Austin Peay State University Faculty Senate Meeting of Thursday, August 30, 2018 Morgan University Center, Rm # 307 | 3:00 pm Minutes

Call to order - Senate President Dr. Mickey Wadia

Recognition of Guests: President Alisa White, Provost Rex Gandy, Chad Brooks, Christina Chester-Fangman, Barry Kitterman, Darren Michael, Laura Prange, and Telaina Wrigley

Roll call of Senators - Senate Secretary Gina Garber

Absent: Lisa Barron, Kim Coggins, Taylor Emery, David Rands, Robin Reed, Andrea Spofford, Dixie Webb, and Christopher Wright

Approval of today's agenda – Motion made and seconded to amend the agenda by moving the action item to Policy 2:001 – Curricular Development and Modification Approval, for senate to vote on the changes. Motion passed.

Approval of minutes from May 3, 2018 meeting – Motion made, seconded, and passed to approve minutes for May 3, 2018.

1. Remarks

Senate President Dr. Mickey Wadia (5 minutes)

- Dr. Wadia shared a Shakespeare reference and story to thank the senators for being campus leaders in the faculty senate.
- Former colleague and professor of Spanish, Dr. Ramon Magrans, recently passed away and was remembered by a moment of silence. Dr. Wadia also recognized cultural icons Neil Simon, Aretha Franklin, and John McCain who also recently passed away.

University President Dr. Alisa White (10 minutes)

- <u>Greeting</u>: "To be, or not to be" that is the question..." I'm always going to be inspired and challenged by Mickey's remarks.
- <u>Bullying Policy</u>: [Personal Story] I had a friend who passed away recently. She worked in the nursing field. I met this person when I was in a really tough spot. She would not let me disconnect. I am thankful for her. Twenty years later I'm attending her funeral and mad, because she died of an infection that she didn't get treatment for. Sometimes those working in the nursing profession do not take care of themselves like they should. Her family took me in as family when I was at the funeral. [End] It's not the policy that will save us. It's reaching out to help others. You never know what someone is going through and why they might act out in a certain way. Let's figure out why you, or someone else, is feeling this way. What is it? Aren't you getting the grant funded? ...the project completed? etc.? You can offer to work together on it, or try to understand what this person is going through. You have new people coming in with issues and we have people who are in this room, right now, who are having issues. Let's really try to be there for our people.
- <u>Questions:</u>

Q: What will it take to get soup back in the Elements Café in the Sundquist Building? A: I will take your comment card.

Comment: Thank you for supporting the Parental Leave Policy [applause].

A: Thanks to everyone who worked on the policy, and we need to thank Mitch Robinson, Vice President for Finance and Administration. Mitch is one of the best administrators that I have ever worked with. He had to find the money in order for us to fund it.

Q: Are there any plans to renovate Harned Hall? Some of the offices and rooms have mold.

A: I don't know. It's not on my radar. We have pockets on campus that are really bad. We are far less behind building repairs and new projects than our sister campuses, because of the tornado that hit Clarksville and APSU.

Q: Years ago there was a traffic light on the corner of Drane Street and College Street. Can we petition to get a traffic light put back at that intersection?

A: There is not plan to put the light back at that intersection. Everyone needs to walk to the other traffic lights to cross the street.

Q: Will you update us on APSU's endowment and ongoing fundraising?

A: Yes! It's higher! It's over 34 million and we are trying very hard to get it to 60 million. With the potential gifts, this year was really big for us. It is not 10 million, but we have raised 1 million, plus dollars.

Q: Is that combined with Athletics?

A: Yes, it is combined.

Comment: Thank you all.

