

Austin Peay State University
Faculty Senate
Minutes
Meeting of Thursday, September 27, 2007
Sundquist Auditorium, SSC E-106B

Preliminary Information

The meeting was called to order at 3:04 p.m. by Senate President Dr. Tim Winters.

The roll call of senators was conducted by Senate Secretary Goldstone.

Senators Baker, Clark, Dyer, Gotcher, Pitts, Schiller, Schlanger, Webb, and Silverberg were absent.

The agenda was unanimously approved.

The minutes for the meeting of August 28, 2007, were unanimously approved.

Remarks

Senate President Tim Winters—issues from President’s Cabinet

- President Hall is very concerned with issues of retention and wants the campus to be focused on retention. He is trying to do a few things to that end—the principle link is the faculty, the relationship between faculty and students is primary for seeing students through to graduation.
- President Hall is making moves to put the faculty in a better position to allow faculty to develop relationships with students.
- Two issues on the table:
 1. New lines will open up this year, soon, maybe in the next month. APSU is using comparative data to see what sister institutions have as student-faculty ratios for particular disciplines. Positions that are vacant and need to be filled as well as new lines.
 2. President Hall wants to put aside a pool of money to be used for “micro grants.” For example, if faculty want to take a class to the cafeteria to buy lunch or coffee, these grants will allow the faculty to do that in order to create a bond between the faculty and students which might help with retention.
- President Hall is willing to revisit the issue of release time. Faculty will be able to get back some of the time they used to have that were to develop these relationships.
- In terms of policy, President Hall does not want people to think that he is ignoring it; he is not unaware of the necessity for policy. He is trying to put together a separate committee that will specifically address issues of policy. President Hall is re-evaluating the role of some people on campus who will address policy.

- President Hall is putting together a committee which is comprised 50/50 of faculty & staff that will focus specifically on the business of retention. They will be looking at what Austin Peay can do to increase retention.
- Policy has not been discussed in President's Cabinet; according to President Winters, "the entire discussion is really about what we can do to increase retention and the graduation rate."
- Senator Black: Said he appreciates the effort to retain students but would like more effort to raise admission standards. Senator Black believes that if students were better equipped, they would have an easier time staying.
- Loretta Griffy: Wondered if there been any discussion about the role of Academic Council.
 - Senator Winters said there has been some discussion on refocusing it from a body that is less concerned with policy and more involved with looking at academic issues across the University.

Ryan Forsythe, Director of Admissions—Proposal to change APSU Admissions Policy

- Four policy handouts—see the Faculty Senate website for the handouts. These policies have already been approved by Academic Council.
- The Admissions Office is collecting data to find out who the successful APSU students are

Michael Becraft, Special Assistant to the Provost—Smoothing

- Smoothing is still in effect. A memo was sent out at the beginning of August 2007 and applies to fall main campus and FCC Fall II. Overloads are paid at the end of February.
- The purpose of smoothing is to assure that faculty meet their full load at the end of the year. The University needs fourteen days before the TLC can be correctly tabulated which is why the overload is not paid until the end of February.
- John Foote asked whether or not a form could be filled out so that a person could be paid in December. Policy 5:028 allowed a faculty member to sign a form that would allow the overload to be paid in December if certain conditions were met, but that is no longer part of the policy. Becraft did not know when that policy was abolished, but he said that the statement was taken out before June 2006.
- Faculty can be paid for APSU 1000 in December, but this is not in the policy.
- All faculty are required to deliver 30 hours/year, but faculty are given 3 hours/semester for advising and research. Once the TLC has been calculated, then the overload is paid in the spring. (But the overload cannot be paid until February because the official class count is not taken until the fourteenth class day, which is too late in January to go into the January paychecks.)
- Senator Gupton asked if there was any data that tracks how many people did not make their TLC; Becraft said that there is no official data but he will ask Tammy Delvendahl if there is some data.

Reports from Faculty Senate Representatives

Academic Council (Senator Wadia)

- There was an Academic Council meeting, but Senator Wadia did not go because he was not told about the meeting. Senator Wadia has called Academic Affairs to ascertain why he was not sent notice of this particular meeting.
- Two issues that came forward in Lang/Literature were passed.

TBR Subcouncil (Senator Haralson)

- Subcouncil has not met since the last meeting but will meet the last Friday in October. She asked that senators forward agenda items to her at haralsonk@apsu.edu

Deans' Council (Senator Berg)

- Has met three times since the last time Faculty Senate met
- Admissions and chair's policy is being examined
- A committee has been formed to look at reassigned time, specifically for graduate program coordination
- Buddy Grah gave a report (TBR General Education Advisory Committee)
- Adjunct budgets are at department chair level
- Senator Winters: President Hall believes that leadership should be from the ground up, and it appears to be made from the Deans' level up.

