

AUSTIN PEAY STATE UNIVERSITY  
FACULTY SENATE MEETING MINUTES  
OCTOBER 23, 2003

Call to Order at 3:35 p.m. by President Tim Winters

**Roll call of Senators:**

Present: Senators Berg, Butts, Carpenter, Clark, Evans, Franks, Gupton, Kemmerly, Kenney, King, Kitterman, Koch, Magrans, Maurer, Rainey, Rayburn, Rocheleau, Salama, Shepherd, Silverberg, Smithfield, Steinberg, Tracy, Winters Witherspoon, and Zeigler.

Absent: Senators Busey, Griffy, and Hogan

**Agenda Approved**

**September Faculty Senate Minutes Unavailable**

**Approved Sue Evans to serve as Senate Secretary**

Senator Kemmerly moved to accept, and Senator Kitterman seconded. Vote by acclamation.

**Report from Election Committee:**

Vice President Rayburn announced that Drs. Kitterman, Gildrie, and Cochener would be serving on the Academic Council as Faculty Senate representatives. An election is being held to determine the Senator from the School of Business; Stephanie Newport and David Grimmatt are running for that seat and the elections will end on Tuesday, October 28. Dwonna Goldstone had no opposition. Floyd Christian, Kirk Menser and Sam Jator were elected to represent Science/Mathematics.

**Dr. Sherry Hoppe, APSU President:**

The recent email sent to the University community related to Budget issues explains the most current information she has available. There has been considerable discussion regarding the possibility of a five percent cut or some variation. Additional thoughts are that universities may receive higher cuts than the technical centers and community colleges. University presidents did not voice approval for that scenario. However, Dr. Hoppe does not believe the cuts will be as painful this year, because we have had a stable year and made prudent financial decisions. These budget discussions are in the preliminary stages, but there has been some thoughts that Governor Bredesen will suggest some salary increases.

Dr. Hoppe will share with faculty more details of how our funding is determined and how the formulas are used. She will work with VP Mitch Robinson to prepare a power point presentation explaining the process possibly for an open forum for the faculty.

The capital campaign has been successful with over \$13 million at this point. We recently acquired a \$250,000 donation from a female friend of the University. There is a Chattanooga alumnus who has been asked to give \$2 million or more to help with the development of the Recreation Center on campus.

Attention is being directed toward adult learner scholarships and study abroad scholarships.

Next weekend is Homecoming and everyone is encouraged to join in the activities.

There were no questions from the Senators for Dr. Hoppe.

#### **Dr. Bruce Speck, Vice President for Academic Affairs:**

Dr. Speck requested that Dr. Susan Calovini be given part of his time to update Senators about the SACS report.

Dr. Calovini reported that on Monday, Dr. Speck, Dr. Hoppe, Dr. Davis, Dr. Menningall, and Vice President Robinson had a telephone conference call with SACS and received a verbal update. They have looked at our electronic report and have flagged 16 standards which need follow-ups. President Hoppe had hoped for 5 or fewer, but of those 16 only 7 were for noncompliance and the others were because they did not have enough information about the issues. These seven for noncompliance should be easily cleared up. Some which relate to faculty and academic issues are:

- Institutional effectiveness was an area of noncompliance even though Dr. Davis and his team have done much work, but they are still requesting to see more evidence in this area.
- Faculty credentials were another area of concern—there are some faculty teaching graduate courses without graduate degrees in the field. Some are teaching out of their field and some faculty files were incomplete.
- There is a need to provide evidence that we evaluate learning and outcomes and need to work to improve in this area.

- The Quality-Enhancement Plan is very important in our accreditation process—the QEP will center on retention and will incorporate recommendations made by planning committees on the freshman experience course, academic advising, and student life. There are two open forums set up for November 18 and 19.

Additional information related to the SACS report may be found at <http://www.apsu.edu/sacs/>.

Dr. Speck announced that representatives from COPLA will visit the campus the first of November.

Dr. Speck forwarded the 120 hours requirements to TBR and sent a letter identifying concerns and questions. Teacher education and other accreditation issues are uncertain at this point. Dr. Speck's letter may be seen at <http://www.apsu.edu/senatef/Documents/Letter%20to%20TRB%20ca.%20120-Hour%20Requirements%20for%20Degrees.pdf>

Experiential credit was discussed and it was suggested that maybe instead of the entire university giving this credit that individual departments may decide if they have interest in approving experiential credit for their majors.

At the last quarterly meeting with TBR Vice Presidents and Provosts, Dr. Speck mentioned that faculty on nine-month contracts have no annual or personal leave days. It was clear that most people there did not want to address the issue and thought it was not politically smart to address now because the Legislature would need to get involved. There is no provision within the policies for faculty who need a day off to go to a wedding, funeral, or some other personal activity which interferes with their teaching schedules.

