

Unapproved Minutes of the Regular Meeting  
of the Faculty Senate, September 3, 1992

Senators Present: Asanbe, Buchanan, Carpenter, Cochener, Dillon, Fung, Glass, Gotcher, Hagedwood, Harris, Magrans, Matthews, McCluskey, Myers, Nussbaumer, Pallen, Rayburn, Richards, Sears, Shaffer, Tatham, Ukpolo, Wallace, White, Yarbrow

The meeting was called to order by Dr. Tatham. Minutes of June 11 were approved. The Senate voted to invite Dr. D'Ann Campbell, Dean of the College of Arts and Sciences, to attend the meeting.

REPORTS AND COMMUNICATIONS

Dr. Page:

We have a record enrollment this year. We have nearly 5000 students on the main campus this year, and our overall enrollment will exceed last year's after the second Fort Campbell term has been figured in. The TBR projects a head count of 8000 and approximately 5800 FTE for this year. Our growth rate is about 6.8% per year.

The administration is concerned about improving our record of recruitment of community college students.

Regarding the budget, revenues should be up from enrollment, and the administration is examining needs for next year, especially staffing needs in departments which did not have time to recruit last year because of the hiring freeze.

The Governor's office and the TBR have approved in principle faculty raises for January, but these raises are tied to state revenue increases. At present, revenues appear to be meeting expectations. The faculty senate will be informed as new developments occur.

The architect is preparing specifications for bids for work to be done on Harned Hall. It is hoped that construction can begin no later than January 1993 so that the building can be occupied in Spring or Fall of 1994. Parking facilities on campus are being improved from funds generated by the parking permit fee. There will be a new parking lot on the site of the old Bradley Building on College Street. Attractive landscaping is planned for this lot.

APSU and the Clarksville Area Chamber of Commerce will sponsor a luncheon on October 9 featuring William Lurton, President of Josten's Corporation and President of the National Chamber of Commerce. This luncheon will commemorate the 20th anniversary of the Josten's Corporation.

On November 30, the Ambassador to the United States from Thailand will address students and faculty. He will be in Clarksville for the annual dinner of the Clarksville Area Chamber of Commerce, and

he has consented to spend some time at Austin Peay.

Dr Page invites faculty to speak to him about questions or issues of concern as the year progresses.

Dr. Butler:

Microcomputers from labs which were thought to be available for faculty offices were used for spare parts instead. However, two more labs will probably be refurbished (Kimbrough and Claxton), and at that time computers will be available for faculty offices.

The faculty development budget has been reinstated. Departments or other units may propose bringing people to campus to conduct workshops or to give talks. There will be some support for people to travel to seminars and workshops. The Faculty Senate has been asked to form a Faculty Development Committee.

The nursing department reports a 97% pass rate on the licensure exam, required of all registered nurses.

#### OLD BUSINESS

#### The New Policies and Procedures Manual:

(Readers of these minutes are referred to the minutes of the June 1992 meeting of the Senate at which the draft of the new manual was discussed for the first time. The changes upon which the Senate voted are listed below in the order in which they appear in the memo from Dr. Hutcheson to the Senate which was distributed with the minutes of the June meeting.)

1. In regard to the reorganization of the manual, the Senate approved the change unanimously.
2. In regard to the minimum criteria for appointment to each rank, it was noted that the effect is to relax the requirements so that the doctorate is no longer required for appointment to the rank of Assistant Professor. The Nursing Department finds it difficult to locate instructors with the doctorate. The change was approved unanimously.
3. In regard to the identification of time periods in Section IV, the change was approved unanimously.
4. In regard to items 4a and 4b (involving Section VI--Retention and Tenure Process), the Senate supports the changes unanimously.

In regard to item 4c, a motion was made to amend the text so that there is a space on the evaluation form for the faculty member to write a response if he/she desires. This motion was duly seconded and was passed.

A motion was made to approve the amended version of 4c:

"The dossier shall contain copies of all previous years APSU personnel recommendations (at all levels). In the case of recommendations which require the signature of the faculty member, the form shall have a space designated for the faculty member to write a response."

The motion was duly seconded and passed with 19 in favor of the motion and 3 senators opposed.

It is noted that item 4c elicited discussion. During this discussion, concern was expressed that a negative evaluation might unfairly bias future personnel actions. It was noted that at the present time, a faculty member who wishes to do so may place a letter in his/her dossier refuting other material (from previous years) that may be present. In practice, though, the resume is used to build a case in response to prior evaluations.

In regard to item 4d, the two statements were considered individually. A motion was made that the first statement be amended to read:

"In the departmental meeting, a member of the committee (appointed or volunteer) takes notes and writes a summary statement reflecting strengths and weaknesses noted during the review of the dossier. All committee members should review the summary, and when there is agreement that the summary accurately reflects the proceedings of the committee, all committee members should sign it."

A motion was made to approve the amended statement; it was duly seconded and the motion passed unanimously.

It was noted that this policy eliminates the minority report. Also, the Faculty Senate requested that Dr. Hutcheson ask his committee to place in the policy some form of term limitation for personnel committee members.

In regard to the second part of 4d: "Also, the Department chair may or may not have to leave for the vote," the motion was made that this statement be struck from the new policy and that the policy in regard to the presence of chairs and deans stand as currently written. The motion was duly seconded and passed with 23 in favor and 1 opposed. In other words, it is the recommendation of the Senate that the chair or the dean be required to leave during the vote.

5. In regard to item 5 (Section X -- Promotions) a motion was made to charge Dr. Hutcheson's committee to remove any language that specifies that public service be limited to the academic discipline. The motion was duly seconded and passed with 15 in favor and 1 opposed.

The comment was made that instructors in all disciplines can become involved with schools to provide academic experiences for students.

Appreciation was expressed to Dr. Hutcheson and his committee for their work on the new manual.

#### NEW BUSINESS

##### Faculty Senate Committees:

A Faculty Senate committee list was distributed to members of the Senate. This list was approved and the Senate was adjourned.