

**Austin Peay State University**  
**Faculty Senate**  
**Meeting of Thursday, April 28, 2016**  
**University Center, UC 307**  
**3:00pm**  
**Minutes**

**Call to order** – Senate President Tim Winters

**Recognition of Guests:** Dr. Raj Dakshinamurthy, Provost Rex Gandy, Chief of Police Michael Kasitz, Dr. Tim Leszczak, Dr. Perry Scanlan, Dr. Mickey Wadia, President Alisa White, and Dana Willett

**Roll call of Senators** – Senate Secretary Christina Chester-Fangman

**Absent Senators:** Kenisha Burke, John Byrd, Linda Darnell, Donna Dey, Mike Dunn, Dwonna Goldstone, Kristen Hershey, Holly Hollis, Katherine Honea, Robyn Hulsart, Christophe Konkobo, Charmaine Lowe, John Nicholson, Ben Ntatin, David Rands, Margaret Rennerfeldt, Noel Rennerfeldt, Raman Sahi, Hassan Said, Cameron Sutt, Lauren Wells, Timothy Wesley, Charla White-Major

**Approval of today’s agenda – Motion made, seconded, and passed to approve agenda**

**Approval of minutes for meetings of March 24, 2016 and March 31, 2016 – Motion made, seconded, and passed to approve meeting minutes**

**Remarks**

1. Senate President – Dr. Tim Winters (5 minutes)

- Senate President Winters opened his remarks by thanking the senators for their service; he noted that it has been an “interesting year” and that “shared governance is sometimes difficult...but what we do matters and what we say is heard;” he hopes that we keep having “fierce conversations and moving forward;” for those senators whose terms are coming to an end, he reminds them that they are always welcome to come back to attend our open meetings.

2. University President – Dr. Alisa White (10 minutes)

- President White expressed her appreciation to Dr. Winters and the Executive Committee; she noted that “shared governance means different things to different people,” but it also “means people aren’t afraid to call you out;” those conversations shape action and opinion; “the worst situation we can have is if you stop disagreeing and arguing because we grow from those conversations;”
- With last week’s issue, we were put on the national stage “depicting us in a way that we are not;” when Provost Gandy sent her the photo, she thought it was something against the LGBTQI community; it was difficult collecting information after hours; even at the open forum, they still didn’t know the real story, but “the vacuum is worse;” apparently the student art project did not get final approval from the instructor because it was cancelled due to renovations in Trahern; President White stated that she takes the First Amendment seriously; we cannot control content legally unless it is a hate crime; we require context; she is confident that the campus community “will work through everything,” and she will “make sure we are a healthier, more culturally aware community” moving forward; President White opened the floor to questions regarding this issue:
  - Q: The Japanese shrine depicted on the fence around Trahern is culturally offensive and it has been there for months. What is the approval process for these art works?  
A: The administration has created a task force to work on those policies for the Art Department and campus-wide; the campus is not a public forum; there will need to be approval for outside installations, and they will also strengthen the internal approval process in the Art Department;

she also noted that the Provost and Senator Shipley will take Senator Hirono's concerns to the Art Department;

- We will soon be getting communication on the compensation plan and what the administration is trying to do; the plan will have to be approved by TBR, but President White stated that "just about every dollar we have to allocate will go to raises;" this is "not idle talk...we are going to do something significant...and try to take care of" compression and inversion issues.

### 3. University Provost – Dr. Rex Gandy (15 minutes)

- Provost Gandy noted in following up on last week's controversy that they are looking at several policies to improve our approach to that type of issue and will likely be working on that for a couple of months;
- As President White noted, the compensation plan will be a "big issue going forward;"
- Questions?
  - Q: Do you have a feel for the fall numbers?  
A: It "looks really good;" we are just starting to register new students; we are about the same as last year on continuing students; new admits are up by a factor of two; we will likely have a couple hundred new freshmen; housing is also way up (there is a waiting list for the girl's dormitories) and unconditional admits are up "considerably;" numbers for those with "upper level scores on the ACTs have doubled;"
  - Q: I have been trying since last August to get heard, representing the Clement and Claxton faculty; a number of faculty members are still parking on the edge of campus, and this is problematic for those who teach a lot of graduate / night classes; they are asking for consideration for the green parking lot across the street to be red.  
A [Chief Kasitz]: That lot is not slated to be changed this year, but the Ard lot right across from it is a Faculty and Staff lot; it didn't get signed last year and students took it over; this summer, it will be signed, re-striped to add spots, and enforced;
- Provost Gandy noted that he is also big believer in shared governance ("As a former senator I know how important that is"), and he thanks us for our service.

