewed the minutes that were included in the packet.

Dottie Bauer and Ellen Nuffer, representatives of the Gen Ed Committee, attended the Senate meeting to answer questions with regard to the KAP draft. Dottie said that they were looking for support from the Senate on how to frame constructive dialogue with the campus constituencies outlined on the timeline.

She cited the following: “At first people refused to believe that a strange new thing can be done; then they begin to hope that it can be done; then they see it can be done; then it is done and all the world wonders why it was not done centuries ago.”

The Committee sees it can be done and they want to get to that next step but they recognize that many people are still reticent, so they are hoping in the next 2-3 weeks they will have the opportunity to open up the conversation about what they are proposing to get people into that “hopeful” stage and then into that “we see that can be done.”

There is an oversight committee that will have ongoing review and upkeep responsibilities. The Gen Ed Committee does not want to be defensive about the proposal; they want it to be open; they want to invite dialogue and suggestions. They want positive input/constructive suggestions.

Senator Timney asked what the Committee has in mind with regard to what role departments will play.

Dottie said departments will be encouraged to offer things that they feel comfortable offering. There is clearly a need for a certain number of seats in general education-eligible courses. We have a bottom-up curriculum process and we’ve tried to honor that and use it.

Senator Johnson said that earlier there had been talk about a committee to oversee this process that would be part of the Senate and it looks like the KAP Committee has moved to a different model ~ that for a course to be eligible it would move through the usual Senate process (through the Curriculum Committee). Will that added burden be something they can realistically handle? It’s not clear how this committee would interface with the Curriculum Committee.

Senator McDonald said as a personal preference, he would like to see the Senate set up a legitimate committee that does this under the direction of the Senate, possibly as a subcommittee of the Curriculum Committee.

Senator Johnson asked how is quantitative reasoning going to be “flushed out” ~ what that means? It is used in many different ways and would require some working definition. Is it something the “new committee” would do? Would it be done before we vote on the proposal?

Dottie said what they really want is a general education program that involves everyone and that input is gathered from as many people along the way as is possible. It is hoped that people who teach in areas that are strongly quantitative and other people who are interested would devise a set of criteria that would be utilized to encourage departments to offer their courses in that way.

Senator Doreski said the English Department teaches about 70 sections of ENG 101 a year or 35/term. That means that every semester if every student has to take a certain kind of course, then you need to have at least 35 of those courses, i.e., connections, diversity, etc. Can we identify that many who are “qualified” to teach diversity courses? He said he thinks they’ll have to find many courses that already exist and modify them, and secondly, be realistic with numbers.

Dottie said they are thinking of the diversity connections as being more upper-level courses.

Senator Rancourt said that one of the concepts of this model is that if you spread gen ed over three or four years, you begin to spread it over the entire curriculum rather than have it concentrated within the first two years, as it has been. She said she thinks there has to be a shift; faculty have been responsible for delivering two curriculum. They’re not responsible for servicing gen ed. They’re responsible for delivering a gen ed program and responsible for delivering the major.

Senator Doreski said he thinks there will be a lot of resistance from faculty if you ask them to take 300- and 400-level courses and make them suitable for gen ed without prerequisites; it's not educationally wise. If you say that courses for the major can also be used as gen ed requirements, people would be more receptive. Then you have to be careful about ending up with too many of these courses at the 300- and 400-level being only suitable for a small percentage of majors. Certain departments may feel that they are no longer part of this process.

Ellen Nuffer said their hope is that departments will be a generating force.

Dottie said what they want to do is offer invitations, not mandate them. They're trying to open up opportunities for different people to be involved in different ways.

Senator Nicolai said he thinks it would be appropriate for the KAP Committee to identify those 100-level courses. That's the way to begin a dialogue. Starting with 200- and 300-level courses seems to be going about this in reverse order. He said he thinks the onus is on the committee to identify those courses to start and create the dialogue to which the departments can respond.

Ellen said she hopes to come together so that the onus isn't specifically on one or the other.

Senator Hanrahan said the Computer Science Department is starting to redesign its curriculum to satisfy some of the requirements and to include more service learning. They want to be the ones to provide a dialogue.

Senator Timney said it's very easy to come up with a plan that's impossible. Before going to the Schools, perhaps it might be helpful to send representatives to various departments to ask if this is a functional plan, etc.

Ellen said that Ann Rancourt had asked Tom Richard to do an analysis of just seats and if they were to suddenly substitute "this plan" for the plan we currently have now, would we need more seats in order to fulfill this and Tom's analysis results were "no."

Senator Rancourt said in listening to the discussion, again there needs to be a mind shift. It sounds as if some people are continuing to think "these are my major courses and if they fit, great; if not, too bad," as opposed to the model that CS is following which is "let's look at this conceptual framework for a gen ed program at this college and if we don't have courses at this particular time that fit, then what might we create.

If there's a shift that moves from content to skills, if in fact the KAP is successful and students are developing skills, they'll be much better prepared to handle a 300-level course than they are at this time. There really does have to be a shift of the entire faculty on campus having a responsibility to again deliver a general education program to students over the course of 3 or 4 years that is in concert with the major program. It does not say the major program comes first and gen ed comes second. Gen. Ed is as important on this campus as the major is and if it is, what courses are we going to use to contribute?

Senator Cullinane said he thinks it is possible to offer 300- and 400-level courses that don't require a prerequisite, but getting students to take them probably requires some "pumping up" of the courses.

Senator Johnson said the Math Department took a look at a preliminary draft and there were a couple of issues that were raised ~ (1) They noticed a certain asymmetry in the way writing is treated and the way quantitative reasoning is treated. With writing it is recognized that one needs to be "doing" writing over and over again over a period of time in order for those skills to be developed; they would maintain the same thing needs to occur in quantitative reasoning. At the present there is no mechanism for encouraging that and doing that.

(2) Many of our students come to college ready to engage in a course involving quantitative reasoning, but some of our students do not. Would this proposal be open to a certain set of minimal skills that any college level quantitative reasoning course would presume and then that the Math Center would have the ability to see whether or not the students had those minimal skills prior to taking a legitimate quantitative reasoning course.

Ellen asked how they might go about engaging in a dialogue with the campus that says, "can you go with it as it is now, recognizing that in a few years we're going to be ready for two quantitative reasoning courses," etc. How do we put it in a way so that people will say, "I'm ready to go with it as it is now even though it is less than perfect," and understand they will have the ability to make it better in a couple of years.

Senator Hadden said if the College community believes there is a credible monitoring process, then more than likely people will be more apt to buy into that because they realize that this is not necessarily "it" in its entirety. Stressing that there will be representation and it will be active is important.

Senator McGuire asked if there is evidence or data showing that the majority of instructors understand or can conceptualize the fact that gen ed is not working well where it is now.

Ellen said there is data, not so much from faculty, but from students. We do have students saying over and over what KSC does and does well and what KSC doesn't do for them.

