The MSU Faculty Senate met at 3:00 p.m. on October 13, 2005, in the Cheyenne Meeting Room of CSC. Senators present included Arnoult, Sharon; Bultena, Charles (Treasurer); Coe, Mary Ann; Comello, Robert; Davids, Mark; Davis, Fred; Guthrie, Paul; Johnson, Tina; Johnston, Chuck; Kaciuba, Gail; Kilgore, Lon; Lewandowski, Elizabeth; Marty, Melissa; McClintock, Stuart (Secretary); McNeely, Tom; Redmon, Bob (Vice Chair); Rhoads, Jon; Scales, Jon; Schuppener, James; Stiles, Beverly (Parliamentarian); Tucker, David (Chair).

Agenda was unanimously approved. September minutes had previously been approved by e-mail. The secretary said that long committee reports would appear at the end of the minutes rather than in attachments.

Current Business:

1. Mission Statement: Senator Arnoult made a motion to endorse, as is, the most recent version of the Mission Statement that will go to the BOR in November for approval. Senator Coe seconded the motion. Senator Coe explained that the Mission Statement Committee took three pages of suggestions into consideration in addressing the former new statement and rewriting the new statement. Senator Davids wondered about the origin of the liberal arts lean in the statement. Various senators mentioned that it would help the university identify its niche that would make the university unique and more likely to remain independent. It also helps with SACS and COPLAC. Further, the liberal arts lean has existed campus wide but is being stated as such for the first time. The motion was unanimously approved.

II. Tenure and Promotion Clarification Committee Recommendations: The Provost wanted the Senate to review the revised Tenure and Promotion Handbook developed out of recommendations made by the Tenure and Promotion Clarification Committee. The Senate discussed the revisions. Bob Redmon made the motion, seconded by Senator Lewandowski, that the Senate reaffirms the approval of the committee’s original wording and asks that it be included in the new Tenure and Promotion Handbook. The motion was unanimously approved.

3. American Democracy Project: Senators Stiles and Lewandowski are on the committee examining ADP for potential adoption at Midwestern. The committee will spend all of this year studying it thoroughly because the entire university must be behind it for it to be adopted. The university is already doing many of the things that are part of the project. The senators mentioned that the ADP website exists for those seeking information. Vice-Chair Redmon said that getting a clear understanding of service learning, the concept at the core of the project, is difficult. He stated that usable definitions of service learning can be found
at the website of The National Council for Social Studies and in Benjamin Barber's book *An Aristocracy of Everyone*.

Some senators wanted to add some cautionary words. Senator Scales said that at his previous university that had a program similar to ADP, the faculty initially liked the program but later wanted to get rid of it because many volunteer projects did not count. Senator Rhoads emphasized that the focus of learning in one's discipline, already in the process of being comprised by new state law, could be further eroded with extra projects to take on in the classroom.

4. Senator Coe reported on her meeting with the Provost about problems that have arisen with distance education students taking the requisite course when they fail the Writing Proficiency Test. The Provost highlighted the section in the policy manual that states that students can transfer credit from a writing course taken locally at an accredited institution.

Committee and Other Reports:

1. Administrative Council (Tucker): See end of minutes
2. Board of Regents (Tucker): no meeting
3. Academic Council (Redmon): See end of minutes
4. Enrollment Management (Stiles): (no report)
5. Intercollegiate Athletics Council : See end of minutes
6. Alumni Association Council: (no report)
7. Student Affairs ( Lewandowski): See end of minutes
8. Other active committees: none
9. Financial report (Bultena): The Faculty Senate has $ 2,060.

Closing Items:

1. Chairman Tucker reported that changes to the membership of various committees were approved by e-mail.

2. Chairman Tucker said that the Senate will conduct an e-mail vote to choose the university's nominee for the Piper Award. If no candidate receives a majority in the first round of voting, the Chair will conduct a second round between the top two candidates.

After soliciting further comment, Chairman Tucker entertained a motion to close the meeting. Senator Arnoult moved to adjourn with a second by Senator Redmon.

The next Faculty Senate meeting will be at 3 PM on Thursday November 10 in Cheyenne Meeting Room in CSC.

