

**Reminder: The June meeting of the Faculty Senate will
Thursday, June 24, 1999, 3:00 pm in Claxton 103.**

**AUSTIN PEAY STATE UNIVERSITY
FACULTY SENATE MEETING
Tentative Minutes
Thursday, May 6, 1999, 3:20-5:30 PM
University Center Ballroom**

ROLL CALL OF SENATORS IN ATTENDANCE: *Retiring Senators:* Stephen Clark, Daniel Frederick, Carlette Hardin, Tom King, Stephanie Newport, George Pesely, Paul Shaffer, Richard Williams (resigning). *1999-2000 Senators:* John Blake, Dewey Browder, Willodean Burton, Roger Clark, Doris Davenport, Gloria Gharavi, Meredith Gildrie, William Glunt, Dolores Gore, Frederick Grieve, Ronald Gupton, Kay Haralson, Allen Henderson, Mark Hunter, Ellen Kanervo, Phillip Kemmerly, DeAnne Luck, Ramon Magrans, Robin Mealer, April Purcell, Albert Randall, Adel Salama, Pete Stoddard, Jim Thompson, David Till, Danielle White, Howard Winn, Pei Xiong-Skiba, Greg Zieren.

Reminder by President Newport that the vote on the new executive committee will be by the new 1999-2000 Senate body.

APPROVAL OF MINUTES AND AGENDA

A motion to approve the agenda made by Senator Winn, seconded by Senator Browder. The motion to approve was carried.

A motion to approve the minutes of the April Senate meeting made by Senator Thompson, seconded by Senator Winn. The motion to approve was carried.

REPORTS

TBR Subcouncil - Senator Gore: Minutes of the April 16 meeting of the TBR Subcouncil distributed.

The new Assistant Vice Chancellor of Academic Affairs is Dr. Sydney McPhee. Dr. McPhee states that "academics is the *heart* and *soul* of the institution and everything beats in and around academics." His goals for the next 6-9 months are: 1) Build a strong and effective team 2) Be more responsive to everyone, and 3) Be proactive in providing leadership that impacts excellence.

Chancellor Smith expressed his concern over budget cuts and salaries. To bring Tennessee Higher Education salaries up to national levels would take \$60 million over the next 5 years. He expressed his confidence that because higher education has been under-funded for several years, that a state income tax might be approved.

Strategic Planning- Senator Gupton:

University budget was discussed at the last meeting. The committee is only looking at new money, which may be non-existent. Plan A for the budget calls for a Mercer increase of 5% of the difference of 1997-1998 salary and recommended salary. (Same as last year's increase.) The committee felt that 25% of the difference would be a reasonable increase. With the money situation at the state undecided, this did not seem likely.

Motion made by Senator Hardin, seconded by Senator Thompson to allow President Rinella the floor to provide any new information. Motion carried.

Dr. Rinella: No new state funding information is available.

Senator Winn: It seems as if the preliminary budget developed in the fall involves only the President and whomever he chooses to have input. The budget should be developed according to AAUP guidelines.

Dr. Rinella: The Strategic Planning Committee contains 7 faculty members, maybe they would speak to this.

Senator Williams: This committee looks at only new money.

Senator Gupton: The 6 priorities of the committee were the same as from last year. None had money allocated for instruction. I was unable to get instruction declared as one of the top priorities for the Strategic Planning Committee. However, 2 ½ new positions were approved to come out of new money, one in financial aid, one in student affairs and a dispatcher. I am sure these positions are needed, but so are faculty positions for instruction.

Senator Williams: According to the AAUP Guidelines, p 195: *The faculty should participate both in the preparation of the total institutional budget and (within the framework of the total budget) in decisions relevant to the further apportioning of its specific divisions (salaries, academic programs, tuition, physical plant and ground, etc.)*

Dr. Rinella: The Strategic Planning Committee has the authority and responsibility to advise on the total budget. In 96-97 and 97-98 we reallocated \$1,000,000 with advice from this committee. They can examine the baseline budget for the university. In terms of looking at the total budget, we can do that. Next year we can look at the budget by departments and offices and have a series of open meetings to answer questions and decide if we want to internally reallocate money. We do have input from faculty. Maybe this is not the place to discuss whether it is enough input or in the right places, in areas in which faculty have an interest.

President Newport: I think this is the perfect place to talk about it.

Senator Henderson: I think that President Rinella would be open to looking at the whole budget, but it would be a battle. We discussed looking at 5% of the budget from every area, but then areas might have to fight to get their 5% back.

