

Austin Peay State University
Faculty Senate

Minutes
Meeting of Thursday, October 26, 2006
Morgan University Center, UC 303

Preliminary Information

The meeting was called to order at approximately 2:30 p.m. by Senate President Dr. John Foote.

The roll call of senators was conducted by Senate Secretary Perdew.

Senators Black, Deibert, Dyer, Eaves, Gotcher, Hatch, Lane, Major, Schlanger, and Snyder were absent.

The agenda was unanimously approved.

The minutes for the meeting of September 28, 2006, were unanimously approved.

Remarks

University President Dr. Sherry Hoppe

President Hoppe had no remarks and offered to answer questions.

In response to Sen. Haralson's question regarding approval of post retirement requests, President Hoppe stated that granting approval is easy as long as protocol is followed and that so far this semester all requests which have been made will be approved.

Sen. Robison thanked President Hoppe for the equity increase and voiced his concern about students parking on 8th street, that it was too narrow. President Hoppe referred this to Mr. Biles, chief of campus police, and they both agreed that it is an issue for Clarksville city police.

Sen. Haralson commented about the slickness of the paint on the curbs designating parking areas. Sen. Foote agreed. President Hoppe stated that Mr. Pratt had been contacted regarding this and asked Mr. Biles to check with Mr. Pratt again.

Provost Dr. Bruce Speck

Provost Speck remarked upon the statewide meeting for contingency plans in the event of a flu pandemic. TBR says shells for courses should be online in case of this event.

Provost Speck also mentioned that TBR subcouncil was discussing online course management issues and difficulties coordinating with academic affairs. He also stated that TBR is going to stop using Web CT. Provost Speck also stated that removing the cap on tuition is going to be discussed in a subcommittee. One reason for this is the

implementation of Banner. There are limitations in its capacity to calculate tuition rates in some circumstances and there is a \$500,000 cost for a module to adjust it.

Senate President Dr. John Foote

Sen. Foote mentioned the passing of Clifford Stanfill an associate professor who had been at APSU since 1982. Sen. Foote mentioned the Stanfills were married in his hometown.

President Hoppe stated that currently there is no system for making information like this known campus wide. She stated she wants the campus community to be informed and has asked Dennie Burke to check local obituaries and put any concerning APSU community members in the "Announcements" e-mail. President Hoppe also stated that Martha Woodall would pass on any information her office received if a death occurred out of state.

Reports

TBR Subcouncil

Senator Griffy

Sen. Griffy first stated that the chancellor spoke briefly about the governor's continued concentration on technology centers and community colleges. For TBR, capital is the main issue. Sen. Griffy said the use of lottery revenue may be an issue in the next legislative session.

Sen. Griffy said Bob Adams is checking into the interest level for vision insurance. She also stated that TBR wants all questions regarding 1 Point Solutions to go to Human Resources.

She also remarked that a committee has given its report on the computation of teaching load credit for science labs. This will be posted on the web along with a survey containing responses regarding the calculation method. The report will not dictate to campuses how to calculate these loads.

Concerning the common calendar, Sen. Griffy said it will be revised in fall 2008, but there are few changes.

Regarding the DSP steering committee (formerly called "whitepaper" committee) chaired by Treva Barryman, Sen. Griffy said its charge is to decide the best way to serve under-prepared students and it is not confined to the current framework under A-100 guidelines. Currently a FIPSE grant has been received and Houston Davis and others will design models to address how to best accommodate under-prepared students. Later Sen.

Haralson asked about the timeline and Sen. Griffy answered that the design team, which was appointed by the board staff, is seeking ideas for designing models this fall. Then in the spring, models will be designed. In fall 2007 the models will be piloted at universities, which choose to participate, in evaluation of these models.

Sen. Griffy stated that information about the classroom management system "desire to learn" will be posted on the senate website when available.

Sen. Griffy also stated that a committee is looking at general education assessment and will give a proposal in January.

Lastly, Sen Griffy commented on the recently approved AFT, associate's of science degree for teaching. In spring 2008 there will be the first graduates with this degree from community colleges. This degree will articulate into education programs when transfer students with the AFT come to APSU.

Academic Council

Senator Ziegler

Sen. Ziegler stated there were two main items. The first involved a pending constitutional amendment regarding the makeup of academic council. The other main item was the faculty senate resolution about DSP students taking 3000-4000 level classes. Sen. Ziegler stated that Dr. McQueen will research how many transfer students had DSP requirements and were requesting 3000-4000 level classes. Dr. McQueen said student records could be given to department chairs in the spring semester and chairs could send an e-mail to the registrar's office approving or denying the course. This issue is not resolved. Sen. Ziegler said it would be reviewed again in academic council.

