Minutes of
THE FACULTY SENATE
OF
ARKANSAS TECH UNIVERSITY

The Faculty Senate met Tuesday, September 8, 2015, at 3:00 p.m. in Rothwell 456.
The following members were present:

Dr. Molly Brant	Dr. Chris Kellner
Dr. Glen Bishop	Dr. Linda Kondrick
Dr. Jon Clements	Dr. Timothy Leggett
Dr. Melissa Darnell	Dr. Johnette Moody
Dr. Marcel Finan	Dr. Jason Patton
Dr. Marc Fusaro	Dr. Michael Rogers
Mr. Ken Futterer	Dr. Rebecca Shopfner
Dr. Debra Hunter	Dr. James Stobaugh
Dr. Sean Huss	Dr. Jack Tucci
Dr. Shelia Jackson	Dr. Dana Ward

Dr. Deborah Wilson was absent. Dr. AJ Anglin, Dr. Susan Hastings-Bishop,
Dr. Eric Lovely, Dr. Hanna Norton, Ms. Donna Ogle, Dr. Jeff Robertson, Dr. Dawn Ward,
Dr. Jason Warnick and Dr. Jeff Woods were visitors.

CALL TO ORDER

President Futterer called the meeting to order and asked for a motion in regard to the minutes of the August 25, 2015 meeting.

APPROVAL OF MINUTES

Motion by Dr. Jackson, seconded by Dr. Moody, to approve the minutes as distributed. Motion carried.

President Futterer asked for the agenda to be amended to move "Report on eTech" as the first item of New Business.

Motion by Dr. Huss, seconded by Dr. Jackson, to amend the agenda as requested. Motion carried.

NEW BUSINESS:

REPORT ON ETECH

President Futterer invited Dr. Hanna Norton, Dean of the College of eTech and Assistant Vice President for Academic Affairs, to address the Senate. Dr. Norton shared the goals for the College of eTech for the current academic year (Item 4 of Attachment). She reported the growing competition in the online education field would require a strategic response, citing the University of Arkansas' recent development of a separate online college named "eVersity". She stated Arkansas Tech was now approved through the State Authorization Reciprocity Agreement (SARA), which allows Tech to enroll students from other states within the SARA network.

Dr. Norton emphasized Tech would remain a face-to-face campus, but with the expansion of online offerings, the university needed to be more intentional and consistent with the quality of what is presented online, keeping pedagogy in mind. Dr. Finan asked how quality was measured for online courses. Dr. Norton responded she was currently using a Blackboard rubric that had been adapted for eTech courses.

Dr. Rogers recalled the question from the August Senate meeting of why eTech had become a separate college, rather than serving as a resource center for all colleges and departments. He expressed a concern from faculty that once a course had been developed for eTech, eTech then owned that course and content. Dr. Norton compared the function of the College of eTech to the Graduate College; departments develop graduate programs and the Graduate College serves as a resource and centralized office for support.

Dr. Anglin emphasized the content and curriculum of eTech courses developed by faculty belong to the faculty, and is never "owned" by eTech. He stated control for offering the course resides in the department, as well as the determination of who teaches the course. Dr. Rogers indicated some confusion lies with the creation of a College of eTech. Dr. Anglin responded the College of eTech took an existing college and repurposed it, stating it was a logistical decision to pull eTech into a college with the Department of Professional Studies, without the intention of changing the perception or purpose of eTech.

CURRICULAR ITEMS

President Futterer called for a motion in regard to the curricular proposals by department.

Motion by Dr. Huss, seconded by Dr. Jackson, to accept the curricular proposals from the Department of Art as presented:

> Department of Art
> 1. Add the following courses to the course descriptions:
>   a. ART 2223: History of Digital Art;
>   b. GAME 3013: Game Development I;
>   c. GAME 3023: Game Development II;
>   d. GAME 4013: Senior Game Project I;
>   e. GAME 4023: Senior Game Project II;
>   f. GAME 4263: 3D Modeling;
>   g. GAME 4633: 3D Animation;
>   h. GAME 4803: Game Design Theory; and
>   i. GAME 4901: Professional Portfolio; and
> 2. Add the Curriculum in Game and Interactive Media Design.

Following the motion, Dr. Bishop recommended more detail in the assessment plans of the ART and GAME courses.

Motion carried.

