

**Austin Peay State University**  
**Faculty Senate**  
**Meeting of Thursday, March 30, 2017**  
**University Center, UC 103B**  
**3:00pm**  
**“Called Meeting” Minutes**

**Call to order** – Senate President Tucker Brown

Recognition of Guests: David Guest, Daniel Frederick, and Pam Gray

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

Absent Senators: Christopher Bailey, Kadi Bliss, William Brooks, John Byrd, Lesley Davidson, Mary Fran Davis, Donna Dey, Gina Garber, Lee Gray, Michael Gruszczynski, Brian Hock, Christophe Konkobo, Victoria McCarthy, Rod Mills, Ben Ntatin, Barb Peterson, John Phillips, Raman Sahi, Ken Shipley, David Snyder, and John Volker

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

**Remarks**

1. Senate President – Dr. Tucker Brown (5 minutes) = Senate President Brown thanked us for coming and introduced Dr. Wadia to discuss the new business of the Handbook Committee.
2. Faculty Handbook and Policy Committee Chair – Dr. Mickey Wadia (5 minutes)
  - Dr. Wadia thanked us for attending this called meeting and reminded us that “we are lucky to even get to do this...we are special. At most places the provost writes this and the faculty doesn’t get a say.”
  - He recognized the Handbook Committee and noted that they are very thoughtful in going about their work.
  - He always invites the president of faculty senate to attend their meetings, and Tucker was at all of them.

**New Business**

Motion made, seconded, and passed to do a blanket acceptance of all of the policies that we are going to review (Approved)

3. Policy 5:060 – Proposed changes to Tenure Policy – Action Item = **Approved with friendly amendment (none opposed, one abstention)**

- Removed all instances of TBR and replaced with APSU Board of Trustees;
- Page 3, The Evaluation Process” under “Faculty Appointments;” friendly amendment to remove evaluation and refer to the RTP chair’s report to differentiate between that and FER; the title “Evaluation Process” should also be changed to “The RTP Process;” the sentence will read “RTP assessments conducted by the candidate’s department chair...” [NOTE:
  - Q: Why take out mention of filing a grievance?  
A: Personnel actions are not part of this policy and an appeal is already part of the RTP process.
- Removal of language on post tenure reviews; this is the last year of post tenure reviews, next year we will do the FER

4. Policy 5:061 – Proposed changes to Promotion Policy – Action Item = **Approved (eight opposed, two abstentions)**

- Removed all instances of TBR and replaced with APSU Board of Trustees;

- Q: On page 4 it mentions that only tenured full Professors are eligible to serve on college promotion committees. Could administrators technically serve then?  
A: The Provost couldn't serve because you can't vote on the same candidate twice and the Provost writes a report. This is not a common situation.
- Promotion issue (page 6) =new language: "For faculty beginning employment with Austin Peay State University in the fall of academic year 2018-2019, at least four (4) years of full-time status in the rank of Assistant Professor is required before attaining the rank of Associate Professor. Any exceptions to this requirement will need the written approval of the President."
  - This is for new colleagues;
  - Provost Gandy will draft a memo to the chairs letting them know who this currently affects;
  - Two friendly amendment proposed regarding time in rank here at APSU were not approved;

5. Policy 5:060 – Proposed changes to Tenure Procedures and Guidelines (P and G) – Action Item = **Approved (one opposed, one abstention)**

