Minutes of

THE FACULTY SENATE

OF

ARKANSAS TECH UNIVERSITY

The Faculty Senate met Wednesday, December 9, 2015, at 1:00 p.m. in Rothwell 456.

The following members were present:

|  |  |
| --- | --- |
| Dr. Glen Bishop | Dr. Timothy Leggett |
| Dr. Jon Clements | Dr. Johnette Moody |
| Dr. Melissa Darnell | 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. Chris Kellner | Dr. Deborah Wilson |
| Dr. Linda Kondrick |  |
|  |  |

Dr. Molly Brant and Dr. Marcel Finan were absent. Dr. AJ Anglin, Dr. Susan Hastings-Bishop, Dr. Hanna Norton, Dr. Robin Bowen, Dr. Jason Warnick, Dr. David Ward,

Dr. Ed Bashaw, Dr. Cathi McMahan, Dr. Dong Soo Lee, and Dr. Seung Suk Lee were visitors.

|  |  |
| --- | --- |
| CALL TO ORDER  APPROVAL OF MINUTES | President Futterer called the meeting to order and asked for a motion in regard to the minutes of the November 10, 2015, meeting.  Motion by Dr. Jackson, seconded by Dr. Huss, to approve the minutes as distributed. Motion carried. |
| NEW BUSINESS:  CURRICULAR ITEMS | President Futterer called for a motion in regard to the curricular proposals from the Department of Parks, Recreation and Hospitality Administration which had been tabled at the last meeting.  Motion by Dr. Stobaugh, seconded by Dr. Bishop, to accept the curricular proposals from the Department of Parks, Recreation and Hospitality Administration as presented:  Department of Parks, Recreation and Hospitality Administration  1. Add the following courses to the course descriptions:  a) HA 1001: Orientation to Hospitality Administration;  b) HA 2073: Introduction to Event Management;  c) HA 3173: Hospitality Managerial Accounting;  d) HA 3183: Catering and Event Management; and  e) HA 4986: Purchasing and Advanced Food Preparation;  2. Delete the following courses from the course descriptions:  a) HA (CUL) 1923: Introduction to Food and Beverage Management;  b) HA 2003: Cost Controls;  c) HA 3133: Tourism Planning;  d) HA 4253: Club Management; and  e) HA 4983: Advanced Food Production;  3. Change the course number for HA (CUL) 1013: Sanitation Safety, to HA (CUL) 1011;  change the grading to Pass/Fail; and modify the course description to reflect the new  grading;  4. Change the course number for HA 1063: Hospitality Technology, to HA 3163; modify  the prerequisites FROM: Prerequisite: COMS 1003: Introduction to Computer Based  Systems; TO: Prerequisites: HA 1043: Introduction to Hospitality Management, and  COMS 1003: Introduction to Computer Based Systems; and modify the course  description;  5. Change the title for HA (CUL) 2023: Hospitality Supervision and Leadership, to  Hospitality Leadership and Ethics; and modify the course description;  6. Change the title for HA 2043: Front Office Management, to Lodging Operations  Management I;  7. Change the course number for HA (CUL) 2913: Principles of Food Preparations, to HA  (CUL) 2914; and modify the prerequisites FROM: Prerequisite: HA (CUL) 1013:  Sanitation Safety, CHEM 1113: A Survey of Chemistry, and CHEM 1111: Survey of  Chemistry Laboratory, and Co-requisites: HA (CUL) 2813: Basic Human Nutrition in  Hospitality Administration; TO: HA (CUL) 1011: Sanitation Safety, HA 1043:  Introduction to Hospitality Management, HA (CUL) 2813: Basic Human Nutrition in  Hospitality Administration, CHEM 1113: A Survey of Chemistry, and CHEM 1111:  Survey of Chemistry Laboratory;  8. Change the title for HA 3143: Executive Housekeeping, to Lodging Operations  Management II;  9. Change the course number for HA 4013: Hospitality Marketing and Sales, to HA 3013;  10. Change the title for HA (RP) 4093: Resort Management, to Resort and Club  Management; and modify the course description;  11. Change the course number for HA (RP) 4113: Personnel Management in Parks,  Recreation, and Hospitality Administration, to HA (RP) 3113; and change the title to  Human Resource Management in Parks, Recreation, and Hospitality Administration;  12. Change the title for HA 4203: Hospitality Operational Problem Solving, to Hospitality  Strategic Management; modify the prerequisites FROM: Prerequisites: Senior standing  and MGMT 3003: Management and Organizational Behavior; TO: Prerequisites: HA  major, senior standing, and completion of 30 hours of HA courses; and modify the  course description;  13. Modify the Curriculum in Hospitality Administration Lodging and Club Management  Emphasis as follows:  a) change the name of the emphasis to Lodging Management;  b) change HA 1063: Hospitality