Motion by Dr. Kellner, seconded by Dr. Huss, to accept the curricular proposals from the Department of Biological Sciences as presented:

> Department of Biological Sciences
> 1. Add the following courses to the course descriptions:
>   a. ENVS 4112 and 4114: Environmental Science Internship;
>   b. ENVS (BIOL) 4124: Biological Assessment of Water Quality;
>   c. ENVS 4133: Environmental Policy;
>   d. ENVS 4881-4: Advanced Topics in Environmental Science; and
>   e. ENVS 4951-4: Undergraduate Research in Environmental Science; and
> 2. Add the Curriculum in Environmental Science.

Dr. Bishop recommended further detail in the assessment plans of the ENVS courses.

Motion carried.

Motion by Dr. Jackson, seconded by Dr. Kellner, to accept the curricular proposals from the Department of Physical Sciences as presented:

> Department of Physical Sciences
> 1. Add PHSC 2003, Physics in Society and the Environment, to the course descriptions;

2. Modify the Curriculum in Chemistry Biochemistry Option as follows: a) add 2 hours of CHEM 4951-2: Undergraduate Research in Chemistry, or CHEM 4991-2: Special Problems in Chemistry; b) add 3 hours of upper division CHEM electives; and c) change the electives from 11 hours to 6 hours; and

3. Separate the Curriculum in Physical Science for Teacher Licensure into the Curriculum in Chemistry Education and Curriculum in Physics Education.

Dr. Bishop recommended additional detail in the assessment plans. President Futterer stated he would investigate how assessment fits into the curriculum process and discuss his findings at the next Senate meeting. Dr. Bishop also expressed a reservation that course syllabi are missing from the application. Dr. Lovely explained the courses in question would be designed by faculty to be hired at a later date, as the current faculty do not have the expertise to design those courses.

Motion carried.

REPORT ON STRATEGIC PLANNING	President Futterer invited Dr. Jason Warnick to update the Senate on the strategic planning process. Dr. Warnick reported five working groups had been formed over the summer, each chaired by a faculty member, and tasked with a specific charge and focus: Financial Structure and Operations, Enrollment and Marketing, Student Support (Curricular and Co-Curricular), Academic Structure and Faculty, University as a Public Institution (Community Relations). He stated each working group would compose a "white paper" before Thanksgiving, detailing recommendations for their respective areas.
	Dr. Warnick emphasized the importance of faculty involvement and encouraged the senators to visit the strategic planning website for more information and to submit feedback (atu.edu/strategicplanning). He noted not all issues would be strategic in nature, but could bring awareness to concerns that could be addressed outside of the strategic planning process.
REPORT ON PROMOTION AND TENURE REVIEW	Dr. Jackson directed the senators to the website for the Promotion, Tenure, and Annual Evaluation Review Committee (atu.edu/promotiontenure). She stated the promotion and tenure survey would be available through Blackboard for another week, and the survey results would be used to hold forums and draft changes to the *Faculty Handbook*. Dr. Jackson indicated the changes to the handbook would be distributed to the faculty for feedback in January and February 2016, with the final draft going through the Faculty Senate, President and Board of Trustees beginning in April 2016.
REVIEW OF ELECTED STANDING COMMITTEES	President Futterer recalled the discussion from the August meeting regarding the function and effectiveness of some standing committees. He noted, because the Senate stands as the "committee on committees", he suggested asking each elected standing committee to provide a rationale for existence, including what has been accomplished, what should be accomplished and what resources would be necessary to be effective as a committee.
	Motion by Dr. Fusaro, seconded by Dr. Huss, for each elected standing committee to submit a justification for continued existence, as well as necessary resources for effectiveness. Motion carried.
	President Futterer stated he would draft a letter to each elected standing committee.
OLD BUSINESS: OFFICE HOURS	President Futterer distributed the following statement regarding office hours that had been reviewed by both Dr. Anglin and Dr. Bowen (Item 1 of Attachment):

Each faculty member is expected to schedule six office hours per week reserved specifically for consultation with students. The total and spacing of these office hours should be planned to permit adequate student contact. Office hours may be allocated proportionally to the type of classes being taught. For example, a faculty member with six credit hours of face-to-face classroom instruction and six credit hours of online instruction should be expected to schedule three in-office hours per week. Office hours should be included in the course syllabus and posted on the office door of the faculty member.

Motion by Dr. Huss, seconded by Dr. Finan, to accept the office hours policy as presented. Motion carried.

SUBCOMMITTEE COLLABORATING WITH ADMINISTRATION

The senators agreed to dissolve the subcommittee collaborating with the administration, recognizing the subcommittee would not have as active of a role moving forward as it had in the past few years.