Faculty Senate Meeting: Thursday, October 13, 2005
Submitted by Robert Redmon

Committee Reports:

1. Administrative Council
October 11, 2005

The Administrative Council met on Tuesday October 11, 2005. The following topics and actions were considered at the meeting:

- The Council approved the establishment of the following new student organization: the Financial Management Association for MSU
- The Council agreed upon the academic calendar for 2006-2008 proposed by the Registrar. The calendar includes four day work weeks in the summer sessions. For 2006-2007 the proposal includes
  Fall 2006: Classes being Saturday August 26 with the last day of classes Friday December 8. Commencement would be Saturday December 16. There would be no classes on Labor Day and the usual three day Thanksgiving break.
  Classes end May 4 and Commencement May 12.
  Summer 2007: Classes begin on May 29 (Tuesday) and finals on Monday July 2. No class on Memorial Day May 28.
  Classes begin Thursday July 5 and final Monday August 8.
  Fall 2007: Classes begin Saturday August 25 and end Friday December 7.
  Commencement Saturday December 15. No classes on Labor Day, and the usual three day Thanksgiving break.
  Spring 2008: Classes begin Saturday January 12 and end on Friday May 2.
  No classes Monday January 21 (Martin Luther King Birthday).
  Spring break and Easter break would be combined starting Saturday March 15 and having classes resume Wednesday March 26. Commencement Saturday May 10.
  Summer 2008: Classes start Tuesday May 27 and finals Monday June 30.
  Second session classes start Wednesday July 2 and finals Tuesday August 5.
- Mandatory procurement card training was discussed. If the training is not received, the procurement card will be taken away.
- A proposal to raise the distance ed fees from $25 to $32 per credit hour as approved to be presented to the Board. This is necessary due to increase cost of equipment, software and personnel.
- Changes in the Policy Manual were approved for the following policies:
Policy 2.31 Administration Selection Process - reflect the name change of the International Student Services office to international Services Offices
Policy 2.337 Vice President for University Advancement and Student Affairs – revision of responsibility statements and addition of office statements

Policy 2.338 University Boards, Councils, and Committees – changes in memberships of the Enrollment Management Council, the Student Affairs Council, the Budget Oversight Committee and the Student Success Committee

Policy 2.323 F. Wichita Falls Museum of Art at Midwestern State University – addition of the Wichita Falls Museum of Arts statement

Policy 3.225 Longevity Pay – revision per legislation to longevity pay entitlements

Policy 3.321 Medical Insurance – revision to include eligibility for adjunct faculty members and to clarify/correct policy wording

Policy 3.343 Dual Employment with the State – correction of TX Government Code reference

Policy 3.3xx Employment of Foreign Nationals – new policy to define the eligibility, process, and financial support for hiring foreign nationals

Policy 4.135 Grant Procurement – Modify policy to include new Office of Grant Development and Administration

Policy 4.164 Solicitation of Funds – Modify policy to include new Office of Grant Development and Administration

- Key Requests - Discussion of key requests, in light of the loss of some master keys in the recent past. Discussion included the possibility of revising the policy, and also of performing an audit to see what keys are actually needed, particularly for student workers and grad students. Growing concern over campus safety of buildings and equipment due to the number of keys being distributed is prompting the vice President for Administration and Finance to look into key distribution policies. More in the future.

Respectfully submitted,
September 20, 2005: The Academic Council met at 2 p.m.

1. The Provost announced that new hire faculty will receive a $1000 stipend to help with health insurance and to compensate for the state reduction of same. The Provost also announced that the university would pay ½ the cost of an invited visa for new foreign faculty.

2. The Provost explained that hiring of TRS retirees as adjunct faculty after January 5 to teach more than 3 credit hours places an extraordinary burden on the university as it will be required to pay for full health insurance and other benefits. It was clear that the Provost was discouraging the hiring of TRS retirees as adjunct instructors as it would not be particularly cost effective.

3. The Provost explained the state’s new “3peat” rule. Essentially, if a student repeats a course more than once, the state will not reimburse the university. This also applies to students who repeat a course that they have not failed to raise their GPA (unless there is a specific minimum grade other than “passing” for degree credit). She also explained that a similar rule limiting total credit hours over what is required by a degree to 45 is being lowered by the state to 30. The university is considering various ways to recoup the money, including charging the student concerned normal tuition plus the amount the state would have otherwise provided, but is not considering charging out-of-state tuition as has been mentioned in some discussions.