University Provost Dr. Rex Gandy (10 minutes)

- <u>Greeting</u>: Thank you for your service. Being a senator is an important activity. The President and I know and appreciate the importance of shared governance.
- <u>Numbers</u>: The rest of the schools in Tennessee are done with enrollment and know their numbers. We get a longer window to calculate our because of Fort Campbell. It looks like we will be around 10,800 plus students which is about a 3% growth from last year. We'll just wait and see.
- <u>Retention</u>: We are not doing as well on our retention rates. We have already begun to work on creating learning communities and other initiatives. The big news is that we are offering our first Doctor of Education degree in Educational Leadership, and, we are currently working on a doctorate degree in Psychology. We could hear about this program soon.
- <u>Questions:</u>

Q: Are you planning to have future forums with the faculty about advanced degree programs? It appears that we do not have the infrastructure for these types of programs.

A: Computer Science and Nursing are looking into future programs.

Comment: When we grow, our classification changes which effects the grant money that we bring in. We would no longer be eligible for some of this money that we currently receive. A: We are aware of this change. However, there is other money we can get.

Comment: Yes, if we are classified as an R1 school.

Comment: It takes time. How long has the Psychology degree been in the works?

Comment: Dr. Denton said we have been working on the psychology degree for eight years. A: We will have plenty of time to look at these issues.

Q: Where is the funding for Faculty Professional Development?

A: [Dr. Brooks] When we do our budget reallocation in the spring, we hope to reinstate it. Comment: Thank you for your questions!

2. New Business

• <u>Degree Works</u>: Telaina Wrigley introduced herself as the Registrar who has worked at APSU for 22 years. She discussed the new degree audit system, Degree Works, and let everyone know that it has been in the works for over a year. She thanked the faculty and let us know that our input was/is important. Training was provided over the summer. Additional 30-45 minutes training sessions will be added soon. Look for a notification in your email.

- <u>Highlights</u>:

• Financial Aid information is located on the top left. Every student has a lottery GPA, but not every student is a recipient.

- The summary of degree requirements is located on the top right.
- GPA Key: Green means that the requirements have been met and red means the requirements have not been met. There is a block built into the core and every single course will be checked.
- Sherry Comperry, Graduation and Degree Works Coordinator, and a Graduate Assistant, has been amazing to work with on this project.
- Located at the very bottom are insufficient, withdrawn, or repeated classes that are not being used in the degree evaluation.
- Courses can be moved around in this system which is very useful.

- Questions:

Q: When is the training?

A: We are going to do some training tentatively during the third or fourth week of September. The rooms can hold up to 24 people per training section.

Q: What about the CRN?

A: The CRN will be easy to see in the new system. You will also be able to see how many seats are remaining.

Comment: You can email me if you have questions. I appreciate all of the support that you give me and our office.

Motion made and seconded to amend the agenda again to allow Laura Prange to address the Senate earlier by moving Sustainability to the next second item under new business. Motion passed.

- <u>Sustainability</u>: [See PowerPoint] Laura Prange, Sustainability Coordinator, introduced herself. She was faculty for many years and has always had an interest in sustainability. She is a sculpture artist whose artwork is much about sustainability.
 - <u>Highlights</u>:
 - Sustainable Campus Fee Committee Students pay a \$10 fee.
 - Staff Senate Sustainability Committee was put together about a year ago.
 - Sustainability Planning Task Force Working towards a green office GO Campaign certification. Need people to take on leadership roles as team leaders.
 - Affiliations Clarksville Montgomery County Green Certification Program and Sustainability Task Force
 - Student Engagement Goals Students are promoting the Great Green Idea which is a competition to faculty and students, trying to get more people involved in events like Earth Day.
 - Major initiatives since 2016:
 - 1. Implementation of Pharos
 - 2. APSU has an institutional membership in The Association for the Advancement of Sustainability in Higher Education (AASHE) <u>http://www.aashe.org/</u> for everyone using one of the APSU domains like @apsu.edu or @my.apsu.edu
 - 3. Great Green Idea Student competition
 - 4. GO Campaign
 - 5. Sustainability website
 - o Goals for 2018-19
 - 1. Work with Faculty Senate to create and implement academic sustainability goals
 - 2. Develop APSU recycling
 - 3. Implement GO Campaign

- <u>Questions</u>:

Q: I do not see any bike paths on campus. Are there rules for bicyclists? A: There is a safety sign near the bikes. I will check with Chief Michael Kasitz about the rules.