President Winters suggested that this issue could be revisited at the polls when these elected officials are up for reelection.

Senator Kimmerly asked about using sick leave for funerals—we have bereavement leave for family, but not for our friends and neighbors. Dr. Speck replied that Kay Clark from TBR had mentioned that the legislators believe faculty already have a lot of leave time built within the semester schedules—at least these were the opinions the last time faculty annual leave was suggested.

### **Committee Reports:**

Dean's Council Report given by Senator Elaine Berg.

- As of October 16 the search process for the faculty and deans positions is posted on the web. <http://www.apsu.edu/senatef/Documents/FacPosStatus.pdf>

- Dr. Groppel attended the RODP curriculum meeting, and if you are interested in seeing the information, please contact Elaine.
- In addition, our web site has the details for the 41 hour general education core approved by TBR.  
[http://www.apsu.edu/senatef/Documents/general\\_ed\\_common\\_catalog\\_statement\\_03.pdf](http://www.apsu.edu/senatef/Documents/general_ed_common_catalog_statement_03.pdf)
- The TBR common calendar is posted on the web site. We are cutting weeks from the terms, but adding minutes to the class periods.  
<http://www.apsu.edu/senatef/Documents/TBR%20Common%20Academic%20Calendar.pdf>
- All faculty files—fulltime and adjunct—will reside in the VPAA office. Human Resources will have some files, but VPAA will have the academic areas.
- The GRE will remain the criteria for APSU Graduate School unless individual departments prefer something else such as the MAT. Department requirements may exceed the University requirements, but they may not be lower.
- The document detailing how many students should be required for combined upper division/graduate courses to make and to recommend the number of TLCs for such courses is located at:  
[http://www.apsu.edu/senatef/Documents/Combined%20Upper%20Division\\_Graduate%20Courses.pdf](http://www.apsu.edu/senatef/Documents/Combined%20Upper%20Division_Graduate%20Courses.pdf)
- Senator Berg asked for faculty to look at the form located on the web site for evaluation of traditional courses and make comments before her meeting on November 4.  
<http://www.apsu.edu/senatef/Documents/course%20review%20by%20Department%20Chair.pdf>

Senator Witherspoon asked if this form is similar to the one used to evaluate online courses, and Senator Gupton asked if it is an evaluation conducted by departments. Senator Berg responded yes to both questions, but courses will not be evaluated each year. This form originated with Dr. Speck; it is a part of the peer-review of teaching. Dr. Speck found that across campus that there was a need to look at courses, and he recommends using the Seven Best Practices of Teaching and adapt courses to meet these principles.

Senator Kitterman asked if this process is a review of teaching or courses. Dr. Speck indicated that this form was being used to evaluate online courses, but we will use it to evaluate teaching. The Seven Best Practices are given in the back of the APSU Faculty Handbook.

Senator Berg will put all information on the web site. Look for the general education resolution to come the following week as well as the APSU degree reduction plan compiled by all departments—120 hours.

There were no additional questions for Senator Berg.

Academic Council Report given by Senator Matthew Kenney.

- Academic Council met on Wednesday, October 22 and approved three program changes in within the German major and some changes in Computer Science.
- The most critical decision in Academic Council was that the liberal arts pilot course was not approved as it is currently designed. The idea of such a course was not rejected, but the content was debated. Dr. Richard Gildrie presented some options for changes to the pilot course which included a stronger academic focus and less university life content.
- Dr. Mitchell indicated to the Council that there is a great deal of uncertainty regarding the Department of Education and TBR and the lower number of credit hours for graduation.

Senator Clark directed a question to Dr. Speck about student attendance in the liberal arts pilot course; he had the impression that the attendance was dropping off. The discussion included why do we think attendance in these courses would drop, and if the course was redesigned to increase its difficulty would we be accomplishing one of the course's purposes of encouraging students to stay with the university? Dr. Speck had attempted to address two areas in this course—liberal arts and university life, but he is not sure how it is best addressed.

*Senator Rayburn motioned that the time be extended for this discussion by five minutes, Senator Berg seconded, and it was approved by the Senate.*

TBR Sub-Council Report given by Senator Tim Winters for Loretta Griffy.