4. Darla Inglish (Registrar) introduced a new, uniform Course Substitution Form to replace the various ones used across the college. The new form was designed to be compatible with the needs of all departments and colleges.

5. Dr. Capps proposed a number of changes to the Graduate Course Catalog. These included a proposal to revise the catalog organization to place course descriptions with the program description instead of in a separate course description section at the back of the Catalog and a suggestion that each program description include degree plans and begin on a new page. A number of other suggestions related to the Catalog were discussed informally, including several suggestions intended to reduce printing costs.

6. Various changes to the Undergraduate Catalog were also proposed and adopted. Most of the changes were from the Business and Health Science. (See Attachment)

**College of Business Administration – Dr. Chelte**

1. Business Administration

   *Change of Course Prefix*

   **BUAD 2153. Microcomputer Applications**

   **CMPS 2153. Microcomputer Applications**
Moving BUAD 2153 to the Computer Science area will assist in meeting AACSB International prescribed standards for the appropriate ratios of academically and professionally qualified faculty.

2. Finance

*Change Prerequisite:*

**FINC 3733. Business Finance**

Prerequisite: **ECON 2333** (Macroeconomic Principles—no prerequisites required)

**ECON 2433** (Microeconomic Principles—MATH 1203 or MATH 1233).

The proposed prerequisite course, ECON 2433 is more appropriate for the Business Finance course. This proposal was reviewed by the COBA Undergraduate Curriculum Advisory Committee and approved by the COBA faculty on September 12, 2005.

This will require a change in the catalog (2004-2006) page 256:

**3733. Business Finance**

Prerequisites: Junior standing or above or consent of the chair, ACCT 2143, **ECON 2433**.


*Change of Name for the Department and Course Prefixes*

From: Business Computer Information Systems (BCIS)

To: Management Information Systems (MIS)

*Curriculum Changes*

a. Development of a Track Option

b. Creation of a new capstone course and additional upper-level courses, the deletion of one current upper-level course, and the modification of four existing courses.
MIS New Course Additions

MIS 3163. Project Management 3(3-0)
Description: practical approach to business problem solving through the actual implementation of a software product. It includes study of project management tools and techniques necessary to plan, staff, organize, direct and control the development of computer-based information systems.

MIS 4153. Decision Making and D.S.S. 3(3-0)
Description: This course explores various theories of decision making. It provides an opportunity for the student to study the application of quantitative decision-making techniques to management decision problems; focus on model development, solution and implementation of results.

MIS 4323. Business Network Design 3(3-0)
Prerequisite: MIS 3303
Description: This course explores the telecommunication technologies used in wide area networks. Technologies such as frame relay, ATM, TCP/IP, and voice over IP will be studied. The role of the common carriers will also be discussed. Secure network traffic over TCP/IP and other security topics will be included.

MIS 4333. Advanced Data Design 3(3-0)
Prerequisite: MIS 3123
Description: This course will allow faculty and students to explore emerging technologies and concepts within systems development including, but not limited to, data warehousing, data mining, knowledge management (KM), and other technologies necessary to facilitate the successful implementation of electronic business functions (e.g., e-commerce) and other enterprise systems.

MIS 4443. Information Resource Management (Capstone Course)
Prerequisite: graduating senior in MIS or consent of chair
Description: to provide students with an integration of the MIS knowledge areas and is designed to include a nationally recognized qualification examination that is an adequate means of measuring the accomplishment of learning objectives for a computing program.
Deletion of Course

BCIS 3403. Desktop Publishing

Note: alternate choices for BBA with Teacher Certification, Option III Basic Business, students are MGMT 4213. Human Resources Management or MGMT 4613. Supervisory Management. Both of these courses are offered more frequently than BCIS 3403 and are more directly related to the BBA degree.