Q: Are there skateboard rules? I see people riding skateboards on sidewalks all of the time.

A: Sidewalks are where pedestrians rule.

Q: How does sustainability and the businesses we have contracts with, work together? A: Our contracts are all done in purchasing. This type of project would be a huge undertaking. We are not pursuing anything right now.

- <u>Process to Elect Faculty Member for the Board of Trustees</u> Senate President Dr. Mickey Wadia Dr. Wadia asked current APSU Board of Trustee Faculty Member Dr. Nell Rayburn to address the senate about her experience.
 - <u>Highlights</u>:
 - o Dr. Nell Rayburn's term will expire in 2019
 - Dr. Wadia contacted APSU's General Counsel Dannelle Whiteside, Secretary to the Board of Trustees, to see if the Board of Trustees needed the new faculty representative's name now, as stated in the Bylaws, or if we had some time to properly elect our next member. Faculty Senate was only given two weeks when Dr. Rayburn was elected.

Motion made and seconded to suspend the Bylaws to extend the timeline to properly elect the next faculty member for the Board of Trustees. Motion passed.

- To be eligible, the faculty institutional board member must be tenured, fully ranked, and have been employed at APSU for a minimum of seven consecutive years.
- Dr. Rayburn prefers we use the term "trustee" instead of "faculty representative." As a Trustee, she represents the University Community which includes faculty, staff, students, and community members. She has met with the Staff Senate, too. She is our faculty voice.
 - The role of the trustee is to act in the best interest of the University. For example, if there were ever a situation where the issue was between what was in the best interest of the University or in the best interest of the faculty, you would want someone to be able to be in the best interest of the University as a whole. It can happen that the two can be at odds. This person needs to understand the broadness of their role.
 - This faculty trustee will be required to attend ribbon cuttings, meetings at THEC, community events, events at the State Capital, and the like. You will be one of the ambassadors for the University community, students, staff, and faculty.
 - You are the faculty voice on the board. At times you will be required to help the Board understand our processes and to educate them. This person needs to able to learn about the Board, the challenges, and be openminded to what each of the members bring.
 - Dr. Rayburn wanted to make us aware that at one of our sister schools, a member of the Board, tried to stop tenure. She never had to take a position like this while serving on Board. President White supports tenure and lets the Board know that, too.

Motion made and seconded to allow Barry Kitterman, Ombudsman, to address the Senate. Motion passed.