### 4. Associate Provost for Research, Dean of Graduate Studies - Dr. Raj Dakshinamurthy (10 minutes)

- The Strategic Plan on page 12 outlines our goals for growing our focus populations; we would like to grow our graduate enrollment by 60 percent; there is a task force working on this that will meet during the summer for an action plan;
- We are currently recruiting an International Admissions Coordinator to help bridge Admissions with the needs of International Students;
- Graduate enrollment is up; we have reduced the application processing time to ten working days; the goal is to try to get it to 2-3 days of processing time; they would like help from the individual academic programs to set basics guidelines;
- We are growing our new programs; there are 78 new programs in various stages of development and approval; we are also growing our online graduate programs at the Ft. Campbell campus to five;
- Internal grants for the summer are changing; the Tower grants are gone; they are pooling that money into one pot; there is currently a task force working on that; they hope to better measure the outcomes; the new grants will be for approximately \$4-5k for a 12-month (July – June) period; the plan is for the RFP (a 3-page document) to come out in August, with the submittals being reviewed in January / February, and the start date will be the following summer;
  - Q: Can the start date be changed to June 1?  
A: Yes, they will look into that.
  - Q: Will there be anything for this year?  
A: He will talk to Sonja [Stewart, Director of Budgets].
- The GA budget is changing; there are two groups: 1) Graduate Teaching Assistants (GTAs) - those who are helping us to teach and 2) Graduate Administrative Assistants (GAAs) - those who perform other

administrative duties; we have to be careful with this if we pay the students from the same budget; it is a federal violation if we have GAs doing tasks unrelated to their education/scholarship work because they do not have to pay taxes on those funds;

- Dr. Dakshinamurthy closed his remarks by thanking the senators for their service.

#### 5. Executive Director, Extended & Distance Education - Dana Willett (10 minutes)

- Update on accessibility initiative; after an audit of the highest enrolled classes' textbooks, many were in various states of compliance; they have been working to remediate those courses; we have a new timeline for the project [see: <https://www.tbr.edu/academics/accessibility-initiative>]; they have a person devoted to this project and, with the permission of faculty, they are doing what needs to be done to bring it to standard (tagging images, multimedia is captioned, document formatting, etc.); they are also working with the bookstore to make sure they have texts in a compliant format; the state is doing train-the-trainer exercises for developing instructional materials that are ADA compliant; it is important to note that this is not just an online issue; his office has partnered with the Office of Disability Services to help with these issues; the next step is that every syllabus must be in a compliant format; this initiative will need to be completed by 30 September; the ultimate goal is to create a website where faculty can upload the document and "it will kick out what you need;" now is a good time to have another look at your syllabus; there will also be a faculty survey that will be done in December; there is an Accessibility Task Force on campus; they are trying to get the remediated courses done by the end of the summer; they are also looking at student support services such as Admission and Registration;
- Questions:
  - Q: Is that September deadline for the spring syllabus?  
A: Yes.
  - Q: I think there is some confusion as to liability and we need to clarify this. Are individual faculty members liable?  
A: In court cases where something is out of compliance, it has been an institutional approach. Now if someone were doing something "egregious," and refusing to accommodate a student, "it could be a problem." However, "they follow the money," so the institution is what they go after, more so than an individual.
  - Q: For the thirty remediation courses, which are high-enrolled courses with numerous sections, will they remediate one section and then model all of the others after it?  
A: Yes.
  - Q: What about consideration for accommodation on an as-needed basis, for example, a chemistry lab?  
A: Legally, we have five days to respond to a request for accommodation. The Office of Disability Services has a pool of resources to help resolve immediate needs. It is just important that we "put the most welcoming face possible forward, and do as much as we can as early as we can." We are also looking at the most multi-media rich courses and addressing those with captioning issues.

