

**Austin Peay State University**  
**Faculty Senate**  
**Meeting of Thursday, November 14, 2013**  
**University Center, UC 307**  
**3:00pm**  
**Minutes**

**Call to order** – Senate President Chad Brooks

Recognition of Guests: Bettina Shey (School of Nursing, graduate student)

**Roll call of Senators** – Secretary Lynn Sims

Absent Senators: Brockman, Goldstone, Honea, Kitterman, Mann, Nichols, Nicholson, Pitts, Rands, Reed, Ruiz-Aviles, Shipley, Thompson, Wells, White-Major, Woods

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

**Motion made, seconded, and passed to approve the October 24, 2013 minutes**

**Remarks**

1. Senate President – Chad Brook

- Discussed President Hall's address to the Senate and acknowledged that for President Hall to be invited is a wonderful testament to APSU's student/faculty relationship
- Acknowledged that APSU was recognized by the national publication *Military Times* as the top university in Tennessee for serving and supporting veterans. Brooks also mentioned several key factors that were highlighted in the article, including how APSU covered the tuition costs of soldiers during the temporary government shutdown.
- Discussed Winter Welcome, which is scheduled for December 2, adding that 200+ (Freshman) students have been admitted to the university
- Stated that Dr. Beverly Boggs (Enrollment Management and Academic Support) is trying to get a service built into OneStop for students (green light/red light), adding that this new service should go into effect in January
- Stated that Dr. Tim Winters attended a meeting on student loan default rates. APSU is currently at a 14% default rate. If we reach a default rate of 15%, this will have consequences for students. If we reach 30%, all federal loans will be cut off to those students. Donna Price will be invited to FS to address this issue
- Discussed Starfish, noting that it is now in Beta 1 testing. After Beta 1, a faculty committee will be asked to test the program further. Let President Brooks know if you are interested in being a part of Beta 2 testing

2. University President – Tim Hall

- Discussed SACS and areas of concern, noting that the range for number of concerns is 15 to 42. APSU had 16 areas of concern cited. This is good and congratulations to all involved.

- President Hall discussed his preparation for the Senate hearing. Discussed the \$500,000 grant from the Gates Foundation and how this helped implement Degree Compass. Discussed the correlation between the number of hours earned and students enrolling in courses recommended by DC. Also discussed the gap between low income students and scheduling classes, and how this gap narrows when students use DC
- Discussed Fall 2013 Headcount and FTE, noting that APSU is down 1.9%. Only TSU did better than we did. Everyone else in the system is experiencing the enrollment bubble, which is going on nationwide. The recession also drove students to higher education, but this is now changing. Additionally, our enrollment numbers are low because of the temporary government shutdown and the letter the government sent to soldiers stating that their tuition benefits would not be paid and discouraging them from registering for courses. President Hall noted that he had discussed this situation at the last FS meeting, so he only summarized the scenario and consequences of this situation. Hall also stated that Freshman enrollment is up 4% partially because we focused on recruiting last year and this seems to have paid off.
- Stated that THEC (TN Higher Education Commission) released its performance report (2014-15 State Appropriations Distribution Recommendation) this past week, which is part of our funding model. Based on this report, a \$2.2 million increase is recommended for APSU. This reflects a 6.9% increase from what we received last year. Noted that for the third year in a row, APSU has been at the top for improved graduation rate (8.4%). Congratulations to all the faculty for making this happen, and congratulations to all of our students. President Hall stated that, on a different note, the State is not sure how the new health care laws will impact the budget. THEC has asked the State to pay increases in health care costs rather than have it come out the budgets of the universities. It is not clear if the legislature will do this, but the Governor's office has asked THEC to create a spreadsheet to see what it would look like if each university took a 5% reduction of funds.
- Motion made, seconded, passed to extend President Hall's time
- Question: Is Middle TN doing better than we are? Hall: Acknowledged that they are doing better, that they seem to be moving in the right direction, but that they did take a big hit last year