Technology, to HA 3163;  c) change HA 4013: Hospitality Marketing and Sales, to HA 3013;  d) change HA (RP) 4113: Personnel Management in Parks, Recreation, and Hospitality  Administration, to HA (RP) 3113;  e) require BIOL 1014: Introduction to Biological Science, as four hours of Science  with lab;  f) add the following: HA 1001:Orientation to Hospitality Administration; HA (CUL)  1011: Sanitation Safety, HA 2073: Introduction to Event Management; HA 2133:  Introduction to Travel and Tourism; HA (CUL) 2914: Principles of Food  Preparations; HA 3173: Hospitality Managerial Accounting; and PE 2513: First Aid;  and  g) delete the following: ACCT 2013: Accounting Principles II; HA 2003: Cost  Controls; HA 4253: Club Management; TECH 1001: Orientation to the University;  and 8 hours of Electives;  14. Modify the Curriculum in Hospitality Administration Food and Beverage Management  Emphasis as follows:  a) change the name of the emphasis to Foodservice Emphasis;  b) change HA (CUL) 1013: Sanitation Safety, to HA (CUL) 1011;  c) change HA 1063: Hospitality Technology, to HA 3163;  d) change HA (CUL) 2913: Principles of Food Preparations, to HA (CUL) 2914;  e) change HA 4013: Hospitality Marketing and Sales, to HA 3013;  f) change HA (RP) 4113: Personnel Management in Parks, Recreation, and Hospitality  Administration, to HA (RP) 3113;  g) require BIOL 1014: Introduction to Biological Science, as four hours of Science  with lab;  h) add the following : HA 1001: Orientation to Hospitality Administration; HA 2043:  Lodging Operations; HA 2073: Introduction to Event Management; HA 2133:  Introduction to Travel and Tourism; HA 3173: Hospitality Managerial Accounting;  HA 4986: Purchasing and Advanced Food Preparation; and PE 2513: First Aid; and  i) delete the following: ACCT 2013: Accounting Principles II; HA 2003: Cost  Controls; HA 4983: Advanced Food Preparation; HA 1923, Introduction to Food  and Beverage Management; TECH 1001: Orientation to the University; and 5 hours  of Approved Electives and 3 hours of Electives; and  15. Modify the Curriculum in Hospitality Administration Tourism and Event Management  Emphasis as follows:  a) change the name of the emphasis to Event Management Emphasis;  b) change HA 1063: Hospitality Technology, to HA 3163;  c) change HA 4013: Hospitality Marketing and Sales, to HA 3013;  d) change HA (RP) 4113: Personnel Management in Parks, Recreation, and Hospitality  Administration, to HA (RP) 3113;  e) require BIOL 1014: Introduction to Biological Science, as four hours of Science  with lab;  f) require CHEM 1113: A Survey of Chemistry, and CHEM 1111: Survey of  Chemistry Laboratory, as four hours of Science with lab;  g) add the following: HA 1001: Orientation to Hospitality Administration; HA (CUL)  1011: Sanitation Safety; HA 2043: Lodging Operations; HA 2073: Introduction to  Event Management; HA 2813: Basic Human Nutrition in Hospitality  Administration, HA (CUL) 2914, Principles of Food Preparations; HA 3173:  Hospitality Managerial Accounting; HA 3183: Catering and Event Management;  HA 4063: Beverage Management, and PE 2513: First Aid; and  h) delete the following: ACCT 2013: Accounting Principles II; HA 2003: Cost  Controls; HA 3133: Tourism Planning; HA 4093: Resort Management, RP 3033:  Commercial Recreation, RP 3503: Recreational Sport Management, TECH 1001:  Orientation to the University, and 8 hours of electives.  Dr. Kellner expressed concern with the justification provided within the assessment documentation for proposals 1b, 1c, and 1d, noting that the justification is both a record of the university’s evaluation of the courses and proper assessment of the courses.  Dr. McMahan stated many of the changes were driven from suggestions by the accrediting body during their visit last year. Dr. Kellner stated the assessment form should be amended to include the appropriate assessment documentation information under Item F and resubmitted.  Dr. Stobaugh amended his motion to approve the proposals to include the stipulation that the assessment form be amended for the course additions noted (i.e., HA 2073, HA 3173, and HA 3183) and presented to the Senate at their next meeting; Dr. Bishop seconded the amendment. Motion carried.  President Futterer asked Dr. McMahan to email the amended forms for the noted courses to him and he will distribute to the Senate. |