It was pointed out by a senator that the original proposal said deans had to approve the courses. Sen. Ziegler stated that Dr. McQueen says now the chair can send an e-mail to approve.

Sen. Griffy mentioned that transfer students come in who weren't on the list and may need approval then and no chair may be available.

Sen. Foote asked Mr. Becraft to comment and he said the administration believed the issue was there were no parameters on which 3000-4000 level courses a DSP student could take in the senate resolution. Mr. Becraft said the chair could look at what 3000-4000 level courses could be taken by DSP students and wanted the recommendation to be approved for all students not just for transfers. The chair to sign off is the one over the department in which the course is taught. Also a list of 3000-4000 level courses DSP students can take is to be compiled.

Dr. McQueen may come to the next senate meeting for further discussion.

Deans Council

Senator Haralson

Sen. Haralson mentioned that a new website about e-dossiers was discussed.

Also Sen. Haralson stated that \$40,000 was used for advisement during summer welcomes and that Dr. McQueen discussed ways to save money. Options discussed included: having professional staff advise, increasing chairs' stipends and they would do summer advisement, and requiring faculty teaching during summer sessions to participate in summer welcomes. These options were not received well by the deans. Mr. Beavers said \$40,000 was worth the good advisement.

Sen. Haralson also stated that new faculty lines were in the process of being approved, and are on Provost Speck's desk now.

Sen. Haralson remarked that Mr. Becraft is to meet with bookstore representatives and discuss positive and negative comments that have been made.

Sen. Haralson concluded by saying that Tammy Delvendahl's minutes will be posted on the senate website.

Sen. Winters commented about the e-dossier and reasons for faculty disgruntlement. He mentioned that administrators said scanning would be handled for faculty. The faculty senate believed it was highly unlikely but the administration said it would be done. The senate was right and this did not happen.

Sen. Said commented that advisement is essential and asked about the role of department chairs in selecting advisors. Sen. Haralson answered that as coordinator last summer she solicited advisors from each department.

Sen. Robison commented that the e-dossiers are in blackboard now and asked if there will be a portability issue. Sen. Griffy said if board adopts "desire to learn" we will have to get it. President Hoppe said "desire to learn" will be for RODP and we may be able to use another system too. She also stated that e-army-u uses blackboard and it will change to go-army-ed. We do not know at this point if we will be required to have only one system. If the army does not require a certain one, then the extra expenditure for two systems is not feasible. Sen. Griffy said it is wise to have a backup of the e-dossier in case it changes from blackboard format.

Old Business

Proposal for faculty senate constitutional amendment regarding movement of departments between senate areas to be handled in by-laws rather than constitution

Sen. Foote said this needs to be in the by-laws because they can be changed more easily than the constitution.

Sen. Winters moved to approve the proposal. The motion was seconded and unanimously approved.

(This action required that a majority of senators vote and the requirement was satisfied.)

Sen. Foote mentioned that, along with this proposed amendment, the proposed amendment about election of faculty senators, passed in 2005 by the senate, will be sent out for approval by the faculty. He encourages all to vote and stated that a majority of faculty must vote "yes" before the amendments will pass.

Addition of faculty senate standing committee in by-laws to handle the faculty research forums

There was a motion and second to approve the proposal.

During discussion Sen. Said commented that the forums may be looked on as lowered in esteem because the provost's office is not handling them now. Sen. Winters said the senate could request that the provost sit on the committee in an ex officio capacity.

Provost Speck said he would do so.

The motion was unanimously approved.

New Business

Discussion of the preparation of E-Dossiers (Michael Becraft, Academic Affairs)

Mr. Becraft, special assistant to the provost in academic affairs, gave an overview of the website www.apsu.edu/academics/edossier.htm for the preparation of e-dossiers.

In response to a question, he stated that distance education should be contacted to receive instructor access if the control panel cannot be found in the shell.

Sen. Foote said Mr. Becraft and Samantha Penney are very helpful to faculty, and he encouraged faculty to start early on their e-dossier.

Library Retention, Tenure, and Promotion Proposal

Sen. Foote stated that academic affairs had asked the faculty senate to consider this, and he asked Deborah Fetch to go over the proposal. Deborah Fetch said this proposal was made after it was brought to their attention that the library did not have the same two-level process for retention, tenure, and promotion that other faculty have. She also said this proposal is like what is done at Ft. Campbell, and that it was discussed with Sen. Wadia who chairs the faculty handbook committee.

Sen. Wadia moved to approve the proposal. It was seconded and unanimously approved.