President Newport: You can not tell from our budgeting format whether pockets of funding are where they need to be or not. I would like to request a budgeting format which is more user-friendly. We need to know where the money is going and decide where it needs to go.

Senator Gupton: During the 1st semester the Strategic Planning Committee listened to reports from VP's on how they met their goals. Discussion of budget issues did not start until the 2nd semester. By this time recommendations for funding of faculty positions had already been made. We did not look at the whole budget. Our input is too little, too late. Major budget items have already been set by the time we look at the budget and we only look at a very small amount. I do not know what has happened in the past, but we are currently in violation of the statement read by Senator Williams from the AAUP Guidelines in regard to faculty input in budgetary matters. The money from Ft. Campbell 12 to 9 month contract conversions went somewhere. Budget transfers are made without faculty input. The addition of a few summer classes for this year is a poor fix. We did not look at the entire budget.

Dr. Rinella: We did not do a baseline analysis, we did a marginal budget analysis. If we chose to internally reallocate, we can look at 5% of the budget. I believe we are in agreement of the outcome we would like to achieve.

Dr. Pontius: We are attempting to revise accounting procedures so that we have a clear prospective and know the operation costs, staffing, etc. by department and by college.

Senator Clark: Are the meeting of the committee publicly announced and where are they held?

Dr. Rinella: They are announced on the web and we meet in Browning 208. There is plenty of room.

Senator Winn: Who prepares the budget that is submitted to the state?

Dr. Rinella: Budget requests go to TBR, done by the budget officer, and is based on decisions made.

Senator Winn: The faculty have no input. Who makes the decisions?

Dr. Rinella: The budget process is not driven by a campus formula. We calculate how many dollars are made available and establish a budget based on this.

Senator Winn: Who does this?

Dr. Rinella: The Strategic Planning Committee looks at the budget and identifies priorities for the coming year.

Senator Winn: What about ALL of the dollars?

Dr. Rinella: We have not done a zero based budget. 5% of the budget would be a lot of money to look at and possibly reallocate.

Senator Winn: Who does the reallocation?

Dr. Rinella: This is taken back to the SPC, we seek advice from the faculty senate.

Senator Winn: Why don't we look at the budget from the beginning? We have been discussing this problem for years. It is time to do something about it.

Senator Henderson: The SPC would be glad to take any motion made here, if we want to look at the whole budget.

President Newport: I would like to entertain a motion that the whole budget be reviewed.

Senator Browder: Are we sure we want to look at the whole budget?

President Newport: A proposal which addresses this is already on the agenda and has been previously endorsed by AAUP. I served on the SPC for the 2 years prior to this one and do not recall the committee discussing any internal reallocation at all.

OLD BUSINESS

Vote regarding recommendations of the Rules Committee- Senator Gupton:

This proposal was presented at the last senate meeting to be voted on at the next meeting.

Article III. Attendance: Section I. Current wording is listed on handout, recommendation from the Rules Committee is to change the wording to: *Regular meetings of the faculty senate are open. The faculty senate reserves the right to go into executive session by majority vote of members present or to be called into executive session by the senate executive committee.*

Article V. Section VI: The Rules Committee recommends the name *Budget Oversight Committee* be replaced by *Budget Review Committee*.

The committee was concerned for non-tenure senators and felt the

senate should have the prerogative to go into executive session. Dr. Rinella expressed concern that this change in wording does not follow the university's open meeting policy. It is up to the senate to either pass the recommendation made by the committee or vote it down.

Discussion concerning Article II. Attendance:

Dr. Rinella: During the 97-98 the university developed an open meetings policy, drafted by the CCC, reviewed by the Faculty Senate, Staff Counsel, etc. This policy was voted on by the faculty senate. There is very specific language addressing when a meeting can be closed, when it relates to personnel matters. In a conversation with the executive committee, reasons other than this were given as a justification for closing a meeting. I would like for the entire university to operate under the same policy.

Senator Kanervo: Nothing we say is private. We should not think we can be protected by a closed meeting.

Senator Clark: If we voted on the open meeting concept, why are we reopening the issue?

President Newport: The amendment we voted on last year (current wording), does not follow the open meetings policy.

Senator Gildrie: The current wording does not open the meeting to non-university people.

President Newport: We have not refused to allow anyone to attend. The press, students, administrator have attended.

Dr. Rinella: Is the top paragraph what is currently in place?