Change of Course Number, Title, and Description

BCIS 4133. Business Systems Analysis
MIS 3133. Business Systems Analysis

BCIS 4123. Database Applications in Business
MIS 3123. Database Design and Management

BCIS 3153. Advanced Microcomputer Applications in Business 3(3-0)
MIS 3153. Hardware Issues in I.T. (3-0)
Description: familiarize students with the components, standards, and protocols associated with personal computers. Students will study the various PC configurations and technologies including microprocessors, mother boards, power supplies, bus configurations, memory types, peripheral devices, and others. A hands-on project requiring students to design and build a personal computer will also be part of the course. Upon completion of the course students will have a basic knowledge and understanding of the following hardware components, concepts and applications: System Resources, Motherboards, Microprocessors, Random Access Memory, CMOS RAM, Disk Devices, Peripherals, Printer Devices, and System Protection. Can this description be shortened, please?

Note: This course is currently one of several options in the BCIS 3153 topics course.

BCIS 3113. Business Programming Language (formally 2113) 3(3-0)
MIS 4113. Advance Programming (3-0)
Prerequisite: MIS 3113
Description: An extended introduction to an advanced programming environment utilizing a business oriented programming language. The course will provide instruction in the advanced manipulation of data, and the programming of sophisticated data-intensive applications and file structures. Emphasis will be placed on developing object-oriented and web-based business applications. Major topics covered include program, system and interface design, database access, web service concepts, and programming management.
Undergraduate Course and Catalog Changes

College of Health Science and Human Services – Dr. Sportsman

1. Criminal Justice (CRJU)

Change of Course Titles:
- 2933. The Criminal Justice System
- 4901. Problems in Criminal Justice, Independent Study
- 4902. Problems in Criminal Justice, Independent Study
- 4903. Problems in Criminal Justice, Independent Study

New Course Additions:
- 3223. Terrorism 3(3-0)
  Prerequisites: Nine hours of CRJU courses, Junior/Senior status.
  Description: An overview of the fields of terrorism, counter-terrorism, and intelligence. Using a multi-dimensional approach that draws from international relations, law, and police strategies, the course emphasizes research and analysis. Students also gain the ability to examine and scrutinize international strategies aimed at reducing terrorist incidents.

- 3323. Emergency Administration 3(3-0)
  Prerequisites: Junior/Senior Status
  Description: An in-depth analysis of planning and administration for emergency management in the criminal justice environment (including public and not-for-profit sectors); the need for emergency planning, identification and allocation of resources, incident command procedure, and safety in the working environment.

- 3723. Geographic Information Systems 3(3-0)
  Prerequisites: Junior/Senior status.
  Description: An overview of Geographic Information System (GIS) uses in criminal justice. Special emphasis is placed on GIS uses within law enforcement and hot spot analysis as a tool in reducing crime.

- 3923. Criminal Intelligence 3(3-0)
  Prerequisites: Junior/Senior status.
  Description: An overview of the criminal intelligence process. Emphasis is placed on defining criminal intelligence, issues facing crime analysts and crime analysis units, and practical application in law enforcement.

- 4943. Research Internship
  Prerequisites: 12 hours of CRJU courses; senior status; department chair approval
  Description: Supervised training including special applications in information acquisition, storage, analysis, and display in criminal justice.
Change of Course Descriptions:

2113. Introduction to Criminal Law 3(3-0)
Preparatory course covering the American criminal legal system U.S. legal system. Guides the student in developing an understanding of the characteristics of criminal law through the study of the historical development, major definitions, general concepts, and classifications of crimes and penalties.

2213. Legal Aspects of Law Enforcement (TCCNS = CRIJ 2323) 3(3-0)
Prerequisite: CRJU 1113.
Substantive law relating to law enforcement with special attention on the laws of Texas Constitutional issues and case law. Emphasis on the application of statutes and cases to the enforcement of laws and liability of peace officers.

2223. Legal Aspects of Corrections 3(3-0)
Prerequisite: CRJU 1113.
Substantive and procedural law relating to corrections with special attention on the laws of Texas Constitutional issues and case law. Emphasis on application of statutes and cases to basic rights of convicted persons.

4253. Comparative Criminal Justice Systems 3(3-0)
Prerequisites: Nine hours of CRJU courses, Junior/Senior status.
Comparative study of criminal justice systems, with particular attention to their development, present structures and their influences on American criminal justice. The study of criminal justice in societies other than the United States including, but not limited to, the European region, the Asian region, and the African region. Emphasis is on the uncommon roots of criminal justice in these regions and the effectiveness of such systems in responding to criminal behavior.