Senator Rancourt said that NEASC has told us in their accreditation review that we do not have a coherent general education program. She said she has argued for years that we don't have a general education program; we have a distribution of courses. There is absolutely no intentionality and no coherence to what we call our general education program. They told us that we will have to have outcomes for general education and it will have to be assessed.

This KAP program may not be at the cutting edge or even in line with what people are doing around the country five years from now. We can't look at this and say this is our gen ed program for the next 25-30 years. This is the conceptual framework to bring some intentionality and purposefulness to a real program ~ to create a program and to create some sort of common experience for our students to have, particularly around skills development, which is totally missing here in any kind of purposeful and intentional way.

Senator McDonald said the Senate Executive Committee is not here to endorse the gen ed proposal, but we are here to endorse your participation in this process.

Senator McDonald read the following statement from Dr. Y re: 4-credit program proposals:

"As discussed in our meeting, I will not give approval for the implementation of any program proposals to move to 4 credits until after the campus has made a decision on the 4-credit model. It is fine for a department to submit a program proposal to the Senate for its review and recommendation and for my approval of the program, but the implementation approval will be delayed pending the outcome of the campus decision on 4 credits."

Senator McDonald said he was notified last week that the President has not signed the Academic Honesty Policy into implementation; it was reviewed by the legal counsel from the USNH and there are some problems with things that cannot be legally implemented. This information has been given to the original committee that revised this policy.

Senator Rancourt said regarding the issue of students not being covered by liability insurance for internships, she contacted the System lawyer and found out the USNH general liability insurance policy does provide coverage to student interns regardless of whether an internship is paid or not. We do have the umbrella liability insurance for students.

She also contacted Cristi Carson regarding "experiential learning" and found out that it is a Board of Trustees mandate with regard to identifying experiential student learning as a strategic indicator and then identifying the hours at each of the campuses that students are engaged in that type of learning. This also includes summer internships.

ACADEMIC OVERVIEW COMMITTEE:

Senator Madden reported on the status of the programs scheduled for program review this year:

- ART ~ delivered their self-study and they are developing a list of reviewers
- CS ~ they have everything they need, and they've formed a subcommittee
- GEOG ~ reviewers were here and they're waiting for their report, after which time they'll form a subcommittee
- HIST ~ they have the self-study; reviewers will be on campus on November 18, 19
- PSYC ~ finishing the self-study and developing a list of reviewers
- SOSC/POSC ~ self-study is currently being written

ACADEMIC STANDARDS COMMITTEE:

Motion: By Senator Cullinane and seconded to approve the 2005-06 academic calendar

Vote: The Senate voted unanimously to accept the motion.

CURRICULUM COMMITTEE:

Senator Doreski said the committee met and he was elected chair. No proposals have come through them except some very minor editorial matters.

ADJOURNMENT: The Senate voted to adjourn at 6:05 p.m.

**Minutes of the 351st Meeting
of the
SENATE OF KEENE STATE COLLEGE
Wednesday, November 10, 2004**

CALL TO ORDER: 4:35 p.m.

ROLL CALL:

Excused:L. Hadden, A. Atkinson

Absent: B. Menezes, B. Wheeler

SECRETARY'S REPORT:

Motion: To accept the minutes for the 350th Meeting of the Senate of Keene State College

Senator Doreski asked why something he said was put in quotation marks. He said that isolating words and putting them in quotation marks has a kind of judgmental effect. He said our minutes are supposed to be neutral paraphrases.

Senator Rancourt said that on page 3, paragraph 7 is not accurately reflected. It was more complex than that. Tom Richard had done an initial analysis on comparing 3 and 4 credits of just the 100- and 200-level courses that we had identified as general education courses. Certainly it didn't cover the gamut of the entire general education program. They are still working on seats.

Senator Stroup said that he had made some points with regard to gen ed in asking what exactly was open for revision and discussion ~ is it the whole structure of it or just specific points. Secondly, with regard to what Ellen had said (bottom of page 3) about "can you go with it as it is now and change it in a couple of years," his comment was that "we are talking about a revision process that is going on this year."

Vote: The Senate voted to accept the amended minutes as an accurate record.

COURTESY PERIOD:

Senator Kowpak reported that as we meet, the girls are playing the first round in the NCAA tournament in field hockey. The women play soccer tonight at 6 p.m. (first round NCAA tournament) and the men's soccer received a buy in the first round in the NCAA tournament and will be playing on Saturday afternoon. She said she believes that we're the only institution in the country with three teams in the NCAA tournament in Division III.

Senator Madden reported on the following events taking place at the Redfern:

Wednesday, November 17 KSC Guitar Orchestra and Latin American Ensemble, Alumni Recital Hall @ 7:30 p.m.

Wednesday, November 17-20 KSC Theatre presents *Our Country's Good* in the Main Theatre @ 7:30 p.m.

Thursday, November 18 Art Lecture by John Hitchcock on Native American art exhibits @ the

Thorne, 7 p.m.

REPORTS OF COMMITTEES:

EXECUTIVE COMMITTEE:

Senator McDonald reviewed the minutes that were included in the packet. He added that on January 28, 2005 there is another important conference taking place on campus which is in conflict with the 4-credit all-campus forum; however, Dr. Y has met with Greg Knouff and Senator McDonald and discussed having a forum where faculty would cancel classes for a morning and have a campus community meeting. Depending on that date which has yet to be determined, that meeting may supersede the January 28 meeting. In any event, the SEC will change the date in conflict to another time.

Greg Knouff said as a follow-up, he had a preliminary conversation with Dr. Y about the possibility of canceling classes on Friday, December 3 from 1-3:30 p.m. to have an all-campus forum to discuss the 4-credit model.

He said he and Senator Cullinane also met with the Student Government to get feedback. He said that students who had 4-credit experience spoke of it as being a positive intellectual experience. There was discussion about the flexibility of the model and the possibility of 1-, 2-, 3-, and 4-credit courses and there was a concern raised ~ will this undermine one of the clear benefits of the model which is to offer students fewer classes?

Senator Timney asked if there is any consensus among committee members about revamping some of the suggestions that they've heard from different groups.

Greg replied that they have come to a consensus about the process and have a meeting scheduled in a couple of weeks. They believe they now have enough feedback from faculty and campus forums (they've also been getting some good written feedback) to assess these comments and determine the necessary revisions that have to be made. They are going to be thinking generally about what they want to change in the model. A lot of revisions will probably take place during the break and into the early spring semester.

Greg said that the 4-credit committee has raised some questions that they would like the Senate to answer:

(1) they are wondering what the status of 4-credit proposals that are currently under review by the Senate would be should the model not be passed by the campus; and (2) why are the advisory votes to the Senate different for the two processes ~ the gen ed is by individual vote and the 4-credit is departmental.

Senator McDonald said that they have discussed the possibility that even with the departmental vote, it could register the number of votes and offer the opportunity of submitting comments, much like the advisory votes in any type of change that goes through the curriculum process.