President Newport: Yes. We wanted to open the meeting to everyone, but reserve the right to have an executive session if we deemed it necessary. Dr. Sears was on this committee and felt very strongly that we should reserve the right to do so.

Senator Gildrie: The first sentence indicates the meetings are open, the second sentence seems to be the problem.

Senator Browder: If we are trying to avoid intimidation, I don't know what we will gain.

Senator Gupton: Because of the open meetings policy passed last year, we went part of the way. We recommend opening the meeting to all, but reserve the right to go into executive session if the need arises.

Senator Hardin: Is there another place in the policy which addresses

who is allowed to speak?

Senator Randall: This is covered in Robert's Rules of Order.

Senator Kemmerly: If a faculty member feels insecure about participating in faculty senate discussions, then that is a personnel matter. Dr. Rinella assumes that only hiring, promotion, etc. is included but by Robert's Rules of Order this may be covered also.

President Newport: In the discussion of the committee, that is what we felt also.

Dr. Rinella: Conversations between individuals and within bodies is distinguished from conducting university business. The intent of Section 4 of the open meetings policy is to include personnel actions. Every situation could be considered personnel issues.

Senator Randall: We have discussed this forever, I call for the question.

President Newport: Discussion is closed. Suggestion was made we vote on the two recommendations individually. A motion has been made by the committee to accept their recommendation in regard to Article III. Attendance. A vote of *aye* will indicate a vote to accept the new wording, a vote of *nay* to stay with the old wording.

**Voice vote inconclusive, hand count taken: Ayes-16, Nays-10.
Motion carried to accept the new wording.**

Discussion concerning Article V. Section VI. *Budget Oversight Committee* replaced by *Budget Review Committee*.

Senator Williams: When the name for the committee was first discussed we talked about *Budget Cycle Committee*, to indicate that the committee could investigate any process of the budget cycle.

Senator Randall: Motion to close discussion. Call for the question.

Senator Gupton: A vote of *aye* will indicate a vote to accept the new name, a vote of *nay* to keep the old name.

Hand count vote: Ayes-15, Nays-8, Abstain-3

Reports and recommendations from Senate Committees:

Budget Oversight Committee- Senator Williams: Please send any new questions you would like the *Budget Review Committee* to forward to the administration.

President Newport: Dr. Mounce, Al Irby and Dr. Pontius will be meeting with anyone who has questions in regard to budget issues at

2:00 Friday in the EDR.

Senator Williams: Since I will not be on the Senate next year, a representative from this committee needs to attend this meeting.

Faculty Evaluation of Administrators Committee- Senator Gildrie:

This committee request that the Senate give us the authority to change the A-E scale on the evaluation form to a number scale 1-5. There were some complaints that the scale was confusing since A represented weaker agreement with the statement and E represented stronger agreement. We need to get this approved now so we can have it ready for computer services in the fall. **Motion made as requested by Senator Randall, seconded by Senator Shaeffer, motion carried.** Several suggestions have been made, one was to have the results of the administrator's evaluation and faculty evaluations available in a public forum.

Senator Randall: If we are concerned with knowing the results of administrator's evaluations, we need to do the same and make faculty evaluations public also.

President Newport: This concerns all faculty and must be discussed with everyone.

Senator Clark: Has there been any thought to paring down the questionnaire?

Senator Gildrie: We will keep the same form for another year. There will be only 2 people to evaluate this fall, the President and the Vice President, the Deans will be evaluated again in Fall 2000. If after the next year we want to change the form we can talk about it. It takes a while to get it done, but could probably be done by Fall 2000.

President Newport: The form we used was a from Dr. Butler came up with several years ago. We used it so the Senate would not be under question for developing a biased form.

President Newport: We would like to move the other item under old business, Concerns regarding hiring for faculty positions, to new business. Motion made, seconded and carried.

NEW BUSINESS

Election of Executive Committee for 1999-2000

President Newport: A ballot is being passed out to all 1999-2000 senators with a slate of officers listed. Nominations can also be made from the floor.

No nominations from the floor were made for any office.

Motion made by Senator Gildrie to close nominations, seconded by Senator Kemmerly, motion carried.

Motion made by Senator Gildrie to vote on the slate of officers by acclamation, seconded by Senator Browder, motion carried.

Vote to elect 1999-2000 slate of officers was unanimous.

