

Austin Peay State University
Faculty Senate
Meeting of Thursday, March 23, 2017
University Center, UC 307
3:00pm
Minutes

Call to order – Senate President Tucker Brown

Recognition of Guests: Bob Anderson, Provost Rex Gandy, Jasmin Linares, Judy Molnar, Denise Robledo, Mickey Wadia, President Alisa White

Roll call of Senators – Senate Secretary Christina Chester-Fangman

Absent Senators: Lisa Barron, William Brooks, Penny Brown, John Byrd, Linda Darnell, Lesley Davidson, Mary Fran Davis, Lee Gray, Brian Hock, Kelly Jones, Christophe Konkobo, Andriy Kovalskiy, John Phillips, Margaret Rennerfeldt, Raman Sahi, Ken Shipley, David Snyder, Lisa Sullivan, and Timothy Wesley

Approval of today’s agenda - Motion made, seconded and passed to approve amended agenda adding Judy Molnar and Denise Robledo for five minutes and Bob Anderson for five minutes

Approval of minutes for meetings of February 23, 2017 and March 16, 2017 = Motion made, seconded, and passed to approve the meeting minutes from February 23, 2017 and March 16, 2017

Remarks

1. Senate President – Dr. Tucker Brown (5 minutes) – Since we have a full agenda, Senate President Brown will save his remarks for the end of the meeting.
2. University President – Dr. Alisa White (15 minutes)
 - *Nashville Business Journal* named us as the top business in the non-profit sector; we are currently in a tight academic market and this is great recruitment help for us; “a lot of players” get that journal;
 - Carol Clark is thorough in her position and is making lots of trips to the legislature and keeping us aware of issues of interest to us; President White talked with Senator Gresham, Chairman of the Senate Education Committee, who mentioned her concern with civic illiteracy; President White was able to talk about the importance of liberal arts in producing citizens who are broadly educated; who can understand context and think critically; some have this idea that universities should be funded based on what their graduates make in the workforce, but we are not just training someone for a career; we also train them to be good global citizens;
 - There is a bill on the table that allows local university boards to award in-state tuition regardless of immigration status; as a pragmatic matter, we have a lot of undocumented students in Tennessee, and it is important that they have an opportunity to get a degree; she has written a letter in support of this bill, and will keep us posted;
 - The first meeting of our local board is next Thursday, March 30th; she is excited about that; there is going to be training for the board members in the morning, but during their meeting they will be setting up a governance structure, approving policies, electing the student trustee from the three candidates, approving our program in engineering physics, and setting housing rates;
 - RFP for bookstore; planning to move bookstore to 4th and College Street; RFP requests that winning bidder helps renovate property (including a coffee bar) and can accommodate the move of our Printing Services to that new location; this is a good way to show off the university;
 - The new Art and Design building is scheduled to open sometime in April; “it is stunning on the inside” and she is really excited about it;
 - Questions:
 - Q: Will there be opportunities for us to watch the first meeting of the board?
 - A: There isn’t a lot of room, but it is open and will be livestreamed. We are using one side of the building, where we had the holiday party. The board members will be seated in the back where the

food was and we will have seats near the windows. The front part of the building is not being used because of the road noise.

- Comment: Senator Cannon publically thanked President White for prioritizing resources for the Child Learning Center. It has been “transformed and revitalized.” There is a lot of potential for their collaboration with the College of Education to be a model for early childhood education. President White thanked Senator Cannon for the acknowledgment and asked that we be willing to be a benefactor for the children there, many of whom are in need. If you are interested in helping, please talk to Claudia Rodriguez [Manager of the Child Learning Center, rodriguezca@apsu.edu, ext. 6232.]