| ADDRESS FROM PRESIDENT BOWEN | Dr. Bowen reported two policies currently under consideration. First, she stated the rules relating to TIAA-CREF retirement accounts which prevent hardship loans are being reviewed and asked that the Senate identify one person from each of the colleges to attend a meeting on January 28, 2016. A faculty member from the Ozark Campus and members of the Staff Senate will also be invited to this meeting which will include the Executive Council and a representative from TIAA-CREF.  Dr. Bowen advised that the Executive Council was reviewing the phased retirement plan from the University of Central Arkansas previously forwarded by the Senate and asked if the Senate could survey the faculty to see if there is interest in developing such a plan here.  Dr. Kellner asked for further clarification, and Dr. Bowen noted that phased retirement plans at other institutions are typically used when the institution is trying to cut back. As that need does not exist here, Dr. Bowen emphasized her willingness to consider a plan based on the recommendation of the faculty. Dr. Tucci commented he saw this type of plan as means to make retirement a smoother transition for faculty and allow for planning within each college. President Futterer stated he would appoint a small committee to research this idea and perhaps develop more models than just the one. Dr. Bowen emphasized that a phased retirement plan would be difficult to implement for staff.  President Futterer asked Dr. Bowen to address the College of eTech and its relationship to the university. She reported that, when the dean of the College of Professional Studies retired, the opportunity arose to consolidate efforts by that college and the eTech office. The result was the College of eTech which has one academic department, the Department of Professional Studies. Dr. Bowen reported that federal regulations relating to online education now exist and must be adhered to as part of the institution’s continuing regional accreditation efforts. Part of those regulations relate to the academic rigor of the online course, which has led to the need for courses to be vetted by the institution to certify adherence to the guidelines. Additionally, to allow students access to online courses across state lines, SARA (State Authorization Reciprocity Agreements) has been created to facilitate that access. The state of Arkansas now belongs to SARA, which allows ATU to enroll students from states not previously permitted due to those states’ restrictive guidelines and costs. Membership in SARA also requires adherence to the same federal regulations.  Dr. Rogers agreed to the need for courses to be vetted; he noted, however, that faculty struggle with why the online courses they develop must be given to eTech. Dr. Bowen replied that the curriculum and the content of the courses have to be vetted but the courses are still part of the department. Dr. Anglin asked to be recognized and emphasized that the university must be in compliance with all federal standards before The Higher Learning Commission visit in 2020. Dr. Norton also asked to be recognized and stated the courses belong to the department; she noted that instruction is an “organic process” by which the blackboard shell created during the development and vetting process could and should be changed by the instructor of record to allow for the instructional style of the instructor. However, she stated that each course must continue to meet guidelines and asked that instructors let her office know if major changes are made to a course.  Dr. Stobaugh suggested that the faculty be given the guidelines and trusted to comply.  Dr. Bowen replied that HLC will not just take ATU’s word, and the vetting process is proof.  Dr. Bowen likened the College of eTech to the Graduate College, which has qualifications for a graduate course and qualifications for graduate faculty; however, those programs and faculty do not belong to the Graduate College. Dr. Anglin agreed and stated that eTech is primarily a service college.  President Futterer noted that the institution is at an “historic changing point” regarding online education and that it “behooves us all to work with the reality.” He emphasized that the departments own the online courses and the department heads are responsible for assignment of faculty to teach the courses.  Dr. Norton stated she is in the process of hiring another instructional designer and reported future course development will evolve so that the designers are assisting the faculty member during the development process and not just vetting the course at the end. She noted she believed this will be a more productive process for the faculty member. When questioned whether the designers could be given the content and create the courses themselves, both  Dr. Norton and Dr. Bowen expressed concern that the courses should only be developed by the faculty members themselves with assistance by the designers.  Dr. Bowen noted her appreciation for the work of the Senate and excused herself from the meeting. |