- Dr. Griffy was unable to attend the Senate meeting, but her report essentially was to relay a thanks from TBR concerning APSU's response to the promotion and tenure documents. The comments from representatives of other TBR schools were also extremely positive regarding our suggestions. Her notes are available on the web at <http://www.apsu.edu/senatef/TBRsubcoun.htm>

## Reports from Senate Committees

### Experiential Credit Report by Senator Ronald Gupton.

- Dr. Gupton stated that his committee did not receive very many comments by email regarding their charge. The document is still in the works and he asked for comments and suggestions. Please email or post on Blackboard comments about the portfolio credit proposal as suggested by Dr. Groppel at a previous Senate meeting.
- Senator Kimmerly asked is the original proposal only related to two programs? Dr. Gupton indicated it was proposed for all programs. The committee has asked to see a successful portfolio to evaluate what someone has deemed appropriate for university credit.
- Senator Franks asked if we could consider having this credit for only a couple of departments as was suggested earlier by Dr. Speck. Dr. Gupton stated that there were issues that needed to be decided even if the credit does only apply to a few departments. Again, he encouraged comments and discussion on the Blackboard discussion area.
- Dr. Hoppe suggested that if experiential credit was to be in effect next year, it will need to be determined before the deadlines for the next edition of the Bulletin. It would not be good for us to be making the changes without it being in the catalog. Senator Gupton inquired about deadline dates for catalog revisions, but the dates were not known.
- Dr. Hoppe stressed that we do not give wholesale credits and that the portfolios would show if the student has the competencies which they would have at the end of a course—not for a group of hours.
- Is this a national trend? Dr. Hoppe says there are national guidelines and that experiential credit has been accepted nationally for a long time. Senator Clark stated he thought the university would be shooting itself in the foot by giving these credits. Dr. Hoppe indicated that very few students take this option, because it is not a one-page report—students may get their packet of materials and decide it is too hard.
- Senator Kenney asked if there are programs at APSU asking for these credits? Dr. Gupton said that Computer Science and Professional Studies are two areas where faculty have felt that the credit would be applicable to their degrees.

*Senator Franks moved to extend the discussion time by five minutes, Senator Kemmerly seconded and it was approved.*

- Senator Franks questioned how the programs would determine the process of evaluating experiential credit and if there is a course on how to do portfolios? Dr Gupton indicated the credit would count as transfer credit hours count.
- Senator Koch asked if each department would have a course on how to do the portfolios or would there be a generic course? Dr. Gupton was not sure there would be enough interested students to actually offer such a course.

Please send additional comments to Dr. Gupton or members of the committee—Dr. Franks, Dr. Rainey, Ms. Busey, and Dr. Shepard.

Documents related to experiential credit may be found at  
<http://www.apsu.edu/senatef/Documents/Experiential%20Proposal%20Credit%20Assessment.pdf>

<http://www.apsu.edu/senatef/Documents/Experiential%20Credit%20Flow%20Chart.pdf>

*Senator Clark made a motion to move to room in the University Center with projection equipment for the remainder of the meeting; Senator Berg seconded, and it was approved.*

### **Unfinished Business**

President Winters reconvened the meeting and asked that members stay within time limits.

Post-Tenure Review Form was discussed by Senator Sue Evans.

- A copy of the revised form was displayed with the changes made as recommended by Senators during the September meeting.
- Senator Franks asked how this form related to the peer review teaching form? Dr. Evans responded that this form is a revision a form that is already in existence which is used for faculty annually after they receive tenure. This revised form is a combination of the one currently in use and the one suggested by the Dean's Council.
- Senator Witherspoon asked what is the purpose of peer review of teaching—is it to help a faculty member to become more effective? Responses included that peer review is not related to the annual assessment which will utilize the Post-Tenure Review Form.

Senator Witherspoon moved to accept the revised Post-Tenure Review Form and Senator Kemmerly seconded. Motion passed by verbal vote. A copy of the revised form is at

<http://www.apsu.edu/senatef/Documents/Revised%20PostTenure%20Form102003.pdf>

## **New Business**

President Winters has asked Vice President Rayburn to chair a Constitution Rules Committee to determine need to update Faculty Senate By-Laws. The Senate has changed how some of its business is being done and the By-Laws do not reflect these changes. The committee is charged with determining if there are any changes which need to be made. Please send your comments/suggestions to Dr. Rayburn. A copy of the Bylaws may be viewed at

<http://www.apsu.edu/senatef/bylaws.PDF>

Additional new business is to review Policy 5010 and prepare to discuss for the November meeting. The policy is at:

<http://www.apsu.edu/senatef/Documents/APSU%20Policy5010%20041503.pdf>

Please review Policy 5028 which concerns summer and intersession compensation before the November meeting. The Policy is located at:

<http://www.apsu.edu/senatef/Documents/D5028SummerSessionCompensation111203.pdf>

There are questions about the Institutional Research Board, and Mr. Richard Jackson and others are being recruited to explain what the IRB does and does not do. There should be some additional information at a later Senate meeting.

President Winters reminded Senators that Dr. Hoppe will explain how funding really works if we would like to better understand the formula. Please ask faculty in your department to see if they are interested in an open meeting, or if we should have the presentation for just the Faculty Senate.

President Winters read over a list of Senate Committees and members. These are listed on the web site at <http://www.apsu.edu/senatef/committee.htm>

President Winters asked for any business from the floor. Senator Rayburn moved to adjourn with a second by Senator Kimmerly which was approved verbally. The meeting was adjourned at 5:25 p.m.