

**Austin Peay State University**  
**Faculty Senate**  
**Meeting of Thursday, February 28, 2019**  
**Morgan University Center, Rm # 307 | 3:00 pm**  
**Minutes**

**Call to order** - Senate President Mickey Wadia

Recognition of Guests: General Scott Brower, Provost Rex Gandy, Dr. Eric Norman, and President Alisa White

**Roll call of Senators** - Senate Secretary Gina Garber

Absent: Christopher Bailey, Soma Banerjee, Talon Beeson, Kadi Bliss, Phyllis Camilleri, Tim Leszczak, William Longhurst, and Vikkie McCarthy

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

**Approval of minutes from January 24, 2019 meeting – Motion made, seconded, and passed to approve minutes for January 24, 2019**

**1. Remarks**

Senate President – Dr. Mickey Wadia (10 minutes)

Called Meeting for March 21, 2019:

Dr. Wadia reminded everyone again that the Called Meeting is scheduled for March 21, 2019. He let the senators know that we would be discussing the changes put forward in the Faculty Handbook and Faculty RTP Policy Committees.

Email Notifications to Vote:

Dr. Wadia announced that faculty will be alerted to vote on items and issues through email. We are using the Qualtrics survey tool to select our Standing Committee preferences, to vote for new senators, and to make changes to the Constitution, which is a vote by all faculty. Dr. Wadia reiterated that faculty need to pay attention to their emails.

Spring Break:

Dr. Wadia thanked all faculty for their hard work this year. He wished everyone an enjoyable spring break.

Faculty Senate Elections:

Dr. Wadia had Senate Vice President Jane Semler address the Senators about the upcoming elections. She said that Dr. Wadia will be soliciting nominations soon through an email to nominate new senators to fill the upcoming vacant seats.

Constitution:

Proposed changes to the Constitution must have a 50% plus one vote from all faculty to pass. This means that every faculty member must have an opportunity to vote.

Standing Committees and Elections:

Nominations and Elections Committee members are Faculty Senate Vice President Jane Semler (Chair), Dr. Allyn Smyth, and Margaret Rennerfeldt. There were originally four members, but one could no longer serve. Faculty Senate Secretary Gina Garber will be sending out the announcement with the Qualtrics survey tool to prompt senators to vote and/or select a committee preference. This is a time consuming project. Last year the Committee put in many hours with many meetings to accomplish a proper list. This year the Committee is working hard to streamline the process. NOTE: Many committees have multiyear terms for its members. Some terms are three years depending on the committee. You may not get a new committee if you are finishing out a current commitment to another committee. Additionally, there may not be an opening for a member from your College. There may be more faculty than committee openings to fill. The Nominations and Elections Committee took a straw poll to see if faculty would be interested in receiving an email from the Committee to see if one would want to be on a committee instead of going through the process of selecting a preference. The straw poll feedback was to be able to select a preference from a list.

**Motion made, seconded, and passed to extend Dr. Wadia's remarks by two minutes to allow Senate Past President Dr. Tucker Brown to comment on the slate for the 2019-2020 academic year**

2019-2020 Slate of Officers:

Dr. Tucker Brown shared that part of his responsibility as Past President is to put together a slate of officers for the following year. He told the Senators if they are interested in serving in a Faculty Senate Executive Committee position to contact him via email. Here are the open positions: President, Vice President, Secretary, Treasurer (if it passes vote on changes to the Constitution), Representative to University Curriculum Committee, Member at Large, Representative to TBR Sub-council, and the Parliamentarian-this is Senate President's choice; Dr. Mickey Wadia will be Past President and Board of Trustees Faculty Member (ex-officio). Dr. Brown described the time needed to serve in these important roles. Senators in these positions will need to devote most, if not all, of your Thursdays to the weekly Faculty Senate Executive Meetings.

