

January 29, 2004 APSU Faculty Senate Meeting Tentative Minutes

Call to order at 3:37 p.m.

President Tim Winters expressed condolences from the Senate to Dr. Speck following the death of his father.

Roll call:

Senators Present: Berg, Black, Carpenter, F. Christian, Clark, Evans, Franks, Goldstone, Griffy, Gupton, Hogan, Jator, Kemmerly, Kenney, King, Kitterman, Koch, Maurer, Newport, Menser, Rainey, W Rayburn, Rocheleau, Silverberg, Smithfield, Winters, Witherspoon, and Zeigler.

Senators Absent: Magrans, Salama, Shepherd, Steinberg, and Tracey

Agenda and November Minutes Approved

President Hoppe

Dr. Hoppe attended the THEC meeting in Nashville today. She arrived at the Senate meeting at 5:10 and gave her report to the Senate. During the THEC meeting today, Troy State's proposal to offer a Master of Science degree in management was approved. THEC encourages APSU to develop a master of science in management, also. Our program would need to be approved first by TBR and meet the stipulations of the Geier settlement. APSU is strongly opposed to Troy State offering this degree, and Dr. Hoppe has voiced her opinion. Impact analysis has not been done by Troy State, and it is ok with THEC because TSU does not have the program that Troy State is offering. TBR will require an impact study from APSU, but the argument that TSU does not have a master of science in management should be helpful for us. Troy State only made a change of address to leave Smyrna and come to Fort Campbell Blvd. in Clarksville. However, Troy State may have helped us with getting our proposal approved. Troy State will offer only one concentration right now—Human Resource.

Vice-President Speck

- Dr. Speck has been out of town due to the death of his father. President Hoppe and Dr. Speck have been working on a MS in Management degree, and they hope to get one approved by THEC in July.
- Dr. Speck also wanted to clarify why APSU is advertising a job for the Law Enforcement Program Manager and not for the Construction Technology Program Manager at Fort Campbell. According to Gerald Beavers, Construction Technology is being monitored for enrollment purposes. When the program's enrollment has increased and/or stabilized, the position will be advertised.

Open to questions for Dr. Speck:

President Winters asked about summer school funding. Our understanding was that enrollment requirements are 15-10-7 for lower level, upper level, and graduate classes respectively. Dr. Speck will bring that document to Deans Council; it will be on the agenda with deans and chairs for Friday, January 30.

ElaineBerg--Deans Council

- Chancellor Manning will not approve exceptions to 1/32 ruling this year. There are some proposals such as decisions regarding summer school. All courses should meet the floors of 15-10-7. The number of classes to be offered is limited to the number of sections which made during the summers of 2003 and 2002, whichever is greater. Exceptions will be made by Dean and Dr. Speck
- Search for Dean of Arts and Letters--documents should be on file in library, but they are not there yet. Dr. Groppe is in charge of this committee.
- Dr. Harriett McQueen presented report at Deans Council. Elaine has a hard copy of her report. Faculty departments can come over to visit Dr. McQueen's office, but must buy into the procedures for retaining students in order to accomplish goals. She is also willing to come to departmental meetings
- A generic job description has been developed and is on the web site. SACS required this process, and there will be more information later during this meeting.
- Dr. Winters made the first faculty research presentation on January 28.
- Longevity pay will continue to have the higher percentage of taxes deducted because there have been difficulties getting the system worked out.
- VA students cannot use the new 120-hour programs because VA does not fund programs if they are not published yet.
- Dr. Kemmerly asked if there is an update on Dean's search for Math and Science? Dr. Speck thinks that there has been a name sent up. It was asked if their dossiers are available, and the response from Senators was that the dossiers should be available, but they are not. Dr. Speck will take care of getting them available.
- Discussion at Dean's Council about problems related to Follett. There is a discrepancy between what Follett orders and the projected needs by faculty/departments. At times, they have cut the order in about half. Faculty should let departmental chairs and deans know when there are problems with the Book Store. It seems that the problems related to textbooks are not being conveyed to the administration. Textbook orders must be submitted each term even if the book does not change. The e-form for ordering texts is encouraged by Follett, because if textbook information is on paper, we have to share the book lists with others such as Study Master. If the information is on the e-form, it is Follett's property. Some faculty encourage students to buy books at Amazon.com or wherever they are cheaper. Dr. Gupton asked if we know what our agreement is with Follett? Senator Berg thinks it a percentage setup. Gupton says we are very limited by what is being offered at our bookstore. **It should be noted that the Faculty Senate is very dissatisfied with Follett.** Senator Carpenter suggested it could be unethical for us to encourage students to go to Follett rather than going to the one that is most economical
- Senator Griffey asked about the summer school proposal, and was there any rationale as to why the number of courses is limited to what was done in 2003 and 2002. Senator Kenney thought it was because TBR may want students to take RODP. Dr. Speck responded that this is not a TBR ruling, but an APSU decision.

