

Minutes of  
THE FACULTY SENATE  
OF  
ARKANSAS TECH UNIVERSITY

The February meeting of the Faculty Senate was held at 3:00PM on Tuesday, February 12, 2019, in 456 Rothwell. The following members were present:

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|---------------------|---------------------|
| Dr. Glen Bishop     | Dr. Joshua Lockyer  |
| Dr. Pam Carr        | Dr. V. Carole Smith |
| Dr. Jon Clements    | Dr. Sarah Stein     |
| Dr. Michael Davis   | Dr. Bruce Tedford   |
| Dr. Carey Ellis     | Dr. Brendan Toner   |
| Dr. David Eshelman  | Dr. Jack Tucci      |
| Ms. Holly Ruth Gale | Dr. Susan Underwood |
| Dr. Shellie Hanna   |                     |
| Dr. Newt Hilliard   |                     |
| Dr. Scott Jordan    |                     |

Dr. Johnette Moody, Dr. Asim Shrestha, and Dr. Jeremy Schwehm were absent.

Dr. Jeff Aulgur, Mr. Brian Lasey, Mr. Thomas Pennington, Ms. Kristy Davis, Ms. Brandy Bisek, Ms. Amy Pennington, Ms. Andrea Eubanks, Ms. Jennifer Warren, Ms. Jessica Holloway, and Dr. Christine Austin were visitors

CALL TO ORDER      Dr. David Eshelman, Vice President, called the meeting to order at 3:01 pm.

APPROVAL OF MINUTES      Dr. Jack Tucci moved, Dr. Susan Underwood seconded the acceptance of the minutes. Minutes were accepted.

NEW BUSINESS

a. Curricular Items      Dr. Joshua Lockyer moved and Dr. V. Carole Smith seconded approval of changes in the College of eTech, Department of Professional Studies curriculum. Changes in large part consisted of adding the designation OL (Organizational Leadership) as a cross listing to existing Professional Studies Courses and reconfiguring Bachelor of Professional Studies programs to be retitled Organizational Leadership. Dr. Jack Tucci and Dr. Pam Carr expressed concern from the College of Business that the proposed changes could cause confusion as the new course titles are similar to courses offered in the College of Business. Dr. Jeff Aulgur stated that the proposed changes were relatively minor name changes to existing courses. Dr. Underwood reminded the Senate that departments proposing curricular changes should consult with departments that the changes could affect and that at one time a form documenting consultation needed to be submitted with the proposed changes. Dr. Aulgur stated that as the change would not affect business accreditation, no form was required. Motion to approve the curriculum changes passed on a voice vote.

b. Ethics Policy      A motion was made, seconded and approved to move Ethics Policy from Old Business on the agenda to be considered next. Mr Thomas Pennington distributed the proposed policy for review and requested that a vote occur at the March meeting of the Faculty Senate.

No one was in attendance to speak about the survey.

- c. MARCOMM Survey
- d. Wellness Center  
Ms. Kristi Davis and Ms. Brandi Biseck provided information about Wellness Center services and policies. They answered questions posed by Senators. One of the goals of the Wellness Center is to keep campus informed about its services and policies and to further that aim people with questions should contact the Wellness Center. The University does not have the resources to provide 24 hour staffing and care. The Wellness Center does not provide an emergency room type facility. Depending on the timing and type of services needed students may be referred to off campus providers. In most cases students are seen the same day or if not the same day the next day. The Wellness Center has received high marks on its client satisfaction survey. Participants in the survey were those who have received services from the center.
- e. Interdisciplinary Research Center  
Dr. Newt Hilliard provided information about the Center. Research is faculty mentored and student practiced. The deadline for grant applications is February 25. Grants cannot be used for travel that occurred before the award of the grant or where the speaking engagement was made before the award of the grant. In the future grants awarded in Spring may be used for research beginning July 1. Grant proposals should be for research, not service learning. Proposals should be interdisciplinary. Proposals can be from faculty in the same department as long as they represent different disciplines, but better is different departments, and better yet different colleges. Grants should be considered seed money for larger projects. Dr. Hilliard provided a handout describing the grant program.
- f. Purchasing and Procurement  
Ms. Jennifer Warren and Jessica Holloway provided documents on policy and process for procurement and purchasing. They also answered questions. They will assist faculty in determining what exactly should be acquired to meet needs and locating an appropriate vendor. A requisition will need to be put in to encumber adequate funds as part of the process. Some items are under contract and can only be purchased from the holder of the state contract. In other cases specifications have been established for items to insure that equipment and furniture will hold up to usual university wear and tear. Exceptions to the specifications can occur if justification is made in writing. Only providers that have submitted to the specification requirements can be used. No bids are required for purchases under \$20,000. For purchases from \$20,000 to \$75,000 at least three informal bids are required. Formal, sealed, bids are required for items over \$75,000. Printing has to be bid but not copying. Currently, there is little call for printing. Lab manuals have to go through the Barnes and Nobel Bookstore even if the lab manuals are written on campus. This is part of the bookstore contract. Questions from off campus stores should be referred to purchasing. Purchases from E-bay are frowned upon. However, purchasing will accommodate E-Bay purchases when justified in writing. Some Senators stated they were able to find the same chair for less than what it would cost through purchasing.

