

Minutes of
THE FACULTY SENATE
OF
ARKANSAS TECH UNIVERSITY

The Faculty Senate met Tuesday, March 10, 2015, at 3:00 p.m. in Rothwell 456.
The following members were present:

Dr. Carey Bosold	Dr. Linda Kondrick
Dr. Molly Brant	Dr. Timothy Leggett
Dr. Marc Fusaro	Dr. Johnette Moody
Mr. Ken Futterer	Dr. Jason Patton
Mr. Neal Harrington	Dr. Michael Rogers
Dr. Annette Holeyfield	Dr. Jack Tucci
Dr. Sean Huss	Dr. Dana Ward
Dr. Chris Kellner	Dr. David Ward

Dr. Glen Bishop, Dr. Marcel Finan, Dr. Kevin Mason, Dr. Rebecca Shopfner, and Dr. Deborah Wilson were absent. Dr. AJ Anglin, Ms. Cynthia Callahan, Dr. Hanna Norton and Mr. Wyatt Watson were visitors.

CALL TO ORDER

President Ward called the meeting to order and asked for a motion in regard to the minutes of the February 10, 2015 meeting.

APPROVAL OF
MINUTES

Motion by Dr. Kellner, seconded by Dr. Brant, to approve the minutes as distributed.
Motion carried.

NEW BUSINESS:
ONLINE
EXPANSION

President Ward recognized Dr. Hanna Norton, Assistant Vice President for Academic Affairs, and invited her to address the Senate. Dr. Norton stated when eTech began in 2011, it was exclusively for use by the Professional Studies program, but clarified that was no longer the case. She reported, presently, 16 departments from all seven colleges offer 82 online courses which have been vetted through eTech; 22 of which satisfy general education requirements. She stated, while a small portion of seats are reserved for Professional Studies students, all eTech courses have open enrollment for the first 20 seats that can be filled by students with any major. Dr. Norton clarified online courses had been offered at Tech since 2000, but had typically been developed by individual faculty members with little or no support. She stated the eTech vetting process was an attempt to bring a standard of quality and continuity to online courses, and expressed it was time to expand the eTech initiative. She reported she would be forming an advisory committee consisting of faculty from each college, one Dean, one Information Systems representative, one Senator, and herself as chair. Dr. Norton described the role of the advisory committee as determining the future direction for eTech and identifying areas for growth.

Dr. Kellner asked why growth was necessary. Dr. Norton explained the university could quickly fall behind in online education, and expansion was needed to remain competitive. She also expressed the desire to vet more online courses through eTech, and review courses previously vetted, to ensure quality and consistency. Dr. Kellner asked what the vetting process entailed. Dr. Norton responded the process looked first at learning objectives for the course, and ensured the assignments supported and reinforced those objectives. She indicated the technology aspect was secondary to the student learning outcomes and objectives for the course. She stated, after reviewing the course, her office would provide feedback and suggested improvements, with the emphasis on consistency across eTech courses from the perspective of the student.

STANDING
COMMITTEE
ELECTIONS

President Ward reported the standing committee elections would be held in mid-April, and asked the Senate to propose a timeline.

Motion by Dr. Holeyfield, seconded by Dr. Huss, to hold the standing committee elections from Monday, April 13 through Friday, April 17, 2015. Motion carried.

Dr. Moody volunteered to facilitate the online elections through Blackboard, as she had done the previous year.

OLD BUSINESS:
ONLINE COURSE
EVALUATIONS

President Ward invited Mr. Wyatt Watson, Director of Institutional Research, to address the Senate regarding online course evaluations. Mr. Watson provided the statistics requested by the senators during the February meeting: The average course evaluation score across the university was 4.62 in fall of 2014 (online only) and 4.66 in fall of 2013 (paper and online). He stated the difference between the evaluation scores of lower level, upper level and graduate courses was one hundredth of a point. Dr. Rogers mentioned he would be interested in the difference in response rates across lower level, upper level and graduate courses.