Senator Doeski said the curriculum process does not ask for department votes; it asks for advisory opinions. Departments don't necessarily vote, but they might give a written opinion that could be of considerable value.

He said he thinks it would be useful for the 4-credit committee to have these advisory opinions even if there is an overall vote.

In answer to Greg's first question, Senator McDonald said that Dr. Y said those proposals could go ahead and be considered, but would be implemented only when and if the 4-credit proposal was passed.

Senator Timney asked how, if the campus were to decide that it wants to be primarily 3 credit, will it impact those programs that are already 4 credit. He said it would seem to him to be incredibly unfair to departments to say that they couldn't go to 4 credit when other departments have already made the change. He said we need to make that very clear in advance before any sort of vote takes place just from the sheer equality and curricular standpoint.

Senator Stroup asked Greg to characterize the strongest arguments that have been made against the proposal.

Greg replied that their charge was to not make a case for or against 4 credits; rather it was to come up with a model that would facilitate a campus-wide transition should people make that decision. He said they have heard no substantial criticism of the actual model, other than a great deal of concern around how to figure time blocks. The Committee feels initially that John Pappalardo's alternative schedule is more conducive to a lot of the concerns that faculty have on campus. The debate is primarily focused around whether or not 4 credits is desirable for the campus to embrace.

Senator Timmer, speaking on behalf of the Physical Education Department, said they agree with the benefits of the 4-credits, but they do have some accreditation issues that cause great concern with the model. Because of the accreditation standards set by NCATE for physical education, they, in researching, have not found one 4-credit, 4-year physical education program in the country. The majority of them are five or six years. A strict 2-4 credit model (no 1-credit courses) would also cause a definite issue because of the number of skills classes, both in athletic training and teacher certification. Those skills classes are 1-credit classes and they fulfill accreditation standards.

Senator Rancourt said she does not recall in any of the discussions that 1-credit courses would not be allowed. From the time block perspective, 1, 2, 4, and 6 work; what doesn't work are the odd (3, 5). A three-credit course is not going to work with a 4-credit model.

It's a great opportunity for us to examine some of the options and specializations as we discuss a potential new gen ed program and a potential 4-credit model and say to what extent do we need some of these options and specializations. If we reduce some of these, how does that impact the ability to offer a core program that meets accreditation standards and still allow students to graduate in four years. She said she would like clarity on just what the certification requirements are ~ is there any flexibility in those programs that are accredited that she's not aware of? Is there any flexibility in the certification process that she's not aware of?

Senator Timmer said that the state of New Hampshire is very demanding with regard to accreditation; it is almost parallel with the NCATE accreditation.

Greg said that their understanding is that currently the time block schedule with a lot of exceptions is very chaotic and they hope that the 4-credit model will offer the campus greater standardization. They've tried very carefully to construct in this model a flexible model so that programs such as Physical Education that have very specific needs will not be precluded from meeting those needs. They want those necessary exceptions to be allowed, but unnecessary exceptions will make the model very cumbersome.

Senator Nicolai asked about the flexibility of credit-hour allowance.

Greg said that credit-hour allocations is one flexibility within the model; currently as it stands, 4-credit, 3-credit, 2-credit, and 1-credit courses are all possible under the proposal, so the credit-hour allowance is very flexible. They are turning it over to departments to think about their programmatic needs very carefully.

Flexibility is there in terms of credit hours, but it is also there in terms of programmatic flexibility. They are basically asking programs to think about what their intellectual aims are; what do they want from their students, etc.

Greg said right now we are primarily a 3-credit campus; the goal is to move to a primarily 4-credit campus, but that does not preclude other kinds of courses.

Senator Cullinane said one of the things he would like to see the committee do is to define "primarily 4 credit." Another suggestion is to be cautious about having too many 2-credit courses floating around in a 4-credit model because it will potentially defeat the purpose of students taking fewer courses at one time.

Senator Jean asked, with regard to the equitableness of course loads (labs being 3, 4, and 5 credits), what the discussions have been about the lab situation. Whatever one department does will affect what all the other departments do ~ it's a definite staffing issue.

Gordon Laversee said one thing is with regard to time blocks; the other is how you count the load for faculty contact hours. Biology is taking a look at 4 hours of time which can then be used in a variety of ways ~ some for lecture and some for lab.

Senator Johnson said he appreciates the committee's effort to further define the model and its exceptions and getting information from the campus as to what kinds of exceptions will need to be made for programs to work. Secondly, he said that the charge by the SEC was not for the 4-credit committee to provide the rationale for moving to 4 credits; rather it was to determine what 4 credits would look like so departments would know whether or not they could in the definition of 4 credit at Keene State move in that direction. For example, were all courses going to be completely 4 credit or were we going to allow 1 and 2 credits was an important thing to decide so that programs could determine whether it made sense to move in that direction. He said he always assumed as part of the discussions that went forward once we had this model that we would return to the general philosophical questions of whether or not we should go to 4 credit, not only at the departmental level, but also at the campus level, and that part of the ongoing discussions would include that. He suggested that we as a Senate structure that into our discussions. We need to give people an opportunity to raise questions concerning the pros and cons for moving in this direction and allow people to have a voice in these discussions.

He also raised the issue of how many credits a BA or BS is. Should it be 120 and 124 or should it be 128 for everybody or should it be 124 for everybody? He said it requires more thought and he thinks the ASC would have to be a part of that.

Senator Nicolai said he also wants to express his appreciation for what the committee has done. He asked to what extent the committee has considered, in the move to 4 credits, fair and equitable compensation for adjuncts who have been here for many years teaching studio courses which run for 4 hours and 40 minutes on a 3-credit model basis. Those are very specific concerns and questions which require a timely response since negotiations will come up very shortly with regard to adjuncts.

Greg said that the committee has not discussed any of those contractual issues. They will be meeting with Peter Stevenson, president of the KSCEA, to talk about this issue. He said they as a committee are not suited to resolve these contractual issues; they do not represent a bargaining unit nor do they represent the administration. These are issues that the bargaining unit and the administration are going to have to discuss. He said he thinks it is important, however, that they keep the adjuncts aware of them.

Senator Nicolai asked to what extent the committee has dealt sensitively with that consideration and the effect it has on people's lives. This is a very specific thing that has been brought forward and at this point in time, it is very vague. He said that he, as a representative of the Adjunct Association, is not at all comfortable in any way approaching something that will eventually be voted on by a large community without these questions being answered.

Tom Bassarear said the 4-credit committee has not been charged with that and therefore he doesn't think they can do that. What they can do in their charge is address issues that need to have careful attention. For example, they can say that they strongly recommend that studio courses, when adjunct issues are addressed should the campus go to 4 credits, should be done in a very clear, systematic, and informed open way so that there is a campus-wide resolution rather than different solutions in different departments. He said he doesn't think that those issues are going to be substantially different from the 3 credit in the 4 credit.