FACULTY WELFARE PROCEDURES

President Futterer stated he would be meeting with the chair of the Faculty Welfare Committee and would provide a report at a future meeting.

OTHER BUSINESS

Prior to entering open forum, President Futterer stated he had approached Dr. Bowen regarding the Faculty Senate's participation in the current search for the new Vice President for Academic Affairs, and directed the senators to her response (Item 2 of Attachment). He indicated he did not believe there was any faculty representation on the search committee for the Vice President, and he would pursue that issue further with Mr. Thomas Pennington, who was serving as the chair of the search committee.

President Futterer asked the senators to review the Senate appointments to committees for 2015-16 (Item 3 of Attachment):

Academic Appeals Committee: Dr. Micheal Tarver and Dr. Jeremy Schwehm
Professional Development Committee: Dr. Aaron McArthur
University Promotion and Tenure Committee: Dr. Gary Barrow
Committee on Adjunct Support: Dr. Ernest Enchelmayer and Dr. Ellen Treadway

Motion by Dr. Rogers, seconded by Dr. Huss, to approve the appointments as presented. Motion carried.

President Futterer then directed the senators to review the faculty responses to the results of the Great Colleges survey (Item 5 of Attachment). He stated he would be sharing the compilation of faculty responses with Dr. Bowen.

OPEN FORUM

Dr. Patton shared a concern from some faculty regarding the use of security cameras in classrooms. He reported he had spoken with Chief Josh McMillian, asking the parameters for where a camera can be placed and for what purposes. Dr. Patton stated there was no existing policy for the use of cameras in classrooms by department heads or deans, and he asked for volunteers to form a subcommittee to develop a policy. President Futterer stated, rather than forming a subcommittee, he would approach University Legal Counsel with the concern. Ms. Darnell asked for an example of a camera being used in a classroom. Dr. Patton responded it had occurred in a lab room, and Ms. Darnell suggested it could be for the purpose of lab equipment security. Dr. Patton agreed, but expressed concern over the direction such a practice could lead.

ANNOUNCEMENTS/   Dr. Rogers announced September 17 was Constitution Day and he was seeking volunteers to
INFORMATION   publically read a section of the Constitution. He stated there would also be an opportunity
ITEMS   for Education majors to develop lesson plans on the Constitution while visiting local
                     elementary schools.

ADJOURNMENT   The meeting adjourned at 4:53 p.m.

                                                    Respectfully submitted,

                                                    Ken Futterer, M.M., President

                                                    Marc Fusaro, Ph.D., Secretary

Attachment

1) ATU Faculty Office Hours Statement

NOTE: This is the final copy, voted on by the senate.

Each faculty member is expected to schedule six office hours per week reserved specifically for consultation with students. The total and spacing of these office hours should be planned to permit adequate student contact. Office hours may be allocated proportionally to the type of classes being taught. For example, a faculty member with six credit hours of face-to-face classroom instruction and six credit hours of online instruction should be expected to schedule three in-office hours per week. Office hours should be included in the course syllabus and posted on the office door of the faculty member.

2) VPAA Search – Faculty Participation.

Dear Ken,
        Yes, we would appreciate the Senate helping in the search process. Thank you for the offer to help! If possible, we would like several members of the senate to ask set questions of the candidates during their faculty open session- much like we did when interviewing the candidates for Dr. Anglin's position. It would be great if there were set question for, say, the first half of the open session and then an open forum for all to ask questions the last half of the session.

Thomas Pennington is heading up the search and will be in touch with you to confirm plans and how things will run. I have cc'ed him on this message so he will know about our conversation.

Thank you again. **Robin E. Bowen**

3) Senate Appointments 2015-16
(NOTE: Pending appointments will be voted upon at the October meeting, KTF)

	Academic Appeals Committee	Professional Development Committee	University P&T Com.	Committee On Adjunct Support
Arts/Humanities	Michael Tarver	Aaron McAuther	Gary Barrow	Ernest Enchelmayer
Business	1 appointment	N/A	N/A	
Education	1 appointment	N/A	N/A	1 appointment
Engineering / Applied Sciences	1 appointment	N/A	N/A	
Natural & Health	1 appointment	N/A	N/A	1 appointment
Supernumerary Soon to be eTech	Jeremy Schwehm	VPAA	N/A	Ellen Treadway

4) College of eTech Goals for 2015-2016 AY
- Foster effective working relationships with and between all members of the College of eTech.
  – Work through issues as they arise and offer reasonable, timely solutions.
  – Provide professional development opportunities as the budget allows.
  – Prepare faculty for tenure and promotion.
    - Internal meetings as well as guest speakers.
- Increase the rigor of the BPS Curriculum.
  – Update BPS Curriculum to increase rigor within the degree and within individual courses.
    - Curriculum updates include change of IT to proposed Workforce Technology (collaborating with COB & CAS)- submitted in 2015 AY to Curriculum Committee.
    - Curriculum update to match what is listed in catalog)- submitted in 2015 AY to Curriculum Committee.

