

**Unapproved Minutes of the Regular Meeting
of the Faculty Senate, APSU
December 11, 1996**

Senators Present: James Bateman, Patrick Bunton, Art Carpenter, Wayne Chaffin, Bruce Childs, Don Dailey, Arthur Eaves, Sue Cloud Evans, Deborah Fetch, Daniel Frederick, Mark Ginn, Buddy Grah, Kay Haralson, Carlette Hardin, Larry Lowrance, Kathy Martin, Ramon Magrans, Maureen McCarthy, Bruce Myers, Stephanie Newport, David O'Drobinak, George Pesely, Michael Phillips, Jennie Preston-Sabin, Steve Ryan, William Renkl, Lori Slavin, Linda Thompson, David Till, Victor Ukpolo, M.D. Waheeduzzman, Hollie Walker, Nancy Wright.

Meeting Called to Order: 3:30 pm

Faculty Senate President David Till informed senators that a reporter from the Leaf Chronicle had asked to attend the Senate Meeting. After discussion a motion was made to permit the reporter to attend; motion was defeated. A motion was made to allow non-senators to speak to the issues during the meeting; motion carried.

Agenda was Approved.

Minutes of the Regular Meeting of November 21, 1996, were approved.

REPORTS AND COMMUNICATIONS

President Sal Rinella:

1. Copies of a news release to be given to the media concerning APSU's football program were distributed. Dr Rinella reported that TBR requires we have football to be in the OVC. The success record for football has not been strong, with no winning season in 12 years. Support in the community is very limited, and football is a very expensive program. We do not have and have not been able to find the money from other sources to fund the program at a level that would make us competitive. We have the choice of either remaining non-competitive or petitioning the OVC to become 1AA non-scholarship. Precedence has been set by other schools, such as Harvard and Morehead. Our plan is for this to take place in 1997-1998. A savings of \$250,000 will be realized over time. APSU will honor scholarships of all current football players if they continue to play for APSU. There will probably be no savings the first year. The eventual savings will be moved into other sports areas to enhance women's sports and add women's soccer. This decision will strengthen the football program by making it competitive and will help us to achieve gender equity. Coaching contracts are up Dec. 31, 1996; assistant coaches' contracts will be extended to May 15, 1997, in order for them to teach the courses they have been assigned. Roy Gregory has been offered a position in athletics dealing with marketing and promotions of intercollegiate sports to finish out his contract. Our hope is he will continue after this contract is over. This decision was tough, but we feel the best decision was made. Timing of the announcement was critical. We did not want to announce before the end of the season, but students had to know by Dec. 18 in order to explore other options. The response from the community is that this decision is long overdue. I need faculty support on this decision and wanted you to understand the situation.

2. Question and Answers:

Q: If we can save \$250,000 a year, I would support the decision. How will this money be saved?

A: In the first year, we will have to pay a penalty to the OVC of \$26,000, and we will lose \$50,000 in guarantees for playing games; approximately \$25,000 will be spent on extra travel, etc. for recruitment. We may not need as many coaches, and the travel will level off.

Q: How will keeping the old coaches affect the new coaches?

A: This is a touchy situation, but we felt we needed the leadership and guidance of the coaches in counseling students which this decision will affect. We will have to find an office for assistant coaches.

Q: Will there be a hold up on the new coach?

A: That is moving forward.

Q: Will there be a problem with the OVC?

A: I don't foresee a problem; we polled presidents of other OVC universities and got a positive response. We are the first school in TBR to make this decision; maybe we will be leaders in this area.

Vice-President Steve Pontius:

1. This year we were out of school on Veterans' Day, which fell on a Monday. Since Veterans' Day will not always be on a Monday, it has been recommended that we not observe it as a day of no classes but have ceremonies on campus on that day, with a Fall Break day closer to the middle of the semester.

