

Austin Peay State University
Faculty Senate
Meeting of Thursday, November 29, 2018
Morgan University Center, Rm # 307 | 3:00 pm
Agenda

Call to order - Senate President Dr. Mickey Wadia

Recognition of Guests: General Ronald Bailey, Hannah Boyd, Dr. Chad Brooks, Dr. Jonniann Butterfield, Dr. Janice Crews, Dr. Loretta Griffy, Michael Johnson, Dr. Matthew Jones, Dr. Andrew Luna, Dr. David Major, Louise Mitchell, Mitch Robinson, Dr. Denise Robledo, and Dr. Lisa Sullivan

Roll call of Senators - Senate Secretary Gina Garber

Absent: Dr. Tara Alvey, Dr. Beatrix Brockman, Dr. Lori Buchanan, Dr. Sally Schiller, Dr. Vikkie McCarthy, Dr. Gloria Miller, Dr. John Phillips, Dr. Nell Rayburn, and Dr. Bettina Shank

Approval of today's agenda - **Approved**

Approval of minutes from October 25, 2018 meeting – Motion made, seconded, and passed to approve minutes for October 25, 2018

Remarks

Senate President Dr. Mickey Wadia (10 minutes)

- Custodial Issues - Senate President Dr. Mickey Wadia announced that he is currently serving on a Custodial Working Group Committee that reviews custodial functions and issues pertaining to campus buildings and surrounding grounds. If you are having any issues, let Dr. Wadia know your concerns. Remember that the campus will have new custodial service employees at the beginning of January 2019.
- Security Matter with Former Student - Chief Michael Kasitz met with the College of Arts & Letters Interim Dean Barry Jones and Senate President Dr. Mickey Wadia to follow up about the threats that were made to APSU female faculty members. They discussed the recent events that have occurred and the security measures that have been taken to ensure the safety of our faculty, staff, and students. They also reviewed the list of suggestions that were submitted through Faculty Senate Executive Committee. Dr. Wadia recognized Chief Kasitz's efforts to address our concerns in an expeditious manner.
- Leadership – Dr. Wadia acknowledged changes during this last calendar year. He shared some of his experiences regarding leadership. He said that he learned a lot by teaching students in the PELP program. General Ronald Bailey was a guest speaker who discussed leadership values. Dr. Wadia discussed a video that he watched that suggests every leader needs a follower. He asked, why should anyone follow anyone? He said we are a family. You need to quit saying we are family unless you believe in the value of family. Humans should be first and other things should come last. He quoted an African Proverb, “If you want to go fast, go alone. If you want to go far, go together.” If you feel valued, you will give more and more. He encouraged faculty to get to know your colleagues. The numbers and spreadsheets will never come to your aid, but a person will. Two examples of financial leaders who were successful are Warren Buffet and Sam Walton. They never forgot that true wealth is/was found in their employees. Dr. Wadia reminded the faculty that when he sends the monthly faculty senate email to everyone, there is a form called the Faculty Senate Agenda Item Suggestion Form <http://www.apsu.edu/faculty-senate/agenda-item-suggestion.php>. Dr. Wadia said he will remove your name to move your item forward if you want to be anonymous.
- APSU Board of Trustees Meeting – Dr. Wadia welcomed and introduced APSU's Staff Senate President Louise Mitchell and announced that together, both senate presidents were scheduled to address the Board of Trustees on the topic of shared governance at APSU on November 30, 2018.

New Business

Rules Committee - Dr. Jane Semler (5 minutes)

- Faculty Senate Vice President Dr. Jane Semler reported on the recent interim election. Four new senators were elected to serve the remaining length for the vacant seats filled. The winners are:
 - College of Arts and Letters:
 - Dr. Soma Banerjee - Term ends May 2021
 - Dr. Talon Beeson – Term ends May 2020
 - College of Education, Library, and Other Faculty
 - Dr. Lori Buchanan – Term ends May 2021
 - Dr. Cheryl Lambert – Term ends May 2019

Faculty RTP Policy Committee - Elaine Berg (15 minutes)