### 3. Interim Provost – Jaime Taylor

- Stated that the number one issue is the recruitment of new students. Discussed why it is important for universities to grow and noted the uneven growth across APSU departments. Discussed the shifting of resources to areas that are growing, but noted how this can cause morale issues. Stated that new faculty lines have been created based on the number of students (10,870), but added that if we do not have new faculty lines, we have to reallocate lines to where the growth is.
- Discussed the number of high school graduates in TN, noting that last year there was a 2.5% decrease in high school students; this year there is a decline of 3.5%. Most of the decline we are seeing at APSU is based on retention not recruitment. This may be due to external forces that we cannot control. Even though TN has had a decrease in high school graduation numbers, APSU has had an increase in Freshman enrollment. A decline in enrollment of 1,480 to 1,383 would result in a \$672,000 reduction in revenue.

- Stated that we need to identify high school graduates who might be interested in attending APSU and discussed different recruitment strategies. Discussed High Touch and Low Commitment strategy, noting that if we are asked to do something, it is going to be valuable and have a high pay off. Stated that AP Days are very productive (Spring AP Days are larger than Fall). Added that the vast majority of students who come to AP Days are from outside Montgomery County and how AP Days are a great way to serve these potential students. Provided FS with a handout ('Faculty Recruitment') and discussed the different sections: ACT Score of 30+; Referral from Office of Admissions Phone Calls; Weekly Admitted List; On-Campus Visits. Added that it is important to identify department and faculty who are willing to go above and beyond by working with community colleges, developing academic relationships between student/faculty, making phone calls, emailing.
- Question: Regarding Spring vs Fall AP Day numbers – what is the make-up of the students? Taylor: Our target audience is seniors but not sure of exact breakdown. I'll find out and get that information to faculty

#### 4. Interim Assistant Provost – Lori Buchanan

- Stated that it is a true honor to be selected to this position and that she looks forward to working with all of us in this new capacity

#### 5. Interim Vice President for Strategic Planning and Institutional Effectiveness – Brian Johnson

- Discussed SACS process. Received off-site report today and explained that this is the first stage of the process. Discussed the roll of faculty and where we are at. Discussed BRAVO, noting that the institution was commended for this. Commended the internal group of volunteers who helped him write the reports. Discussed the 16 items in which we received 'dings': 7 of the 16 are significant; 9 are academically insignificant. Of the 7, research outcomes is significant and the requirements for this area must be decided and adopted by January 2014. Other areas: (1) adoption of community service outcomes—need to identify/quantify/report how we are doing this; (2) adoption of evaluation rubric for evaluating adjuncts (beyond student evaluations currently used)—40% of faculty are adjuncts and we need a more formal means of evaluating them; (3) staff areas; (4) faculty credentials for academic coordinators; (5) faculty credentials—need to ensure that CVs are up-to-date, transcripts, credentials documented. Added that faculty members need to be aware of institutional processes.
- Question: Concerning community service and public service—is this faculty service or student service? Johnson: The biggest issue is to identify the outcomes of public service, and this can be both faculty service and student service.
- Question: Concerning documentation of credentials—does the new e-dossier system benefit it? Johnson: No. Compliance Assist is the program we are using. We can still have access to e-dossiers, but the CA system is what we will use. (Interim Provost Taylor added that e-portfolios will be useful.)
- Question: What will department reports look like in terms of assessment? Johnson: Explained Student Learning Outcomes and how that looks in the system. In terms of institutional effectiveness, public service outcomes, etc., can be clicked on. Explained that we will be moving to an administrative model where each Chair is responsible for inputting and marking progress. Added that although we were commended for SLO, we

do not have a process for assessing research, public service, etc. Therefore, we will be asking departments to go into the system and do that. Stated that 4.1 is Student Achievement, and discussed how we need to document this for outsiders to see that we have demonstrable results in this area.

- Motion made, seconded, passed to extend time
- Question: You mentioned we need to be here from the 18<sup>th</sup> to the 20<sup>th</sup> – who is ‘we’? Johnson: Chairs, Deans, coordinators, etc., but faculty should also be available. On-site committee will also identify groups that they want to see. Broader discussion followed.
- Motion made, seconded, passed to extend time
- Question: Concerning graduate programs in specific department. Johnson: Discussion of undergraduate/graduate outcomes followed.