Faculty Positions

President Gupton: Faculty positions have been unfunded because the amount of money presented to the Deans to fund faculty lines would not fund the positions needed for next year. This did not include new positions, but existing faculty lines within each department. The Deans had to assign priorities and some lines did not get funded. Less money out of the instructional budget is going for faculty lines. Money used for the Graduate Dean, the Dean of Human Services and Nursing, post-retirement, all of these drain money from the amount available to fill full-time faculty lines.

Dr. Pontius: During this hiring cycle we have had to come up with \$20,000-\$30,000 more in salaries to be competitive in the job market. In the future post-retirement will not cost as much because the amount that can be taught is being reduced.

Senator Gore: We are not even addressing the problem of new positions needed. We are teaching with a large number of adjuncts, some of who are not qualified to be teaching our courses.

Dr. Pontius: We are moving toward being able to offer new positions.

President Gupton: When summer school was budgeted on both campuses, departments were requested to use adjuncts because they were not budgeted enough money to pay full time faculty. In some incidences, departments were told they had to hire an adjunct rather than a full-time faculty member. The Strategic Planning Committee was not involved in any decisions concerning faculty hiring which took place in the fall. The Strategic Planning Committee and the faculty were not involved in this process and had no input.

Dr. Pontius: Planning for faculty hiring will begin in early fall, the faculty will have input.

Consideration of AAUP Resolution (distributed at April meeting)

Senator Winn: The proposals outlined in II of this statement can provide an answer to our problem of faculty input into budget planning. In it we request full involvement by the faculty through the Faculty Senate and its appointed committee in the budgetary process of this university. I move that the Senate endorse the proposals

outlined in the AAUP Statement of Faculty Participation in Budgetary Decisions.

Senator White: We have participatory governance, not shared governance. Is this an AAUP Faculty Senate?

President Gupton: The Chancellor has recommended we follow AAUP policy in regard to shared governance, it was endorsed in the CCC report and by Dr. Rinella.

Motion seconded by Dr. Thompson.

Senator Gildrie: This proposal gives us larger involvement by the faculty senate. We need to get some communication going. The SPC does not provide enough input.

President Gupton: The faculty vote in the SPC is diluted. There are so many others on the committee besides faculty. The committee does not even look at the budget until the Spring semester.

Senator Mealer: If faculty serve on the SPC, then this is shared governance if the process is done correctly.

President Gupton: This is not happening on the Strategic Planning Committee.

Discussion of faculty lack of involvement in campus activities such as Honor's Day Awards. Question raised as to how many hours faculty are willing to spend on this. This matter is also addressed in the AAUP Statement under Section III. Conclusion: Faculty Responsibility.

Call for question. **Motion to endorse AAUP Statement on Faculty Participation in Budgetary Decisions carried by voice vote.**

Consideration of President's Response to Mercer Study Recommendations (distributed April meeting)

Senator Haralson: The Faculty Red Committee met to discuss the response from Dr. Rinella. We had several concerns. In response to Recommendation 1 Dr Rinella agreed that funding of Mercer was a top priority, but a statement made in his response did not seem to indicate he felt it would be fully funded in 3 years. In response to Recommendation 2 regarding corrections to be made in DSP, Geology, etc., Dr. Rinella stated "downward adjustments will be made effective July 1, 1999" which seemed to infer that target salaries would be lower. In response to Recommendation 3 regarding following existing APSU P & PM process for matters of internal inequities, Dr. Rinella indicated that internal equity matters would not be addressed until Mercer was fully funded. In Recommendation 4, the Senate again requested that until Mercer is fully funded, that departmental minimums be the higher of the APSU across-the-board minimums or Mercer minimums for individual departments. Dr.

Rinella again is not willing to endorse this option. In regard to Recommendation 5, Dr. Rinella responded that the Faculty Salary Equity Study Advisory Committee had been asked to address merit and other issues. The chair of that committee, James Goode, when contacted, said the committee had not been asked to meet to address any issues. The Faculty Red Committee felt the senate body should advise us on whether these responses are acceptable or should we initiate more dialogue with the President about our concerns.

Discussion: Since Mercer funding is coming out of only new money how likely is it to be funded in 3 years? Did other administrators receive substantial raises in December as did Dr. Rinella? (Answer from Dr. Pontius-No.) Consensus was the senate would like the Faculty Red Committee to submit a recommendation at the next Senate meeting addressing these concerns.

President Gupton: Unless the Senate votes otherwise, Senate meetings will be held during the months of June and July. Consensus was that the senate should met as scheduled.

Meeting adjourned 5:30.