- Addition of two PS courses- submitted in 2015 AY to Curriculum Committee:
    - PS 3013 Professional Studies Seminar
    - PS 4543 Workplace Supervision
- Seek additional opportunities for online student growth.
    - Update the eTech website.
        - Lisa Clark and I are working with Michael Stoker and his staff to modernize and provide a cleaner look to the website.
        - We are also working with Michael to create a Military page on our website for recruitment and linking to Veterans Services.
    - Work with Veterans Services and other constituents (e.g., General Harmon) to build a strategic plan for reaching out to active military and veterans utilizing online coursework.
        - Lisa Clark is building her knowledge base and will be working on this effort.
    - Promote and grow enrollment in the Ed2Go services.
        - This will largely be achieved with the updated website, public relations efforts and reaching out to the community.
    - Begin consideration and development of online certification programs.
        - I spoke with Dr. Aulgur about the possibility of a Master's level Nonprofit Leadership.
        - I also spoke with Dr. Sandy Smith and she is eager to pursue this endeavor.
        - I also talked with Dr. Mack Rainey about a program we could partner with.
        - I am also coordinating discussions with Mike Murders at the Ozark campus.
        - My goal is to make sure all campus constituents are aware of plans and involved.
- Increase quality of online instruction.
    - A Transition to Teaching Online course will be required of all online instructors.
        - A fall pilot will be completed with a spring rollout to all instructors.
    - The eTech Certification Class will be adjusted to reflect instructors' experiences in the Transitioning course (above).
    - Beginning in spring 2016, we will have two "sections" of the certification class (above) offering faculty more professional development opportunities.
- Increase online course quality.
    - Vet courses through the eTech process for improved online course quality.
        - Courses with higher SSCH will be focused on during this academic year.
        - Courses developed in 2011 will also be reviewed/revised as needed.
    - Build more interactive videos into course creation via our Multimedia Coordinator.
- Continue to meet state requirements regarding online authorization and seek necessary state licensure agreements.
    - We will move forward with a program-by-program approach to state authorization- considering each state's licensure requirements.
- Obtain additional space for the College of eTech.
    - I have put a request through to the Mr. Etzel and the space committee requesting additional space in the library.
    - Dr. Aulgur and I have met with the architects and Mr. Galen Rounsaville to redesign the previous veterinary clinic on El Paso as a space for the Professional Studies department. At our last meeting, the project was to be bid on in October.
- **These goals are subject to further additions during the year.**

5) Great Colleges / ModernThink Survey 2015: ATU Faculty Responses
(Note: This is a collection of responses either emailed or snail mailed to me. KTF)

A. In looking at the Great Colleges to Work For Insight Survey, the areas that we scored Warrants Attention from a faculty viewpoint are Teaching Environment, I feel like we are in an old building that gets cosmetic attention but we don't seem to be on the fast track to a new building, yet we have the highest number of committed majors, one of the top 15 online programs in the United States in our RN to BSN program. I know there are others on campus who are need as well as us, but addressing the low score in communication and shared governance seems to be part and parcel of the Teaching Environment. If we don't know the 'bigger' plan for the entire campus, which addresses communication, it is difficult to have your voice heard by administration. Although we have received much in

nursing with the sim labs, we are lacking in other areas. So for me Communication, Shared Governance, and Teaching Environment are so intertwined to make differentiation difficult.

B. I think the low scores on certain items are the result of a long-time culture at ATU. It will take time to turn it around; it cannot happen with just a couple of changes. Cultures don't change quickly or easily, even with new leadership.

Having said that, I do think there is one way to begin the change of better communication and faculty/admin relations – that is for all senators to give a report at their department faculty meetings to let us know what kind of issues are being discussed in Senate. We have been pretty good about that in our department, but perhaps it needs to be a regular item on the faculty meeting agendas for each department, at least 2-3 times a year.