University President - Dr. Alisa White (10 minutes)

Tennessee Legislature Update:

President White provided information about the proposed TNHB0126 House Bill 126 that was introduced to require the Commission to create a baccalaureate degree for veterans who retire with 20 years of service. The proposed bill would require each state institution that offers a baccalaureate degree, like Austin Peay, to award the degree. The bill is on hold for a study from the Higher Education Subcommittee. We do not have to deal with this right now. Carol Clark, Assistant Vice President for Community & Government Relations, is on top of all of the bills. President White gave a big shout out to her for her work and dedication to the University.

Listening Meetings:

President White has been attending the Listening Meetings on campus. She has met with numerous departments, both academic and administrative. She is listening to us and when she hears about issues, she and the leaders on campus are meeting to see what resolutions can be made. Here are a couple of examples of what is going on:

- We have put together an IT Advisory Board to look into questions like who can have administrative rights to software. If there is an Advisory Board, there is a way to get an answer. If you still do not have an answer, you need to contact your dean.
- Issues with traffic and pedestrians on 8<sup>th</sup> Street. There have been suggestions to get more traffic lights. The University is communicating with the city about keeping our students safe and at the same time keeping the traffic flowing.

#### Reporting Student Absences:

There are real consequences for students who get federal aid and choose not to attend classes. For example, VA education benefits require a student to attend class. A grade of FN and FA are punitive grades and will be reported to the VA immediately. Additionally, students must be pursuing a degree. The courses that students take must fit within a degree plan. If not, there will be an impact to the students' education benefits. Be open to having extra conversations with your students. We need to be in compliance by reporting the FNs and FAs within a timely manner. We are mandated to report when students do not attend class.

Questions:

Q: What if students are taking an online class? I have no idea if they have logged into D2L.

A: You can tell if someone logged into D2L.

Comment: It is under the *Communication* dropdown menu. If you click on *Classlist* you can see when your student last accessed your shell. Also, if you click on *Content*, and then *Table of Contents*, you will see the *Related Tools* tab with a dropdown arrow. Click on the *View Reports* link and you will be able to see the last date your students visited a document, number of visits, and total time spent in that area.

Q: What is the definition of an FA?

A: An FA grade is given when a student stops attending a course without officially withdrawing from the course.

#### **Motion made, seconded, and passed to extend President White's remarks by three minutes**

Q: Can we have a discussion about course load and research (scholarship and faculty workload)?

A: I support this move. However, we need to be thoughtful about how this is done. I am not the one actively involved in this. Academic Affairs will make sure you have opportunities to discuss this process. It is fair to say that if we are having those conversations, you should be having those conversations, too. We may never agree, but we should all have the ability to have a discussion about it.

#### **Motion made, seconded, and passed to extend President White's remarks by three minutes**

Comment: We need to be consistent and know what counts for what. Give everyone access to the same information. Faculty need to be part of this conversation.

Comment: Dr. Kristine Nakutis is working on showing prior credit for VA students. It will be online.

University Provost - Dr. Rex Gandy (15 minutes)

Positions and Search Committees:

- Dr. Nancy KingSanders accepted the position for Executive Director of the Center for Teaching and Learning. She will begin her new role on April 1, 2019. Dr. Gandy shared some of her experience and areas of expertise. He encouraged us to welcome Dr. KingSanders to campus.
- The Search Committee for the Director for International Education will be bringing candidates to the University after spring break for interviews. I encourage you to attend the public forums.
- The interviews for the CoAL Dean will start at the end of February. The Search Committee has narrowed the search down to four finalists. The names have been released: Barry Jones, Caterina Bristol, Richard Kravchak, and Jeffrey Oxford.
- The finalists for the Dean of CoBHS will be released soon and you will be invited to the open forums for both dean searches.

Scholarship and Faculty Workload:

President White mentioned the issue of scholarship and faculty workload. We are waiting on some names for a group to discuss issues.

Budget Meetings:

We are looking into the possibility of raising adjunct salaries. We do not know what our budget will be yet. Dr. Mercy Cannon is on this committee along with Dr. Eric Branscome, Dr. Vikkie McCarthy, and Dr. Nicole Knickmeyer.