Senator Nicolai said the issue is more a lack of communication at this point in time with adjuncts about how some of these issues will be resolved. He asked where and when this information will be shared/communicated with the adjuncts or with the executive committee of the Adjunct Association. There is a whole population which is quite significant that is out of the loop because they have not been invited into some of the committee dialogues, and he feels this is not appropriate.

Tom said when there are specific concerns, please let the committee know and they will respond to them.

Greg said they welcome all feedback; written feedback is especially helpful. He said on behalf of the committee, he would welcome Senator Nicolai to meet with them to discuss his concerns.

Senator Johnson said the KSCEA executive board did meet and looked at the contractual issues and Peter Stevenson will be discussing them with Dr. Y.

Greg said that with regard to the SEC's charge, while they did not write a rationale, one of the things that has clearly unfolded and was probably the intention of the SEC was that the rationale would unfold in these discussions; that we as a campus community would come together with these different programmatic concerns and would get to talk about its value or conversely the value of a 3-credit system.

Senator McDonald said the sponsorship of this by the SEC is meant as an open discussion and not necessarily a proposal to make the change.

Senator Nicolai said there is a great deal of appreciation for the work of the 4-credit committee.

Senator Timney asked if there was any part of the charge that would indicate how the departments would make the transition request through the Senate. Is there a layout?

Greg replied that it follows the departmental transition model of the curriculum process; they just basically added some explanatory framework.

ACADEMIC OVERVIEW COMMITTEE:

Senator Madden said they still need elections from each of the Schools for a non-Senate representative to the AOC. They also need two more senators and a student. The status of the programs scheduled for program review this year is as follows:

- CS ~ the committee has been meeting by e-mail; they have a preliminary draft written up; the AOC has asked for responses from both the department and the dean
- GEOG ~ they have received the report; they will be setting up a subcommittee; the AOC has asked for responses from both the department and the dean
- HIST ~ the reviewers will be on campus on November 18, 19

ACADEMIC STANDARDS COMMITTEE:

Senator Cullinane said they have no report.

CURRICULUM COMMITTEE:

Motion: By Senator Doeski and seconded to approve the proposed changes on the Program Proposal form to become effective January 20, 2005

Senator Johnson said he was happy to hear that there could be some flexibility as that program comes forward and maybe as that committee puts its program in final form, it can have discussions with the SCC to decide on a mutually agreeable way of packaging that proposal.

Vote: The Senate voted by a 2/3 majority to approve the motion.

Senator Rancourt said it's November 10 and there haven't been any course proposals brought to the Senate; four weeks from now is the Senate's last meeting of the semester. We are back to a 4-week process. She said she would like for us at some point to discuss an entire calendar year curriculum review process that begins in January and ends in December so that departments are working in the spring semester to submit course/program proposal changes that are approved in the spring semester. We had worked hard and had begun to achieve not having this unbelievable chaos in a 4-week period and we are back to it. What it basically leads to is the potential for a lot of error and a lot of confusion, particularly as things are presented to the editor of the Catalog and trying to finalize what needs to be included at this time.

Senator Doeski said part of the problem they run into, particularly in the fall, is the organization of the DCC's.

Senator Sandy said that this year the electronic process was a contributing problem to the curriculum process. Because of these problems and after much preparation, they eventually had to revert back to paper submissions.

Senator Rancourt said as academic faculty and staff the most serious thing we deal with on this campus is curriculum and it really is an incredibly chaotic process. Perfecting the electronic process needs to be an institutional priority; it makes it easier to track proposals and who has and who hasn't approved them. With the paper process very few people are sure where their proposal is at any given point in time.

Senator Doeski said he can assure everyone that last fall he knew where every proposal was, made copies of each one, and gave the originals to Tom Richard. He said we're all in favor of the electronic process but they as a committee could not get the administration to commit itself to support it.

Senator Rancourt said curriculum should be of paramount importance on this campus. Faculty own the curriculum process. It is as incredibly a loose curriculum review process as she has ever experienced at any of the institutions where she has been.

Senator Timney said one of the things that doesn't seem to be given administrative support is getting a single course release for the chair of the SCC. There should be special compensation, particularly if we move to 4 credits.

Senator Johnson said the Senate should frame a resolution directing appropriate administrative support be given to the electronic process. He suggested drafting a resolution and sending copies to the Senate members.

ADJOURNMENT: The Senate voted to adjourn at 6:10 p.m.

SENATE OF KEENE STATE COLLEGE
Wednesday, December 8, 2004

CALL TO ORDER: 4:35 p.m.

ROLL CALL:

Excused:G. Powers, P. O'Brien, B. Wheeler

SECRETARY'S REPORT:

Motion: To accept the minutes for the 351st Meeting of the Senate of Keene State College

Vote: The Senate voted to accept the minutes as an accurate record.

COURTESY PERIOD:

Senator Menezes reported on the following event taking place at the Redfern:

Wednesday, December 8 KSC Jazz Ensemble, Main Theatre @ 7:30 p.m.

REPORTS OF COMMITTEES:

EXECUTIVE COMMITTEE:

Senator McDonald reviewed the minutes that were included in the packet. He added that the resource position on the General Education Committee was rescinded.

Motion: By Senator Johnson to inform the vote of the Senate on the 4-credit proposal, there will be an all-faculty vote administered by the Senate. Advisory opinions will be solicited from each department and discipline by the Senate Executive Committee.

Vote: The Senate voted unanimously to pass the motion.

Motion: By Senator Stroup to approve the Senate Resolution regarding Electronic Curriculum Process

Under Resolution, Senator Rancourt suggested replacing IT resources with "**personnel resources**" and adding "academic" to have it read "**academic and technological mission.**"

Senator Jean suggested in the last paragraph, first line, moving "however" to the beginning of the sentence.

Vote: The Senate voted unanimously to accept the resolution as amended.

ACADEMIC OVERVIEW COMMITTEE:

Senator Madden reported the status of the programs scheduled for program review this year as follows:

CS ~ waiting for comments on reviewers' report
GEOG ~ formed a subcommittee; have reviewers' report; department is working on a response to that report
HIST ~ expecting a report from the reviewers
ART reviewers were here last week
PSYC submitted their self-study and possible reviewers have been identified; will probably visit in early spring
SOSC/POSC still working on their self-study

The committee has an A&H non-senator appointed (Kenneth Hodges) and Sciences (Beth Brown).

ACADEMIC STANDARDS COMMITTEE:

Senator Cullinane said they have no report.

CURRICULUM COMMITTEE:

Motion: By Senator Doreski and seconded to approve adding math prerequisites (MATH 171 and 172) for ESEC 381 and ESEC 383

Vote: The Senate voted unanimously to approve the motion.