Matt Kenney--Academic Council

- There were two items covered in the December meeting regarding Chemistry and Mathematics. The Academic Council made a decision about the Freshman experience course. The course will now be one-semester hour credit; students will meet for a 1 hour lecture and 1 hour lab weekly. The faculty member will be given credit for 2 credit hours toward their teaching load.
- Yesterday Academic Council met and there were items from Music and Physics. A new minor in Astronomy was approved.
- Senator Franks asked if students in the Freshman experience course will go to class twice a week, but only earn 1 hour credit. The answer was that students will meet once a week as a class and then meet another time in a lab, but not all of the details are worked out yet, but faculty will have responsibility for a second time per week.
- President Winters asked if the content of the course had been discussed and Senator Kenney responded, No. Another question was if there is a committee working on it? Dr. Speck will be working on it as well as a committee will be appointed.
- Senator Griffey: Will the course be piloted?
Dr. Speck: No
Dr. Griffey: A new course and no pilot?
Dr. Speck: Right

Loretta Griffey--TBR Subcouncil

- During the December meeting TBR had failed to include any of the APSU suggestions, but the night before this month's meeting the newly revised document included some of the APSU suggestions. The word "University" was often used within the document. Sub council wanted University defined as department, college, or whatever. TBR did not want to dictate what the term meant, so each school can decide what University means at their school.
- This new retention, policy will come to TBR in April and Dr. Short has promised that it will be a fast process and back to the universities on April 15. Senator Griffey suggested that there is not enough time to give this new policy for new faculty who will be hired in July. President's Council will meet next week. A suggestion was made that new faculty will follow the new policy, others in the tenure track position can choose which ruling they go by. Not sure what the decision will be, but there seems to be a lot of confusion right now. Senator Griffey suggested that we should get a committee ready to start working on these proposals.
- There will probably be a 5% reduction in funding. Tuition will probably increase 8-10%. Some think that the Governor will give us a 3% raise, but no one is sure if it will be funded. THEC is projecting an increase in new students because of the lottery. So far APSU does not seem to be getting an increase of students.
- Kay Clark from TBR has been working with the general education core. TBR is considering using STARS which Alabama is using, but it is basically online advising.
- TBR is making the tenure and retention revisions because someone with the Board said they were tired of so many exceptions being asked for at the time of tenure recommendations. An investigation found that there were a lot of problems with our current policy. TBR has worked on the revisions for about 3 years, but the University faculty have had no input until now.

- ACT testing will begin using a writing sample option. TBR will need to decide if we will require this writing sample. A task force is being set up to determine the pros and cons. If you have comments and opinions, such as if the sample is important for first time freshmen, please let Loretta know.
- Senator Clark asked if ACT will grade the sample and decide about the admission. Yes, but the sample can be sent to the faculty for purposes of helping with placement. Clark--we already have a testing system. Yes, and this test is only for first time students. Clark--how much extra cost for student? Probably 15-20 dollars--but not sure yet.
- Senator Carpenter: The validity of the scoring of writing samples has recently been brought into doubt. Why would we want to do this if it may not be valid? ACT has many pages about this on their web site. ACT wants us to buy into it, but they may want to encourage us to require it for their own purposes.

Ron Gupton--Experiential Credit Proposal

- The committee met a couple of weeks ago and talked about 11 concerns brought back by Senate. Dr. Groppe's responses to the 11 items are on the web site. His committee looked at the items and have prepared three motions to consider
 1. Portfolio credit should be optional by departments
 2. Maximum credit per student from all departments shall be 15 semester hours
 3. Portfolio credit will not be allowed if there is a CLEP test or departmental test available for the course
- Senator Kemmerly moved to approve the three conditions, and Senator Griffey seconded. Discussion followed. Motion carried with no negative votes.