4773. Internship in Criminal Justice 3 semester hours
Prerequisites: CRJU major, Junior/Senior status.
Field experience in selected criminal justice agencies. May be repeated for credit up to 6 up to 12 hours.
New Business
Attachment 2 (continued)
Undergraduate Course and Catalog Changes

2. Kinesiology (KNES)

New Course Addition:
1842. TaeKwonDo: South Korean Martial Arts
Prerequisite: none
Description: In this class, students will learn basic moves such as blocking, hand strikes and various kicks. Lower rank belt forms will also be taught with the opportunity for students to test to a higher rank belt at the end of the semester. In addition, physical conditioning specific to TaeKwonDo (stretching, sit-ups, push-ups, etc.) will take place during each class period.
Type of Course: Activity
Additional Information: Each student must purchase a uniform from the Kinesiology department.

Changes to the Undergraduate Degree Program Leading to 8-12 or EC-12 Teacher Certification in Texas:

a. KNES 4106. Planning and Assessment will be taught through Education for 3 credits.
   KNES 4106 will change to EDUC 4103.

b. KNES 4663. Gymnastics Methods and Techniques
   KNES 3003. Fundamentals of Elementary Physical Education.

c. Move KNES 4513. Physical Activity for Exceptional Individuals from the “Interdisciplinary Academic Major” category to the “Education Component” category. What is this supposed to mean?
College of Fine Arts – Dr. Fischli

1. Art

New Course Addition:

4113. Photography
Prerequisite: none
Description: This is a studio class where historical and contemporary photographic practices in Great Britain will be addressed. London’s museums, galleries, and institutions, such as The Royal Photographic Society, will be utilized; important British photographers will be invited to class to discuss their work. Field trips to various locations such as Stonehenge and Laycock Abbey will be an integral part of the course. Each student will compile a photographic portfolio as a final project.
Lec/Lab Hrs: 3
Type of Course: Lecture/Lab
Additional Information: British Studies Program

4123. Photography
Prerequisite: none
Description: This is a studio class where historical and contemporary photographic practices in Great Britain will be addressed. London’s museums, galleries, and institutions, such as The Royal Photographic Society, will be utilized; important British photographers will be invited to class to discuss their work. Field trips to various locations such as Stonehenge and Laycock Abbey will be an integral part of the course. Each student will compile a photographic portfolio as a final project.
Lec/Lab Hrs: 3
Type of Course: Lecture/Lab
Additional Information: British Studies Program
1. Biology (Fall 2006)

*New Course Addition*

**BIOL 3103. Fundamental Genetics  3(3-0)**  
Prerequisite: One year of Biology  
Description: Principles of Mendelian inheritance. Introduction to the molecular basis of genetics. Application of genetic principles to agricultural, medical, and evolutionary questions. May not be applied to biology major.  
Lecture course.

2. Computer Science (Fall 2006)

*New Course Addition*

**CMPS 2153. Microcomputer Applications for Business 3(3-0)**  
Prerequisites: none  
Description: An introduction to common software programs and terminology for business applications. Emphasis is on the use of spreadsheets, preparing the student for subsequent business courses. Topics also include word processing and presentation software. For business majors. May not count toward a CMPS major or minor.  
Lecture course.

3. Manufacturing Engineering Technology (Spring 2006)

*Change of Course Title*

**MENG 2104. Electric Circuits**  
**Fundamentals of Electrical Engineering I**  
**MENG 2204. Electronics**  
**Fundamentals of Electrical Engineering II**

*Change of Course Prerequisites*

**MENG 3103. Mechanics of Solids**  
Prerequisites: MATH 1433, MENG 2113 and MATH 2534

**MENG 4213. Engineering Economics**  
Co-Requisite: MATH 2534

3. Intercollegiate Athletics Council Minutes  
**September 21, 2005**

Members Present: Sam Crutcher, Jim Gorham, Joey Greenwood, Dr. Paul Guthrie, Melissa Marty, Dail Neely, Michael O’Connor, Dr. Jim Owen, Kurt Portmann, Keith Lamb, Chair.