| UNIVERSITY CALENDAR UPDATE | President Futterer reported the fall start date had been changed a few years ago to allow for late enrollments by students. This later start date resulted in a shorter break for faculty and students between the end of fall and start of the spring semester.  Motion by President Futterer, seconded by Dr. Stobaugh, that the Senate respectfully request the fall semester start date be changed back to its historic start (i.e., one week earlier). Motion carried. |
| FACULTY EVALUATIONS | President Futterer reported that, due to the faculty evaluation system still in place, a student can currently drop a course and still be allowed to evaluate the instructor. Mr. Wyatt Watson, Director of Institutional Research, is still looking for a new evaluation software program which will fix this problem along with others. |
| HIGHER LEVELS OF LIFE INSURANCE UPDATE | Dr. Anglin reported the Executive Council is looking at this issue. Mr. David Moseley, Senior Vice President for Administration and Finance, has been asked to research costs and other issues relating to potentially establishing higher levels of life insurance. |
| GRADUATION REGALIA UPDATE | Dr. Anglin stated a decision had been made to only allow students to wear the current cords for academic recognition. However, a committee is looking at allowing students to wear pins for recognition for some academic disciplines. Since this is still under review, no changes will be made for the December ceremonies. |
| SHARED GOVERNANCE HANDBOOK STATEMENT | President Futterer reported there is strong faculty interest in a statement defining what shared governance is and what it should be. He asked for volunteers to craft a statement and determine where it should be placed in the *Faculty Handbook* and if it should be part of the bylaws or constitution of the Senate. Drs. Huss, Kellner, Bishop, and Patton volunteered. |
| FUSARO STATEMENT | Dr. Fusaro reported that several years ago he and another researcher had applied for a grant from the Consumer Credit Research Foundation, which is an organization funded by businesses operating in the payday loan industry. The research centered on whether payday loans locked the consumer into a cycle of debt. He reported they received the funding and performed the research. When their working paper was submitted to the funder, the Foundation sent the paper to blind reviewers. Utilizing comments received, they revised their paper and submitted it to the SSRN, a repository of academic working papers for the social sciences. Dr. Fusaro stressed that he maintained full editorial control over the article throughout the process. He noted the research disproved the theory that consumers utilizing payday loans were locked into a cycle of debt.  Dr. Fusaro stated he had recently received a freedom of information request wanting copies of all of the emails he and his research partner had received and sent regarding their project. A report was then written and picked up by the Huffington Post which made it seem that the funding agency had directed the research. Dr. Fusaro stated his purpose today was to refute publicly the allegations made. He reported the article stated he had been paid at least $39,912. He stated he did not receive those funds, with his university receiving about $16,000 total to cover expenses and his stipend being approximately half of that. He reported the article alleged the funding agency had instructed him to remove negative information about payday funding from his report. Dr. Fusaro emphasized that the only item he had been asked to remove related to acknowledgments of appreciation for those who had participated in the study. He stated he questioned his dissertation advisor if this was ethical and was told that if participants did not want to be acknowledged that he was under no obligation to do so. The article also stated that the funder planned the press release.  