

Minutes of
THE FACULTY SENATE
OF
ARKANSAS TECH UNIVERSITY

The Faculty Senate met Thursday, November 11, 2004, at 3:00 p.m. in Room 325 of the Ross Pendergraft Library and Technology Center. The following members were present:

Dr. Joe Moore	Mr. Ken Futterer
Dr. Carl Greco	Ms. Peggy Lee
Dr. Kathy Pearson	Dr. Trey Philpotts
Dr. Jeff Robertson	Ms. Darla Sparacino
Ms. Marti Wilkerson	Dr. Carey Roberts
Dr. Shelia Jackson	Dr. Kevin Mason
Dr. Brenda Montgomery	

Dr. Charles Busch and Dr. Sid Womack were absent. Dr. Mary Ann Rollans, Dr. Glen Bishop, Mr. Andy Anders, Dr. Dan Martin, Dr. Georgena Duncan, Dr. William Hoefler, Dr. Ardith Morris, Ms. Kate Brugh, and Mr. Ken Wester were visitors.

CALL TO ORDER
APPROVAL OF
MINUTES

President Philpotts called the meeting to order and asked for action on the October 14, 2004, minutes. Motion by Dr. Pearson, seconded by Dr. Mason, to dispense with the reading of the minutes. Motion carried. There being no amendments or corrections, motion by Dr. Greco, seconded by Ms. Wilkerson, to approve the minutes as distributed. Motion carried.

NEW BUSINESS:
CURRICULAR
ITEMS

The following actions were taken with regards to recommendations from the Curriculum Committee:

Motion by Dr. Mason, seconded by Dr. Greco, to consider all proposals from each department/school together for the purposes of making motions for approval. Motion carried.

A. Departments of Accounting and Business and Economics:

Motion by Dr. Moore, seconded by Dr. Mason, to change the prerequisites of the following courses: MGMT 2013, Management Productivity Tools, *from* COMS 1003, Introduction to Computer Based Systems, *to* COMS 1003, Introduction to Computer Based Systems or BUAD 2003, Business Information Systems; MGMT 3103, Production Management, *from* BUAD 2003, Business Information Systems, BUAD 2053, Business Statistics, and MGMT 3003, Management and Organizational Behavior *to* COMS 1003, Introduction to Computer Based Systems, or BUAD 2003, Business Information Systems, and BUAD 2053, Business Statistics, and MGMT 3003, Management and Organizational Behavior (i.e., students may take either COMS 1003 or BUAD 2003 but must take BUAD 2053 and MGMT 3003); MGMT 4013, Management Information Systems, *from* BUAD 2003, Business Information Systems, BUAD 2053, Business Statistics, MGMT 3003, Management and Organizational Behavior, and MKT 3043, Principles of Marketing *to* COMS 1003, Introduction to Computer Based Systems, or BUAD 2003, Business Information Systems, and BUAD 2053, Business Statistics, and MGMT 3003, Management and Organizational Behavior, and MKT 3043,

Principles of Marketing (i.e., students may take either COMS 1003 or BUAD 2003 but must take BUAD 2053, MGMT 3003, and MKT 3043); BUAD 2053, Business Statistics, *from* COMS 1003, Introduction to Computer Based Systems, and MATH 2243, Calculus for Business and Economics *to* COMS 1003, Introduction to Computer Based Systems, or BUAD 2003, Business Information Systems, and MATH 2243, Calculus for Business and Economics (i.e., students may take either COMS 1003 or BUAD 2003 but must take MATH 2243); BUAD 3023, Business Communications, *from* 6 hours of English Composition and COMS 1003, Introduction to Computer Based Systems *to* 6 hours of English Composition and COMS 1003, Introduction to Computer Based Systems, or BUAD 2003, Business Information Systems; and ACCT 2003, Accounting Principles I, *from* COMS 1003, Introduction to Computer Based Systems *to* COMS 1003, Introduction to Computer Based Systems, or BUAD 2003, Business Information Systems. Motion carried.