C. I believe positive changes have occurred over the past year and continue to do so, although sufficient time may be needed for faculty and staff to see the impact of these changes. As far as communication, a BRIEF report from our president, vice-president, and/or senate through monthly email would increase communication. I know minutes are posted online for senate and curriculum, but many faculty may not have the time or interest to go find these and review them. Give me five quick highlights/or areas of discussion. It would even be nice to hear how things are progressing with the legislature. From faculty senators in the past and meeting visitors, I hear the meetings can be a soapbox forum for some. Senators need to seek input from their fellow faculty and provide constructive input. An online forum for university staff/faculty to leave comments about current senate topics may also be beneficial.

D. The results of the survey document a striking disconnect between Administrative, Professional staff and Faculty. The 'glut' of new Administrative/Professional staff positions in the face of clearly documented cases of crumbling teaching environments serves as clear evidence to support the perceived disconnect.

E. Teaching environment- Numerous faculty across campus routinely use their own $, tools, resources, time, etc. in order to repair/maintain classroom, teaching lab and studio based equipment, instruments, cabinetry, plumbing, ventilation, software, etc. If this administration claims that the classroom is the primary priority, why are more and more funds diverted to increasing administrative positions and not to maintaining/enhancing/ repairing/upgrading classrooms, teaching labs and studios?

F. Compensation - It's hard to tell ... the 'story' seems to change every day. First it was 85% ... then it was 90% ... then it was 95% ... tomorrow it will be??%. It's difficult to have faith/trust when no one can tell the same story twice and no one will show us the actual CUPA data set. Yes, we have asked to see the actual data that was used. To date there has been no response.

G. Facilities - Again, we have faculty/staff who use their own $, tools, time, etc. to maintain the equipment and spaces they work in. This is a tremendous disruption to the teaching/learning environment. It's also a tremendous and unacceptable burden on the faculty/staff.

H. Shared governance – Unfortunately, the 'shared governance' model has devolved into a Dean/Dept. head does what they want model. There is little or no 'sharing' of governance at the faculty level.

I. Policies - Really? When did arbitrary and capricious become a policy? Handbooks, etc. are 'thrown out the window' and replaced by completely arbitrary decisions by middle management. Generally, this is being done under the guise of 'distributed leadership'.

J. Senior Leadership – Dr. Bowen seems OK. Time will tell. One key indicator will be how she responds to these comments. Mr. Moseley, thanks for making sure we remain solvent. Others ... little or no confidence that they will perform in any manner other than to protect their own self best interests/annual performance reviews. Deans/Dept. Heads -Chronic cronyism. Chronic marginalization of competent and/or experienced faculty. Chronic violation of policy. Stand around and wait for orders from above attitude. No vision. No leadership. The state and world are passing ATU by at an ever increasing rate! No sense of responsibility to anything or anyone other than their own annual performance reviews or their 'friends' needs/wants.

K. Admin, Faculty/Staff Relations - Major, major, major disconnect!!

L. Communication - Virtually nonexistent. It definitely does NOT move 'up' the chain of command without significant 'filtering' at the middle management levels. Faculty have actually been told to NOT bring issues forward because it makes the Dept. Heads and Deans look bad for not being aware of issues and not addressing them in a timely fashion. In many Depts., faculty are actually so isolated, that they learn of issues/opportunities from faculty in other depts. In extreme cases, they are hearing these issues and opportunities from colleagues at other Arkansas institutions or even 'friends on the street'. Wow! Imagine hearing from UCA, ASU, U of A, the general public, etc before hearing from ATU colleagues. In other cases, reports/analyses/graphs/etc. concerning program and faculty member performance/planning are being done and then hidden/withheld from the faculty. This chronic marginalization of faculty MUST stop. Definitely not a healthy environment.

M. Collaboration - Are you kidding?! This place is quickly devolving into everyone for themselves.

N. Fairness - Cronyism/nepotism/good buddy arrangements reign supreme as our strongest leadership contenders are marginalized in favor of the ATU Administrative Country Club membership!

O. Respect & Appreciation - We have faculty who have tremendous amounts of experience in program growth/development, external funding sources, leadership, etc. and yet they are routinely marginalized because they are not 'friends' with the right people and/or no 'membership' (vide supra). This has reached a point where our best, brightest, vision forward faculty have actually been warned to not divulge their ideas/plans/etc. because middle managers are:
a) 'fishing' for ideas to float as their own or
b) working to 'impede' progress because it could eventually 'displace' them.