

The next meeting of the Faculty Senate will be Thursday, May 8, 1997 at 3:30 pm in the Governors Room 313 of the University Center. All newly elected senators as well as current and retiring senators should be in attendance. A reception honoring newly elected and retiring Senators will be held at 3:00 pm in the Governors Room.

**Unapproved Minutes of the Regular Meeting
of the Faculty Senate, APSU
April 17, 1997**

Senators Present: Patrick Bunton, Wayne Chaffin, Bruce Childs, Don Dailey, Arthur Eaves, Sue Cloud Evans, James Goode, Buddy Grah, Kay Haralson, Carlette Hardin, Larry Lowrance, Kathy Martin, Maureen McCarthy, Bruce Myers, Stephanie Newport, David O'Drobinak, George Pesely, Michael Phillips, Jennie Preston-Sabin, Steve Ryan, William Renkl, Abu Sarwar, Linda Thompson, David Till, M.D. Waheeduzzman, Nancy Wright.

Meeting Called to Order: 3:45 pm

Agenda was approved.

Minutes of the Regular Meeting of March 27, 1997 were approved.

ANNOUNCEMENTS

1. The Senate meeting must be concluded by 6:00 pm due to another event scheduled in the room.
2. The Executive Committee discussed with Dr. Rinella the concerns over spending money this year to conduct a salary study when no money would be available for raises next year. Dr. Rinella assured us that the money has been allocated in this year's budget, and with the budget cuts for next year, waiting would serve no purpose. He also indicated that unless an independent salary study is done, TBR will not allow improvements in APSU faculty and staff salaries in 1998-1999, when funds may become available.
3. The committee reviewing the common hour plans to have a survey in the hands of the graduating class by the day of rehearsal for graduation. A survey of other students will be conducted as soon as possible.
4. The Nominations and Elections Committee will be sending forms around for standing committee preferences.
5. The Executive Committee recommends an Ad Hoc Nominating Committee, consisting of David Till, Kay Haralson, Arthur Eaves, James Bateman and Deborah Fetch, to submit nominations for officers and other members of the Executive Committee for 1997-1998. If there are no objections from the Senate, this will be the nominating committee.

REPORTS AND COMMUNICATIONS

President Sal Rinella:

1. The budget planning for 97-98 is going well, with a proposed budget being finalized next week. The SLRP committee will meet again next Tuesday to go over final details, after which it will become public. We have planned for a 4% tuition increase, however, there is some possibility that there will be a 6% increase. A report will be given by the Vice President on what will be done with the other 2% if it materializes.
2. It is felt there needs to be some type of feedback from faculty about the budget proposals. One possibility would be another Spring convocation, but due to shortness of time left in the semester, and packed calendars, it might be better to put out a memo from the President's desk walking through the budget documents and put copies of the final budget recommended in the library for the review of faculty. (Faculty were polled, vote was not to have another Spring convocation.)
3. The President feels the budget planning process has gone well. Next year should be easier when we have a baseline budget for comparison.
4. Edwin Newman, from the HBO Executive Forum, is doing a three-part series on technology, with one part focusing on the impact of technology on higher education. Dr. Rinella has been selected, along with

representatives from seven other universities across the country, to appear on the show. Austin Peay was chosen for three main reasons: our 21st Century classroom, our reorganization of technology on campus, and the concept of our proposed Solutions Center. The company will come to our campus to film and we will receive 200 copies of the tape for our use. It will cost the University \$23,800 to underwrite the show, which Dr. Rinella considers to be the equivalent of matching grant funds. Due to the national visibility Austin Peay will receive, he feels the money will be a good investment. Dr. Rinella will find the money in the next few months to finance this.

Q: Whose money are we matching?

A: They consider it "earnest money". All the universities are putting up money. I realize this hits us at a hard time, but we should get good exposure. The money will be taken out of year-end money or one-time contingency funds.

