

**Austin Peay State University
Faculty Senate
Meeting of Thursday, October 24, 2013
University Center, UC 307
3:00pm
(Unapproved)**

Call to order – Senate President Chad Brooks

Recognition of Guest: Michael Kasitz, Chief of Police and Director of Public Safety

Roll call of Senators – Secretary Lynn Sims

Absent Senators: Goldstone, Hicks, Jones, Kitterman, Lowe, Markov, Nyonna, Pearson, Rands, Rennerfeldt, Shipley

Motion made, seconded, and passed to approve today's agenda

Motion made, seconded, and passed to approve the minutes of September 26, 2013

Remarks

1. Senate President – Chad Brooks

- Reminded FS that Ms. Ilka Chavez, Dept. of Health and Human Services, will be on campus Tuesday, October 24, 12:00 to 1:30, to discuss employment opportunities with the federal Government.
- Acknowledged that the many items on today's FS agenda are an attestation to our role of shared governance.
- Acknowledged that retention and graduation rates, high impact practices, and SACS-related elements impact our infrastructure.
- Discussed recent articles on education published in the *Chronicle of Higher Education* and how we, as members of the FS at APSU, are trying to maintain our cultural identity as educators and how policies help to maintain our culture of academics.
- Related a personal anecdote about the RTP process and explained how that experience made him realize the important role FS plays at APSU. Asked FS members not to take the role of FS for granted and to relate this message to other faculty.
- Acknowledged that higher education is changing and metrics are being used to evaluate what we do.
- Noted that we currently have a great deal of cultural energy and encouraged faculty to keep this momentum up.
- Encouraged FS members to utilize the FS lounge.

2. University President – Tim Hall

- Acknowledged that higher education is entering a period of more enrollment stress because the national enrollment bubble has crested.
- Discussed new academic competitors for APSU.
- Discussed general enrollment numbers, noting that enrollment is down at MTSU and Memphis. Stated that enrollment for Ft. Campbell II is down slightly, but indicated that this is due, in part, to the partial shut-down of the Government which temporarily closed

the Federal Assistance Program. The Government sent soldiers letters informing them their tuition would not be paid, which stopped some soldiers from enrolling. For those soldiers who did enroll, APSU covered their tuition expenses. This cost APSU approximately \$400,000. President Hall indicated that he is confident APSU will eventually get this money back from the Government.

- Stated that APSU has been planning how to apply new resources to increase enrollment for next year at the main campus. Acknowledged that next year will be the bottom point of high school graduates entering college. Stated that this is one reason APSU has not added new faculty positions.
- Discussed his invitation to speak at the Senate Committee Hearing on “Attaining a Quality Degree: Innovations to Improve Student Success” in Washington, D. C., on October 31. In his testimony, President Hall will discuss redesigning developmental studies programs and Degree Compass.
- Acknowledged that APSU is lagging behind in career services and wants to realign what we are doing in terms of career services. Also noted that career services is linked to the Government’s new Scorecard metrics.
- Question: Is it correct that departments will not receive SASI (summer) money this year?
Hall: Summer funds were previously capped and turned over to departments. Hall would like to see this practice continue; however, if summer school enrollment declines, money to departments will decline.
- Question: What does ‘eventually’ mean about the soldiers’ money being paid to APSU?
Hall: Provided more details about the letter that the Government sent to soldiers and how this prompted APSU’s actions. The Government’s temporary shut-down ended before the Ft. Campbell session began.
 - Interim Provost Taylor added that the Government portal is now open, that soldiers are now getting their tuition assistance, and that APSU is starting to be reimbursed.

3. Interim Provost – Jaime Taylor

- Discussed enrollment numbers: Fall II is down by about 14% and Fall I is down a bit.
- Addressed the issue of summer money, noting that this issue is very important to him. Stated that last summer the money was half of what it was the year before. This was due to lower enrollment numbers and also a decrease of grant money.
- Discussed the American Council on Education (ACE) Fellow who shadowed President Hall last week and who also met with Provost Taylor. Provost Taylor shared the positive comments the ACE Fellow made about APSU’s FS.
- Stated that he would like Deans to schedule informal monthly meetings with faculty and Chairs to discuss what’s going on and to keep lines of communication open.
- Question: When is the Assistant Provost going to be announced? Taylor: Soon. The names have been sent to TBR and he is waiting for approval to schedule interviews.
- Question: Issue with travel policy, university vehicles, and liability. APSU has two sets of policies and this needs to be fixed. There is also an issue with the gasoline policy—we do not get a travel advance for gas, so it comes out of our pockets. This needs to be addressed. Taylor: Asked that an email be sent to him and he’ll look into these issues.
 - President Brooks added that FS is going to address these issues next month.