Senator Rancourt said when she looks at the list of “course changes,” she has absolutely no idea how these changes impact the departments and how the changes impact program objectives and outcomes. If a course is either added or deleted, how does that impact the program objectives and outcomes. If there are more courses added than deleted, can we see a summary of that so we have some sense of the report.

Senator Doreski said at one time every course proposal had to be approved by the Senate; however, these proposals now only need the approval of the DCC.

Senator Rancourt said it’s not necessary to change the process, but it would be helpful to provide summaries of each change. The SCC is the steward of the institutional curriculum and if it is only left to the Divisions, then nobody is overseeing the entire institutional curricula and asking institutional questions. It’s all done school-wide or departmental-wide and that’s too fragmented. We don’t have enough information to look at these changes as a Senate and have any kind of a discussion, whether it’s for information or not. The most important thing we do is the curriculum and we have very little information in order to have a good intellectual discussion about the changes that are being made in individual departments.

Senator Doreski said the SCC has considered each of these changes very carefully and the list under “for information only” is there because the Senate voted at one time to change the process for approval.

Senator McDonald pointed out that technically these proposals have reached this point according to the current by-laws. Each spring the SCC has an opportunity to review and propose a change in the by-laws. If anyone questions any of the items brought before the Senate as “information only,” it requires a motion to bring it up for discussion, a second, and a majority vote of the Senate.

Motion: By Senator Rancourt and seconded to be advised of the change to the admissions application policy for Film Studies

Vote: The Senate voted by a majority to bring this to the floor of the Senate for discussion.

Senator Doreski said a student has to take the first three basic courses in Film and earn a B in each before he/she is admitted to the major. The new proposal adds a portfolio which a student must present before he/she can be admitted to the major. It can include written work and films that the student has made. The reason the department is doing this is because it is overwhelmed with majors.

Senator Cullinane said he thinks this should also have been reviewed by the Academic Standards Committee because any change to admission requirements for a major really requires this process. This is one thing that is specified in the Senate by-laws relative to the ASC.

Senator McDonald said it appears to him that we have a technical problem in that this proposal did not pass through the ASC and according to the by-laws, it should have been submitted for their review.

Motion: By Senator McDonald to table the Film Studies proposal to change their admissions application policy and refer the proposal to the ASC

Senator Rancourt said she is concerned about portfolio assessment requirements on campus. If we're going to be denying or admitting a student, then we have to be very clear about what the criteria are in assessing this process. We have a very loose curriculum review process at Keene State. We need a great deal more specificity around proposals.

Senator Johnson said that since the problem is a matter of Senate protocol, we should try to deal with the Film Studies proposal in a timely manner and resolve it this year if possible.

Senator Doeski said if we're going to have specific requirements for admission, he thinks these proposals should come under the purview of the ASC. In redesigning some of their forms in the spring, the SCC will add to the program change form a statement that outlines what needs to be reviewed by the ASC.

Senator Johnson said key people to inform about these requirements would be the deans.

Senator Rancourt said the Film Studies proposal as presented by Senator Doeski was incredibly vague with regard to admissions criteria. We need someone to be a steward of the institutional process. It's too important and too significant when we're talking about admitting or not admitting students and we should be very clear about what we're asking with regard to admissions policies.

Motion: By Senator Rancourt to be advised of the Holocaust Studies Minor program redesign, the change in requirements for a BS in Health Science, the Anthropology minor change in requirements, and the Sociology major change in requirements

Senator Madden said a while ago, the process was changed so that course proposals would be submitted to the Senate as information, but anything that dealt with the program would have to be approved by the Senate. He said he doesn't know when things changed further.

Motion: By Senator Rancourt to bring to the floor an explanation and discussion of the Program Redesign for the Holocaust Studies minor

Vote: The Senate voted by a majority to bring the motion to the floor of the Senate.

Senator Johnson asked if we were going to finish the business of the Senate today; otherwise, this could potentially be tabled until next week (December 15, 2004).

Motion: By Senator Rancourt to table the discussion about the redesign of the Holocaust Studies minor, the change in requirements for a BS in Health Science, the Anthropology minor change in requirements, and the Sociology major change in requirements until next week

Senator Rancourt said that all she wants is a summary of these changes; all we have now is an outline of courses with no information. She'd like to know from an institutional perspective what is happening. We as a Senate need information in order to create change.

Motion: By Senator Doeski to approve the BA in Music program redesign (SD 04/05-11a)

Vote: The Senate voted unanimously to pass the motion.

Motion: By Senator Doeski to approve the proposal by the SCC to recommend to the administration and the union that the course release for SCC chair be increased to two courses per year

Senator Johnson said that in the recent past, the chair of the SCC did have 2 courses release time when the SEC was considering the last general education incremental process.

Senator Rancourt said she would like to suggest that we specify one course/semester rather than 2 courses/year and that from a curricular perspective there be some attention paid to restructuring the process so that it is not all done in the fall. There are things that happen in the mad dash in November that lend themselves to errors and problems.

Senator Hanrahan said there was a real value in having other staff assigned to this process. Perhaps it should be requested that that process be put back in place.

Senator Stroup said he would add to the proposal that the SCC chair be elected in the spring (at their last meeting of the academic year) so that it might help with students registering for fall classes.

Motion: By Senator Rancourt to amend the proposal by the SCC to read *one course/semester* rather than two courses/year

Vote: The Senate voted to not accept the amendment.

Vote: The Senate voted by a majority to pass the motion.

NEW BUSINESS:

Senator McDonald reported what the by-laws say with regard to a minority report ~ Committee members may file a minority report on any motions acted upon by the committee. The minority report should be presented as an alternative motion, and the arguments for it, in the same manner and on the same schedules as the final report.

ADJOURNMENT: The Senate voted to adjourn at 6:40 p.m.

**Minutes of the 353rd Meeting
of the
SENATE OF KEENE STATE COLLEGE
Wednesday, February 2, 2005**

CALL TO ORDER: 4:35 p.m.

ROLL CALL:

Excused: T. McGuire, G. Johnsen, M. Duggan, T. Garland

Absent: B. Menezes, W. Nicolai, B. Wheeler, M. Skelly, R. Robinson

SECRETARY'S REPORT: None

COURTESY PERIOD: None

REPORTS OF COMMITTEES:

ACADEMIC STANDARDS COMMITTEE:

Senator Cullinane reviewed his committee's minutes that were included in the packet.

With regard to the proposal from Film Studies to change one of its major admission requirements, Senator Duggan's sentiments were passed along by Senator Johnson as follows: "Given the lack of faculty in that area, there was going to have to be some means of rationing courses, and a means of rationing courses by ability, discipline, and determination seems to make sense."

Senator Kowpak said she got from the discussion that we're not necessarily opposed to the idea as long as there is a fair rationale that is associated with it, so there needs to be more explanation.