5. A good common hour review should take place this spring.

Q: Are there going to be receptions after graduation this year? I have heard rumors they had been cancelled.

A: The punch and cookies reception in the lobby will not be done.

Vice President Steve Pontius

- 1.** G. Richard Hogan, Dean at St. Cloud State University, St. Cloud, MN has taken the position of Dean of the College of Arts and Sciences beginning July 1, 1997. Thanks to the committee and all faculty who attended interview meetings. Thanks to John Foote for serving as interim dean.
- 2.** The General Education Review by TBR was conducted this week. The outcome was good, with APSU meeting minimum standards established by TBR. We have some challenges and suggestions which we will be following up on concerning our Liberal Arts Core. Once the report comes back from the committee, it will be shared with the faculty. Stephanie Newport and her committee did an outstanding job.
- 3.** Dr. Pontius is pleased to see the Retention/Tenure/Promotion Philosophy Statement. It will be used by junior faculty as a guideline and used in recruiting new faculty.

TBR Subcouncil - Dr. Dolores Gore, ex. officio: unable to attend

Academic Council - Dr. Mike Phillips: no report

Strategic Long Range Planning Committee - Dr. Wayne Chaffin: (handout distributed)

- 1.** The SLRP Committee will meet Tuesday, April 24, from 1:30-3:30 to review the final suggestions relative to the budget made by the Committee. The handout captures the monetary perspective of the Committee. It has been a terrific experience.

Q: (Referring to handout) If Academic Affairs is cutting 1.7% of its budget, why is each department being asked to cut 20% for fall?

A: Some departments have been asked to cut 20%, some more, however this is a percentage of the operating budget, not the whole budget. A big part of the budget is faculty salaries, which are not being cut.

Q: Concern has been expressed from custodians that their jobs are being eliminated. They say they have heard the custodial duties are being contracted out. If this is not the case, we need to get this word to them.

A: This is not the case to my knowledge. Please encourage everyone to look at the budget in the library so people will have the facts.

Motion made to allow visitors to speak to the issues. Motion passed.

Q: Was the \$55,000 budgeted for Enrollment Management recommended by the SLRP Committee?

A: This was a recommendation by the SLRP Committee.

Q: Do you feel this is more important than the needs of departments and faculty on campus? In talking to numerous faculty members, I have not found a lot of support for expenditures in Enrollment Management. There is concern over the number of administrative positions which have been added in the last few years.

A: These recommendations were based on the priorities that floated to the top at the Fall and Spring retreats.

Q: If faculty had known of the extreme budget situation for next year, do you think they would still have ranked this as a priority?

A: The Committee was aware of budget cuts before the recommendations were made.

Q: Who was surveyed concerning budget priorities?

A: People at the retreats in the Fall and Spring.

Q: How were people selected for the retreat?

A: Chairs, Faculty Senate Executive Committee, Deans, Directors, were invited.

Concern expressed by some that although they were in the positions listed above, they were not invited to attend.

Dr. Rinella: We did a five year study on the number of administrators added. There has been only one hired in five years that was not a professional position.

Q: I do not feel the faculty's wishes were represented by the SLRP Committee's recommendations. I do not know who drives the process, but have talked to enough faculty that I do not feel these are supported by the majority of faculty.

A: When we realized there were 2000 students at Ft. Campbell and only 8 or 9 faculty lines to do advisement, we felt the money was necessary. Much of this money will go to the Ft. Campbell Center.

Q: Is it true that Enrollment Management has decided there will not be a fall registration day?

A: It has been announced at Enrollment Management meetings that this is a strong possibility for Fall.

Comment: It is being proposed that if students enroll, but do not pay fees in advance, they will be charged a late fee.

Comment: I have several concerns with these proposed changes. We typically have 500 students register the last day of registration. If we do as proposed, there will be no central location for students to come to, and many will be totally lost, and probably go home, or to another school. Before, we allowed students to pay fees up to 2 days before classes started, now we are moving this up to 2 weeks. The information published in the schedule of classes and the Bulletin has not been changed to reflect this proposal, and will further confuse matters. This new policy has not been approved yet. The Enrollment Management Task Force has discussed the matter and did not think it was a good idea, recommending against it.