2. As part of the budget process, it is important that all information about faculty that is on the spreadsheet which has been given to the departments be verified. We need to make sure the records are correct.
3. (Handout distributed in response to the summer school issue.) We must live within the budget allocated. The summer school budget comes from two fiscal budgets. Because we went over budget in Summer II 1996, we have less money to work with in 1997. No administrative salaries will be taken out of summer school. About \$30,000 is needed for administrative salaries and chairs' stipends. We will find this money somewhere else. The budgeted amount for Summer II is \$450,000.
4. Information concerning summer school: We must maintain academic integrity. There are fewer sections offered this summer. We are in a cycle where there are more senior faculty teaching this summer because of rotation of courses. The number of sections has decreased along with the average section size and percentage of seat utilization. If we assume the same number of students will come Summer 97 as did Summer 96, the average class size would be 19.9, and we would have a total of 74% utilization. We have been offering multiple sections. We must maintain diversity of courses. In 1994 there were at least 33 classes that were duplicates. This summer there will be 20 classes with multiple sections. We may not be able to accommodate students in their desired classes. Based on last summer's numbers, there may be a higher maximum number in some sections. I understand this is an emotional issue which is important to faculty. The summer stipend may affect the retirement of some faculty. The summer school budget is a part of the overall budget for the year, not a separate entity.
5. Questions and Answers:
 - Q: I e-mailed you with data concerning credit hour production in our department. There was \$129,000 spent for summer school salaries with \$189,000 being generated in tuition for these courses. It appears that the tuition we bring in for the courses is more than enough to cover the faculty salaries being paid. Maybe the question we need to ask is not "Are we living within our budget?" but "Are we living within our income?" We are cutting the potential for growth, faculty creativity and a revenue generator. It appears that the tuition students pay alone would pay for summer school without costing the university money. If we are generating income which is being spread to other areas, we need to rethink our spending. There is a point beyond which the course does not cost us money.
 - A: From talking to Al Irby, what happens in summer school is planned in the yearly budget. Fringe benefits of approximately 22% must also be taken into consideration. However much money is allocated, we need to live within the budget established. We need to work together as an academy.
 - A: **DR. RINELLA** - If we bring in more than we spend, then it is being spent somewhere else. We do not operate on a cost basis. This is supporting other areas. The cost of tuition to support summer school is 1/3 higher in other schools. We don't offer courses because they make money but because there is a need.
 - Q: It seems that money generated from tuition is being spent somewhere else. If a course has enough students to make, how is it costing the university money to offer the course? If we are making money on summer school, this would mean more money made. We are told we cannot have creative course offerings, but if the class has enough students to make, this should pay for the faculty salary and not generate any additional cost for the university in overhead.
 - A: **DR. RINELLA** - We need to determine if we want faculty as entrepreneurs.
 - Q: I am not convinced why we cannot offer a class if it will fill.
 - Q: In a previous Faculty Senate meeting you stated that the decision about DSP would be made after the Enrollment Management Task Force Report was submitted. This report was submitted several weeks ago. Can you tell me when a decision concerning DSP will be forthcoming?
 - A: The decision concerning DSP has been delayed because information about DSP had to be provided to STAMATS for a marketing study.
 - Q: Where can we see the information provided to the STAMATS committee?
 - A: You should talk to Dr. Tarter, chair of the Enrollment Management Task Force, or Dr. Hutcheson, chair of the STAMATS committee.
 - Q: I have seen the recommendation that came out of the Enrollment Management Task Force Committee. The recommendation that went to STAMATS was nothing like the recommendation from the Task Force. If the recommendation of a 40 member Task Force is not to be considered, then why are we meeting? I have seen the same thing happen in the Ft. Campbell Task Force where recommendations were ignored.
 - A: The Enrollment Management Task Force's recommendation will be taken into consideration.
 - Q: I find it exceedingly distressing that so much information on this campus is considered secret or confidential. This is one reason for the proposal for process change that will be discussed later.
 - A: You can check with Aaron Hutcheson on what information is available. This will be clarified before graduation.

President Rinella and Vice President Pontius depart.

TBR Subcouncil - Dr. Dolores Gore, ex. officio: No report

Academic Council - Dr. Mike Phillips: No report

Deans Council - Dr. David Till:

1. Dr. Tarter's report to the STAMATS committee contained five marketing plans, including: 1) increasing positive feeling in internal audiences, and 2) increasing retention rates by 10% over the next 5 years.
 2. There were 12 full time tenure-track position requests; 8 will be advertised and filled, pending funding. A block ad will go out this month.
- Q:** How many were new positions?
- A:** One in psychology and one in the library are new; one in Languages and Literature which has been promised for 2 1/2 years is new. My concern is the ad will contain the phrase "pending funding."

SLRP Report - Dr. Wayne Chaffin: No report.

OLD BUSINESS

1. At the November meeting, a recommendation concerning summer school was passed and subsequently given to Dr. Rinella and Dr. Pontius. Dr. Rinella's response was sent via e-mail, indicating he is comfortable leaving this decision in the hands of Dr. Pontius.
- Q:** Was there any consideration given that the \$850,000 was like an allowance; if more is spent and accommodations need to be made, then the University should be flexible?
- A:** We have had no further communications on this issue.
- Discussion:** Revenue will fall this summer because the attendance in Summer I and Summer II is never the same. Offering more classes in Summer II will decrease our enrollment. They are assuming revenue is going to stay constant because we are staying within our budget by cutting costs. Enrollment may be dropping because we can not offer courses needed. What is wrong with offering classes that will make and, therefore, make money? The issue is credit hour production. Faculty Senate should ask to be included in the budgeting process.

David Till: We can have a Faculty Senate Committee look into the issue of summer school.

- Discussion:** The issue of declining faculty morale and its causes was discussed at length. A financial analysis of APSU's budget is needed. There has not been a discussion about retirement. Only 8 of the 22 [sic] positions asked for were funded. This is a 5% reduction in faculty positions when FTE is up over what it was three years ago. A committee should be formed to look at faculty morale in a forthright and formal way.
2. The recommendation on Process for Academic Reorganization and Reidentification is printed on the back of the agenda. After discussion the recommendation was passed with amendments. Final draft of the recommendation appears as Addendum A to these minutes.