Senator Rancourt said the one side of handling this is money, which we don't have and the other part is enrollment management. We continue to struggle from enrollment management perspectives with high enrollment majors and continue to admit students into those majors. She said she thinks the institution has a responsibility to continue to work hard to do some proactive work around enrollment management so that we accept the number of students that our resources can manage and that we do not accept students if we cannot serve them.

Senator Kowpak said she doesn't think we will ever be in a situation to require a student to declare a major and only permit that student to take courses in that major and complete that major without the opportunity to do any change. She said we can do a better job but it is going to take academic leadership on the enrollment planning committee speaking up, advocating for such, and helping to develop plans that are consistent with what departments and schools want and know that they can handle. At this point it is a little difficult to do this for obvious reasons.

ACADEMIC OVERVIEW COMMITTEE:

Senator Madden reported that they received the Art reviewers' report and the Faculty are currently taking a look at it.

They have three fully-constituted committees.

He said that just about every report from reviewers that he has seen through the years has recommended more faculty.

EXECUTIVE COMMITTEE:

Senator McDonald reviewed the minutes that were included in the packet.

Dottie Bauer (representative from the General Education Committee) said that during the fall they added the Deans Council and Ann Rancourt became the VPAA representative. In December they expanded by one person from each School. Representatives from A&H are Jan Yoga, Elizabeth Roos, and Céline Perron; from Sciences – Linda Baker, Jerry Jasinski, and Pete Nielsen; and from PS – Dottie Bauer, Len Fleischer, and Ellen Nuffer. They are adding two students ~ Ann Pelletier (president of History honor society) and Mike Ricci (president of Psychology honor society). The library representative is Judy Hildebrandt; Student Affairs is Judith Putzel; Adjunct Association is Wes Martin; 3 Deans, and Irene Herold.

They are working on a document that they're calling "Key Principles," based on discussions that have been ongoing for the last year and a half and in particular based on feedback that they received in the fall. The document has to do with both content and structure of general education. It is under revision and will be disseminated shortly. There is an all-campus forum scheduled for Friday, March 4.

They're going to begin a schedule of meetings with departments to find out what the interface of each department is with the "key principles."

The Committee's significant goal for the semester is to succeed in getting approved an administrative structure to oversee general education. They feel that this is essential and achievable this spring.

Senator Doreski said he feels that it makes the most sense from a representational point of view to have the General Education Committee be a standing committee of the Senate. It might require enlarging the membership of the Senate by 4 or 5 people, however.

Dottie said that even if we were to leave general education exactly as it is, there still has to be a structure, an oversight, a review process, and an evaluation assessment process.

Senator Johnson said that even if the committee is a Senate committee, there is precedent for Senate committees to have non-Senate members.

The General Education Committee will bring their proposal for an administrative structure through the SEC to the Senate.

CURRICULUM COMMITTEE:

Senator Doreski said the committee will meet next week and set an agenda for the semester.

Senator McDonald said he sent an e-mail to the President requesting additional release time for the SCC chair, but he has not as yet heard back.

Senator Johnson said on issues such as release time, it would be a good idea to cc Peter Stevenson, KSCEA president, because it is a contractual issue.

NEW BUSINESS:

Senator Timney said the Senate Website needs updating! Perhaps Blackboard would be an easier way to accomplish sharing Senate info.

ADJOURNMENT: The Senate voted to adjourn at 5:25 p.m.

**Minutes of the 354th Meeting
of the
SENATE OF KEENE STATE COLLEGE
Wednesday, March 9, 2005**

CALL TO ORDER: 4:35 p.m.

ROLL CALL:

Excused: T. McGuire, G. Johnsen, M. Duggan, T. Garland

Absent: B. Menezes, W. Nicolai, B. Wheeler, M. Skelly, R. Robinson

SECRETARY'S REPORT: None

COURTESY PERIOD: None

REPORTS OF COMMITTEES:

ACADEMIC STANDARDS COMMITTEE:

Senator Cullinane reviewed his committee's minutes that were included in the packet.

With regard to the proposal from Film Studies to change one of its major admission requirements, Senator Duggan's sentiments were passed along by Senator Johnson as follows: "Given the lack of faculty in that area, there was going to have to be some means of rationing courses, and a means of rationing courses by ability, discipline, and determination seems to make sense."

Senator Kowpak said she got from the discussion that we're not necessarily opposed to the idea as long as there is a fair rationale that is associated with it, so there needs to be more explanation.

Senator Rancourt said the one side of handling this is money, which we don't have and the other part is enrollment management. We continue to struggle from enrollment management perspectives with high enrollment majors and continue to admit students into those majors. She said she thinks the institution has a responsibility to continue to work hard to do some proactive work around enrollment management so that we accept the number of students that our resources can manage and that we do not accept students if we cannot serve them.

Senator Kowpak said she doesn't think we will ever be in a situation to require a student to declare a major and only permit that student to take courses in that major and complete that major without the opportunity to do any change. She said we can do a better job but it is going to take academic leadership on the enrollment planning committee speaking up, advocating for such, and helping to develop plans that are consistent with what departments and schools want and know that they can handle. At this point it is a little difficult to do this for obvious reasons.

ACADEMIC OVERVIEW COMMITTEE:

Senator Madden reported that they received the Art reviewers' report and the Faculty are currently taking a look at it.

They have three fully-constituted committees.

He said that just about every report from reviewers that he has seen through the years has recommended more faculty.

EXECUTIVE COMMITTEE:

Senator McDonald reviewed the minutes that were included in the packet.

Dottie Bauer (representative from the General Education Committee) said that during the fall they added the Deans Council and Ann Rancourt became the VPAA representative. In December they expanded by one person from each School. Representatives from A&H are Jan Yoga, Elizabeth Roos, and Céline Perron; from Sciences – Linda Baker, Jerry Jasinski, and Pete Nielsen; and from PS – Dottie Bauer, Len Fleischer, and Ellen Nuffer. They are adding two students ~ Ann Pelletier (president of History honor society) and Mike Ricci (president of Psychology honor society). The library representative is Judy Hildebrandt; Student Affairs is Judith Putzel; Adjunct Association is Wes Martin; 3 Deans, and Irene Herold.

They are working on a document that they're calling "Key Principles," based on discussions that have been ongoing for the last year and a half and in particular based on feedback that they received in the fall. The document has to do with both content and structure of general education. It is under revision and will be disseminated shortly. There is an all-campus forum scheduled for Friday, March 4.

They're going to begin a schedule of meetings with departments to find out what the interface of each department is with the "key principles."

The Committee's significant goal for the semester is to succeed in getting approved an administrative structure to oversee general education. They feel that this is essential and achievable this spring.

Senator Doreski said he feels that it makes the most sense from a representational point of view to have the General Education Committee be a standing committee of the Senate. It might require enlarging the membership of the Senate by 4 or 5 people, however.

Dottie said that even if we were to leave general education exactly as it is, there still has to be a structure, an oversight, a review process, and an evaluation assessment process.

Senator Johnson said that even if the committee is a Senate committee, there is precedent for Senate committees to have non-Senate members.