Q: Could we take this issue up again in new business, at which time we may have a recommendation?

Comment: As a representative of the Ft. Campbell Task Force, I think the Senate should know that the last recommendation made was that no new initiatives be put at Ft. Campbell if the campus is facing budget cuts. We did not recommend the money be spent at Ft. Campbell.

Comment: There were members of the Ft.C. Task Force who did not concur with the majority.

Deans Council - Dr. Maureen McCarthy:

1. The Deans Council continues to work on budget issues.
2. There will be a dinner for retiring faculty in the fall.
3. The General Education Review and Program Reviews were discussed.
4. The proposal concerning fall registration has not been finalized, I will take concerns back to the Deans Council.
5. The TBR Academic Affairs Sub Council has not further discussed early retirement.

OLD BUSINESS

1. **Administrative Evaluation - Dr. Buddy Grah:** A Recommendation to Evaluate Academic Administrators was presented to the Faculty Senate as a motion. Discussion followed concerning who should be included in the evaluation process, how often it should occur, who the results should be made available to and the appropriateness of the proposed evaluation instrument for all being evaluated. After the approval of three amendments to the document by a majority of the Senate, the recommendation was passed as follows:

Faculty Senate Recommendation Concerning Evaluation of Administrators

Whereas there has been a history of evaluating academic administrators at Austin Peay State University, and

Whereas goal #10.2.5 of the Strategic Long Range Plan of the University states:

"Develop plan for regular evaluation of administration"

It is recommended that the University reinstate a systematic procedure for evaluating all academic administrators and administrators who in the course of their duties have a direct influence on academic programs. Specifically, it is recommended that

1. The President, the Vice President for Academic Affairs, and all deans and directors not serving on an interim basis and with at least one full year of service be evaluated by the appropriate faculty
2. The evaluation be conducted every two years starting with the 1997-1998 academic year

3. The "Academic Administrator Perception Instrument", which was developed by the Faculty Senate for this purpose, be used for this evaluation
 4. The results of each evaluation be provided to the administrator being evaluated, his or her administrative supervisor, and the faculty members in his or her division, and in the case of the President to all university faculty.
2. **Philosophy Statement with respect to retention, tenure, and promotion—for the *Faculty Handbook*—Dr. Carlette Hardin:** The statement distributed should be read by Senators with feedback being given at the next Senate meeting.

NEW BUSINESS

1. **Reorganization and Reidentification motions:** Several recommendation have come forth from deans and departments through the Vice President for Academic Affairs. The recommendations listed on the Agenda were discussed at length with the following motions being passed by a majority of the Senate:

Recommendation A: The following recommendation was unanimously passed by the Faculty Senate on April 17, 1997.

The Faculty Senate recommends that there be a Dean of Graduate School with the maintaining of a centralized office and services.

Recommendation B: The following recommendation was passed by the Faculty Senate on April 17, 1997.

The Faculty Senate recommends that current Professional Program departments remain together as a college or school.

Recommendation C: The following recommendation was passed by the Faculty Senate on April 17, 1997.

The Faculty Senate recommends the following departmental reidentification as exception to Recommendation A: The Department of Political Science and Public Management and an independent Department of Sociology, both located in the College of Arts and Sciences.

2. **Motion made to vote on a recommendation concerning changes in Fall registration.** The following recommendation was unanimously approved by the Faculty Senate.

The Faculty Senate recommends that a decision concerning a change in the currently established dates and procedures for Fall registration *not* be made until the Faculty Senate is informed of proposed changes and allowed to make a recommendation concerning the proposal.

All of the approved recommendations above were submitted to Dr. Steve Pontius on Monday, April 21, 1997, with a request for a timely response so a report could be made to the Senate at the May 8th meeting.