Questions:

Q: In the 3/3 plan, what are the non-negotiables and what is up for discussion?

A: Everything is up for discussion. There is no guarantee of any load. This will depend on the chairs' needs and your needs.

Q: Is there going to be a push for more scholarly resources?

A: We are looking at raising the travel stipend and adding to the Library budget.

Q: Can we look into hiring Lynux people to work in IT?

A: We have to work with Judy Molnar to make this happen. Reach out to her with your needs.

Q: I'm glad we worked to the 4/4 load. As we move into the 3/3 load, how will we and/or the smaller departments make this work?

A: I welcome a taskforce. Thank you for addressing all of these issues.

Comment: Many people have questions about this. I support the idea but I am concerned about the details.

## 2. New Business

Helping Military Affiliated Students at APSU – General Scott Brower (5-8 minutes)

### Military Student Center:

General Brower is working with all types of military affiliated personnel and their families. He interacts with active duty soldiers, retirees, spouses, and children. He is collaborating with others to build a new Military Student Center (MSC) on campus. The MSC will be located next to Johnny's Big Burger on College Street. The projected opening of the MSC is sometime in 2020. General Brower let the Senators know that the military cares about Austin Peay, and we want our military to know that Austin Peay cares about them. Austin Peay wants to support all of our military to include Fort Campbell. We can do this by providing information to support them in one location. We are currently developing a strong system in place to support our military population.

### Internships at FTCKY:

General Brower shared his daughter's HHP Graduate Internship experience by working with the 5<sup>th</sup> Group Special Forces. He let us know how important internships are to students and that there are opportunities for Austin Peay at Fort Campbell.

### General Information about Military Students:

General Brower is working with many departments on campus to advocate for our military students. He said he recognizes that the VA system is not always a good system, but we need to be able to assist our students with VA issues. General Brower gave an example that VA appointments are difficult to schedule. Military students do not always have the luxury to schedule their appointments around classes. He is asking faculty to work with these students.

Questions:

Q: Where is your office?

A: I work in the Browning building.

Vice President for Student Affairs – Dr. Eric Norman (5-8 minutes)

### Introduction:

Dr. Norman introduced himself to the Faculty Senate. He has been on campus for over one month. Highlights from Dr. Norman include teaching experience in the areas of Human Resources Management and Psychology. He is published. Dr. Norman is looking into future collaborations on projects with personnel within his area. Student Affairs is doing a good job. He is out trying to get connected with the University and Clarksville communities. He said he has had success in the past trying to generate more revenue. He summarized Austin Peay's housing plans to build new dormitories within the next 3-5 years. This could look like a public and/or private partnerships to provide high and/or low cost housing. Dining will be expanding.

Questions:

Q: There seems to be a complicated issue for students. Some scholarship students who are receiving funding based on their major might find themselves in the warehouse counting boxes instead of working in an area that supports their skills and knowledge. Can you look into placing students into their discipline? We should be able to do a better job for our students.

A: I am looking into this with personnel from Career Services.

Comment: Scholarship students can end up working on campus for scholarship hours and off campus to have money to live on. They are struggling for time to work and study.

A: Students cannot work more than 20 hours per week on campus. We love students because they will work.

Comment: I got three scholarship students last semester.

A: I have no control if students come to work or not.

Q: How are you incorporating us into those nonprofit areas?

A: We do not have a registry.

Q: Last semester I had negative encounter with a student. How are we dealing with threatening students? My colleague and I would like to speak to you.

A: Dr. Norman provided his card and invitation to meet with him.

Q: Are you aware of the food insecurities of our students?

A: The food plans are of value on campus. Chartwell's provides a meal option for us to give to students who need to eat and do not have money.

### **Motion made, seconded, and passed to extend Dr. Norman's remarks by three minutes**

Comment: Dr. Norman thanked the Faculty Senate for everything that they do to teach and support students at Austin Peay. He is always willing to meet and discuss issues regarding our students.