B. School of Community Education:

Motion by Dr. Pearson, seconded by Ms. Lee, to: (a) revise the Professional Studies curriculum as follows: (1) in the sophomore year, replace COMS 2003, Microcomputer Applications, with COMS 1003, Introduction to Computer Based Systems; (2) change footnote 1 to agree with the same footnote in all other degree programs (i.e., "See appropriate alternatives or substitutions in 'General Education Requirements' on page 74") and remove footnote 1 from Social Sciences in the freshman and sophomore years and the Business Applications requirement in the sophomore year; and (3) change the course prefix from BPS to PS; (b) change technical courses as follows: (1) change the number and title of TELT 1014, Fundamentals of Electricity I, to TELT 1013, Fundamentals of Electricity, and change the course description; (2) delete TELT 1214, Fundamentals of Electricity II, from the course descriptions; (3) change the title of TELT 1123, Industrial Electricity I, to Industrial Electricity and change the course description; (4) delete TELT 2313, Industrial Electricity II, from the course descriptions; (5) change the number and title of TELT 1224, Solid State I, to TELT 1223, Solid State, and change the course description; (6) delete TELT 2214, Solid State II, from the course descriptions; (7) change the number and title of TELT 1314, Digital Electronics I, to TELT 1313, Digital Electronics, and change the course description; (8) delete TELT 2424, Digital Electronics II, from the course descriptions; (9) change the number of TELT 2014, Programmable Logic Controllers (PLS) Applications, to TELT 2013 and change the prerequisite to TELT 1123, Industrial Electricity; (10) change the prerequisite of TELT 2233, Advanced PLC Systems, to TELT 2013, Programmable Logic Controllers (PLS) Applications; (11) change the title of TELT 2503, Electronics: Special Topics, to Industrial Systems: Special Topics, and change the course description; (12) delete TMAC 2503, Mechanical: Special Topics, from the course descriptions; (13) change the prerequisite of TELT 2223, Troubleshooting Electrical and Electronic Systems, to TELT 1123, Industrial Electricity, and change the course description; (14) delete TMAC 2991-5, Advanced Problems in Industrial Plant Maintenance, from the course descriptions; (15) change the title of TELT 2991-5, Advanced Problems in Industrial Electronic Technology, to Advanced Problems in Industrial Systems, and change the course description; (16) change the number of TIPM 1204, Maintenance of Plumbing Systems, to TIPM 1203; (17) add a prerequisite of TMAT 1003, Technical Mathematics, to TMAC 1013, Basic Machine Shop; (18) change the number of TMAC 1135, Welding Option, to TMAC 1133; (19) change the number and title of TMAC 1025, Machine Set-Up and Operations I, to TMAC 1023, Machine Set-Up and Operations, and change the course description; (20) delete TMAC 2014, Machine Set-Up and Operations II, from the course

descriptions; (21) delete TACR 2212, Maintenance of Boiler and Steam Systems, from the course descriptions; (22) change the number of TACR 2214, Ammonia Refrigeration Systems, to TACR 2223; (23) delete TIPM 2014, Metallurgy, from the course descriptions; (24) change the number of TACR 2014, Introduction to Air Conditioning Systems, to TACR 2013; and (25) delete TMAC 2115, Machine Processes, from the course descriptions; (c) place the Technical Certificate in Industrial Plant Maintenance on inactive status as of fall, 2005; (d) place the Associate of Applied Science degrees in Industrial Plant Maintenance and Industrial Electronic Technology on inactive status as of fall, 2005; (e) modify the curriculum in the Associate of Applied Science in Industrial Systems; and (f) modify the curriculum for the Certificate in Industrial Electronic Technology. Motion carried.

