

Faculty Senate Meeting Minutes—November 20, 2003

Call to order—Tim Winters called the meeting to order at 3:35 p.m.

Roll Call

Approve Agenda—The agenda was approved by acclamation.

Approve Minutes--September and October 2003 Minutes were approved.

President Hoppe

Dr. Hoppe just returned from a THEC meeting. She reported that it is very trying times for higher education; the environment is not good. Commissioners know it has been hard, but they do not see any help any time soon. We have good people who are willing to work for the common cause.

Bob Adams also spoke briefly and said the THEC meeting was brutal earlier today. A lot of the controversy is over a \$350 airplane ticket. Everything we do is under a microscope.

Dr. Hoppe continued by saying that sometimes her position requires her to take certain actions that are difficult. Many times we see only a piece of the picture, and she struggles about messages--do we need to know...what should she share and how much. Eventually she has to make the final decisions. She prefers that we know ahead of time whenever possible, but when personnel actions are involved she has to limit details.

She has an obligation to investigate when there are any questions concerning misuse of funds. Despite what has happened recently she did not think that anyone who was involved in this situation had done so to intentionally commit a wrong. She does not want us to think this is what has happened. When she receives written documents declaring accusations she must also follow up on this information. She believes that the majority do what is right and positive for the University.

Recently she chose to do a limited scope review to see if she should go further after she received an allegation that some faculty did not report to duty when they were supposed to come to work this fall. She asked chairs to verify that faculty did work the appropriate amount during the week before fall classes--available to work if needed.

Dr. Hoppe asked faculty not to overreact to what she is doing. She recognizes that distrust is high here, and it is much higher at the state level. She knows there is potential that the state legislators will come in and tell us how many hours we work. Dr. Hoppe is teaching a class, and she knows what it takes to teach and get ready, but all legislators do not understand what we do. She is getting pressure from the top to make sure that there are not any more surprises out there. She wants it to be recognized that we are doing a good job...not having an external body coming in to tell us what we should do.

Questions from Senators:

Senator Gupton questioned about news articles and proposed cuts.

President Hoppe: There were three scenarios, but that is not going to be done. Universities will take a larger cut, followed by community colleges and then the technical schools. Some THEC representatives were concerned about hurting the universities. Commissioners--probably Wendell Gilbert voted in our favor--hopefully it is an across the board cut of 5% for all.

Dr. Hoppe expects what we get next year will be at 71% funding-- assuming no other cuts.

Senator Silverberg asked about the 41 general education hours and if it does not include foreign language. Can you help?

President Hoppe: It is her understanding foreign language can be required for the BA but not for the BS. State level is not open to discussion.

Another question concerning the Deans searches. A reported \$1000 per search allocated--it would be possible for at least one search to eat up more of that money.

Dr. Speck: There is \$1000 on every search--deans and faculty. There may be some flexibility, but don't depend on it a great deal. Committees need to be diligent to make calls and do homework so we don't bring in the people who are not reasonable.

Vice President Speck

There have been two QEP meetings and having plans on how to define. Academic Council did not approve the first year course as presented. There has been some discussion of having the liberal arts course changed to a one hour course. Discussion also included having a one hour course with a one hour lab which may be an acceptable compromise. This option will be taken to Academic Council next Wednesday.

Discussion included how you offer a one-hour course with a lab and still count it as a one-hour course. Several senators reported that it is done across campus all the time in areas such as music and band.

Other questions included who would manage the lab? Dr. Al Bekus is working on this item. Would the teacher be there? Dr. Speck was not sure--possibly teacher gets 1.5 credits for teaching.

Senator Gupton asked Dr. Speck about his comments concerning computer literacy. Dr. Speck responded that some at TBR think we will omit computer literacy requirements since so many students come to us computer literate---we can embed these competencies in other courses. As long as you get the competencies then the course can be used for computer literacy.

Senator Myers has heard that 2-year schools want to keep the courses because it can mean jobs for faculty...not a decision as far as Dr. Speck knows.

Senator King commented that he is embarrassed by interim deans listed on graduation program. Repeated question of how much has been allotted for deans searches. Dr. Speck responded that about \$1000 per search was allotted.

Another question related to hiring fulltime advisors for undeclared majors. Dr. Speck indicated that part of QEP will be to hire two fulltime advisors--they will be paired with Fort Campbell because of the difference in the terms of the two campuses. Senator Clark asked if this is just a partial relief. Dr. Speck believes they will do all of the undeclared majors--year round. It does not mean you may not encounter an undecided major on your doorstep.

What is the update on core requirements of 41 hours, and when will it be implemented? Speck indicated that implementation was to be in fall 2004. TBR initially said we could phase in half in 2004 and half in 2005, but Dr. Speck thought it would better to implement all in 2004--phase in some things related to education and other certifications may be phased in later. There will probably be a mass migration for especially freshmen this year. Tell the students about the changes in the math requirements now so they will not get caught.