Dr. Fusaro stated that Mr. Sam Strasner had issued a press release about the research and the funder had asked that the press release also be placed on a particular website. As this was a “pay to place” site, Mr. Strasner had not been able to do so as he did not have the budget. The funder had offered to pay for the additional placement themselves.  Dr. Fusaro reported that, after the Huffington Post article was published, he had received good support from his colleagues, his college, and Academic Affairs. Dr. Bashaw, Dean of the College of Business, asked to be recognized and stated his presence today was in support of his professor. Dr. Anglin noted Dr. Fusaro had been “totally upfront and professional” and he was perfectly satisfied with Dr. Fusaro’s account. He commended Dr. Fusaro for his actions. |
| OLD BUSINESS:  REPORT ON PROMOTION AND TENURE REVIEW | Dr. Jackson reported a second survey of revisions to the promotion and tenure policy was available to the faculty. This survey is relatively wordy as it includes actual language proposed for the *Faculty Handbook*. She asked that the Senators encourage their colleagues to complete the survey and stated she hopes the survey will continue to be available during the holiday break. Dr. Jackson stated that, once this survey is completed, the committee will then complete a first draft of the entire policy which would then be posted for feedback. President Futterer reported one of the final steps would be for the faculty to vote on the changes. |
| REPORT ON VPAA SEARCH | President Futterer noted the process for selecting the next Vice President for Academic Affairs was still ongoing, with campus interviews of the three candidates just now completed. He proposed the Senate rank each candidate as acceptable or not acceptable. After discussion, Dr. Rogers proposed an online survey of the Senators. Dr. Huss agreed to prepare and send out the survey. |
| REPORT ON STRATEGIC PLANNING | Dr. Warnick reported the white papers are now posted. A draft of the strategic plan will be sent to the Strategic Planning Committee soon for their approval, and posting of the draft is expected prior to the holiday break. He emphasized the plan will be a draft only which the Executive Planning Committee will consider starting in the spring. Dr. Warnick stated the EPC would then send a plan on to the President later in the spring, and she plans a “listening tour” after which she will submit a final plan to the Board of Trustees. |
| REPORT ON REVIEW OF ELECTED STANDING COMMITTEES | President Futterer reported this process is moving forward with several committee changes being proposed. He stated he is calling a special meeting of the Senate on January 12, 2016, to consider these revisions. No other items will be on the agenda. |
| REPORT ON FACULTY WELFARE COMMITTEE PROCEDURE REVISIONS | As this item is part of the standing committees review, President Futterer stated it should be removed from Old Business. |
| REPORT FROM COMMITTEE ON SECURITY CAMERAS IN CLASSROOMS | President Futterer stated there was nothing to report at this time. |
| OPEN FORUM | President Futterer noted the report from the Committee on Adjunct Support. He stated this report would be a new business item in February.  President Futterer reported the Staff Senate is reviewing two items of interest, a campus daycare and a bimonthly pay cycle, both of which need to be carefully reviewed by the Senate.  President Futterer reported Dr. Finan had requested the Senate consider making Ms. Jana Crouch a gift. He suggested Senators who were interested should contact Academic Affairs.  Dr. Fusaro distributed suggested changes to the Senate’s constitution from Dr. Finan and stated these can be discussed at the February meeting.  Dr. Jackson distributed information concerning usage of the Hull Building. She reported that, during the 2012 spring semester in which the Hull Building hours were extended, the increased usage did not justify the amount of student labor monies needed to keep the building open and monitored. She emphasized this building is an academic facility which is old and is not big enough to meet the needs of all the constituents. |
| ANNOUNCEMENTS AND INFORMATION ITEMS | A special called meeting of the Senate will be Tuesday, January 12, 2016, at 3 p.m. The next regularly scheduled meeting of the Senate will be Tuesday, February 9, 2016. |
| ADJOURNMENT | The meeting adjourned at 2:50 p.m. |

Respectfully submitted,

Ken Futterer, M.M., President



Marc Fusaro, Ph.D., Secretary