

Austin Peay State University
Faculty Senate
Meeting of Thursday, September 27, 2018
Morgan University Center, Rm # 307 | 3:00 pm
Minutes

Call to order - Senate President – Dr. Mickey Wadia

Recognition of Guests: President Alisa White, Chad Brooks, Mallory Fundora, Florian Gargaillo, Jennifer Gagnon, Sheraine Gilliam-Holmes, Andrew Luna, David Major, Judy Molnar, and Janice Weyant

Roll call of Senators - Senate Secretary Gina Garber

Absent: Elaine Berg, Brad Fox, Jennifer Harris, William Longhurst, Bettina Shank, Andrea Spofford, and Jeff Thompson

Approval of today's agenda - Approved

Approval of minutes from August 30, 2018 meeting – Motion made, seconded, and passed to approve minutes for August 30, 2018. There was one abstain vote (Senator was not present during last meeting).

Remarks

Senate President Dr. Mickey Wadia (5 minutes)

- Dr. Wadia opened the senate meeting with a brief story about the *Jar of Life*. He told the story of the teacher who filled a jar with items and asked the students if the jar was full. The teacher would add additional items and ask the same question numerous times until the jar was actually full. The point of the story was when you are upset about stuff at school or work, keep the lesson of the story in your mind as you fill your own jar of life. Put the really important things first and then find space for the rest. And then if you run out, it won't matter anyway, it's just the small stuff.
- Dr. Nell Rayburn's term as the Faculty Representative to the APSU Board of Trustees (BOT) expires in March 2019. Dr. Wadia asked how many senators received an email from their chairs or deans about electing a BOT's nominee. Since everyone did not receive the BOT's email, the date to elect a nominee from the departments was extended to October 8, 2018. Dr. Wadia said he will send an email out with the new dates. He reminded the Senate that in order to be eligible you must meet the following criteria:
 - 1: Faculty member must be tenured
 - 2: Faculty must be fully ranked
 - 3: Faculty must be employed at APSU for at least seven years.

Q: Can you nominate yourself?

A: Yes, I did not see anything where you cannot nominate yourself. CORRECTION - Bylaws state that candidates cannot nominate themselves.

University President – Dr. Alisa White (10 minutes)

- Opening remarks - President White complimented Dr. Wadia's opening remarks and said that she is inspired to listen to him. She reminded us how fortunate we are to be working in higher education.
- Board of Trustees Faculty Representative – President White provided additional information about the role of the Faculty Representative. She said the position is not a junior Trustee. The position is a full member of the Board who votes. President White was very complimentary of our current Faculty Trustee, Dr. Nell Rayburn. She went on to let us know that the position is very important for faculty because this person can share our perspectives with the Board.

This person will have a seat at the table and you want to have someone at the table who can articulate what we do. Our first couple of Board members are scheduled to end their term in 2020. Their time could be extended, but with a new Governor in office, they will likely want to appoint their own people to these positions.

- Shared Governance - President White also discussed shared governance. She invited Faculty Senate President Mickey Wadia and Staff Senate President Louise Mitchell to talk about shared governance at APSU. The two Presidents will be providing a presentation to the next APSU Board of Trustees' meeting. President White said it was important to let the Board know what we are doing.
- Military Resource Center – President White announced that the university received a 1.2 million dollar gift to establish the Military Resource Center. General Scott Bower will oversee what goes in that building. This gift will come with another couple of million dollars.
- Commencement – APSU is going to add another commencement day. President White sees the significance of family members attending graduation, especially for our first generation students. She does not want to move to a ticket program. Having three ceremonies in one day causes issues with parking, both leaving and arriving. The commencement ceremonies will be on a Friday and Saturday.
- Custodial Services – President White acknowledged that she knows the campus is not clean. She said it might get worse before it gets better. APSU will be working with our contractor to improve the situation. We will not see anything until January.

Questions:

Q: Can we get cleaning supplies to keep in our buildings just in case of emergencies?

A: Yes, I will talk to Mitch Robinson about it.

Q: Have we thought about returning to fulltime staff to clean our campus?