The General Education Committee will bring their proposal for an administrative structure through the SEC to the Senate.

CURRICULUM COMMITTEE:

Senator Doreski said the committee will meet next week and set an agenda for the semester.

Senator McDonald said he sent an e-mail to the President requesting additional release time for the SCC chair, but he has not as yet heard back.

Senator Johnson said on issues such as release time, it would be a good idea to cc Peter Stevenson, KSCEA president, because it is a contractual issue.

NEW BUSINESS:

Senator Timney said the Senate Website needs updating! Perhaps Blackboard would be an easier way to accomplish sharing Senate info.

ADJOURNMENT: The Senate voted to adjourn at 5:25 p.m.

*Minutes of the 355th Meeting
of the
SENATE OF KEENE STATE COLLEGE
Wednesday, April 20, 2005*

CALL TO ORDER: 4:35 p.m.

ROLL CALL:

Excused: P. O'Brien, T. Garland, C. Kowpak

SECRETARY'S REPORT:

Motion: To accept the minutes for the 354th Meeting of the Senate of Keene State College

Vote: The Senate voted to accept the minutes as an accurate record.

COURTESY PERIOD:

Senator Menezes reported on the following events taking place at the Redfern:

Wednesday, April 20 Guitar Orchestra and Latin American Ensemble @ 7:30 p.m.
Friday, April 22 Opera Workshop with KSC Chamber Orchestra @7:30 p.m.
Sunday, April 24 Student Recital @ 3 p.m.
Wednesday, April 27 Jazz Ensemble @ 7:30 p.m.
Friday, April 29 Concert Band @ 7:30 p.m.

Senator Stroup announced that the Summer Reading Program book is *Mountains Beyond Mountains* by Tracy Kidder. There will be a series of year-long events relative to this.

REPORTS OF COMMITTEES:

EXECUTIVE COMMITTEE:

Senator McDonald reviewed the minutes that were included in the packet.

Motion: By Senator Johnson, and seconded, to accept the final draft of the 4-credit transition model

Amendment: By Senator Timney that those departments capable of submitting their 4-credit proposals through the DCC and SCC during Fall 2005 be able to transition in Fall 2006 (rather than Fall 2007)

Senator Doeski said it will encourage departments to get their materials to the SCC. If this does not happen, the SCC will be facing an enormous amount of material with which to deal.

Senator Stanish said she worries about the scheduling difficulties for students.

Senator Duggan said that those departments that are not enthusiastic about moving to 4 credits would just delay an extra year and that would create a two-tier system. We should find another way to handle the problem of overload for the Curriculum Committee.

Departments are encouraged to submit their programs as soon as possible, even if the transition does not happen until Fall 2007.

Senator Johnsen suggested the possibility of course reassigned time for all members of the SCC during Fall 2006.

Senator Doeski said relative to release time, if the SCC doesn't know well beforehand who will serve on the committee, it is difficult for departments to cover the courses taught by those members.

Senator Stroup said he disagrees with the amendment because we're acting on advisory opinions received about the document as it stands; this is a discussion that we've had even though it didn't turn out the way he had hoped.

Vince Ferlini said regarding whether we should implement in '06 or '07 ~ it indicates that part of the problem in the process is that nobody really knows. People talk about small samples, talk about people with academic advising ~ the real bottom line is that we don't know. We can make decisions on things we don't know, but that's not advisable. He said that this is a weakness in the process.

Vote: The Senate voted against passing the amendment.

Amendment:: By Senator Johnson to change the wording on page 9 of the Four-Credit Transition Model (paragraph 4 ~ first sentence) to read: **Programs with some three-credit courses** would be able to employ the same approved time blocks contained in the proposal, while **programs with entirely four credit courses** would be able to select a distribution of weekly class meetings that best suits both the pedagogical preferences of the instructor and the academic needs of the student.

Vote: The Senate voted to pass the amendment.

Vote: The Senate voted to approve the 4-credit transition model as amended ~ 17 yes; 5 no; 0 abstentions

ACADEMIC OVERVIEW COMMITTEE:

Motion: By Senator Madden to approve the Geography Department Program Review Subcommittee Report

Vote: The Senate voted to approve the report.

ACADEMIC STANDARDS COMMITTEE:

Motion: By Senator Cullinane and seconded to approve the placement of Spring Break one week earlier than the calendar guidelines stipulate, thus having 8 weeks prior to and 6 weeks after the Break week (2006-07 academic calendar)

Vote: The Senate voted by a majority to accept the motion.

CURRICULUM COMMITTEE:

Motion: By Senator Doreski that the Senate facilitate an earlier election of senators (Fall Semester), the details of which (and consequences of which) should be worked out in the Senate Executive Committee (come up with a proposal and bring it back to the Senate)

Vote: The Senate voted to pass the motion.

NEW BUSINESS:

Motion: By Senator Timney to again ask Dr. Y to approve two courses of reassigned time for the chair of the Senate Curriculum Committee (on a regular basis) and an additional reassigned time (third) during Fall '06.

Senator Johnson said we should try to get an answer from the President on what we have already submitted to him and that we should defer this new suggestion until we have a new president, rather than putting another proposal for more credit in the President's hands before he has approved the initial one.

Motion: By Senator Johnson to table Senator Timney's motion for the 3rd reassigned time

Vote: The Senate voted to table the motion.

Senator Doreski suggested that the College consider the possibility of going to a biennial catalog.

ADJOURNMENT: The Senate voted to adjourn at 6:15 p.m.

**Minutes of the 356th Meeting
of the
SENATE OF KEENE STATE COLLEGE
Wednesday, April 27, 2005**

CALL TO ORDER: 4:35 p.m.

ROLL CALL:

Excused:T. McGuire, B. Wheeler

Absent: T. Garland

SECRETARY'S REPORT: None

COURTESY PERIOD:

Senator Menezes reported on the following events taking place at the Redfern:

Wednesday, April 27 Jazz Ensemble @ 7:30 p.m.

Friday, April 29 Concert Band @ 7:30 p.m.

Senator Timney announced that Communication seniors are presenting their capstone papers this evening from 6:30-9 p.m. in the Madison Street Lounge, tomorrow evening from 6:30-9 p.m. in the Mountain View Room, and Friday afternoon from 1:30-4 p.m. in the Madison Street Lounge.

REPORTS OF COMMITTEES:

EXECUTIVE COMMITTEE:

Senator McDonald reviewed the minutes that were included in the packet.