- <u>Ombudsman</u>: [See handout] Barry Kitterman thanked the Senate for giving him time to speak. He reiterated many times that the role of the Ombudsman is to listen. If you are having a conflict with students or colleagues, you can meet with him. He said he is not aligned with anyone. The position is independent from any other organizational entity at APSU. Barry met with six people last year. He said he will never confirm nor deny that I met with someone. His practice is not to share information with his wife also works on APSU and does not write anything down. He takes the confidentiality of the position seriously. He wanted everyone to know that they can feel free to contact him. His contact information is on the handout.
- <u>Appeals Board Faculty Senate Representative</u>: Senate President Dr. Mickey Wadia - Dr. David Denton has agreed to be the faculty representative on this committee.
- Faculty Senate Committees: Senate President Dr. Mickey Wadia
 - <u>Representative to University Curriculum Committee</u> Dr. Perry Scanlan is new to the Faculty Senate Executive Committee serving as the Representative to the University Curriculum Committee. Christopher Bailey could not serve in this capacity during the 2018-2019 academic year.
 - <u>Rules Committee</u>: The Rules Committee will be looking at our Bylaws again. Please make a note of the changes to the Bylaws that were announced at the March 29, 2018 meeting. Attendance is one of the issues we are looking at. If you come in late see the secretary to the Faculty Senate, Gina Garber so she can mark you present. According to current Bylaws, if you miss three meetings within the entire academic year, you will be removed from the senate.
 - <u>Nominations Committee</u>: The Nominations Committee will be chaired by the Immediate Past President, Dr. Tucker Brown. He will select the two members of this Committee.
 - <u>Nominations and Elections Committee</u>: This Committee oversees the elections such as the Faculty Senate seats and other positions that need to be filled. Note: Standing Committees never asked staff if they wanted to serve. I'm trying to change this practice and to find a way to get the appropriate staff person to serve on these Standing Committees.
 - <u>Budget Review Committee</u>: This Committee is utilized on an as needed basis.
 - <u>Academic White</u>: This Committee is in a holding pattern. You will be utilized when issues come up on campus.
 - <u>Academic Red</u>: The Academic Red Committee will look at the Annual Faculty Evaluation Review form and Merit Pay issues.
 - <u>Faculty White</u>: The Faculty White Committee will look into the Tennessee University Faculty Senates (TUFS), who would like us to join the national group.
 - <u>Faculty Red</u>: The Faculty Red Committee will look at reducing the weight of the student evaluations to the RTP process.
 - <u>Student Academic Success Initiative (SASI) Committee</u>: The SASI Committee will continue to award internal grants and look into revising the overall grant process.
 - <u>Staff Service Award Committee</u>: This Committee will oversee the nominations and selection of the Faculty Senate Staff Service Award.
 - <u>Ad hoc Committee for Student Disability Accommodations</u>: This Committee is looking into capabilities and limitations to accommodating students who have a disability. What is reasonable and within the law for a blind student taking an art class or a deaf student taking a music class, for example.

- <u>Ad hoc Committee for Procedures Document to Accompany Anti-bullying Policy</u>: This Committee will have Sheraine Gilliam-Holmes, Assistant Vice President and Chief Human Resources Officer, serving on it. The committee will look into procedures and rules for this policy.
- <u>Policy 2:001 Curricular Development and Modification Approval</u> Senate President Dr. Mickey Wadia reminded everyone that we voted in the spring to send all certificate programs to the Board of Trustees for approval. Provost Gandy recommended that the certificates go in front of the Board as an information item, but not individually. The certificates took up too much time to review and approve. **Motion made, seconded, and passed to approve the changes to Policy 2:001.**