- This includes procedural clarifications from Dr. Crosby, committees, and specific situations that have arisen;
- Page 2, "Who Awards Tenure at APSU," remove TBR and change to APSU Board of Trustees;
- Discussion about cumulative versus annual assessments; the criteria is set at the department level; can be more rigid, but not less; this will be a big issue next year in looking at the FER;
- Post-tenure Review Form (page 9) = new language: "This form will not be required from the 2018-19 academic year onward. Faculty who already have previously completed post-tenure forms in the e-dossier should leave the documents where they currently reside in the e-dossier."
- Narrative summary of Areas I, II, and III (page 10) = New language adding "brief" and "snapshot" and "should be no longer than two (2) pages when formatted as single-spaced text."
- Peer Review of Teaching
  - (page 14) = new language: "When a long gap of time...has occurred between any personnel actions...faculty are required to submit at least two recent peer reviews from within the most recent five years prior..."
  - (page 15) = new language: "Faculty members who audit a class taught by a colleague are strongly encouraged not to write any peer reviews for the colleague's personnel actions."
- Student Evaluations of Instruction (page 15)
  - Delete language: "Regardless of the number of students completing a routine course evaluation, those evaluations must be included within the faculty member's e-dossier."
  - New language: "In courses with an enrollment of fewer than 5 students at the time of evaluations, student evaluations may be included. Faculty must provide a brief explanatory statement for courses that have not been evaluated."
- Page 22, bottom of the page, remove TBR;
- Guidelines for Voting, Recommendations, and Reports (page 31) = new language: "...members who did not attend and stay for the full duration of the RTP meeting and did not, in person, hear the discussion on candidates...are not permitted to write either a positive or negative minority report on any candidate."
- Page 40 = new language: "College committee members are not permitted to reinterpret and/or redefine departmental RTP criteria."
  - It is against university policy to change one's contract and if you change the criteria for someone, you are changing the contract.
  - Difference between verification and interpretation
  - The system is checks and balances = the college committee doesn't "start again from the ground up"
  - Recommendation that this language be moved; the heading for this section discusses other things

6. Form change – Proposed changes to RTP Form at Department Level – Action Item = **Approved (none opposed, one abstention)**

- Removes “Department Chair’s Recommendation” box from form

7. Proposed Anti-Bullying Policy (2018-19) = **Majority thumbs-up vote to support**

- Massive amounts of research show that we have a problem with bullying; 80% of employees at APSU felt they had been bullied at some point during their time here; Dr. Wadia received the greenlight from President White to put this forward for next year; policy based on Oregon State University (<http://eo.oregonstate.edu/bullying-policy>)
- Q: Is there nothing in our HR policy on hostile work environment?  
A: No, it is specific for protected groups. This is more comprehensive and will cover everybody.
- Q: Are students included?  
A: No, because Dean Singleton says they are under their own Code of Student Conduct.

8. Proposed New RTP Calendar = **Majority thumbs-up vote to support**

- Starting in academic year 2018, the RTP process will begin in the fall, and the FER will be in the spring; this will give chairs more time to work on each;
- The issue of first-year RTP review cycle will be revisited; do new hires get one semester or two for review? If they get a bad first semester, do they get another semester to fix it?

## **Old Business**

9. Policy 2:048 – Extra Compensation (previously 5:028) = **Approved with friendly amendment (none opposed, one abstention)**

- This is the policy that was sent back after Academic Council;
- Friendly amendment (page 5) = “Category A,” use workload credit or semester credit hours

10. Policy 2:054 – Employment of Graduate Assistants (previously 5:067) = **Approved (three opposed, one abstention)**

- Comment: The introduction says this is not intended to be proscriptive, so that makes it a guideline.
- Comment (Senator Brooks): Charged to write it because it is a TBR policy and deals with issues of the tax code.
- Typo on page 2, should be “tax-exempt,” not “tax-exampt;”
- Comment: I had hoped it would clarify how GAs need to be treated; they should not be doing non-academic work; it should be pertinent to their discipline;
- Would like to re-visit this in the fall = pull this from policies and make it a guideline, and address the issues of academic versus non-academic work for GAs;

Senate President Brown said that he talked with President White about this expedited process for policies and the issues we have had. She said that once our local board approves the “Policy on Policies,” we can re-visit the policies that we had concerns about, do some clean-up, and craft them to our liking.

**Motion made, seconded, and passed to adjourn at 4:52pm**