#### 6. Director, Student Counseling Services – Dr. Jeff Rutter (10 minutes) – [Dr. Rutter did not attend]

#### 7. APSU Chief of Police – Michael J. Kasitz - (10 minutes)

- Law enforcement = this has been a "strange month;" they have had to issue a couple of alerts on stranger attacks (assault/sexual battery); so far, that individual has not been identified; they did do focused patrols after that; it makes people feel safer, and there have been no more assaults in this area; the video is now with the FBI; the individual suspected of the thefts around campus, including in Kimbrough, has been arrested and charged; he was also suspected of other crimes in the larger Clarksville community; he is not a student; Questions:

- Q: As a building coordinator, what happens if someone is in our building that we suspect is not a student and is doing something we are uncomfortable about?  
A: Call us! Trust your instincts and let us come check it out. We will determine whether it looks right or not, and our presence will help to deter them.
- Emergency preparedness = the week after spring break we pulled fire alarms in every building on campus; we are under-prepared in this area; people “forgot since high school what to do” when they hear a fire alarm; next we want to do an active shooter drill to have people secure in place; this will be in the fall; the Provost wanted only one drill per semester; if after fall break is not good time, please let me know; we actually could have done the fire drill in two days instead of spreading it out over a week, but we didn’t know how long it would take; we will note that for the future; Questions:
  - Q: It would be nice to have a better idea of when the events will occur. If we are planning an exam for that day, we could lose that class period. Is that possible?  
A: Yes, we could probably narrow the window to say, “we are doing Claxton on Wednesday.”
  - Q: Could you also be sensitive of the snow issue when scheduling these drills? Last year we lost almost seven days to snow, and this year we lost a couple, too.  
A: Yes, we will consider that when we coordinate in the future.
  - Q: How do we go about reporting outside lighting that is out? Recently, the lighting between Trahern and Sundquist was completely out.  
A: Put in work order by speaking to your Administrative Assistant, or call the security office and they will put the work order in. We will do another walk-through to check the lighting for any safety issues. We are also looking at an app that turns a phone into blue light call box. It was part of our budget package that went to the TBR. If you are concerned about safety, remember you can call us for an escort.
- Parking = the consultant’s master plan is finished and it has been passed to the chair of the Parking Committee; it has a lot of suggestions for what we can do; they don’t think we need a parking garage for another 10 years; it would cost \$11-16 million for a garage; the lots at the Jenkins & Wynne property will be open for fall semester; they are also looking at changing and enhancing the Peay Pick-up; Questions:
  - Q: What about a gate for the faculty parking lots?  
A: That was discussed with the consultant, but it backs up traffic. Right now we need to discourage parking infractions and we are working on strategies to do that.
  - Q: What about the visitor parking? I saw two cars with boots on them.  
A: In those instances, they were students who take their tags down to park there. But we do need better signage and way-finding. That will involve improving customer service on our end.
  - Q: Will you be doing the grace period for parking at the start of the semester?  
A: No, we don’t do that. We haven’t since I have been here. It sets a bad precedent. The Parking Assist Program at the beginning of the fall semester helps students find appropriate parking.

8. Member, Pharos Implementation Committee for Faculty – Dr. Robin Reed (5 minutes)

- Pharos is a print management system for students; it will go active and fully live on May 31; please share this information with your colleagues; we will be watching student printing more diligently; as you make assignments, we will need to ask whether we are requiring students to print or just have access to the documents; we can take advantage of D2L functions, such as the dropbox; more tips will be going on the Pharos website;
- Questions:
  - Q: If students need to print in a teaching lab, will they be charged?  
A: The committee was supposed to make the distinction between an open computer lab and a teaching lab. If this hasn’t been done or has been done incorrectly, I suppose you could appeal to the Provost.
  - Q: Is there a list of Pharos-designated computer labs?

A: Yes, you could ask Laura Prange for that information. She is spearheading this sustainability initiative.

- Q: Has it been mentioned if eventually faculty will get on it?

A: I have not been privy to that conversation.

- Q: Is a syllabus considered official if it is on D2L?

A: Yes.