- The members of the committee were introduced as Chair Elaine Berg, Dr. David Major, Dr. Benita Bruster, Dr. Gregory Hammond, Dr. Dong Nyonna, Dr. Sue Evans, Dr. Dan Frederick, and serving as *ex officio* are Dr. Mickey Wadia and Dr. Lynne Crosby. Elaine Berg reviewed the proposed language. She reminded the senators that the language in black was passed last year. Provost Rex Gandy asked the committee to develop guidelines for granting years toward tenure and promotion. Provost Gandy’s charge was for the guidelines not to be too prescriptive to allow the RTP committees to use good judgement and sense in making decisions. The RTP Policy Committee felt strongly about implementing a five-year time limit.

Motion made, seconded, and passed to extend Elaine Berg’s remarks by five minutes

Motion made, seconded, and passed to discuss the policy language

Q: What is the time frame, three to five years?

A: Provost Gandy did not want a time limit. The time limit can vary by departments.

Q: Would the five years trump the departmental criteria?

Q: Is this subject to interpretation? For example what if the departmental criteria had one timeline, and the university policy had another timeline? What do we use?

A: University policy usually trumps the departmental policy.

Q: What if the faculty member has been out of the workforce caring for a sick parent or a child?

A: If the faculty member did not produce anything then the likelihood is that they would not be retained.

Comment: The fairness is in the number of years. Five years is better than nothing.

Q: What if the scholarship was done a long time ago?

Q: Can we match the years?

A: The Committee doesn’t want the ability for a faculty member to draw on work from 20 years’ worth of activity. We wanted to set a limit to five years.

Q: What happened? Didn’t the departments have the criteria that was working?

Comment: No matter what we say or do, this policy is going to be implemented. Again, Provost Gandy needs to be a one size fits all.

Comment: Some of the RTP committees already had challenges this year. These committees had no idea how to apply the prior work. We passed the language to allow prior work to be applied, but there were no guidelines to accompany the policy on how we actually apply it.

Comment: Many of the STEM faculty have cumulative criteria. Much of what we do is not year to year, it is work in progress.

Motion made, seconded, and passed to extend Elaine Berg’s remarks by five minutes

Comment: So if a new faculty member gets an appointment letter stating, *please be apprised that you will be reviewed as a fourth year faculty member*, how are you going to get all of this work in?

Comment: Senate President Dr. Mickey Wadia wanted to go on record to say that he is not a fan of this section of the policy where we review a person as a 3rd year faculty member, for example, when the person has only been here 4 months. Five years is a reasonable timeline.

Use your common sense. Dr. Wadia reminded people that everyone who got a merit pay raise received it for what they did here at APSU, not for accomplishments at a previous institution. Prior credit ought to bring you forward in the waiting line for tenure, but faculty need to demonstrate accomplishments while employed at APSU.

Comment: Provost Gandy wants this open ended. We are not voting it up or down.

Motion made, seconded, and passed to extend Elaine Berg's remarks by five minutes

Comment: Criteria can be negotiated with the departments and deans. However, your contract trumps everything.

Comment: Exceptions have always been made. I don't like codifying anything from a poem created in high school to whatever. It's not rational.

Comment: Departments can be more stringent. They need to make a decision if something qualifies or not.

Q: Do you want to sit there and figure out what counts and what doesn't count? How do you make recommendations if you don't have information?

A: Without passing this language we have no guidelines.

Comment: Provost Gandy rejected our suggestions of one-year and going back one-year.

Q: Would you trust Dr. Mickey Wadia to wordsmith the policy to create the language?

Motion made, seconded, and passed to extend Elaine Berg's remarks by two minutes

Motion made, seconded, and passed to edit the minor word changes suggested by Dr. David Major (Unanimously passed)

Motion made, seconded, and passed to amend the language to allow work accomplished in the most recent years that correspond to the same number of years a faculty member was given toward tenure and/or promotion upon hire. For instance, a faculty member who receives two years toward tenure and/or promotion may only use work accomplished during the most recent two years before hire at APSU. A faculty member hired in fall of 2019 and who is awarded two years of prior credit may use accomplishments no earlier than the fall of 2017. All exceptions to this time equivalent stipulation will require the written approval of the Provost. (One vote against)