Old Business

Reports from Senate Committees on issues under consideration:

Faculty Red (Sue Evans)

- Chaired by Dixie Webb
- Faculty evaluations: should summer school and APSU 1000 evaluations be included in dossiers?
 - Policy says that all classes should be evaluated except independent study
- The committee reached consensus to recommend the following to the Faculty Senate:
 - Student evaluations of instruction for summer courses should be included in faculty dossiers. The committee acknowledged that APSU summer courses were not currently evaluated. The committee also recognized that with the imminent implementation of on-line student evaluation of instruction, that time taken for evaluations during summer classes would no longer be an issue. **In addition, the evaluation instrument for summer classes would be the same instrument as fall and spring classes.**
 - Student evaluations of instruction for APSU 1000 courses should not be included in faculty dossiers. The committee determined that due to **the different evaluation format, the different scale used for evaluation, the nature of the course (not discipline based), and the fact that a standardized syllabus is used (meaning faculty have little input in the development of the course) that it would not be consistent with standard student evaluations of instruction.** President Hall's expertise and interest in the area of student retention courses was noted and the possibility of changing the nature of APSU 1000 in the near future was acknowledged.

- Student evaluations of instruction for study abroad courses should not be included in faculty dossiers. The committee noted that due to the **wide variety of study abroad situations and the often heavy administrative duties of faculty leading a program abroad that finding a suitable evaluation tool may take extended research and consideration. The nature of study abroad courses and the requirements of the faculty are too different to include and compare with standard student evaluations of instruction currently in use at APSU.**
- Committee thought that perhaps the “all student evaluations of instruction” in Policy 5:060 should be changed.
- Senator Black: Has there been any follow up to the effectiveness of APSU 1000?
 - President Winters: “They are looking at this. There was a figure that suggested that a certain percentage of students who took the class passed, but there seems to be no correlation between those who took the class and those who graduated. The class is being re-evaluated.”
 - President Winters would like to pass this issue along to the Handbook Committee.
- Senate Vice President Griffy: Motion to support the recommendations put forth by Faculty Red. Motion was seconded. The floor was opened for discussion.
 - Senator Griffey noted that she teaches APSU 1000 and believes that it should not be included in evaluations. She added that we need to think about whether there are other classes that should not be included in the evaluation process.
 - Some have heard that Harriet McQueen wanted to leave evaluations out of APSU 1000 because that would make it more difficult for her to find tenured and tenure-track faculty to teach the course.
 - Senator Hassan said that there is no reason why summer classes should not be evaluated.
 - Senator Kimmerly said that it seems unfair that APSU 1000 would be evaluated since the professor did not design the course.
- The motion passed unanimously.

Academic Red—No report to give at this time; they are charged with Student Grade Appeal policy.

Policy 5:029 (Departmental Chairpersons & Directors)—Tim Winters & Mickey Wadia

- According to Senators Winters and Wadia, “This policy concerns the evaluation of chairs. More than one time on this campus situations have arisen in which the members of a department have thought that it was necessary to take decisive action about a chair who was not satisfying the obligations/responsibilities in the appropriate fashion. This has led to some difficult situations because there is no clear process to address this. There is one sentence in the policy, and it does not make it clear about what to do if the overwhelming majority of faculty have issues with the chair and want to remove a chair before the four years are up. The Senate Executive Committee is putting together some steps so that a possibility would exist that, if a department has chosen someone for chair and once in the position as chair that person does not perform as expected, there is a process in place for making that change in stream.”

- “The goal of this policy is not to create something that could be used as a political tool; rather, it is to make it clear that it is possible to remove a chair.”
- Dr. Wadia believes that the creation of the policy does not have to be contentious because the goal is to be fair.
- The policy has significant problems, and there are things in the policy that need to be fixed.
- As the policy is now written, faculty do not have a voice in the removal process after consultation with the Provost and the College Dean. The policy does not state what happens if the review is unfavorable within the four years of service.
- All chairs serve at the pleasure of the president—the president appoints, and the president approves. Faculty have little voice in the removal of a chair and, as policy now stands, are unsure of the precise process they must go through to initiate removal of a chair/director in mid-stream (separate from re-appointment).
- This policy should not be used to address a malcontent in the department who does not like a chair. This new policy will be a step to use when there is a large majority who have serious issues with the chair/director. There also must be an accumulation of data.
- Chairs’ administrative work should be included in the RTP process since often there is very little teaching. Right now, Policy 5:060 does not allow for the inclusion of administrative responsibilities in RTP e-dossiers; faculty are only allowed to evaluate teaching. This makes no sense in cases where a chair does very little teaching or none at all.
- One question asked was whether or not the chair should have the option of rebutting what the department says in an appeal process. It would seem like the fair thing to do to allow the chair to rebut the concerns the department has brought forward. There seems to be a sense from the faculty that the total policy needs to be rewritten/reworked.
- Faculty White has been asked to give some input to this policy.

New Business

- Elections: We are in the midst of a specially-called election. The deadline is 4 p.m. Monday to nominate someone for Faculty Senate—three seats in Humanities, Two seats in Applied Science, and Two in Education.
- Senate President Winters is encouraging faculty to attend things on campus b/c it makes a difference in the students’ lives.

Meeting adjourned at 4:37 p.m.

Dwonna Goldstone
Faculty Senate Secretary