

APSU Faculty Senate  
3:30, September 26, 2002  
University Center, Room 307

Call to Order --3:35

Roll call of senators: *present* Elaine Berg; Kell Black; Rhonda Bryant; Michelle Butts; Art Carpenter; Steve Clark; Richard Gildrie; Rebecca Glass; Loretta Griffy; Ron Gupton; Phil Kemmerly; Thomas King; Barry Kitterman; Susan Koch; Mark Michael; Robert Robison; Jordy Rocheleau; Adel Salama; Greg Steinberg; Tim Winters; Mary Lou Witherspoon; Faye Zeigler

*Not present:* Elaine Busey; Sue Evans; Dan Frederick; Sara Gotcher; Lynette Henderson; Vicky Langston; Bruce Myers; Miguel Ruiz-Aviles; Mohammed Waheeduzzaman

**Note from the secretary: I would like to ask all senators who come in the room late to make sure they stop by and check in so the roll will accurately reflect who was present and who was not.**

1. Agenda approved
2. Sept. minutes approved as corrected.
3. Announcements and Comments

VPAA Speck gave up some of his time to Susan Calovini, who spoke to the issues of the SACS review and Quality Enhancement Program (QEP)

**Susan Calovini:** Progress is being made on these projects. Committees are at work. The first draft of the compliance audit document ought to be ready by the end of the semester.

A QEP proposal has been pulled together, with student retention as the largest issue. The proposal addresses:

- Required freshman course
- Academic advisement
- Student life, student support services

An Early Warning System would be part of this plan.

Two open forums have been held to talk about the plan, with lively discussion. What has become apparent is that we don't know much about students who drop out "unofficially," who, in other words, just go away. We need to figure them out.

We are moving forward to create committees on each aspect of the plan, with pilot sections of the freshman course scheduled for as early as next fall. We have met with SGA and they have set up an open forum to involve students in the near future.

Sen. Clark: How does the freshman course fit into the core requirements?

Calovini: It will be a required course, but will not fit into the core, thus a "required elective."

Clark: Aren't we in conflict with the TBR move to pare down the number of courses?

Calovini: Yes.

VPAA Speck: We will need special dispensation from TBR to have this required course. However, it will pose no conflict with our mission as a liberal arts institution.

Clark: Has there been any discussion of reviving the old psych of adjustment course and/or personal health course that acted as a freshman experience course?

Calovini: Those courses are not going to be part of the picture.

Sen. Kemmerly: Will it be a one hour course, or a 3 hour course.

Calovini: Committees need to figure it out.

Sen. Carpenter: Statistical analysis of our student body is important.

*Thank you Susan Calovini.*

**VPAA Speck:** Advertisements went to the Chronicle for 34 positions and will be in print on Oct. 6. The jobs have already been posted on the web site. Chronicle Ad costs \$2200. The ad in Black Issues costs \$2200. We have a budget of \$36,000 for recruiting. We can spend \$500 per person on campus; thus, we are putting a limit of 2 candidates to be brought to campus per search.

The protocol for hiring has been sent out to chairs, and it is a little different than was done in past. Changes have been made largely to avoid having to cancel a search late in the process. Reports are that the sales tax is already down, so we need to be cautious. We don't want to make offers unless everything is a go.

Pres. Black: At what point will we know how many positions we can finance?

Speck: We can finance 34 positions. President Hoppe has okayed advertising for positions, but is concerned about prioritizing them later on when the data comes in for Student Credit Hours.

Sen. Kemmerly: There are some questions about the protocol, issues that affect shared governance. Some things you've laid out are good. There is no problem sending materials to Monica Ramsey, but we want a set of materials to be made to review them simultaneously while Monica is going through the steps she wants to take. If the department knows up front that the position isn't completely a go, we can deal with that. You (VPAA Speck) wrote this line: "No later than Nov. 11, I will ask the deans to form search committees." However, the department is the primary one to put together the search committee.

Speck: Deans will ask chairs to go ahead and form committees.

Kemmerly: The new protocol states that should there be other qualified candidates, Bob Byrd will put them into the mix. We don't have a problem adding minority candidates, but Bob Byrd is the wrong person to do this. It looks on the surface like the administration is trying to take over the hiring process.

Speck: No, not at all. Some fine tuning needs to be done here.

Kemmerly: I suggest a look at the wording.

Speck: Our intention is in no way to violate the integrity of departmental selections.

Pres. Black: Faculty assumes it is simply an issue of misinformation, but would like clarification in writing.

Sen Griffy: Of 34 positions, how many are brand new?

Speck: There are no new positions. Positions come from existing lines. No lines have disappeared. When a position is vacated, it can either remain in the department or it can go elsewhere.

**More from VPAA Speck:** A number of committees are looking at issues:  
Committee on low enrollment programs will report first of next month  
General ed core committee will report to TBR.  
Liberal Arts Core implementation committee is meeting.

We are looking at reorganization ideas, and will announce some soon.

Dr. Speck is currently sitting on a subcommittee of TBR, looking at tenure and promotion. The committee is concerned with why there are exceptions to the standards for tenure and promotion, and finds itself in discussion on questions of what is a terminal degree, and when one can go up for tenure/retention.

*Thank you VPAA Speck.*

**President Black:** Good news:

Numbers are up.

No other faculty have left.