Motion: By Senator Johnson, and seconded, to endorse the General Education's statement on Program Principles

Senator Kowpak said they have been taking a look at the numbers of students by class year that register for courses in advance of the upcoming semester and/or continue fall to spring and then spring to fall. One of the alarming things is the number of seniors who are not doing that ~ either not registering for classes in advance and using the ADD/DROP process or students who do not return for some number of their last courses at KSC. In looking at transcripts of these students, more often than not the remaining courses tend to be (in the students' minds) just gen eds that they think they can take at another institution (at home where it is less expensive, etc.). If we're looking for a general education program that has coherence, her assumption is that we would not want students behaving in this way, particularly if you're looking at culminating experiences, or synthesizing experiences in the end. She said she thinks it's important to take this into consideration as the committee is designing a program and in the course of academic advising for these students to know very early on that the "just gen ed" argument is not a valid argument because our general education program will be all tied together.

Peter Nielsen said the bottom line right now is that we don't have a general education program; we have a general education curriculum and there is no coherence; there is no progression.

Senator Duggan said her biggest concern is that it doesn't seem to prioritize English, math, or history.

Jan Yoga said there are some programs that are being privileged in terms of general education. That is why Social Sciences, Sciences, Humanities, and Art each have two representatives and not ESEC and Professional Studies. In addition, we are privileging writing in a

very strong way by saying there will be a member of the Writing Task Force on this committee. We are also privileging quantitative reasoning. This is an opportunity for anyone to play if they want to and if they want to develop a course that all of us would respect as a general education course. Just by the composition of the committee, we are saying that we do recognize that some things are more important than others.

The main idea of having all of these representatives is so that they can be in constant contact with the faculty and in constant dialogue with them about how ideas are developing and the direction in which we seem to be moving so that we can be getting feedback about those ideas to make sure they are going to work. This committee will be a continual monitoring body; therefore, revisions can continue to be made even after the program is developed.

Peter Nielsen said they want this committee to be a permanent standing committee. This committee once the Senate has endorsed those design principles will come forward with a program (hopefully by next January). The program at that time would go to the faculty for feedback, but ultimately it's the Senate that will vote the proposal up or down.

Senator Hanrahan asked who will determine the structure.

Peter said the committee can propose the structure, but they cannot endorse the structure. The Administration ultimately is responsible for voting it up or down.

Senator Ouellette said he would prefer to have the new president involved in endorsing this proposal.

Jan Yoga said the committee came to the meeting looking for an endorsement of the principles; they wanted to show the senators where their thinking was in terms of how they envision this committee's composition; if this group wants to endorse the structure, they will certainly not object.

Senator Johnson said he thinks the Senate should endorse it in such a way that supports the general principles and general structure, but gives the committee the freedom to make minor deviations that might need to be made. He said he strongly endorses the idea of having two co-chairs, one chair from the administration and one chair from the faculty.

Senator Iodice said she as Student Body President would like to appoint the two students to the committee.

Senator Johnson said he strongly endorses Senator Iodice's proposal, one reason being it will be very important to have a liaison to the Student Assembly on that committee because that is the body that is best able to solicit and organize student response. Having that connection to the Student Assembly is vital.

Senator Kowpak said it has been a practice of the College to recognize the authority of the Student Body President in electing or appointing students to serve on college-wide committees. She also endorses Senator Iodice's notion in saying that there should be two students serving, but that they should be appointed by the SB President. She also endorsed Senator Johnson's suggestion that it would be wonderful if one of the students could be an active member of the Student Assembly.

Jan Yoga said that right now the campus's vision is that 200-, 300-, and 400-level courses are a progression that only happens within the major. General Education is not going to be that way any more; General Education is not going to be like the major so that you begin to envision courses at the 200-, 300-, and 400-level that are appropriate for non-majors.

Senator Duggan said she is concerned that if we open 300-level courses to the whole campus, she would end up watering them down.

Senator Doreski said it seems to him that there are some areas in which you cannot escape the need for contact knowledge. Certain departments where it is relatively easy for a faculty to give up teaching one of his/her courses to majors in order to develop a gen ed course at the 300- or 400-level in a particular area might succeed; he thinks, however, that it's the sciences that are going to be shortchanged.

Peter Nielsen said general education in the future is not just going to be content; it's going to be process in content areas.

Vote: The Senate voted as follows to endorse the General Education Program Principles:
For: 24 Against: 0 Abstain: 1

Motion: By Senator Johnson, and seconded, to endorse the General Education Committee

Structure

Amendment: By Senator Jean to add General Science to the interdisciplinary programs under Committee Composition

Senator Timney said he feels that the committee is too large to work effectively.

Senator Johnson said it seems to him that the committee is going to have to work in some subcommittee structures. In terms of interdisciplinary programs all of the faculty in those programs are members of other faculty. He would support encouraging people from those programs to run under other rubrics for the reason that the committee is so large already.

Vote: The Senate voted by a majority to pass the amendment.

Senator Johnsen recommended that one additional person be added to represent the interdisciplinary programs.

Amendment: By Senator Kowpak to change the language and composition of the committee so that it has two students appointed by the Student Body President

Vote: The Senate voted by a majority to pass the amendment.

Gordon Leverage encouraged the endorsement in principle of the structure.

Vote: The Senate voted unanimously to endorse the amended General Education Committee Structure.

ACADEMIC OVERVIEW COMMITTEE:

Motion: By Senator Madden to approve the Art Department (Studio Art/Graphic Design) Program Review Subcommittee Report

Amendment: By Senator Stroup to include in the recommendations ***“to hire another full-time art historian”***

Vote: The Senate voted by a majority to pass the amendment.

Vote: The Senate voted unanimously to approve the amended report.

Motion: By Senator Madden to approve the Computer Science Department Program Review Subcommittee Report

Senator Duggan suggested that next year’s Senate discuss whether or not it’s right to put résumé writing and advanced formatting techniques in Word in a CS 101 course.

Senator Johnson said that until 1996 Math and CS were the same discipline. In that contract year CS became a separate discipline; ultimately the language was changed from discipline to department.

Senator Johnson said he is unclear under “Overuse of Adjuncts” about what the 58% refers to in the second sentence.

Senator Duggan said her sense is that 58% of the courses are taught by adjuncts, but she will check to be sure.

Friendly Amendment: By Senator Johnson to change the language to reflect the meaning of the percentage

Vote: The Senate voted by a majority to approve the amended CS Subcommittee Report.

Motion: By Senator Madden to approve the History Department Program Review Subcommittee Report

Friendly Amendment: By Senator Doreski that under "Recommendations" ~ first sentence ~ the word *specialized* be deleted

Vote: The Senate voted unanimously to approve the amended History Subcommittee Report.

ADJOURNMENT: The Senate voted to adjourn at 6:30 p.m.

**Minutes of the 357th Meeting
of the
SENATE OF KEENE STATE COLLEGE
Wednesday, April 27, 2005**

CALL TO ORDER: 6:30 p.m.

ROLL CALL:

Excused:T. McGuire

The Executive Committee election results were as follows:

Chair	Gladys Johnsen
Vice Chair	Karen Stanish
Secretary	William Stroup
Faculty-at-large	Larry McDonald

NEW BUSINESS: None

ADJOURNMENT: The meeting was adjourned at 6:45 p.m.