C. School of Liberal and Fine Arts:

Motion by Dr. Roberts, seconded by Ms. Sparacino, to modify the General Studies Blocks as follows: (1) Fine Arts: delete ART 2303, Figure Drawing, add ART 1403, Two Dimensional Design, and three hours in electives in 3000-4000 level art studio courses, and modify to choose either ART 2703, Introduction to Sculpture, or ART 3603, Introduction to Ceramics; and (2) Graphic Design: delete ART 2203, Applied Graphic Design, ART 2403, Color Design, and ART 3213, Basic Advertising Art, and add ART 1403, Two Dimensional Design, ART 2213, Digital Skills for the Graphic Designer, and ART 3203, Typography and Layout. Motion carried.

D. Department of Behavioral Sciences:

Motion by Dr. Roberts, seconded by Dr. Jackson, to change the course number of SOC(PSY) 2013, Self and Society, to SOC(PSY) 3033; add the prerequisites of SOC 1003, Introductory Sociology, and CJ(SOC) 2033, Social Problems, to CJ(SOC) 3153, Prison and Correction; and change the number of CJ(SOC) 3206, The Law in Action, to CJ(SOC) 4206 and change the prerequisites from SOC(CJ) 3043, Crime and Delinquency (old course number) and permission to SOC(CJ) 2043, Crime and Delinquency (new course number), nine hours of criminal justice course work, senior classification, and instructor permission. Motion carried.

E. Department of Music:

Motion by Dr. Moore, seconded by Mr. Futterer, to modify language in the course description section under Musical Performance and Music Ensembles and remove language from the course descriptions of MUS 1611, 3611, Music Theatre Workshop, and MUS 1621, 3621, Music Theatre Practicum, relating to repeating courses. Motion carried.

F. Department of Speech, Theatre, and Journalism:

Motion by Dr. Pearson, seconded by Ms. Sparacino, to change the course description of TH 3523, Principles of Theatrical Lighting; change the course description of TH 4513, Drafting for the Stage, and add the prerequisite of TH 3513, Stagecraft Techniques, or permission of instructor; change the course description of TH 4523, Advanced Stagecraft, and add the prerequisite of TH 4513, Drafting for the Stage; add TH 3731, 3741, Practicum in Acting, to the course descriptions; and add TH 4731, 4741, Practicum in Acting, to the course descriptions. Motion carried.

G. Department of Agriculture:

Motion by Ms. Sparacino, seconded by Ms. Wilkerson, to add AGBU 3993, Internship I in Agriculture, to the course descriptions; add AGBU 4983, Internship II in Agriculture, to the course descriptions; add AGEG 3003, Solving Agricultural Problems, to the course descriptions; and change the course description of AGBU 4991-4, Special Problems in Agriculture. Motion carried.

H. Department of Parks, Recreation, and Hospitality Administration:

Motion by Dr. Pearson, seconded by Dr. Montgomery, to change the number of RP 1992, Basic Forest Firefighting, to RP 1993 and change the course description; delete RP 2992, Wildland Fire Suppression-Water Use, from the course descriptions; change the title of RP(HA) 3043, Work Experience I, to Work Experience and change the course description; add a prerequisite of COMS 1003, Introduction to Computer Based Systems, or equivalent to RP 4063, Park Operations; and modify the Recreation Administration Emphasis by (1) deleting PSY 3063, Developmental Psychology I, or PSY 3163, Developmental Psychology II, nine hours of approved electives, and five hours of departmental electives; and (2) adding ACCT 2003, Accounting Principles I, POLS 3053, Introduction to Public Administration, POLS 3093, American Municipal Government, PE 4103, Principles and Methods of Adapted Physical Education, and five hours of approved electives. After discussion during which it was noted that the two political science courses being added to the required curriculum in Recreation are not taught nor staffed on a regular basis, motion to amend by Dr. Jackson, seconded by Mr. Futterer, to approve all the proposals presented by the Department except for the proposal to modify the Recreation Administration Emphasis. Motion carried. Motion by Mr. Futterer, seconded by Ms. Sparacino, to table the proposal to modify the Recreation Administration Emphasis until the December meeting. Motion carried.