Bill Rayburn--Rules Committee

The committee met last fall, and asked for input from Senators by January 14. Two new suggestions were made, and the committee met and voted 3 to 0 to make changes to their original recommendations: (Committee report is available at <http://www.apsu.edu/senate/documentsreview.htm>)

- (1) To retain the member at large, and (2) To have an area 7 made up of Fort Campbell faculty—these faculty are currently included in area 6.
- Changes to the By Laws require a vote of Faculty Senate, and changes to the Constitution require a vote of the Faculty Senate **and** all faculty. There are 275 faculty members at APSU now, and we would need 138 faculty to vote in favor of any changes to the Constitution. Every Senator voting yes to Constitution changes needs to work to get faculty as a whole to vote on these changes.
 - Senator Kemmerly moved to approve changes in the By Laws (as amended on web page). Senator Griffey seconded.
 - After several minutes of discussion, Senator Berg called for the question. Motion approved by unanimous vote to accept the recommendations of the Rules Committee for changes to the By Laws.
 - Changes to the Constitution as recommended by the Rules Committee were discussed and displayed by Senator Rayburn. Senator Berg moved to accept changes and Senator Kemmerly seconded.

- Senator Rayburn reported that Reggie Wooden would set up the voting online. Senator Carpenter asked that the Constitution and By Laws changes be online for faculty to read. Senator Rayburn plans to make an archive available for faculty.
- Discussion included that the Faculty Senate Executive Committee will appoint the parliamentarian.
- Dr. Carpenter moved and Senator Newport seconded to amend the motion. The amendment would say "the parliamentarian would have a voice but no vote unless they are a senator" Discussion followed indicating that any faculty member has a voice during Senate meetings when recognized by the Senate President, but only Senators have a vote. Vote taken with 8 in favor of amendment and 15 opposed. Amendment failed.
- Motion on the floor to accept changes to the Constitution as recommended by the Rules Committee. Voice vote taken and passed.

Floyd Christian--Emeritus Faculty Committee

- Committee has met informally but has no motion at this point. Emeritus faculty document is online at: <http://www.apsu.edu/senatef/documentsreview.htm>
- Dr. Speck initiated the document to tighten up the procedures for determining emeritus faculty.
- The committee has some concerns such as the time frame of the notice, the phrase "tenure track faculty" and items #12 and 14 need some slight rewording.
- Nancy Smithfield questioned the "tenure track" wording. Dr. Hoppe responded that the document should indicate "tenured" faculty rather than "tenure-track". Senator Newport suggested that the "one month" limit may be too severe because you may want to honor someone later than one month after retirement. Dr. Christian will prepare a revised document for the next Senate meeting. Senator Kitterman questioned if a faculty member can appeal if they are rejected for emeritus status. The new policy asks if you would like to participate in the emeritus consideration. Send comments/questions to Dr. Floyd Christian.

Unfinished Business

- One policy that needs our action—the Generic Job Description which is required by SACS.
- One phrase that the Senate would like to change: "to write effectively" instead of "well" as given in the current document.
- Senator Newport asked about the "willingness" phrase and if there could be some negatives if a faculty member does not do their assignment "willingly". Senator Black asked that the wording change to include "research and creative activities". Senator Kenney suggested leaving off "be willing to" and change to "Teach at times . . . , and Adopt innovative teaching
- The University needs to get something in print due to SACS requirements. Senator Berg suggested that the Faculty Handbook Committee and may revise this document later.
- Senator Berg made a motion and it was seconded by Senator Hogan to accept the Generic Job Description with the changes as mentioned: (1) to write effectively, (2) to pursue research and creative activities as appropriate to discipline; and (3) eliminate "Be willing to" and change to Demonstrate, Be responsible, Teach, and Adopt
- Vote taken and passed.

Other Business

President Winters discussed issues related to low-enrolled upper division courses. The Executive Committee met with President Hoppe, and she has agreed to help provide information related to specific departments and courses. The funding formula is extremely complex, but Dr. Winters wants something more substantial before the policy is implemented since it may negatively affect whole programs. Dr. Silverberg suggested using the terminology of "small enrollments" not "low enrolled". Dr. Winters believes we are in the business of educating students and the reality of running some programs means that you will have fewer students in those programs. Senator Black applauds these efforts because APSU is now only graduating 25% of their freshmen and these limits could make us even less attractive to students. Winters thanked Dr. Hoppe for making adjustments in limits this spring in order to keep some courses running, and he acknowledged the information requested of Dr. Hoppe is difficult and long, so it will not be available to us immediately. However, the Senate wants to work with the administration to find a reasonable solution to what could be a potential problem.

Meeting adjourned at 5:55 p.m.