Bruce Myers—NCAA Report

Senator Myers explained what NCAA is and that APSU has 16 sports—6 men's sports and 10 women's sports. More details of report may be obtained from Dr. Myers.

COMMITTEE REPORTS

Dean's Council—Elaine Berg

Dr. Beasley will bring proposal to Graduate Research Council to approve faculty to teach in the graduate programs. They are also looking into RODP graduate courses for the approval process.

Smoothing has been discussed a lot during Deans Council. Notes can be retrieved from the web site: <http://www.apsu.edu/senate/dc.htm>

The end of semester faculty meeting is scheduled for Tuesday, December 9 in the UC Ballroom.

Academic Council—Matt Kenney

Academic Council has not met since this body last met--no report.

TBR SubCouncil

Oct. 17--notes posted on web site at <http://www.apsu.edu/senate/TBRsubcoun.htm>

A couple of things we need to do—Dr. Clark told them since TBR meeting in 2004 meets earlier than normal it is possible the personnel calendar may be moved up a week.

RODP numbers are posted—Dr. Short asked for some research-type questions--the Board is hiring two research assistants to look into RODP.

President Winters asked that an ad hoc committee look into the RODP issues. He asked Senators Menser, Magrans, and Butts to formulate questions or prompt some ideas. Loretta can give some more guidance.

Senator Griffey reported that the Tennessee College of Public Health's goal was to achieve accreditation in three years. Check with Loretta for more details.

The TBR SubCouncil wrote a resolution and asked Dr. Manning to enforce the summer school policy without waiver regarding compensation.

Senator Silverberg asked about the calendar. Since TBR will meet earlier in spring, and we are typically required to have materials in the 3rd week in May--we could have to squeeze calendar--we must find out soon so we don't violate our own policy according to Dr. Hoppe. Loretta will also try to find out more details regarding the calendar.

REPORTS FROM SENATE COMMITTEES

Experiential Credit—Ron Gupton

Academic White committee still looking at experiential credit--please give comments through Blackboard to Dr. Gupton and committee. Dr. Groppel has given Dr. Gupton a portfolio from James Madison University which was considered a successful portfolio. Dr. Gupton read over some of the courses which student received credits--total of 30 hours. A lot of appendices--letters from people have been pulled--personal information is important but removed from our sample.

Senator Griffy asked if this portfolio was accepted? Yes, it was.

She asked if he knew how their program was structured—was the credit for a particular degree or across the board? Dr. Gupton did not have that information.

Senator Carpenter asked if Dr. Groppe seems to think we need to jump on this because other TBR schools are giving the credit? Dr. Speck replied that that the University of Memphis is giving this type credit.

Dr. Hoppe commented that one suggestion is that we consider allowing majors to determine if they want to accept experiential credit. She thinks it is feasible to limit the number of hours--even within the major--which may be smaller than the 30 semester hours. She asked that we are open and flexible, but put standards high enough that we are not just handing out credits. Students should have the competencies they would receive from being in the course.

Senator Silverberg asked if could we just say "no" to experiential credit

Dr. Hoppe said every year you could have the option of opting in or out of accepting experiential credit. Probably we need to decide by the January meeting so the information can get in the 2004-05 Bulletin.

Senator Kenney questioned the rationale for experiential credit when students have the CLEP test options.

Dr. Speck replied that there are not CLEPs for all courses--if the student has knowledge then they would not need to enroll in the course. Dr. Speck suggested that they could take other courses, but Dr. Kenney answered that if they are given credits then they do not take other courses. Speck said if a person is qualified to meet the needs of the course and have learned some other way then why not give them the credits. We have a variety of ways of giving credit.

Dr. Hoppe commented that experiential credit is usually in technical skills or job-related knowledge rather than core courses.

Committee has talked about limiting the amount of nontraditional credits toward a degree.

President Winters commented that if departments choose to participate then they should decide how many credits they will accept through these credits.

Peer Review Teaching

Senator Kemmerly could not at Senate meeting. President Winters read statement from Dr. Kemmerly.

Please send comments to Senator Kemmerly—the committee will meet again in early January.

Senator Franks asked where did all of this start regarding peer review?

Speck said that it started with SACS. We are trying to show we are formally addressing the issue. He suggested that we be careful about criticizing the "Seven Principles". These principles are not drawn out of thin air—they are credible--research based principles--he thinks we can do something which will help us without being a burden. He is concerned that we give formal evidence that we are improving teaching.

Senator Clark moved and Senator Newport seconded to give four more minutes to this discussion.

Senator Franks commented that online teaching is different than in-class teaching and this form is designed for online courses. Dr. Speck replied that there are some who have a variety of different techniques. It is not meant to go with personnel files--stays with two faculty members involved.

Senator Rainey stated that this would be a great opportunity to have a colleague to come into your classroom and share comments about teaching, etc.