Proposed Policy Revisions

Policy 3:034 University Excused Absences for Students

Sen. Foote said he had been asked questions about the policy by faculty members.

When asked to comment, provost Speck said it came through deans' council. This policy was made in order to handle any case when a professor would not excuse an absence for an activity required by another professor. The meeting or activity requires prior approval as necessitating an excused absence before the policy is in effect.

Sen. Myers said NCAA rules already state that practice cannot be a reason for missing class, nor team meetings or rehabilitation.

Sen. Wadia stated that a committee should examine the policy.

There was a motion and second to refer this to the faculty handbook committee and hear their report at the next senate meeting.

President Hoppe recommended that Sen. Myers also be included because of his experience with athletics issues.

The motion was unanimously approved.

Policy 2:009 Academic Reorganization and Re-identification

Sen. Foote stated this revision changed "VPAA" to "provost" and asked about the change in dates. Provost Speck said the reason for the date changes was to align ourselves with TBR's schedule.

The policy was approved unanimously.

Policy 4:007 Access to, and Security of, Facilities (Lantz Biles, Chief of Campus Police)

There was a lengthy discussion of this policy particularly regarding the passage stating **“All individuals associated Austin Peay State University, are required to wear an APSU ID card in a visible fashion...”**

Sen. Foote began by stating the executive committee does not think having an ID visible at all times is necessary.

Mr. Biles thought this would assist in security on campus. He also commented that theft is the main offence on campus and that video cameras have shown thieves wearing back packs to look like students.

Sen. Winters pointed out that we are a state institution and anyone can come on campus. No one can be prohibited from the campus regardless of having an ID.

Sen. Foote mentioned that information technology requires its personnel to wear an ID badge and it is understandable in their case, but stated he also does not see that wearing IDs helps increase security.

Sen. Schiller and Sen. Said questioned who would be responsible for enforcing the policy.

Sen. Griffy asked for statistics showing whether this policy is effective in reducing crime.

Mr. Biles was asked to gather crime information from campuses with this policy for the next senate meeting.

Regarding building access, Sen. Winters mentioned that some buildings may need more than one exterior door with ID-swipe access because of interior access concerns and handicapped accessibility concerns.

Sen. Winters **moved to defer a decision about this policy until the next senate meeting for more discussion.** The motion was seconded.

President Hoppe said it would be approved on an interim basis by the president’s cabinet to use the policy’s provision that IDs can be requested, because of smoking policy enforcement.

The motion passed with 12 in favor and 10 opposed.

Sanctions for violation of smoking policy (Lantz Biles and Sherryl Byrd, Student Affairs)

Sherryl Byrd stated it has been a challenge to enforce the smoking policy. She stated the campus paper reports of a movement among a small group of students to be defiant and also not give IDs when requested. Sherryl Byrd requested the help of faculty and staff members in enforcing the policy.

President Hoppe also encouraged faculty to help enforce the policy by first mentioning to anyone smoking in an undesignated area that there is a smoking policy. Campus police can be called if necessary. President Hoppe said if it is ignored the policy was passed for no reason. She also mentioned that the name of a violator will be given to student affairs and that the student code of conduct gives the authority to fine students for this violation as with parking violations. This does not cover faculty and staff violations, but President Hoppe stated that faculty and staff should respect the policy too. She also stated that the president’s cabinet may ban smoking completely on campus (except in an individual’s own vehicle) if there are continued violations.

Sherryl Byrd further stated that a noncompliant student can face stiffer penalties if he or she does not give an ID or becomes verbally abusive, under the student code of conduct, and it can be put in their permanent student record.

Sen. Schiller and Sen. Baker voiced concerns regarding faculty enforcing the policy.

President Hoppe stated the topic was on the agenda to announce that there will be penalties for noncompliance.

Sherryl Byrd said there will be an announcement in the campus newspaper before the citations begin to be given.

Sen. Baker and Sen. Hargrove commented about the need for signs to designate both smoking and non-smoking areas.

Sen. Schiller commented that a shelter for smokers may stop some violations during inclement weather.

Sherryl Byrd stated that repeat offenders will get a disciplinary sanction and that violations should stop when knowledge about the penalties spreads.

Proposal to change faculty handbook to state that student evaluations of faculty from the five most recent years are required in the dossier when a faculty member is going up for promotion (other evaluations to be made available only upon request)

Sen. Winters moved to approve the proposal and it was seconded.

It was stated that it should be amended to say fewer than five years, if there are less than five years since the last personnel action, and that the exact language will be made by Sen. Wadia and the handbook committee.

The motion was unanimously approved.

The meeting adjourned at 4:50 p.m.

Patrick Perdew

Faculty Senate Secretary