4. Guest – Chief of Police and Director of Public Safety, Michael Kasitz

- Discussed his prior law enforcement background.

- Stated that he is currently reviewing APSU's police and safety policies and is building a Strategic Plan for APSU's police department. Indicated that he welcomes any comments, questions, or suggestions that faculty might have.
- Expanded on his background in emergency management and how he will use this experience/knowledge to build an emergency management plan for every building on campus. Discussed what this will take and how this involves assistance from faculty and staff who work in each building.
- Question: Many of us work in several different buildings on campus and do not know what to do/where to go when an emergency arises in an unfamiliar building (i.e., tornado). Kasitz: Discussed this situation and stated that this is an issue that will be addressed in the emergency management plan.
- Question: Important to bring in faculty because we know the layout of rooms. At the room-by-room level, we need an expert telling us what to do in each room. Kasitz: Agreed that it is important to include faculty and staff in discussion/planning. He added that the more we are involved, the safer we all be.
- Question: Contact information. Kasitz: Provided several different ways in which to contact him and his department.

5. Reports from Faculty Senate Representatives

- Dean's Council – Senator Benita Bruster
 - Provost Taylor discussed: guided pathways and how this helps undecided majors narrow their options; course redesign and hopes APSU will submit four or five courses to the State; research awards; software issues across campus
 - Brian Johnson discussed: SACs update and student outcomes; QEP and high impact practices
 - Dr. Dennis discussed: PR and funding to promote graduate programs; funding for databases, which will soon be available
 - Mr. Willit discussed: two separate policies concerning technology
 - Dr. Griffy discussed: course redesign and encouraging faculty to apply for course redesign
- Academic Council – Senator Phyllis Camilleri
 - Reported that Academic Council did not meet
- TBR Faculty Sub-council – Senator Pat Perdew
 - Chancellor discussed: Drive to 55 (55% with post-secondary degrees in TN); a series of regional discussions will be held throughout TN; questions were raised about faculty involvement in this program; discussed low enrollment numbers system-wide
 - Vice Chancellor Denley discussed: student success through predicative analytics and guided pathway; course redesign—30 courses comprise 50% of TBR enrollment, RFP for teams of faculty to redesign these courses; different software programs that help students stay on path (i.e., Starfish, Educause, Degree Compass); issues of bottleneck for required courses need to be removed; issue of adjunct pay continues to be discussed; task force created to review possibility of creating career path for lecturer positions at four-year institutions; update on inclusion of GPA in transfer hours; update on reverse transfer policy—RFP in

draft stage; discussion of SAILS, which will help students get the knowledge required by A100 guidelines in the algebra five competency areas; legislation is in the works for a “Come back for your future” scholarship; Dr. Clark announced that he will retire at the end of the month.

Old Business

- **Information Item** – Senator Perry Scanlan
Read and explained cosmetic change to advising survey

New Business

- **Information Item** – President Brooks
Charge to Faculty White, Post Tenure Review Form modification to remove “goals section” and make the form two pages
 - PTR Form shown on overhead while President Brooks introduced, provided background on this policy change, and discussed issues with completing this form.
 - Question: If we’re on Team White, how are we contacted about this charge? Brooks: Explained how the contact process will work.
 - Question: Is there consistency across departments with this? Brooks: Yes.
 - Question: Page 1 issue. Will this be corrected? Brooks: Addressed change that has to be made to first paragraph.
- **Action Item** – President Brooks and Senator Mickey Wadia
Vote on changes to 5:060, specifically, alterations to give clarity to personnel actions for faculty and added language that indicates the location for the Post Tenure Review form in the e-dossier
 - President Brooks and Senator Wadia explained changes that FS is to vote on. Senator Wadia explained what language is to be deleted and what new language is to be added.
 - Motion made and accepted to discuss changes.
 - Question: Post tenure reviews have been spotty. Need to make sure that someone coming up for promotion prior to this being put in effect will not be penalized. Wadia: This change is effective starting in 2014-15 and will address this issue.
 - Question: Where are these forms found? Will the Chair have one? Wadia: The procedural elements will be worked out, but the form will follow Chair’s report in dossier.
 - Question: Regarding the last sentence on first paragraph—what does that mean? Wadia: Explained the different scenarios that this sentence covers, adding that these different scenarios will be worked out by the Chairs.
 - Question: How much weight does this carry? Where does it fit in the 3 areas evaluated? Wadia: This is just a snap shot that shows that tenured faculty are continuing to be productive after they get tenure.
 - Question: Will the Tenure/Promotion committee look at this and what weight will be given to this? Wadia: Don’t know. It will be up to them. This is important for SACS.
 - Question: Are we changing anything by saying this must be placed in e-dossier? Wadia: Yes. It must be in the e-dossier.