A: We already have a contract with this agency. We will not go back to having fulltime staff to clean the campus.

Q: In reference to the commencement ceremonies, could we pull the graduates out like they do at some other universities?

A: Pulling the graduate students out will not help us at this time.

New Business

Faculty RTP Policy Committee – Dr. David Major, Committee Member (15 minutes)

- Senate discussed placing any years granted at the front or end, considering previous work, and other points from the floor.

The sense of the Senate was:

39 votes to suspend counting years given at the beginning for one year

1 vote to count work year for year

A recommendation from the floor was to strike the phrasing

“and these years of service awarded shall count at the front rather than added on at the year preceding tenure year. Past productivity can also count toward tenure and promotion. For example, a faculty member awarded three years of prior credit toward tenure shall be seen as a fourth year faculty member during their first review at APSU”

from the policy, procedures, and guidelines. Another recommendation was to count past productivity toward retention but not toward tenure.

The Senate was surveyed:

24 votes to strike counting years at the front and strike counting past productivity

3 votes to count years at the front and count past productivity in retention reviews but not tenure reviews

Another recommendation was to allow areas, colleges, or departments to set their own criteria for whether to count years at the front and count past productivity. One reason offered for allowing evaluation by front-end year-count was to set a high bar early and prevent coasting.

Questions:

Q: Can there be a third option?

Q: Can we strike that paragraph?

A: I will take note and share with the Chair, Elaine Berg.

Q: If we suspend this, what happens to those people this year?

A: It will be counted at the end. First year, second year, and then granted at the end of the third year.

Q: Do we know how others handle this? How do they deal with service?

A: I do not know.

Comment: Giving two years at the front is not something you want to do.

A: It happens. The policy is that many years can be granted. It should be something that is rare if it is on the front year.

Q: How did it get in policy in the first place?

A: We voted on it last year.

Comment: Giving years toward tenure has been around for years. Giving it on the front-end is the issue here.

Q: Front or end, what is the difference?

A: If it comes at the end, you have the full amount of time to get that cumulative work completed. If it is on the front, you have to scramble to get it done in time.

Q Do we have to have a different policy for every department, or do we use the same policy?

A: To have many makes it confusing for the college committees.

Comment: The Provost didn't understand why we do this. When we give years it's done as an incentive to attract a person, then get rank, and give a couple of years to get tenure. One-third of our new faculty at APSU have been given years here. Our issue is, how does one bring work in.

Q: What does that mean?

Q: Do people know what this means?

A: Now it means you have four years to do what is normally done in six years.

Q: How do we apply the years?

Comment: It's only for the stellar people.

Comment: We have people who want to give it back.

Q: What do we do about that first review?

A: Typically the CV got you the job. Now we are going to be counting this twice to give you tenure.

Comment: It almost gives you a positive review.

Q: How do we decide to give you tenure and how many years do we go back?

Is it differentiated by area?

Comment: Teaching is a good example. It will not matter what you did at the other institution. The big thing is the service area. This can take a couple of years.

Q: Is this just a variation on early tenure?

A: The normal time is six years. This is not really early tenure. We're giving them credit.

Comment: Adding it at the front if you give them a couple of years. What if you haven't made progress in Area II? Everyone knows there is a big cliff coming.

Honors and PELP – Dr. Tim Winters, Program Director (8-10 minutes)

- Restructuring - Dr. Tim Winters announced that he is in the process of restructuring the Honors and PELP programs so that it will take fewer credits to graduate with honors. Additionally, the thesis option is being reinstated.

- PELP Student Mallory Fundora – Mallory Fundora is a freshman at APSU. She provided information about her organization Project Yesu. She described it as a wish to help orphaned and vulnerable children living in Uganda that has turned into a functioning organization, Project Yesu, which she founded in 2011. She hopes to break the cycle of poverty. She visited the children when she was 12 years old. She said her organization is growing with partnerships around the world. With their donations they have been able to purchase land.

Questions:

Q: What is the role of these courses? What are you trying to restructure?

A: We want to designate courses as honors, but not have courses restricted, so others could enroll if they wanted to.