Salaries happen. (Riotous applause).

There is a copy of the 2002 salary equity plan available in the library. There is some information on the report that does not appear in the letter each faculty member will receive. Any mistakes will be rectified immediately.

As many faculty as possible need to take part in the SACS discussions.

Pres. Black chose to share some of his time with Vice President for Student Affairs, Jennifer Meningal.

**VPSA Meningall:** Student travel.

Last year at board meeting, we were told our student travel policy was not in line with board policy. When students travel, we generally need to get their names and have them sign liability forms.

We began work on travel policy, and resubmitted it to TBR last week. When they send it back to us, it will go to SGA, faculty senate for review, will eventually go to president's cabinet, and then back to TBR. In meantime, whenever there is a trip, where students are asked to travel, we need these three things:

Liability waivers (does not release the University from being sued, but may save the faculty organizer from being held responsible for an accident or injury)

Roster of students and social sec numbers, with emergency medical information.

Vehicle verification form (driver's license)

For athletic teams or clubs or field-trip-related travel, forms only need to be completed one time per semester.

We are trying to work on the problems that come up with impromptu travel.

VPSA Meningall would like faculty to email her with a list of students who are going on a trip.

Sen Steinberg: What about observation hours? (internships)

Meningall: When students are told to go do stuff on their own, we needn't submit forms.

Sen Kemmerly: I've used the new policy once already for a freshman field trip. There were too many students to go by univ. vehicle. What happens when some students are driving, are "transporting" others?

Meningall: If students are transporting at the request of faculty, they need to fill out the vehicle form.

Pres. Black: Tammy Bryant is a great resource. If you have questions, contact her.

Meningall: We will soon have some lunch meetings on student travel. In the meantime, an email will go out with the above info

In addition, there are dollars to assist faculty in travel (not field trip travel). Contact VPSA Meningall if you need additional funds.

*Thank you Dr. Meningall.*

**Sen. Thomas King on restructuring:**

His committee has solicited ideas from faculty about restructuring, and will continue to do so.

Pres. Black: What departments does this affect?

VPAA Speck: That is yet to be disclosed.

**Sen. Robison on retention of students:**

Retention is important to Pres. Hoppe, important to SACS. We want to find out how we can help students through an early warning system.

Sen. Robison on teaching load/instructional load.

I am reluctant to look further at this, but I will ask senators to contact me with problems about teaching load.

Pres. Black: A good time to report that everybody has agreed to drop the term "consumer," in favor of a new buzzword "service culture."

Sen. Gildry: I still don't like it, because it makes our work based on transactions rather than on relationships.

Sen. Winters: Why do we need a metaphor?

Black: It's an easy way to define the topic.

Winters: Why not "student-teacher."

Black: Other relationships come into play--campus police, staff, etc.

Sen. Gildry still doesn't like it.

**Sen. Butts on Nominations and Selections .**

A quick election was held for academic council via email. With email, the election will not be totally anonymous, but nobody complained.

In trying to figure out protocols for different elections, one of the things the committee will do is develop some consistent procedures, some continuity.

Sen Butts needs to form a committee to, among other things, reapportion the senate under the new system of colleges. She asks for volunteers. Senators may email her at buttsmt.

There is a need to fill vacancies on the senate. Motion made to hold these elections via email. Sen. Kemmerly our parliamentarian, says it is okay to use email, but that an amendment to the bylaws needs to be made to bring us into the email age.

*President Black asks for a motion to extend the meeting. Motion made and carried.*

**Sen. Berg on the Deans Council:**

Our return date from winter break is early: Jan 2.

Shelia McCoy wants change-of-major forms to go to her, not just to the new major office. This will be done.

Professional privilege tax on accountants, architects, brokers, etc. has been raised from 200 to 400 dollars.

Book store will no longer keep standing orders on file from semester to semester.

AP Day, Nov. 2--high school students will come to figure us out. People are needed to man or woman tables from 11:30 to 1:30.

Late add forms are much under discussion.

Timothy Sweet-Holp wants people to talk to him about grants.

IRB needs to be consulted on any surveys done of students.

**New Business:**

Pres. Black: A white paper is being written on the role of faculty. How to create a more faculty oriented culture, what we can do as a faculty?

Sens. Witherspoon and Gildrie will work with Pres. Black and VPAA Speck to prepare the white paper. Most institutions focus more on research; we look hard at teaching. How do we bring this all together? The white paper hopefully will be done early Jan.

Sen Kemmerly: Returning to the elections issue. We need a motion to be made and passed to suspend the rules under the constitution for the purposes of conducting this election, with a stipulation that we correct the shortcomings in the bylaws in the very near future.

Motion made and seconded, carried by a vote of 15-2. The executive committee will do an email election and try to begin the process of cleaning up the bylaws in the future.

Pres. Black: Casual Friday. Administration, staff, and support personnel have a business casual policy: no blue jeans or sandals, but every Friday is a Peay Pride day. They can wear special shirts. Does faculty want to wear special shirts?

Motion made and carried (unanimously, I might add) to ignore the issue, with several notable abstentions.

Sen. Robison: Career Day is Oct 7. Vendors like to see us.

Pres. Black: One week from today, Thomas King will present a recital.

Meeting adjourned at 5:10. Next meeting Thursday, Oct. 31.