TEXTBOOK
UNIFORMITY FOR
LARGE GENERAL
EDUCATION
CLASSES

President Philpotts stated that Dr. Busch, who had submitted this item for the agenda, had requested that this issue be tabled until next month's meeting as he had not been able to attend today. Motion by Dr. Jackson, seconded by Dr. Moore, to table this agenda item until the December meeting. Motion carried.

OLD BUSINESS:
"SPAM" MAIL

President Philpotts recognized Mr. Wester, who had been invited to today's meeting to discuss issues raised by the Senate relating to "spam" mail. Mr. Wester stated that the issue of "spam" mail is an important one to faculty, staff, and students and noted that his office is constantly working on this problem. Mr. Wester reported that the email system being used by Tech is called Imail, which is an inexpensive mail program that is easy to maintain; however, he noted that there are not a lot of programs that can interface with Imail. One program which does interface well is called Declude, and this program is currently running concurrently with Imail. The Declude program first scans each email for viruses and then looks at the email for spam content. The program checks for spam by utilizing a large database available online which is constantly updated to include the latest spam mail being generated and distributed. Mr. Wester noted that spam mail is hard to detect and control due to the aggressive nature of those generating the spam mail. However, Mr. Wester stated that, of the 1.4 million emails received on campus during the month of October, only 414,000 were actually delivered. He emphasized that this meant that over 900,000 emails were filtered out by the system safeguards in place. Of the 414,000 emails delivered, approximately 16,000 were deleted due to viruses, and 138,000 were marked as "Poss Spam." Those emails marked as "Poss Spam" include emails from vendors or individuals that one person may consider spam but another won't.

Mr. Futterer noted that some emails received from students in his web courses have been marked as possible spam. Mr. Wester stated that international email addresses in particular are frequently marked as possible spam and, in some instances, not allowed through the filters at all. Mr. Wester stated that he did not wish to use more aggressive methods in trying to identify spam mail than are currently being used due to the increasing possibility of legitimate mail not making it through the filters. He also stated that Declude has a "white list" capability which allows emails received from the listed individuals to be received even though the filters would normally see them as spam. Instructors should let him know if students' names need to be added to that list. He also noted that this particular problem would not be an issue if the students all used the Tech Imail system. Mr. Wester stated that he is willing to consider any suggestions made to improve the current system of preventing spam mail, including using a third party mail service which, he noted, is costly.

Mr. Wester then addressed the issue of outside entities harvesting email addresses from the Tech website and directory. He stated that the directory has recently undergone a change in conjunction with the debut of the new website. When a search of the directory is done, only ten faculty names at a time will be displayed. The individual conducting the search must narrow the search parameters considerably by entering as much of the name of the individual being searched for as is possible in order to find the individual's name and email address. He noted that electronic searching methods being utilized to harvest names are extremely sophisticated. Mr. Wester also reminded the Senators that many faculty, staff, and student email addresses are currently printed and distributed across campus by various offices. He reported that students have been known to sell these publications to outside parties and commented that his office has discovered students' personal computers serving as relays between the campus email system and off-campus websites. When this has occurred in the past, his office has taken away the students' on-campus access and turned them over to Student Services for disciplinary action. He reiterated that his office is willing to try other means of filtering emails and welcomes feedback related to the new web directory search method.

President Philpotts thanked Mr. Wester for attending; Mr. Wester excused himself from the meeting.