## 6. Reports from Faculty Senate Representatives

- Dean’s Council – Senator Benita Bruster
  - Reported that the Dean’s Council had not met
- Academic Council – Senator Phyllis Camilleri
  - Senator Timothy Leszczak reported the following results from the October 30, 2013 Academic Council meeting:
  - Dept. of Mathematics and Statistics—proposal to replace EDUC 5000 with MATH 5120. Proposal approved
  - Dept. of Computer Science and Information Technology—proposal to revise wording in bulletin for Computer Science Minor by adding a statement that the computer science minor can be combined with any major other than the concentrations in Computer Science and Information Systems. Proposal approved
  - School of Nursing—proposal to revise MSN RODP course to make it a required course. Proposal approved; will be forwarded to TBR
  - Dept. of Communication—proposal to make multiple revisions to five concentrations to satisfy SACS and accreditation. Proposal approved as a block
  - Dept. of Music—no action
  - Biology—General Education Core Committee has approved new course in General Education Core (BIOL 1120/1121) to be in accordance with other TBR schools that offer general education core courses. Approved; will be forwarded to TBR
- TBR Faculty Sub-council – Senator Pat Perdew
  - Reported that the TBR Faculty Sub-council had not met

## Old Business

- No old business was discussed

## New Business

- Discussion Item  
Opinion Poll: Commencement Ceremony Committee (CCC) wishes to move morning commencement to 9:00AM
  - Senator Camilleri and Senator Nicodemus attended the CCC meeting and explained that moving the morning commencement to 9:00 a.m. will allow more time to prepare for the afternoon commencement (aligning chairs, cleaning up, etc.). FS took an opinion poll and found this change to be acceptable.
  
- Discussion Item: President Brooks and Senator Camilleri  
Discussion of Distance Education proposed equivalency comparison for online classes
  - Proposal would make it the onus of each department to ensure that on ground and online course are equitably valued in regard to academic standards and student learning outcomes that merit credits earned (new policy 2:0XX)
  - President Brooks stated that we are basically agreeing with the spirit of the writing but asked if FS is in agreement with the wording of the proposal.
  - Question: After wording changes, will it come back to us for a vote? Brooks: Yes.
  - Question: This goes back to SLO and BRAVO—why does it matter how it is taught if we have the same outcomes? They are supposed to be equitable. Brooks: Not sure. Maybe it is because this is new territory.
  - Question/Comment: To elaborate, there are actually two policies. One ensures that we are in compliance with a certain policy. We have this in place. The second policy wants you to make a statement in your syllabus that the online course has the same requirements as the on-ground course.
  - Question/Comment: This also has implications if a student transfers to a different school—shows that the online is the same as the on-ground.
  - Question/Comment: How does this work with assessment of, for example, community service? It is really tough to have the same equivalency if a person is in Afghanistan – in terms of service learning. Some SLO/BRAVO outcomes cannot be accomplished if you are not physically in the community. Maybe we need two different assessments: one for here / one for if you are elsewhere. Discussion followed.
  - President Brooks. Should we take a straw poll? Do we appreciate the spirit of language in that government power resides in the individual departments
  - Results of FS straw poll: Aye: All; Abstain: 0
  
- Information Item  
Charge to Academic Red committee to evaluate the student travel forms with the specific intention to modify the form
  - (1) clarify that this is a student travel form, (2) clarify FOAPs and various authorizers, (3) remove components that apply only to Faculty
  - President Brooks explained how the student travel form looks, noting that it is not user friendly. Explained background to proposed modification—how this issue started, how form does not contain enough areas to put where funding comes from

(i.e., grants, etc.), adding that during an audits, the information is not available because there is no place to list it on form. Stated that Math department has created a new form that addresses this and also allows order of funding to be noted (certain funds must be used before others).

- Question: Issue of Study Abroad form brought up. Brooks: Best to handle one form at a time.

### **Closing Remark(s)**

- President Brooks noted that there were no additional items to bring to floor. Also added that this was the last FS meeting for the Fall 2013 semester.

### **Adjourn**

The meeting was adjourned at 4:45.