Members Absent: Will Morefield
Keith Lamb opened the meeting with introductions and background information on the purpose of the Intercollegiate Athletics Council. He explained that the purpose/mission of the committee, which reports directly to the President, is to provide oversight to and assist with any special needs of the athletics department. The Intercollegiate Athletics Committee also serves as a liaison between the administration and athletics, ensuring athletics functions as an integral part of the university. It was noted by Dr. Guthrie that SACS looks favorably upon schools with this committee structure in place and active. The chair’s goal is to have quarterly meetings, but special meetings will be called if needed.

Sam Crutcher asked the committee to recommend to the President that the soccer field be named in honor of Vinny Lewis, the first soccer goalie for Midwestern State University and a dedicated booster to not only soccer but the entire athletic department. The committee discussed the recommendation and felt it would not interfere with any naming rights planned. Kurt Portmann advised the committee that Vinny would be inducted into the athletics Hall of Honor during homecoming activities this year. **Sam Crutcher made a motion to recommend to the President that the university name the soccer field after Vincent J. Lewis. Joey Greenwood seconded the motion and the motion passed unanimously.**

There was discussion about when/where the announcement would be made. Keith Lamb advised the committee that the President and Athletic Director would decide upon the approval of the recommendation by the President and the Board of Regents.

Kurt Portmann addressed the issue of athletic insurance, specifically the insuring of walk-ons and non-scholarship athletes. At this time the athletic department is self-insured and the NCAA has a catastrophic injury policy. The athletics department is considering no longer including walk-ons and non-scholarship athletes with the self-insurance policy; rather, these students would need to provide their own insurance. After much discussion, the committee asked Kurt for information on three items: 1) what other universities in our conference are doing; 2) the amount of our walk-on claims; and 3) if other schools that have this policy have seen a reduction in participation. Kurt will talk to coaches, the Lone Star Conference, and the NCAA. **This item was tabled until Kurt has time to collect information.**

Keith gave an update on the mascot committee’s progress. He also asked the committee to inform others about the website where they can give input relative to a new nickname and mascot.

There was no other business before the committee and the meeting adjourned at 2:30 p.m.

**4. Student Affairs**

**Tuesday, October 4, 2005**

The following discussion items are of particular interest to the faculty.

- Dr. Farrell reported that a $400,000 donation has been received from an unnamed donor for the creation of new campus entrances. The process to design the entrances has begun.
Dr. Farrell stated that several local donors have made significant donations to members of the Texas legislature on behalf of MSU.

Cohn Drennan, the new WFMA (Wichita Falls Museum of Art) director addressed the council. He mentioned several upcoming events and encouraged the campus community to attend. He also reported that the former planetarium is being made into a media gallery for the display of computer related art.

The Annual Fund has raised $21,933 since September 1 and is ahead of projections on giving.

The First Parent Fund Scholarship is to be awarded this fall.

All the women’s Greek organizations hit quota for recruitment this fall.

New furniture has been ordered for the Atrium in the Clark Student Center.

The campus bookstore representatives will be holding meetings with departments to discuss the creation of the Faculty Center Network, a Barnes & Noble website specifically for the ordering of textbooks.

The campus bookstore is considering a major redesign of its space. More information will be available in the spring.

The university has received 19 architects’ submittals to the RFQ on the new Recreation Center. The submittals include the top four nationally recognized firms specializing in recreation centers. The committee hopes to make a recommendation on an architectural firm to the Board of Regents in February.

A draft of a report for COPLAC has been prepared and is being edited.

Local and metroplex theatres are showing slide shows about MSU as part of the pre-film viewings. These “ads” have already resulted in a number of contacts.

The Testing Department now accepts Maroon Money.

The Post Office reported that a 2-4 cent raise in postage should be expected in January.

Family Day resulted in the attendance of about 900 students and family members. The role of faculty and the lack of faculty interaction with family members was discussed. It was agreed that the positioning of food in the room with faculty members is a good idea but the positioning of tables and chairs (at which to eat) causes the attendees to leave the room, limiting faculty-attendee interaction. Options for this arrangement are being considered.

Participation in upcoming Homecoming events was encouraged.

Respectfully submitted,

Stuart McClintock        David Tucker
Secretary of the Faculty Senate    Chairman of the Faculty Senate

The next Executive Committee meeting will be at 3 PM on Thursday November 3 in the Apache Boardroom in CSC.