University Advancement - General Ronald Bailey, Vice President for External Affairs (10 minutes)

- General Bailey thanked the Senate for his invitation to attend and speak at the November Faculty Senate meeting. He let everyone know that he appreciates having the good experience to see and hear the Senate have various discussions. Gen. Bailey shared information about himself. He graduated from Austin Peay in 1977. He complimented the faculty and said he is the product of their good work. He announced that his office will be assessing what campus has done so far under the current Strategic Plan. Gen. Bailey stressed that everything we do should always tie back to the strategic plan. He wants to improve campus communication. He works with the fundraising aspects of scholarship which include student success. He and Dr. Loretta Griffy are looking at the resources of student success. They would like industry to invest money at APSU. He said his strengths from his experiences in the U.S. Marine Corps are problem solving and negotiating. Gen. Bailey is impressed with shared governance on campus.

Questions:

Q: There seems to be a lot of issues with the website.

A: We take care of the OmniUpdate system to ensure it works correctly and to make you aware of what you can post under the apsu.edu site. Part of my job is to protect you and the institution. Gen. Bailey gave an example of a violation of promotional and outreach materials that were outdated and were no longer relevant to students.

Proposed APSU Survey Policy - Dr. Andrew Luna, Dr. Jonniann Butterfield, Dr. Tucker Brown, and Dr. Chad Brooks (10 minutes)

- Work has been done on creating a policy so the campus knows who, what, why, and when we survey students on campus. There have been concerns of oversaturation of student surveys. This committee is looking at developing a calendar, but it will not be related to IRB.

Questions:

Q: I understand the need to coordinate big surveys. Will this policy cover all surveys? I sometimes have to send out a survey to schedule meetings.

A: There will be exceptions. The policy will not interfere with surveying colleagues for meetings and the like.

Q: Are mock surveys exempted too?

A: We want the best possible representation. Another committee may have already asked one of your survey questions. We do not want to ask the same questions over and over. Someone might already have the information you are seeking.

Q: I understand survey fatigue. I am concerned that this policy will slow down my research.

A: The actual procedures have not been worked out yet.

Q: Can we still continue to collect data with a research delay waiting for this policy and IRB?

A: It really depends on what you are collecting data for. Students would need to have a faculty sponsor and go through this entire process. It might require additional planning. We over sample our students because it is easy. We could be using other populations and have better research.

Q: What about if the IRB has already been approved, will we have to go through this process?

A: There is no way that we could make this retroactive. That ship has sailed.

Q: Wouldn't this policy be redundant?

A: We are not looking at content, per se. APSU needs to have credible surveys that make us look good. A pre-existing scale would fly through this policy with no problem. This is more about scheduling surveys and not oversampling our students.

Motion made, seconded, and passed to extend Committee's remarks by two minutes

Q: How often would these survey meetings occur?

A: This will involve planning using Qualtrics as our official survey tool at APSU. There will be no undue burden on faculty.

Q: I assume there will be faculty on this Committee.

A: It is a large Committee.

Motion made, seconded, and passed to extend Committee's remarks by two minutes

Q: I'm concerned about being able to conduct my research in a timely manner. Why can't this be an extension of the IRB? Isn't there an easier solution than this?

A: You can contact one of the Committee members if you have questions.

Comment: We are just ambassadors to this policy.

Ad hoc Committee for Student Disability Accommodations - Dr. Lisa Sullivan (10 minutes)

- The Ad hoc Committee for Student Disability Accommodations includes Dr. Lisa Sullivan, McLean Fahnestock, Dr. David Rands, Dr. Doug Rose, and Dr. Perry Scanlan. Dr. Sullivan met with Dr. Lynne Crosby and one of the University Attorneys to review the processes that students are required to go through to receive services from the Office of Disability Services (ODS). We want to raise faculty awareness. The Committee will prepare a report next semester. Although Dr. Sullivan and the Committee members know their area, she is cognizant that other departments have different needs. If your departments have any concerns about students and ODS, please contact someone on the Committee. They would love your input.