- Question: This is a concern (being in the e-dossier). This will be an additional evaluation and it is not clear what weight will be given to it. In some departments, this may be just a formality. But if it is in the dossier, it will be public to people outside of department. Wadia: In the main, this is more protective than harmful. Some faculty have not done any type of review in five or six years.
 - Question: All tenured faculty must do this? Wadia: Yes. This applies to all faculty.
 - Question: Location question is not clear. What about people who are full professors? Wadia: Will add an amendment which will state that “for full professors, their documents will stay in department.”
 - Question: If I go up for full professor next year, do I have to include the old form that includes the goals? Wadia: We will talk to Dr. Taylor about that.
 - President Brooks: FS needs to take a procedural vote to keep in department and Senator Wadia will change language.
 - Procedural vote taken. Passes.
 - Promotion made by FS member to table this policy change for further discussion
 - Vote for promotion taken. Failed.
 - President Brooks: All in favor of calling the question.
 - FS: All in favor. Vote taken.
 - Vote results: Abstain: One. Motion Carries
- **Action Item** – President Brooks and Senator Mickey Wadia
Vote on changes to 5:062, specifically, language changes to reflect that only University full-time employees shall have a vote on search committees for hiring faculty.
 - Senator Wadia explained changes: removing sentence and adding new sentence
 - Motion to accept language: Passed.
 - Question: Clarification. Can a student still serve on committee? Wadia: Yes, if the department wants a student.
 - Question: So a student is an external person on a search committee but they do not get to vote? Brooks/Wadia: Correct, based on this change. They can give input, but no vote.
 - Question: Language regarding ‘faculty member’ and ‘full-time employee’. Brooks/Wadia: Discussed reasons for this specific phrasing.
 - Question: Very concerned with term ‘employee’ – should this be replaced by full-time ‘faculty’. Various FS members then introduced different scenarios and how different Chairs can address situations that might arise. Wadia: Discussed how ‘employee’ was a safer term to use than ‘faculty’.
 - Motion made and seconded to change language—strike ‘employees’ and add ‘faculty’
 - FS asked permission to speak. Stated that it would be limiting to have only ‘faculty’ and used the library situation as an example.
 - FS comment: changing language is not necessary. Language shows three levels of controls. Changing language introduces too much restrictive control because there are already controlling mechanisms. Wadia: Language is on voting language but discussion is shifting to the make-up of the search committee.
 - Discussion continued on language and different scenarios in different departments, and importance of voting on faculty line.

- Request to vote on a friendly amendment: change ‘full-time employees’ to ‘full-time tenure track or tenured faculty’. Vote called to change language from ‘full-time employees’ to ‘full-time tenure track or tenured faculty’.
 - Vote on friendly amendment: Oppose: 6; Abstain: 1; friendly amendment passes.
 - Vote to carry new language as amended: Oppose: 5; Abstain: 1; motion carries
- **Action Item** – President Brooks and Senator Mickey Wadia
Vote on changes to 5:060, specifically, added language that indicates some time should be set aside for committee members at departmental and college level RTP meetings to engage in free discussion without chairs and deans being present
 - Senator Wadia explained changes to policy.
 - Motion moved and accepted to accept language/discussion.
 - Discussion about phrasing of Chair/Director combination and Dean. Should it be Dean/XXX ?
 - Vote taken. All in favor: all; Opposed: none; Abstain: none. Motion passes.
- **Information Item** – President Brooks
Charge to Faculty Red, bring clarity to 5:027, Grievance and Complaint Policy. TBR has two policies for APSU’s one policy. Separation of Faculty and Staff from a single policy is deemed necessary.
 - President Brooks explained the issues and problems with the current policy and why Faculty Red should be charged to review policy and suggest changes. Senator Wadia expanded on the problems associated with this policy (i.e., issues with language, definitions), noting that HR and APSU attorneys will most likely need to be brought in to review process. This charge to Faculty Red will not be completed until next semester (late spring or later).
- **Adjourn**
The meeting was adjourned at 4:55