AdHoc Committee—Rules, Bill Rayburn

The committee has met and Senator Rayburn presented the recommendations. The proposed changes are available at:

<http://www.apsu.edu/senatef/Documents/proposed%20changes%20in%20constitution%20and%20bylaws%207-nov-2003.pdf>

Some suggestions are to revise committee systems, revise the make-up of the Executive Committee, delete the language related to a treasurer, and to formalize parliamentary position as well as use of Roberts Rules of Order.

Senator Carpenter asked if the parliamentary must be a Senator? No, he/she will advise only unless they are actually a senator. Senator Newport mentioned that Dr. Jeanie Randall has extensive experience in parliamentary procedures. Dr. Carpenter thinks the person should have a voice if not a vote. Dr. Rayburn agreed that that sounded reasonable. Senator Myers asked what it takes to make changes to the Constitution. He thought that all faculty members were involved with the voting—not just the Faculty Senate. A majority of the faculty must approve changes in the Constitution.

Senator Rayburn asked for suggestions by email and written form.

UNFINISHED BUSINESS

Policy 5:010 was discussed. There was concern that changes could be made to policies through the web site. Senator Gupton recommended that all policies be in print. Dr. Hoppe said that new and old copies are kept in the records. Senator Busey moved to postpone discussion until the January meeting. Motion failed.

Senator Carpenter moved to have a small subcommittee to review document and give Executive Committee their results and then email a vote. There was no second to this motion.

It was then moved and seconded that we approve the policy with the stipulation that a hard copy be maintained in the library. President Hoppe will work out with those involved to settle the problems that Faculty Senate has about this policy. Currently the President's Cabinet receives hard copies of policies, and Martha Woodall maintains copies with lines through changes. VP Robinson makes changes with what is on the web. His office has the lined-through copy and Dr. Hoppe signs then she also signs the revised copy without lines.

President Winters indicated that this issue came to Faculty Senate last year and that a committee had looked at it.

Senator Gupton asked if all policy changes go through other bodies before decided. President Hoppe takes them to the President's Cabinet. The Faculty Senate President is on the Cabinet and can recommend that issues go to the Faculty Senate, Staff Council, etc. The decision is made in President's Cabinet as to who needs to see changes before final decision is made.

Motion was passed to approve the policy with the hard copy stipulation.

Senator Newport moved to continue meeting in an overtime status.

Policy 5:028—Smoothing

Extensive discussion concerning smoothing and issues related. The concept was that a faculty member would teach an extra course in the fall with the thoughts that the spring term would be lightened in order to do research, etc.

Some concern was the statement that exceptions based on extenuating circumstances can be made by the dept. chair/coordinator with approval by the dean/director. Dr. Speck is agreeable to some type of form to make clear when faculty is paid or if the credits count toward load.

Concern that faculty not be forced to teach overload especially when relates to RODP.

Senator Griffey asked if there are examples of extenuating circumstances such as when department chairs are called on to teach overload. Loretta's concern that the policy be so rigid that would lock us in to one way or another and would not allow flexibility.

Senator Carpenter asked about Fort Campbell—no language relates to Fort Campbell. There is no traditional summer break at Fort Campbell. Dr. Speck did not think we should specify anything regarding Fort Campbell. Dr. Carpenter asked if there are options as to which term the Fort Campbell faculty has as their summer or off-contract term?

Senator Kenney moved and Griffey seconded to accept the Extra Compensation Policy (5:028) with the stipulation that the administration first create a form to be signed by any faculty member and his/her chair (or director) specifying if any course or courses taught during the fall semester above and beyond the faculty member's normal load are to be (1) counted as extra credit hours for overload pay, or (2) counted as credit hours to be "smoothed" in the spring semester immediately following. If smoothed, the extra credits taught in the fall semester would be deducted from a faculty member's required teaching load in the spring semester. This new form must be signed by both the faculty member and chair (or director) before the beginning of classes in the fall semester, and is to be treated as binding. It is further noted that the faculty member cannot be required to teach extra credit hours in any semester, for overload pay or as a part of smoothing.

Discussion included questions as to how this form would help alleviate problems. President Hoppe said it was up to the chair to prohibit it as overload because the faculty member may not have enough courses for spring. Gupton said there has been intense pressure to teach overload--separate issue, but one that is important. Dr. Gupton suggested that the concept is for faculty to teach overload in the fall and you will get relief in the spring, but this is not reality now and will probably not work.

Speck says that deans and chairs should honor smoothing and not to put pressure on people to teach overload in spring. Gupton thinks it is not practical.

Motion passed that a form be included with the intention of all parties on the front end.

NEW BUSINESS

Emeritus Professor—President Winters appointed Senators Newport, Smithfield, and Christian to an ad hoc committee to look into the proposed policy which would alter the list of those eligible for emeritus status.

TBR SubCouncil—It was moved and seconded that we encourage TBR to uphold the policy in place for summer school. The motion passed unanimously.

Items from the Floor

No items from the floor.

The meeting was adjourned at 6:05 p.m.