Comment: The issue is that honors credits have not been reported in order to graduate with honors. At this time there are zero students who are ready to graduate with honors. The Registrar's Office has no record.

Motion made, seconded, and passed to extend Dr. Winter's remarks by two minutes.

This is what I am trying to fix, especially in the Math and Science areas. Those students have a hard time getting 30 hours of that kind of credit.

Comment: I invite you to attend one of our department meetings because if this goes away, in the restructuring, we will be taking a step backwards.

A: We are trying not to have this happen.

Human Resources – Sheraine Gilliam-Holmes, Executive Director and Chief Human Resources Officer (8-10 minutes)

- Introduction - Ms. Sheraine Gilliam-Holmes greeted the Senate and provided a brief history of her previous employer. She moved to Tennessee from New York where she managed academic Human Resources for 24 schools. She was happy to be able to focus on one university. She let us know that her job is to help us, so we can help our students.
- APSU Benefits and Wellness Fair – Ms. Gilliam-Holmes announced that the Benefits and Wellness Fair was going to have the options to get flu shots, massages, and information from our providers. She also said there was going to be an acupuncture demo. The Human Resources' Team will be available too.
- What's New? – The Human Resources Team is back in the Browning Building. You can reach out to us. #AskHR, you can submit a question and we will try to respond within 24 hours. The navigation is easier on the website. The Professional Development program *Lynda.com* has been rebranded with *inLearning*.

Questions:

Comment: Thank you for the update on the salary database.

Comment: We will update the database on a regular basis.

IT Security - Judy Molnar, Associate Vice President & Chief Information Officer (8-10 minutes)

- Judy Molnar provided background on APSU's IT Security. Cyber-attacks have increased, up 280% in the area of education. There were spoof emails that went out in the President's name. One person fell for it on vacation. They knew something was wrong, so called and we were able to fix it. APSU has a strong authentication policy. We receive many phishing emails. Make sure you have longer passwords. They are better. Ms. Molnar provided a link to a website that helps you create passwords. The address is: howsecureismypassword.net. You should make sure you have a minimum of 12 characters in your passwords.

Q: I recently read an article that said we should not change our passwords so many times.

A: I read that, too.

Comment: October is Cyber Security month.

Decision Support and Institutional Research – Dr. Andrew Luna, Executive Director (8-10 minutes)

- Dr. Luna introduced himself to the Senate and announced the name change of his office to Decision Support and Institutional Research (DSIR). He said he has a great staff and wonderful people to work with (Mary Clement, Daniel Kasper, Sherry Kendrick, Jeana McCullough, and Sarah Salsman). Their office location is now in Miller. Campus makes better decisions when we have accurate data, which comes from internal reporting. DSIR is going to try to provide more data that we can use for annual reports and more. Dr. Luna distributed a handout on a statistical evaluation of APSU enrollment [see handout].

Policy 2:011 - Membership and Responsibilities of the University Curriculum Committee – Senate President Dr. Mickey Wadia (5 minutes)

- This policy is about changing the dates and making sure the correct people are being appointed.

Motion made, seconded, and approved to have a second discussion on the policy.

Questions:

Comment: I would recommend that we use the word “elected” instead of “recommended.”

A: I would guess that we are doing this because of the Provost. It is in our Bylaws that we will have an election.

Q: I would like to see “elected” instead of “recommended.”

Comment: Do you see that “selection” has been added in place of “election?” Is that a problem?

A: I just say leave election. Election would have to be made by May 1. Our normal senate election is around the April meeting. It will be a tight timeline having an election of some type. Just call it an election.

Q: The Provost has the last word on making the decision. We have a say in this process. We can't get any business done until October. There are words that have changed?

Motion made, seconded, and passed to extend the policy discussion by five minutes.

Q: Why the shift from the fulltime faculty? Why this shift? If you just change the deadline today, you can still do a full faculty vote.

Comment: I make a friendly amendment to change the word “recommended” to “elected” from among the tenured faculty.

Q: Could we change the dates, and if you want to change the words, do it later? Any of the other information can be changed later. The amendment must come before the vote. There are two amendments.

Comment: Let's first approve the policy, but use the word “elected,” and remove the word “recommended.” Vote: 14 for the change and 17 against the change.