LMS Data Retention Policy Draft - Dr. Matthew Jones and Dr. Denise Robledo (10 minutes)

Dr. Matthew Jones introduced Dr. Denise Robledo and Michael Johnson to let the faculty know that they should feel free to contact them if they ever have any questions or problems with their online courses. Dr. Jones gave a brief history about using the Learning

Management System (LMS), Desire 2 Learn (D2L). He said that we have been using D2L for many years and that we have older course shells with numerous documents that are just sitting on a server. Dr. Jones wanted everyone to understand that we cannot keep storing all of these documents. He said that APSU will need to purge these older courses along with their documents. He reassured the faculty that they are not making any decisions right away, but we need to be planning for the future.

Questions:

Q: Are you aware that sometimes we only teach a class every other year, or every three or four years? Can you extend the purge date if your course is on a regular rotation?

A: You can export the course. You can copy the structure.

Comment: The website interface that you are logging into will no longer be there.

Q: Isn't there a five-year policy somewhere?

A: Keeping courses in an LMS for two years is a standard. The LMS is not a place for us to store our courses.

Q: It is a requirement that SACS can see our courses in the LMS. There are programs that also want to see the classes in the LMS.

Comment: We are not concerned with the shells. Right now there are less than 2000.

Q: Can you email faculty (and the chairs too), 60 days before you purge the files?

Comment: Sometimes I get letters from students that make me go back in D2L.

Motion made, seconded, and passed to extend Committee's remarks by two minutes

Comment: We still have a Blackboard backup in our office. We get charged for this storage.

Q: How do you pay for space?

Comment: What we don't take off and save is going away.

Q: The College of Education will have a site visit in 2021. The evaluators want to see our courses in the LMS. Everything will be looked at from 2021 back so we will need to have that data available.

Finance and Administration - Mitch Robinson, Vice President for Finance and Administration (10 minutes)

- Mitch Robinson let the faculty know that he appreciates everything they do at APSU. He said that when you are providing the instruction, his office is providing service. His office includes: Benjamin Harmon – Business Services, Sheraine Gilliam-Holmes – Human Resources, Sonja Stewart - Budgets and Financial Planning, Judy Molnar – Information Technology, Tom Hutchins – Physical Plant Operations, Michael Kasitz – Public Safety, Andy Kean – University Facilities, and Marc Brunner – University Design and Construction
- Tuition Rates Increases – APSU is the second lowest affordable school in Tennessee. The only school cheaper to attend is Tennessee State University. Our tuition rate increases for the last four have been under 3%. There should be a fee increase for the next coming year. The graph shows that state appropriations from 2008-2019. The blue line is the state appropriations and the red line is the adjustment for inflation. [See attachment]
- University Revenues – 60.9% Tuition and Fees, 33.4%, 0.2% Grants and Contracts, 5.1% Sales and Services, and 0.3% Other Sources [See attachment]

Motion made, seconded, and passed to extend Mitch Robinson's remarks by two minutes

- University Expenditures of Function – Instruction 45.2%, Research 0.5%, Public Service 0.4%, Academic Support 6.8 %, Student Services 16.3 %, Institutional Support 9.6% Operation and Maintenance of Plant 10.3%, Scholarships and Fellowships 8.4% and Transfers 2.5% [See attachment]

Questions:

Q: We get a brief every week about a financial stress test with no details. What does this mean?

A: I just gave a report to the APSU Board of Trustees about what would happen if APSU had a decrease in enrollment and financial aid. We let the Board know what our financial health would look like. We answer the questions and submit a report that goes to the State Treasurer. One year ago, Governor Haslam said the state is doing well with revenue. You plan for the bad when times are good.

Center of Excellence for the Creative Arts - Dr. Janice Crews (10 minutes)

- Dr. Janice Crews introduced herself to the faculty. She said that she has been in the CECA position for almost two years. As the Director, she is proud to be involved with APSU and the community. She provided background information about where she comes from and shared some of her experiences. Dr. Crews invited faculty to attend the CECA events. Additionally, she said that Community School of the Arts is offering 20 classes per semester for all ages, 3-5 year olds up to adults.

Old Business

Adjourn 4:53