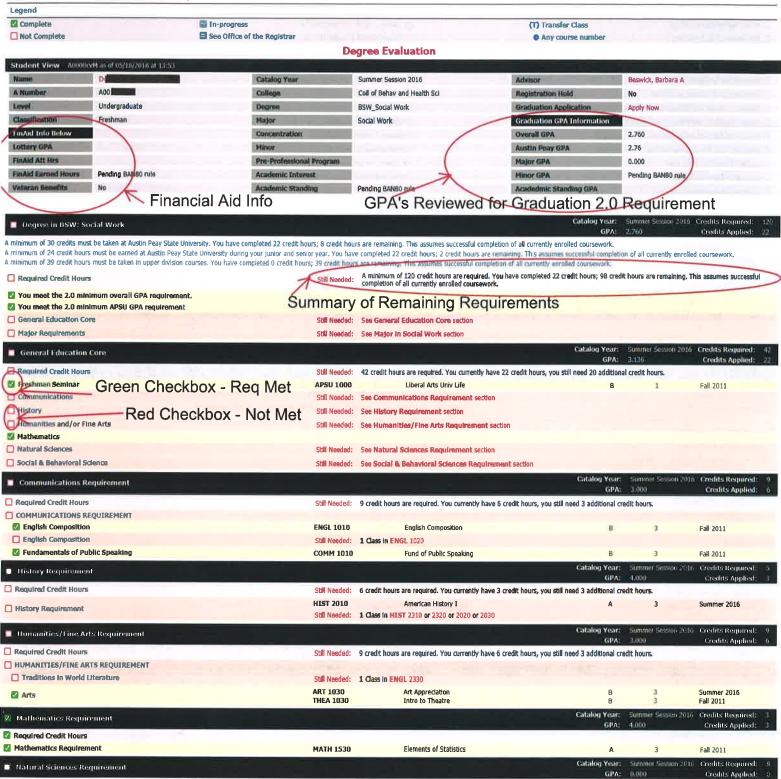
3. Old Business

4. From the Floor

• J. Allyn Smith reminded the faculty that the 128th Meeting of the Tennessee Academy of Science will be held November 16-17 at Austin Peay. The Call for Papers was announced today, if you are interested. Here is the link for more information http://www.tennacadofsci.org/annual_meeting/general_info.php

Adjourn 4:32

Student View (Advisor View)



Required Credit Hours	Stil Needed:	8 credit hours are required. You currently have 0 credit hours, you still need 8 additional credit hours.
NATURAL SCIENCES REQUIREMENT	Still Needed:	Choose from 2 of the following:
Planetary Astronomy (and Lab)		(2 Classes in ASTR 1010 and 1011) or
Stellar Astronomy (and Lab)		(2 Classes in ASTR 1020 and 1021.) or
Principles of Life (and Lab)		(2 Classes in BIOL 1010 and 1011) or
Diversity of Life (and Lab)		(2 Classes in BIOL 1020 and 1021) or
🗌 Human Biology (and Lab)		(2 Classes in BIOL 1040 and 1041) or
Principles of Biology I (and Lab)		(2 Classes in BIOL 1110 and 1111) or
Principles of Biology II (and Lab)		(2 Classes in BIOL 1120 and 1121) or
Human Anatomy and Physiology (and Lab)		(2 Classes in BIOL 2010 and 2011) or
Human Anatomy and Physiology (and Lab)		(2 Classes in BIOL 2020 and 2021) or
Chemistry: Society and the Environment (and Lab)		(2 Classes in CHEM 1010 and 1011) or
Chemistry: Society and the Environment (and Lab)		(2 Classes in CHEM 1020 and 1021) or
General Chemistry (and Lab)		(2 Classes in CHEM 1110 and 1111) or
General Chemistry (and Lab)		(2 Classes in CHEM 1120 and 1121) or
Physical Geology (and Lab)		(2 Classes in GEOL 1040 and 1041) or
Historical Geology (and Lab)		(2 Classes in GEOL 1050 and 2051) or
Understanding Physical World (and Lab)		(2 Classes in PHYS 1010 and 1011) or
Understanding Physical World (and Lab)		(2 Classes in PHYS 1020 and 1021) or
College Physics (and Lab)		(2 Classes in PHYS 2010 and 2011) or
College Physics (and Lab)		(2 Classes in PHYS 2020 and 2021) or
University Physics (and Lab)		(2 Classes in PHYS 2110 and 2111) or
University Physics (and Lab)		(2 Classes in PHYS 2120 and 2121)
		Catalog Year: Summer-Session 2018 Credits Required: 1
Social & Behavioral Sciences Requirement		GPA: 2,010 Credits Applied;
Required Credit Hours	Still Needed:	6 credit hours are required. You currently have 3 credit hours, you still need 3 additional credit hours.
	PSY 1010	General Psychology C 3 Fall 2011
Social & Behavioral Sciences Requirement	Still Needed:	1 Class in AAST 2200 or COMM 2020 or ECON 2100 or GEOG 1010 or 1020 or 1030 or HHP 1250 or POLS 2010 or 2040 or 2070 or SOC 1010 or 1040 or 2000 or WGS 2050
		Catalog Year: Summer Session 2016 Credits Required: 5
Major in Social Work		GPA: 0.000 Credits Applied: 0
Required Credit Hours	Still Needed:	58 credit hours are required. You currently have 0 credit hours, you still need 58 additional credit hours.
MinImum Regulred GPA	Still Needed:	Your Major GPA is currently 0.000; you do not meet the 2.0 minimum requirement.
SW 2110, SW 3410, SW 3420 and admission to the Social Work program are prerequisites for enrolling i		
Introduction to Social Work	Still Needed:	1 Class in SW 2110
Values, Ethics, and Diversity	Still Needed:	1 Class In SW 3410
Human Behavior in the Social Environment	Still Needed:	1 Class in SW 3420
Human Behavior in the Macro Social Environment	Still Needed:	1 Class in SW 3450
Research Methods	Still Needed:	1 Class th SW 3770
Seminar for Field Instruction	Still Needed:	1 Class in SW 4400
Field Instruction	Still Needed:	1 Class in SW 4410
Field Instruction Concurrent Seminar	Still Needed:	1 Class in SW 4411
Social Policy	Still Needed:	1 Class in SW 4430
	Still Needed:	1 Class in SW 4440
C Law and Social Work		
Law and Social Work SOCIAL WORK PRACTICE COURSES		
SOCIAL WORK PRACTICE COURSES SOCIAL WORK PRACTICE COURSES: Students are required to earn at least a minimum grade of C.		
SOCIAL WORK PRACTICE COURSES		1. Class in SW 3400
SOCIAL WORK PRACTICE COURSES SOCIAL WORK PRACTICE COURSES: Students are required to earn at least a minimum grade of C.		1 Class in SW 3400 1 Class in SW 3620
SOCIAL WORK PRACTICE COURSES SOCIAL WORK PRACTICE COURSES: Students are required to earn at least a minimum grade of C. Generalist Social Work Practice	Still Needed:	
SOCIAL WORK PRACTICE COURSES SOCIAL WORK PRACTICE COURSES: Students are required to earn at least a minimum grade of C. Generalist Social Work Practice Micro Social Work Practices	Still Needed: Still Needed:	1 Class in SW 3620 1 Class in SW 3630 1 Class in SW 4720
SOCIAL WORK PRACTICE COURSES SOCIAL WORK PRACTICE COURSES: Students are required to earn at least a minimum grade of C. Generalist Social Work Practice Micro Social Work Practices Macro Social Work Practices	Still Needed: Still Needed:	1 Class in SW 3620 1 Class in SW 3630