3. University Provost – Dr. Rex Gandy (15 minutes)

- Enrollment update = spring numbers are out from TBR; we lead by being up about 2.5% over last year, Memphis is up about 0.8%, but everyone else is negative; fall admits are up about 20%; based on last year’s conversion rates, that would give us about 200 additional freshmen;
- SACS update = the governance change from TBR to our own board was approved about a week ago;
- Degree guidelines = this is not policy, we are just looking at a different environment when we go out of TBR to THEC because THEC “does care a lot about low producing programs and we have to tighten that up;” we are going to narrow down these specializations, tracks, options, etc., to just degrees and concentrations, but students who are currently in these areas will be grandfathered in;
- RTP calendar = there has been talk about moving the RTP calendar to fall, so you would submit dossiers at the beginning of academic year; this would affect some personnel decision, because under the current policy, you would go up start of third year, but it has been suggested that we add a year and go up start of 4th year; this decision would also be grandfathered in so anyone that is currently in the pipeline could choose when to go up;
- Search updates:
 - Dean of the College of Ed = currently negotiating with one of the finalists;
 - Ft. Campbell Center Director = of the four finalists, two have made their site visits, and two more are coming in the next week or so;
 - Dean of the College of Business = the search committee will meet next week;
- Questions:
 - Q: Just a point of clarification on the degree programs. Specializations will be changed to concentrations, but the plans remain intact?
A: Yes, the plans remain intact, and anything for accreditation or licensure will not be affected.
 - Q: Are the RTP calendar moves for those choosing early promotion?
A: Yes.
 - Q: Do you have any information on salary increases?
A: There are unknown factors, but the one that is known is THEC’s funding allocation. We “lead the league so there is a chunk of money there” due to us and you graduating more students. There are two other piles of money: enrollment growth and tuition increases. The preliminary guideline for tuition increases is 0-4%. At the May or June meeting, our board picks the number within that guideline. What we do know for sure is the formula money is giving us 3% so, if I had to guess, I would say we would get about 5%.
 - Q: What about conditional admits?
A: Last year we had about 20%. Based on our apps and admits, that percentage is down from last year. Also, those ACTs are higher.
Q: So 26 and above?
A: Yes.

4. Military Student Center Coordinator – Jasmin Linares (5 minutes)

- Since there were other safe zone trainings going on last year, the Military Student Center took a break on offering the Green Zone training, but they are gearing up to offer it again for the next academic year; there has been low faculty attendance (49 faculty members at 12 sessions, compared to 123 staff members), so Jasmin is trying to increase faculty participation; Green Zone trains faculty and staff to be a resource/ally for our military-affiliated students, which make up about 25% of our on-campus population; participation is voluntary and you receive a “Green Zone” sticker once you have completed the training; Jasmin is willing to offer the

training at different days and times, do group/departmental training, or online training based on previously recorded hour and a half long sessions; please see the Green Zone info on the Military Student Center website at <http://www.apsu.edu/military-student-center/about-green-zone> or contact Jasmin directly at linaresj@apsu.edu.

5. Distance Education Director – Denise Robledo and Associate Vice President & Chief Information Officer, Information Technology – Judy Molnar (5 minutes)

- The Office of Information Technology and Distance Education are collaborating on an Ed Tech Day, Tuesday, April 25th from 9am-3pm in UC #303/#305; there will be vendors (current and new) such as Dell, Adobe, Blackboard, D2L, Canvas, and SmarterServices; learn about new technology, see product demos, and participate in other professional development opportunities;
- Fun Kahoot! (game-based learning platform) demo featuring four questions about APSU;

6. Instructional Technology Support Manager – Bob Anderson (5 minutes)

- Daylight = D2L interface update; it is mobile-friendly/accessible, but “bland;” currently undergoing a soft rollout in various browsers as they work through issues; August 2018 is the hard rollout date; Distance Education staff will provide training on it, but Daylight “is just a wrapper over the backend...everything will still be there and work;” it is really just an enhancement; the D2L vendor at our Ed Tech Day might be able to preview Daylight for attendees;
 - Q: Is this the same as Brightspace?
A: Yes, that is the name of the LMS so this what they are using for the interface.
 - Q: Is it what TN eCampus is using?
A: Yes, we will all follow the same path.
- D2L stats:
 - APSU uses 2.4 TB of D2L storage;
 - over 73,000 total courses;
 - over 57,500 active users = “There is a small city inside of D2L!”
- D2L health check = because it had been running slow and we are sharing it with 23 other schools; D2L costs us over \$130,000 each year and that will increase over the next five years; recommended clean-up process:
 - reduce active rosters;
 - reduce number of active admins (there are currently 17);
 - reduce active users;
 - reduce course load = remove courses that are older than seven years (course retention policy is six years); D2L can pull beyond that, if needed; you could also easily export your gradebooks;
 - **e-dossiers and sandboxes are excluded**
 - Q: Why are we doing this before the bids?
A: We are looking at it ahead of time. We have to say what our system looks like for pricing/bidding purposes. “It will be a win/win.”