Faculty Red Report – Dr. Justin Oelgoetz (5-8 minutes)

#### Student Evaluations:

The Faculty Red Committee researched student evaluations. The Committee includes Dr. Justin Oelgoetz, Chair, Dr. Nicholas Coleman, Dr. Bettina Shank, Dr. David Snyder, and Dr. Jane Wessel. Highlights:

- today the numerical data (but not the comments portion) are included in a specific section of the eDossier
- anecdotally, these results seem too often to be used as an evaluation of the quality of instruction a faculty member is providing
- there is some anecdotal evidence that the Classroom Climate surveys are being used not simply as a data point, but are sometimes REPLACING a more comprehensive review of classroom instruction

The Committee made the five following recommendations:

- continue to administer Student Evaluations
- remove the Student Evaluation Section from the e-Dossier

- narratives should be refocused as Self Studies
- require at least two peer reviews for each evaluation period
- committees (at both the Department and College Level) and the Department Chair should carry out explicit peer review of the conclusions and arguments presented in the Narratives (Self Studies) in addition to making a statement as to if the candidate fulfilled criteria and an RTP recommendation

**Motion made, seconded, and passed to extend Dr. Oelgoetz’s remarks by two minutes**

The Faculty Red Committee will be providing a written report. [The full Interim Report can be seen at the end of the minutes.]

### **3. Old Business**

Proposed Policy 5:028 Healthy Workplace – Dr. Jane Semler (10 minutes) - Action Item

Policy 5:028 Healthy Workplace:

The Healthy Workplace Committee includes Senate Vice President Jane Semler, Chair, Dr. Beatrix Brockman, Dr. David Denton, Sheraine Gilliam-Holmes, Dr. Gloria Miller, and Dr. Justin Oelgoetz. There were only minor changes that were received from our last meeting.

Highlights were:

- there are no informal procedures, only formal procedures
- clarification was provided on the Employee Code of Conduct
- Committee added where you can find the ombudsperson
- the Staff Senate met yesterday and voted with 100% approval; President White also is supportive of this policy; This is a policy that we need, however, it is not perfect, and there never will be a perfect policy; we have to prevent bullying; we have people being bullied with no policy to follow; moreover, there have been those who have been accused of bullying and have nothing to follow

**Motion made, seconded, and passed to approve and discuss policy**

**Motion made, seconded, and passed to vote on policy with edits - Vote was 34 approve and 2 against**

Faculty Senate Constitution – Dr. Jane Semler (10 minutes) – Action Item

Faculty Senate Constitution:

The Rules Committee includes Senate Vice President Jane Semler, Chair, Dr. Lisa Barron, Jenny Harris, Dr. John Volker, and Dr. Timothy Wesley. There are four amendments that the Committee is putting forward for a vote. Once approved by Faculty Senate they will go forward for all faculty to vote. Here are the amendments:

- Article I Section II: Change the definition of faculty to include adjunct faculty

- we can give them one seat; we would see what the vote is and then make the appropriate changes to the Bylaws depending on the full faculty vote; there was a discussion about the rank of instructors and if the adjunct can vote on RTP issues; majority does not want the adjunct to vote on RTP matters
- Article II Section I, Election: Regular elections shall be held during the spring semester of each year rather than specifying April as the month for elections
  - this provides more flexibility to get the voting process started earlier in the semester instead of waiting until April
- Article II Section III: Adding a Faculty Senate Treasurer to the Executive Committee
- Article II Section III: Change Academic Council to Curriculum Committee

**Motion made, seconded, and passed to extend Vice President Jane Semler's remarks by two minutes**

There was a discussion about the language regarding adjuncts. The consensus was to leave the language the way it is presented and amend the Bylaws. The Bylaws is the enforcement to the Constitution.

**Motion made, seconded, and passed to approve amendments as amended**

Faculty Senate President Dr. Wadia thanked Vice President Jane Semler and Past President Tucker Brown for their hard work.

**Adjourn  
5:00 p.m.**