Comment: Just change the dates, but keep everything the same. Use the old language but change the date. Vote: 27 votes

Motion made, seconded, and passed to approve the policy as amended.

Comment: Everything in blue has been removed. The text in red will stay and the text in blue will be deleted.

Motion made, seconded, and passed to approve as amended to just change the dates for now.

Old Business

Adjourn 4:51 pm

County Yields Indicate APSU Enrollment in Close Proximity to Campus

Most Enrollment Comes From a 50-Mile Radius of the Campus

Enrollment at Austin Peay State University over the last three years indicates that the vast majority of students are coming from Montgomery and surrounding counties. A study conducted by Decision Support and Institution Research (DSIR) compared the number of diplomas by county during a three-year period to the number of first-time freshmen enrolled at APSU by county during the same three-year period. The yield number indicates how many recent high school graduates have enrolled at APSU.

As displayed in the map to the right, the counties in darker red indicate a higher number of high school diplomas over the three-year period. The circles indicate APSU's yield within that county. The larger the circle, the larger the yield, or the more high school graduates enrolled at APSU.

According to the report, APSU enrolled approximately 33% of Montgomery County high school graduates during the three-year period from 2015 to 2017. Stewart and Houston showed the next highest yield rates at 28% and 17% respectively. APSU yielded 15.5% of Cheatham County diploma recipients while it also showed yields of 11% in both Robertson and Dickson Counties. The yield for the rest of Tennessee counties is 5% or less.

In counties with the highest populations, APSU had a yield of 2.56% in Davidson (Nashville), 1.55% in Shelby (Memphis), 1.44% in Hamilton (Chattanooga), and less than half of a percent in Knox (Knoxville). Some counties within a 50-mile radius of APSU also showed single-digit yields. Humphreys County indicated a yield of 5% while Henry and Hickman yields were approximately 3%. Maury County experienced a yield of 1.5% while Williamson County's yield was 1%.

DSIR captured diploma data from each public school district through the Tennessee Department of Education's website. School districts were then consolidated into physical counties where averages for years 2015, 2016, and 2017 were generated. DSIR then created a dataset of in-state first-time freshmen by county for the same years. The three-year average of first-time APSU freshmen divided by the three-year average of diplomas generated the yield for each county.

Yield rates can be useful in enrollment management because they can help determine where institutions should strategically place scarce resources in order to maximize yield in specific target counties. For example, increasing the yield of just 1% in a high-diploma-generating county could generate significantly higher enrollment and credit hour production than increasing yield as much as 10% in a county with significantly lower number of diplomas.

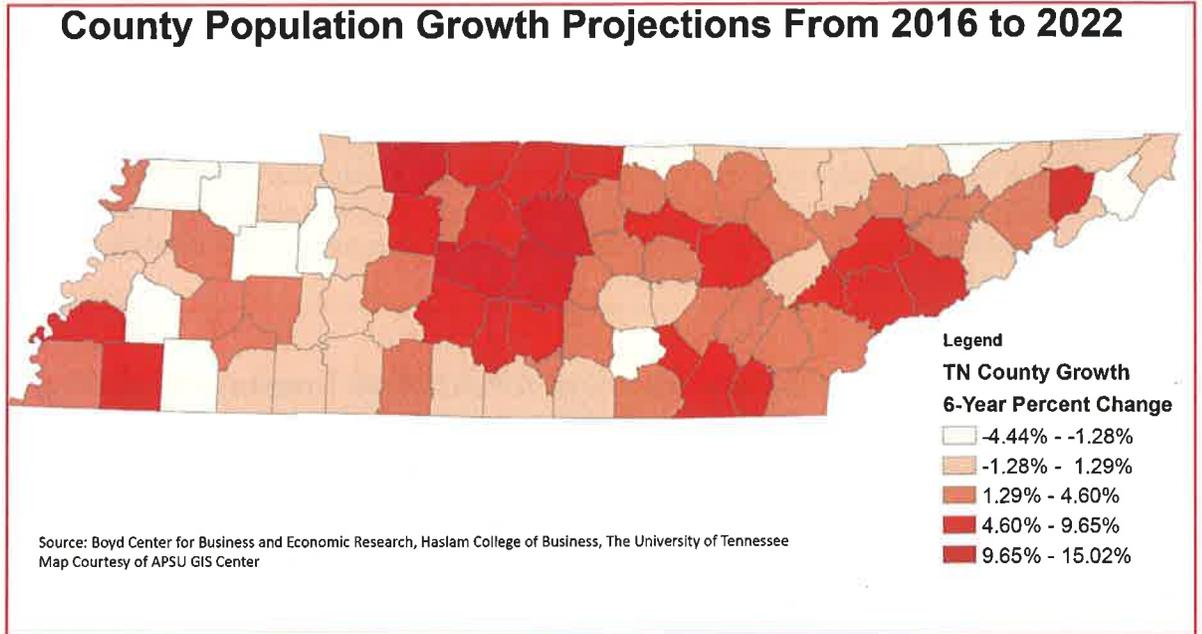
3-Year Average APSU New Freshmen Yield as Compared to 3-Year Average Diplomas By County: Fall 2015 – Fall 2017