David Till: This recommendation will be given to Dr. Pontius and Dr. Rinella tomorrow (December 12, 1996). The passage of this action represents a serious concern that there has been a lack of communication. It is the duty of the Faculty Senate to keep the president informed of the thoughts of the faculty. Thanks to the Senate for passing this resolution.

3. The SLRP committee is meeting January 6. Take a look at the Strategic Long Range Planning document. Make sure items for consideration are in the five-year planning document; if not there, they will not be funded. After the Jan. 6 meeting, it will go out to the general faculty one more time to make sure that what we want is included. Faculty input from the first retreat was considered.

NEW BUSINESS

1. The recommendation concerning faculty representation in the budget process and the availability of all University budget documents was discussed. The recommendation was passed with amendments. Final draft appears as Addendum B to these minutes; given to Dr. Pontius and Dr. Rinella 12/12/96.

David Till: The Faculty Senate Executive Committee will draft a statement in regard to faculty morale issues.

Meeting Adjourned: 6:10 pm

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Addendum A

The following recommendation to the administration for establishing a process for academic reorganization and reidentification was approved by the Faculty Senate at the December 11, 1996 meeting.

PROCESS FOR ACADEMIC REORGANIZATION AND REIDENTIFICATION

Definition

Academic reorganization of an interim or permanent nature may include (a) the creation, division, merger, dissolution or renaming of one or more academic units, departments, or colleges, and (b) the realignment of administrative relationships within colleges or among these units. Since reorganization implies changes of a relatively broad nature, this policy does not apply to the transfer of individual courses between departments.

Initiation

A reorganization proposal may be initiated by a unit or department, an academic dean or the Vice President for Academic Affairs. The written proposal will be submitted to the Vice President for Academic Affairs for distribution to all affected units or departments. This proposal should include the background of the reorganization proposal, indicate the current situation, issues that led to the development of the reorganization proposal and issues that the reorganization proposal may bring to the campus, the alternatives possible to follow to resolve the issues and the recommended reorganization.

Consideration, Termination and Modification

Consideration of a proposal for reorganization proceeds from the affected departments to their Dean(s), to the Faculty Senate, to the Vice President for Academic Affairs, and to the President. Each deliberating body will forward with the proposal a report endorsing or rejecting the proposal, indicating the degree of support, and including any separately authored minority viewpoints. Unit administrators, department chairpersons and deans, may if they wish, submit separate reports. Copies of these reports will be sent to all affected units, departments, academic deans, and the Vice President for Academic Affairs.

A proposal will automatically be reviewed at the next higher level unless all affected units at any one level reject it. In that case, it will be advanced only upon a written request by an affected unit or department, an academic dean, or the Vice President for Academic Affairs. A proposal may be withdrawn by its initiator provided all concerned parties consent to the withdrawal. Modifications or substitute proposals may be introduced by an academic dean or the Faculty Senate, but all affected units must be notified of the specific changes and given an opportunity to react to them. Such changes may include the combination of several proposals or the forwarding of only one among similar proposals.

President Rinella and Vice President Pontius depart.

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Meeting Adjourned: 6:10 pm

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Timetable for Consideration

These dates represent the normal progress of consideration. Under special circumstances the schedule may be modified by mutual consent of the Vice President for Academic Affairs and the affected units.

1. By September 15 for the Fall Semester (February 15 for the Spring Semester) the proposal is submitted to the Vice President for Academic Affairs and to all affected units by the initiator.
2. All the departments or units will consider the proposal. The initiator is allowed to present it to each affected department or unit. By October 15 (or March 15) all department documents and minority viewpoints are submitted to the appropriate academic deans.
3. By November 1 (or April 1) the Dean(s) will submit to the Faculty Senate all departmental and college documents and minority viewpoints. The Senate will consider and recommend to the Vice President for Academic Affairs action on the proposal with all documents from all affected units by November 15 (April 15).
4. By December 1 (May 1) the Vice President for Academic Affairs will submit recommended action on the proposal to the President with all supporting documentation.
5. By December 15 (May 15) the President will indicate to the affected units and the campus his recommendation to TBR for action to be taken on the reorganization proposal with a rationale for this decision.

The Senate further requests that all reorganization and reidentification proposals currently pending or contemplated be submitted to this process.

Dr. David Till
Faculty Senate President
December 13, 1996

Addendum B

The following recommendation was approved by the Faculty Senate at the December 11, 1996 meeting:

In what we believe to be a spirit of accord with the University's "Vision Statement" now under consideration,

- A) The Faculty Senate recommends ongoing faculty representation and involvement in an open process of budget determination, revision, allocation decisions, and income and outcome reporting. To this end the Senate asks that two (2) full-time tenured faculty persons be invited to participate on the President's Cabinet [method of selection and length of term to be determined by mutual consent of the Senate and the President].**
- B) The Senate further requests that University budget documents--most especially the year-end reconciliation of all expenditures with income and appropriations--be made available in the Woodward Library.**

Dr. David Till
Faculty Senate President
December 13, 1996

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