The following discussion centered on the wording of the survey questions and the content of the preamble to be emailed to all faculty for feedback on online evaluations. President Ward and Dr. Huss volunteered to review a draft of the email and send revisions to Mr. Watson. The continuing discussion raised the question of timing for the evaluations, and Dr. Tucci asked what was typical at other institutions. Mr. Watson reported the trend was largely to utilize online evaluations, but there were differences in timing and incentives for completion across institutions. Mr. Watson thanked the Senate and excused himself from the meeting.

REPORT ON
COLLABORATION
WITH
ADMINISTRATION

President Ward reported it was Dr. Bowen's understanding, because the Board of Trustees had been presented with the *Faculty Handbook* changes voted up by the faculty and did not act, the issue was concluded. Dr. Kellner suggested, rather than pressing the issue further, the senators should open a new dialog and seek alternative solutions from Dr. Bowen on the membership of the Faculty Senate.

Motion by Dr. Rogers, seconded by Dr. Huss, that the Faculty Senate cease its present actions of submitting a letter in writing and meeting with Dr. Bowen to request action be taken by the administration and Board of Trustees on the two unresolved recommendations of the faculty wide vote in 2013.

Dr. Kellner invited Dr. AJ Anglin, Interim Vice President for Academic Affairs, to address the issue. Dr. Anglin expressed he would not be in support of requiring tenure for membership on the Faculty Senate, as junior faculty have wisdom as well. He acknowledged the potential concern for fear of retribution, but noted Dr. Bowen would fight for the rights of others to express an opinion, even if it is in contrast to her own. Dr. Kellner indicated these issues may not exist with the current President, but if concerns rose in the future, it would be too late to pursue a solution. Dr. Rogers asked Dr. Anglin if, in his experience, it was typical to have administrative appointments on the Faculty Senate. Dr. Anglin stated it had not been typical in his experience, but respected the rationale for using the appointments to balance underrepresented colleges. He emphasized he was a strong proponent of shared governance.

Motion carried.

Motion by Dr. Rogers, seconded by Dr. Huss, for the subcommittee collaborating with the administration to revisit the sections of the *Faculty Handbook* pertaining to membership.

Motion carried.