#### 9. Faculty Senate Past President – Dr. Mercy Cannon

- Tennessee University Faculty Senates (TUFS) Update (10 minutes) = the meeting was held April 8-10 in Knoxville; among the highlights of the discussions:
  - Funding formula = some had concerns about grade inflation and the lowering of standards; we can talk about this if we need to, but it doesn't seem to be going on here;
  - Evaluations of teaching = we need to be thinking about this and be in front of it, especially with the move to online course evals; conversations about what it means and parameters of averages changing, low response rates, and bimodal distributions; there seems to be a disconnect after the students leave the classroom environment, so we need to keep this in mind, as well; look at a more robust review of teaching of the course as a whole, evaluation of course design, and peer reviews of teaching;
  - Shared governance = is strong here and we are lucky; TSU has healthy relationship with administration now; they are currently updating their Faculty Handbook for the first time since 1989;
  - Outsourcing = universities want control; UT's Faculty Senate opposes the outsourcing plan; we are in good company with our stance;
  - Elimination of funding for diversity at UT = backlash for their "Sex Week," but they have broad support; there are rumors that students were paid to look for "Fox News worthy bits" which led to the wide dissemination of reports on the gender neutral pronouns and "holiday" party; the amount cut is \$8 million, which is "enormous;"
  - Guns on campus = that legislation is currently on Governor Haslam's desk
  - FOCUS Act = the plan is to continue to keep TUFS even after we get our own boards; ETSU has a subcommittee that is very active in looking at the effects of the FOCUS Act; we should also do a task force to think about the role of our board; faculty senates choose the faculty representatives for their own boards so, hopefully, we can set parameters for that; MTSU and ETSU are creating Handbooks of Shared Governance in which they lay out the roles and responsibilities of each, and plan to give that to the local boards;
- Maternity Leave Ad hoc Update (5 minutes)
  - These issues were also discussed at TUFS;
  - We recently held two open forums with faculty and staff; Faculty Senate and Staff Senate are working together on this; they have been reviewing policies; recently met with the university attorney; still seeking opinions about the language in some of those policies; investigating offering paid leave; we can't put together a proposal this fast, but it will continue to move forward for next year; she plans to "keep the ball rolling over the summer," and do more to make this a more "Family Friendly Campus;"
- Questions:
  - Comment (Senator Sanders): Have you shared the information about the other institutions' experiences with the online evals? It might be a good idea to send that to Dr. Crosby as she is working with that committee. We do want to keep the procedure as similar as possible to the way we do the on-ground evals. There is an app in the works that can allow the evaluations to be done from a smart device, so we could set aside time in class to do them. The pilot this summer is more of a technical pilot, but the fall will be more of the content pilot. If you have any thoughts on the online course evals, please send them to Senator Adriane Sanders ([sandersam@apsu.edu](mailto:sandersam@apsu.edu)).

- Comment (Senate President Winters): Yes, this is an issue that faculty are concerned about. Carol Baskauf wants to come next week to talk about it. There is a concern about the weight of the evals themselves and their role in the RTP process.

10. Faculty Senate Vice President and Chair of the Rules Committee – Dr. Tucker Brown (10 minutes)

- Senate Vice President Brown reported that there is the need for a run-off election because of a tie in one of the constituted areas; he will arrange to handle that vote via e-mail due to there being so few senators from that area still present; thanks to Senator David Major for his help with this.

11. Reports from Faculty Senate Representatives

- Academic Council – Senator Ken Shipley (5 minutes)
- Deans Council – Senator Christine Mathenge (5 minutes)
- TBR Faculty Sub-council – Senator Benita Bruster (5 minutes)

The Senators shared highlights from the recent meetings. The full reports are posted. Please see <http://www.apsu.edu/faculty-senate/documentsreview> for details.

**Old Business**

- Faculty Senate Staff Award - Faculty White (John Volker, Chair, Ben Ntatin, Robin Reed, and Margaret Rennerfeldt) was tasked with soliciting nominations for the award; Senator Volker discussed the results of their work; there were a total of four nominations received, and he presented the top three candidates; the senators voted, and the award will be presented to the winner at next week's meeting.

**New Business**

- Report from the Faculty Leadership Program – Senator Adriane Sanders: One of the main themes that came out of early discussions of the FLP was the idea of collaboration; Gina Garber from the Library brought the idea of an Institutional Repository (IR) to the group; it is a vehicle to promote interdisciplinary activities; they presented this to the administration, and it was very well-received; they also submitted a white paper with their ideas; the IR will include university documents, faculty scholarly and creative works, and student theses; the FLP is hoping a steering committee will be formed who can take it from us and implement it; the working name of the project is ASPIRE; if you have any questions, comments, or ideas about the IR, please send them to Senator Sanders ([sandersam@apsu.edu](mailto:sandersam@apsu.edu)).

**Adjourn – Motion made, seconded, and passed to adjourn at 5:06pm**