Insufficient	it/Withdrawn/Repeated	Credits Applied: 18	Classes Applied: 14
ART 1030	Art Appreciation	F 0	Fail 2014
TOL 2010	Human Anat and Physiology	FA 0	Spring 2012
IOL 2011	Human Anat and Phys Lab	FA 0	Spring 2012
NGL 1020	English Composition	FA 0	Spring 2012
NGL 1020	English Composition		Fall 2014
NGL 1020	English Composition	WN A	Fall 2016
IST 2010	American History I	F	Spring 2012
IST 2010	American History I	F D	Fall 2014
IST 2020	American History II	W J	Fall 2016
SY 3100	Developmental Psychology	F O	Spring 2012
OC 1010	Introduction to Sociology	w J	Fall 2016
OC 2010	Intro to Sociology	W O	Spring 2012
W 2110	Intro to Social Work	W 3	Fall 2014
5W 2110	Intro to Social Work	W 3	Fall 2016

Discribing: You are encouraged to use this degree evaluation as a guide when planning your progress toward completion of the above requirements. Your academic advisor or the Registrar's Office may be contacted for assistance in interpreting this report. This evaluation is not your academic transcript and it is not official notification of completion of degree or certificate requirements. Please contact the Registrar's Office regarding this degree valuation, your official degree/certificate completion status, or to obtain a copy of your academic transcript.

This box shows all courses not being used in the degree evaluation. The courses could be failures (F/FA/FN) grades, Withdrawals, or courses excluded due to repeats. This shows a course that will not satisfy a degree requirement due to the F grade; however, it still counts in the GPA because it is earned credit, indicating it has no been excluded due to a repeat. **Ombudsman, ombudsperson, ombuds** ... three ways to refer to one individual who is serving APSU faculty and staff.