#### OLD BUSINESS

- a. Campus Landscape  
Mr. Brian Lasey addressed concerns about campus landscaping. A new campus grounds supervisor will be on boarded in March. The current shipment of 84 trees should be in the ground by Friday, February 15. This is expected to be the last of the tree donations from Mr. Robert Norman. Others may donate additional trees. To date Mr. Norman has donated 1,008 trees. There have been a few additional trees donated by others. Some of these trees have been selected by members of the Biology Department. The plan is to keep the trees cityscaped. Trees will be irrigated and pruned so that there are no low hanging branches. There are no plans for additional plantings except if replacements are needed or for seasonal decoration. If a tree should die, it will be replaced. According to the campus master plan, new construction will be landscaped. Arkansas Tech will maintain its Tree Campus USA designation. Dr. Bruce Tedford noted that lack of communication adversely affected student research on campus as trees that were part of student research were sometimes removed during the middle of the research project or other changes on campus affected the setting of

the trees being used in research. No opportunity was provided for meaningful input to protect research projects.

- b. VPAA Qualifications Statement  
Jon Clements asked for a vote to approve the statement he had composed with earlier input from the Faculty Senate. If approved today, the statement would still have impact on the selection of the new VPAA. Dr. Tucci, Dr. Carr, and Dr. Carey Ellis moved and seconded a motion to approve. Motion passed with the understanding that there would be some minor changes to reflect diversity (Dr. Smith) and that ATU is a comprehensive institution (Dr. Hilliard).
- c. HLC Update  
Dr. Susan Underwood stated that five committees are busy writing arguments on how ATU meets HLC standards. There have been workshops on how to write arguments. The Committee on Course Vetting, chaired, by Dr. Eshelman has met.
- d. TIAA-CREF  
No one was in attendance to address this item.
- e. Academic Integrity  
Dr. Clements and Dr. Christine Austin distributed documentation. Changes had been made from the last meeting of the Faculty Senate. A motion was made and seconded to approve the Academic Integrity Policy.

#### OPEN FORUM

Dr. Underwood commented on the lack of guidance on e-portfolios required for peer review and promotion and tenure. It was suggested that Dr. Bridgmon should be invited to comment at the next Faculty Senate meeting.

Dr. Carey Ellis stated that there are complaints that off campus students pay the same fees as on campus students. Some of the fees are for services that can only be accessed by on campus students. Dr. Jon Clements stated that university budget committees has discussed this issue.

It was noted that the Bridge to Excellence Program appears to have completely changed. There is speculation that it has disappeared. It was noted that new information should be available soon.

Ms. Andrea Eubanks informed the Faculty Senate that Faculty/Staff night at the ballgame will be February 28. T-shirts, drinks, and popcorn will be available. Volunteers are needed to hand out shirts and vouchers for refreshments.

Dr. Tucci commented that new faculty hired to teach business quantitative classes have found that 50 minute class periods are too short on Mondays, Wednesdays, and Fridays. They would prefer to schedule periods of 80 minutes. It was suggested that Dr. Bridgmon be asked to comment about campus policy on Monday/Wednesday/Friday class period length. Are classes limited to 50 minutes on Mondays, Wednesdays, and Fridays?

Dr. Clements from a list of emails collected by Dr. Johnette Moody stated that Friday afternoons work flow bottlenecks develop when documents requiring signatures are delayed when officials authorized to sign said documents have left campus. Also there was a question about the qualifications of staff teaching in a leadership program and their pay. A Senator replied that a committee was in charge of such appointments and that perhaps Dr. Bridgmon could comment next meeting.

Dr. Michael Davis asked if there were a master list or book of policies beyond the faculty handbook. It was suggested that Mr. Pennington be asked about this.

#### ANNOUNCEMENTS AND

Dr. Ardith Morris's will direct her last play at ATU, the Robber Bride Groom from Thursday, February 14, through Sunday February 17, not including Saturday, February 16. Dr. Morris is retiring at the end of the semester.

INFORMATION  
ITEMS

ADJOURNMENT

Ms. Holly Ruth Gale and Dr. Tedford moved and seconded adjournment. Meeting adjourned 4:35 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Johnette Moody".

Johnette Moody, D.B.A., President

A handwritten signature in cursive script that reads "Glen R. Bishop".

Glen R. Bishop, Ph.D., Secretary