[SEE ATTACHMENT]

7. Reports from Faculty Senate Representatives

- Academic Council – Senator Rod Mills (5 minutes) = The minutes from the meeting are posted: http://www.apsu.edu/sites/apsu.edu/files/faculty-senate/Academic_Council_Meeting_Minutes.03.22.2017.pdf
 - The main concern is the Extra Compensation Policy (2:028) = Faculty Senate voted on this as 5:028, and Academic Council was asked to vote online for the policy; after voting, we received an email from Tammy D that asked us to vote again; in comparisons between the two documents, I saw significant changes; it is being returned to faculty senate based on procedural guidelines;
 - Q: Who made the changes?
A: That was not specified. There were significant deletions toward the end of document.
 - Q: When something leaves here, does it not just go through?
A: Changes were made to that document before it came to Academic Council. The timeline was that we received the email from Tammy D that said we need to vote online and there was a short turnaround. After the voting deadline, we received an email update saying she didn't

send the most recent revision and we would need to revote. During the meeting [yesterday] it was pointed out that there were numerous differences and there has been more than one occurrence.

- Comment (Senate President Brown): Yes, we know that you are trying to be a watchdog. Barry and Rod were both there and noticed this.
 - From Faculty Senate to Academic Council something happened so based on procedural guidelines, we had to ask that it be returned.
 - Q: When it was pointed out, did anyone take responsibility?
A: The explanation was that it might have been redundant with policies that HR has. There is one subsection that would need to be addressed by faculty on conducting research reassignment. When I asked what happened, there was surprise and then one of the folks questioned whether the document didn't scan correctly and was told no, it was a deletion. Then the third explanation was the redundancy.
 - Comment: We need to make sure we are the last stop so we can try to catch stuff!
 - Comment (Senate President Brown): This year there was such a flux of policy, I just don't think the guidelines have been followed because of the deadline.
 - Comment (Senator Brooks): On Friday, when Tammy D sent out the email, I recognized it was the wrong document. I am the originator of 5:028 and I noticed the change when it bounced back after being renumbered. The last half is redundant to HR policy, so I was told by the Provost to delete it. It was nothing "nefarious." When made aware of the concerns, he seemed amenable to kick it back to us.
 - Comment (Senate President Brown): The changes are actually pretty positive for us, but circumventing our process creates problems and we will deal with it again at the called meeting.
- Dean's Council – Senator Adriane Sanders = The minutes from the meeting are posted: http://www.apsu.edu/sites/apsu.edu/files/faculty-senate/DC_Minutes_3-15-17_amfs.pdf
 - TBR Sub-council – Senate Representative Benita Bruster [No report]

Old Business

Motion made, seconded, and passed to do a blanket acceptance of all of the policies that we are going to review (Approved)