An organizational ombudsman can be defined as:

a designated neutral who has been appointed to facilitate the informal resolution of concerns of employees, managers, students and, sometimes, external clients of the organization.

The APSU faculty/staff ombuds, Professor Barry Kitterman, completed his training under the aegis of the International Ombudsman Association and is committed to meeting with individuals who are working to resolve those inevitable interpersonal conflicts that arise on any campus.

Under the IOA's standards of practice, here are four important tenets you can rely upon:

Independence:

The office of the ombuds is independent from any other organizational entity at APSU.

Neutrality:

The ombuds is neutral, impartial, and unaligned.

Confidentiality:

The ombuds holds all communications with those seeking assistance in strict confidence.

Informality:

The ombuds functions on an informal basis: listening, providing and receiving information, identifying and reframing issues, developing responsible options.

If you are faculty or staff at APSU and have need of the services offered by the office of the Ombudsman, contact Barry Kitterman at <u>kittermanb@apsu.edu</u>.

http://www.apsu.edu/faculty-senate/ombuds.php



Barry Kitterman Professor of English, Zone 3 Fiction Editor, Ombudsman

Dept. of Languages and Literature P.O. Box: 4487 Clarksville, TN 37044

O: 931-221-7878 E : kittermanb@apsu.edu

Austin Peay State University Office of Campus Sustainability



APSU Definition of Sustainability

Sustainability is balancing the present needs of people and the economy in a way that is socially just, while protecting the environment and needs of future generations.

OFFICE OF CAMPUS SUSTAINABILITY ENVIRONMENTAL, HEALTH AND SAFETY LAURA PRANGE, SUSTAINABILITY COORDINATOR





APSU Sustainability Mission Statement

At APSU sustainability means excellence in stewardship of resources. The prosperous relationships between people, the economy, and the environment will be continuously cultivated through sustainable practices and initiatives to promote a culture of sustainability on campus and in the community, in order to ensure lasting resources for future generations.

Sustainability Committees, Affiliations, Memberships

Sustainable Campus Fee Committee

Awards AY 2017-18

- Energy- Matching grant from TN Clean Energy Grant Program, \$200,000
- Energy Greenhouse curtain, \$50,000
- Energy & Health BCycle bike share program, \$63,000
- Stormwater mitigation No-Mow Meadow, \$23,000
- Waste Composting machine, \$17,000
- Awareness & education Ten outdoor signs, \$8,000

Staff Senate Sustainability Committee

Green Office Campaign, active October, 2018

Sustainability Planning Task Force

AASHE Reporting

Planning

Affiliations

Clarksville / Montgomery County Green Certification Program

Clarksville / Montgomery County Sustainability Task Force

Membership (institutional)

Association for the Advancement of Sustainability in Higher Education (AASHE)

Student Engagement Goals

- Promote Great Green Idea student sustainability competition to faculty & students
- Work with existing sustainability-related student orgs on an event for Earth Day, 2019
- Form a sustainability student org, AY 2018-2019



Initiatives and Goals

Major initiatives 2016-18

- Pharos introduced May 2016
- AASHE institutional membership for everyone with @apsu.edu or @my.apsu.edu Go to AASHE Homepage <u>www.aashe.org</u> and at upper right click on New Account
- Great Green Idea student competition introduced fall 2017 through the Sustainable Campus Fee Committee
- **GO Campaign** unanimously approved by Staff Senate spring 2018; implementation, October 2018
- Sustainability website, active August 30, 2018, use internet browser: apsu/sustainability

Goals 2018-17

- Work with Faculty Senate to create and implement academic sustainability goals
- Develop APSU recycling
- Implement GO Campaign



APSU Office of Campus Sustainability Laura Prange, Sustainability Coordinator prangel@apsu.edu 221-6642