STANDING
COMMITTEE
ELECTIONS:
PROCESS FOR
CAMPUS WIDE
ELECTION

President Philpotts asked Dr. Robertson to present feedback received from faculty who had tested the electronic ballot on the mock election site. Dr. Robertson reported that all the responses received were positive. The only concern appears to be one already identified by the Senate in that Blackboard allows individuals being ranked on a ballot to receive the same ranking and does not catch this as an error. Dr. Jackson stated that she would rather have voters type in the name of the individual they are voting for and actually have to count those positions by hand rather than use the ranking method with its current flaws. After discussion, it was the consensus of the Senators to use the fill-in-the-blank method for election of those positions where voters must elect a number of at-large positions from a slate of names. It was also noted that the ballot would need to indicate that write-in candidates would not be allowed. Motion by Dr. Jackson, seconded by Ms. Sparacino, to approve the use of online voting for the campus wide election for spring, 2005. Motion carried.

At this time, Ms. Lee, Dr. Mason, and Dr. Moore excused themselves from the meeting due to prior appointments. Sufficient Senators remained to constitute a quorum.

REPORT BY SUB-
COMMITTEE ON
GUIDELINES FOR
SCHOOL
ELECTIONS

President Philpotts asked Dr. Greco to address this issue as chair of the sub-committee looking at guidelines for holding school elections for Faculty Standing Committee positions. Noting that a draft of the guidelines had been distributed via email prior to today's meeting, Dr. Greco distributed a slightly revised draft which indicated that the nominating committees would be comprised of full-time faculty other than department heads. He stated that, if the Senate approves these guidelines, the Senate would be in

violation of the By-Laws which state that Faculty Senate members should be elected during the last thirty days of the spring term. Dr. Greco reported that a violation of the By-Laws already exists as school elections of Faculty Senate members do not now occur during the last thirty days of the spring semester due to timing issues. He then distributed a proposed change to the By-Laws which would delete the time restriction for the election of Senators and require only that the elections be held during the spring term. Dr. Greco stated that a change of the By-Laws requires that the information be presented to the Senators at least ten days before the meeting at which it will be considered, that it must be approved by two-thirds of the membership of the Senate, and that, once approved, it would have to be approved by a majority of the faculty during the elections held in the spring. Motion by Dr. Roberts, seconded by Mr. Futterer, to accept this recommendation for change of the By-Laws and place the item on the action agenda for the Senate for December. Motion carried.

President Philpotts reported that he had spoken to Dr. Hamm about this draft. Dr. Hamm had distributed the draft to the deans, who had basically agreed to the changes; however, he stated that the guidelines had shifted the responsibility for the school election process from the deans to the Faculty Senate. Mr. Futterer stated his concern that some schools apparently now use nominating committees, which he believes should not occur since all schools do not use them. He noted that having a set of uniform guidelines for school elections is desirable, but stated that the only way to implement the guidelines as presented is to create a university standing committee to oversee the process with stated authority to enforce the guidelines. He also noted that, whether the Senate approved this set of guidelines or not, efforts to streamline the election process still need to occur, such as allowing for absentee ballots, ensuring that either all schools use nominating committees or none do, and guaranteeing election of Senate members by secret ballot. Dr. Greco noted that a set of guidelines, even if more loosely constructed, would help ensure that every faculty member can participate in the election process.

Discussion was then held as to time constraints the Senate faces if implementation of a set of guidelines to be used for this spring's elections is to be accomplished. It was noted that the process for holding school elections normally begins in early February to give the deans sufficient time to call school meetings. President Philpotts stated that the December meeting of the Senate will primarily be focused on curricular items and that the Senate does not normally meet in January. After reiterating his belief that this process will only succeed if an elected standing committee is established to oversee it, Mr. Futterer made a motion, seconded by Dr. Pearson, to table this issue until a future meeting. Motion carried.

OPEN FORUM No items were presented at this time.

ANNOUNCEMENTS/
INFORMATION President Philpotts reported that Dr. Hamm will discuss the issue of the "collegiality
ITEMS clause" at next month's meeting. He also reminded the Senators that the Senate will meet one week earlier in December, on December 2, to avoid meeting during finals week.

ADJOURNMENT The meeting adjourned at 4:50 p.m.

Respectfully submitted,



Trey Philpotts, Ph.D., President



Jeff Robertson, Ph.D., Secretary