PROMOTION AND TENURE	<p>President Ward reported he had invited 25 individuals to collaborate on reviewing the promotion and tenure procedures. Dr. Patton asked if the annual evaluation process would be included in the review. Dr. Rogers stated the evaluations were an integral portion of the promotion and tenure process and should be included. President Ward asked if Mr. Futterer could provide a copy of the revisions to the procedure previously drafted by the Faculty Senate. Mr. Futterer agreed, stating the only changes were to the order and chronology of the process.</p>
OFFICE HOURS	<p>Dr. Huss reported, when comparing the office hour policies of Arkansas institutions, the majority of the four-year institutions did not list a minimum number of office hours. The following discussion centered on the balance of increasing flexibility in office hours without drawing public scrutiny, and taking into account hours spent interacting with students and colleagues online. Dr. Patton reported he had spoken with Dr. Richard Cohoon, retired Dean of Natural and Health Sciences, and stated Dr. Cohoon had requested the office hour policy decades prior in response to some faculty who, outside of the classroom, were unavailable for students or departmental meetings. Dr. Patton mentioned the original policy was intended for weekly time on campus, but not exclusively for student access, as it currently might be interpreted. Discussion continued with senators emphasizing the need to take virtual hours into account.</p> <p>Dr. Anglin encouraged the senators to draft a specific proposal for consideration by Dr. Bowen. Dr. Rogers reported the subcommittee would meet to draft a proposal and invited the Senate to send suggestions and feedback.</p>
HONOR CODE	<p>Item tabled for future discussion during strategic planning.</p>
OPEN FORUM	<p>President Ward distributed a job description for the new position of Assistant Director of University Honors (Attachment A), which will report to the Director of University Honors, Dr. Jan Jenkins. Dr. Anglin stated the university had requested two additional Honors scholarships in an attempt to expand the program. Dr. Holeyfield reported, additionally, the Deans should be speaking to their departments about a proposed college distinction program, which would recognize eligible students within the colleges, and provide a transcript notation of that recognition.</p> <p>President Ward invited Ms. Cynthia Callahan, Chair of the Committee on Adjunct Support, to address the Senate. Ms. Callahan reported 78 adjunct faculty had completed a survey sent out by the committee, with the greatest areas of concern from adjunct faculty being pay, access to computers and office space. She stated she would be meeting with Dr. Bowen in April to address the concerns of the adjunct faculty. President Ward asked Ms. Callahan to report back to the Senate after meeting with Dr. Bowen.</p> <p>Dr. Rogers reported a colleague had expressed concerns to him in a letter over the expansion of online courses in the fall and spring terms. He stated the letter mentioned online courses were decreasing the enrollment of face-to-face general education History courses. Dr. Rogers expressed his own concern for the number of students enrolling in online sections who need the face-to-face interaction. Dr. Moody mentioned there was an added difficulty for students who attempted to master both the course content and the course delivery technology simultaneously. Mr. Harrington asked if this was addressed in the TECH 1001 curriculum. Dr. Norton responded the eTech sections of TECH 1001 addressed technology, but noted the College Student Personnel department, which now oversees the TECH 1001 program, would be reviewing the curriculum. Dr. Anglin suggested steering traditional students, particularly those living on campus, away from online sections. Dr. Rogers noted that could most effectively be done through advising, and indicated faculty advisors may benefit from training in the identification of students who should be either encouraged toward or away from online courses.</p>

President Ward announced the Russellville City Council would be considering a resolution to begin the bid process for an aquatic center at the March 10 meeting. He encouraged the senators to attend the meeting in support of the resolution.

ANNOUNCEMENTS/
INFORMATION
ITEMS

Dr. Holeyfield announced the Graduate Council had appointed a taskforce to review the graduate faculty addendum of the *Faculty Handbook*, particularly in regard to doctoral faculty status. She stated there would be a program director meeting on Thursday, April 2 at 3:00 p.m.

Dr. Brant stated FFA Day would be held on Thursday, March 19 with an estimated attendance of 1,500 students. She also announced the spring plant sale would be held on April 10 and 11.

Mr. Harrington stated the Norman Art Gallery currently had an exhibition of the photography of Ms. Liz Chrisman, the “Green Shoed Photographer”, through March 16, which would be followed by the Senior Fine Art exhibit March 30 through April 9.

President Ward announced there would be a variety of Women’s Week events, including “Walk a Mile in Her Shoes” on March 11 and various displays at the Hindsman Bell Tower.

ADJOURNMENT

The meeting adjourned at 5:10 p.m.

Respectfully submitted,



David W. Ward, Ph.D., President



Johnette Moody, DBA, Secretary

Attachment A

March 9, 2015
Dr. Jan Jenkins

Job Description
Assistant Director of University Honors

Applications accepted for the new position of Assistant Director of University Honors, to start Summer II, 2015. Must be a full-time faculty member at Tech's Russellville campus, tenured or tenure-track. Personal experience as a college student in an Honors program or college a plus but not required. The Assistant Director will collaborate with the Director of University Honors on recruitment, selection, and supervision of students, will play an important role in honors development, advising, and assessment, and will work with honors students to plan and facilitate activities. Ability to organize time and projects, and attention to details crucial. Initial appointment two years, with possibility of reappointment. The Assistant Director position carries a one-course release during each fall and spring semester, with a stipend for Summer II. Applicants must have prior approval of their department chair and dean. Please send statement of interest and vita to Dr. Jan Jenkins, Director of University Honors, Witherspoon 255, ejenkins@atu.edu. For full consideration, the materials must be received by April 15, 2015.