- Faculty Retention of Unreturned Student Work Policy 2:012 = **Approved (none opposed, one abstention)**
 - This had been up for deletion, but the grade appeals issue doesn't allow us to;
- Educational Assistance for Spouse and Dependents of APSU Employees Policy 5:007 = **Not approved (none in favor, one abstention)**
 - The Executive Committee recommends that we "kick it back; it is not well written or proofread."
 - Need to replace "university" with "Austin Peay State University;"
 - There is an asterisk / footnote that is not connected to anything;
 - It looks like the classes can only be taken here at APSU;
 - Instances of "state" need to be changed to "state universities" (THEC);
- Family, Medical, and Servicemember Leave Policy 5:039 = **Approved (none opposed, one abstention) with the friendly amendment that we replace "husband" with spouse (pg. 4).**
 - This really should be two policies, separating FMLA issues from servicemember leave;
 - We need to update the language on page 4 referencing husbands and use "spouse;"
 - Question: Is there another opportunity maybe next year for this? With these TBR documents, there are so many problems with these umbrella policies that we are really supposed to fine tune and customize. I just want to be sure that it follows the correct procedure. "It is more important to get it right than to get it through."
 - Senator Cannon (representing the Parental Leave Task Force): There are really two policies. This one is copyover. There is another one not being copied over and that is the one that is making us take sick leave

for parental leave and that will hopefully disappear. It doesn't specify how the 12 weeks of leave are accommodated. Our task force is pushing paid leave and will present to senior leadership. This one just gives us the basics and indicates that we are following the law. Hopefully, this will let us leave behind the older restrictive policy that we want to change.

- Return to Work Policy 5:040 = **Approved (none opposed, one abstention)**
 - Copyover, no concerns
- Unemployment Compensation Policy 5:041 = **Approved (none opposed, one abstention)**
 - Copyover, no concerns
- Workplace Violence Prevention Policy 5:042 = **Not approved (none in favor, one abstention)**
 - The Executive Committee recommends that we “kick it back; it is a mess.”
 - On page 4 you can see all this language about weapons and then we have “see current policy” and it conflicts; it needs a lot of work;
 - It has been suggested that everything related to weapons be taken out, so this will become a violence policy / hostile work environment policy, which is more appropriate;
 - Comment: There is a reference to procedures and there is not a single procedure in that list!
- Compensation Policy 5:064 = **Approved (none opposed, one abstention)**
 - This is from TBR; there is a separate summer compensation policy, but this deals with when we have money, we can put together a committee to discuss a compensation plan; it also addresses overload;
 - Comment: I have a concern about #4 (pg. 5). It is the clause about if someone gets offered a job and it's considered an “extraordinary circumstance to retain a uniquely qualified employee...” The administration is just free to do this.
 - Comment: I would strike #3 over #4 regarding counter offers and the willingness to offer them something beforehand, to keep them from going out into the market.
 - Comment: I have a recommendation that we keep #3 and #4. They are “not capricious.”
 - Comment: They have always been there. Let's just move forward and come back and take a look at it in the future.
- Employment of Graduate Assistants Policy 5:071 = **Not approved (none in favor, one abstention)**
 - Comment: It isn't much of a policy, but it provides guidance. Otherwise, it is benign.
 - Question: The page talking about GAs needing to be doing things in alignment with their career and education, this doesn't always occur. They don't always get placed where they should, so how does this affect mismatches?
 - Comment: Dr. Byrd apparently wanted something changed, so we need to table this and wait for the new document.
- Retirement Plans Policy 5:072 = **Approved (none opposed, one abstention)**
 - Copyover, no concerns
- Retirement Policy 5:075 = **Approved (none opposed, one abstention)**
 - Copyover, no concerns
- Limited English Proficiency Policy 5:076 = **Approved (none opposed, one abstention)**
 - Copyover, no concerns

8. Announcements:

- Senate President Brown: Barbara Tucker in OIT wanted me to mention if you are in the chain for new computer, follow up with OIT. We have been fairly slow to do that and it affects inventory and backs up the pipeline.

- Senator McCarthy: The SASI email that went out didn't include the form attachment. The form and all of the info is on the senate website: <http://www.apsu.edu/faculty-senate/sasi>.
- Senator Mills: Regarding the QEP, the new call for proposals is out and the deadline is April 7th. The application still includes all four HIP areas, but it is now just service learning and study abroad, but you can still do crossovers.

Information Item

- Copy-over policies :<http://www.apsu.edu/faculty-senate/copy-over-policies>
- Deleted policies and guidelines: <http://www.apsu.edu/faculty-senate/deleted-policies-guidelines>

Motion made, seconded, and passed to adjourn at 4:43 pm