Population Growth Expected to Increase in Middle and East Tennessee

According to the Boyd Center for Business and Economic Research through the Haslam College of Business at the University of Tennessee, state growth is expected to approximate 50,000 people per year. By 2040, the population of Tennessee is expected to increase to 7.84 million. This figure is attributable to several concurrent trends in births, deaths, and net migration, as well as more robust methodology from the center which allows projections to be more precise.

Based upon projection models using the baseline of 2016 data, the Center’s report projects that the majority of Tennessee’s 2022 growth will occur in the middle and eastern sections of the state. Specifically, Montgomery County where APSU resides, is projected to have the third largest growth rate at 12.94%. Williamson County (Franklin) is expected to experience the largest growth at 15.02% followed by a 14.68% for Rutherford (Murfreesboro) County.



In fact, five of the ten highest projected growth counties for 2022 (Williamson, Rutherford, Wilson, Sumner, Maury) are within 50 miles of Montgomery County and the APSU campus. Conversely, the counties of Benton, Henry, Houston, Humphreys, and Stewart are expected to experience minor to negative growth leading up to 2022.

Tracking projected growth patterns in the state is important in the area of enrollment management because more accurate enrollment forecasts can be made. Specifically, counties currently producing high numbers of high school graduates will more than likely continue to do so if that county is expected to grow significantly over the next six years. Similarly, counties that are expected to have declining populations over the next six years, will likely experience a decrease in the number of high school graduates.

Ninth Grade Enrollment is a Key to Future Enrollment at APSU

Observing how the number of ninth grade students four years ago impacted current high school graduate numbers is an important strategy in determining future high school graduates. DSIR captured the number of ninth graders in 2013 by county and compared them to current high school graduates. The Tennessee Department of Education provided data on ninth graders going back only to 2013. Therefore, more data will be needed to develop trends and determine which counties have a more consistent ninth-grade-to-high school graduate yield. Of the six projected high-growth counties mentioned above the yield is as follows: Maury, 80.38%; Montgomery, 91.56%; Rutherford, 93.03%; Sumner, 83.49%; Williamson, 99.61%; and Wilson, 104.20%. Wilson’s yield, which is greater than 100%, indicates there were more seniors graduating than there were ninth graders four years ago. Given the number of ninth graders in 2017, it is possible to generate reasonable forecasts as to what counties will produce the greatest number of high school graduates as well as an approximation as to how many graduates each county will produce.

**Relationship of 9th Graders to High School Graduates
For Select Tennessee Counties**

County	9th Graders 2013	2017 High School Graduates	% 9th Graders to Graduates	9th Graders 2017
Davidson	6,748	4,414	65.41%	6,096
Montgomery	2,305	2,101	91.15%	2,638
Maury	902	725	80.38%	950
Rutherford	3,630	3,377	93.03%	3,976
Sumner	2,380	1,987	83.49%	2,344
Williamson	2,787	2,776	99.61%	3,135
Wilson	1,451	1,512	104.20%	1,691