

Minutes of  
THE FACULTY SENATE  
OF  
ARKANSAS TECH UNIVERSITY

The Faculty Senate met Thursday, November 10, 2005, at 4 p.m. in Room 325 of the Ross Pendergraft Library and Technology Center. The following members were present:

Ms. Peggy Lee	Dr. Richard Knight
Dr. Carey Roberts	Mr. Rick Ihde
Dr. Jeff Robertson	Dr. Shelia Jackson
Dr. Jeff Mitchell	Dr. Trey Philpotts
Dr. Carl Greco	Ms. Marti Wilkerson
Dr. Scott Kirkconnell	Ms. Sarah Robison
Dr. Brenda Montgomery	

Dr. Sid Womack, Dr. Robert Fithen, and Dr. Joe Moore were absent. Dr. Richard Smith, Dr. David Underwood, Dr. Annette Holeyfield, Ms. Denise Sery, Dr. Ursula Chandler, Dr. David Bell, Dr. Cathy Caldwell, Dr. Don Carnahan, Dr. Deborah Barber, Dr. John Krohn, Dr. Larry Morell, Dr. Ron Nelson, and Dr. Micheal Tarver were visitors.

CALL TO ORDER  
APPROVAL OF  
MINUTES

President Wilkerson called the meeting to order and asked for action on the October 13, 2005, minutes. Motion by Dr. Jackson, seconded by Dr. Montgomery, to dispense with the reading of the minutes. Motion carried. There being no amendments or corrections, motion by Ms. Robison, seconded by Ms. Lee, to approve the minutes as distributed. Motion carried.

NEW BUSINESS:  
CURRICULAR  
ITEMS

President Wilkerson thanked Dr. Smith for attending and representing the Curriculum Committee. The following actions were taken with regards to recommendations from the Curriculum Committee:

Motion by Dr. Mitchell, seconded by Dr. Roberts, to suspend the order of the agenda and move consideration for the proposals from Social Sciences and Philosophy to follow those from Military Science as Dr. Tarver will defend both sets of proposals. Motion carried.

Motion by Dr. Jackson, seconded by Dr. Knight, to consider all proposals from each department together for the purposes of making motions for approval. Motion carried.

A. Department of Curriculum and Instruction

Motion by Dr. Robertson, seconded by Dr. Greco, to: (1) add MLED 4023, Teaching the Young Adolescent, to the course descriptions; (2) add MLED 4033, Young Adolescent Growth and Development, to the course descriptions; (3) add MLED 4043, Diversity in the Middle Level Classroom, to the course descriptions; and (4) (a) change MLED 2002, Introduction to Education, to MLED 2003; (b) modify the Curriculum in Middle Level Education (Curriculum in Mathematics and Science Licensure) as follows: change MLED 2002, Introduction to Education, to MLED 2003, and delete one hour of elective; and (c) modify the Curriculum in Middle Level Education (Curriculum in English Language Arts/Social Studies Licensure) as follows: change MLED 2002, Introduction to Education, to MLED 2003, and delete one hour of elective. Motion carried.

B. Department of Health and Physical Education

Motion by Dr. Jackson, seconded by Dr. Philpotts, to: (1) add PE 1301, Beginning Ballet I, to the course descriptions; (2) add PE 1311, Beginning Ballet II, to the course descriptions; (3) add PE 1321, Intermediate Ballet I, to the course descriptions; (4) add PE 1331, Intermediate Ballet II, to the course descriptions; (5) add PE 1341, Intermediate Ballet III, to the course descriptions; (6) add PE 1351, Intermediate Ballet IV, to the course descriptions; (7) add PE 1361, Advanced Ballet I, to the course descriptions; and (8) add PE 1371, Advanced Ballet II, to the course descriptions. Motion carried.

C. Department of Art

Motion by Dr. Philpotts, seconded by Dr. Greco, to: (1) change the title of ART 2103, Art History I, World, to Art History I, and change the course description; (2) change the title of ART 2113, Art History II, World, to Art History II, and change the course description; (3) add ART 4123, Art History, Medieval, to the course descriptions; and (4) add ART 4723, Art History Seminar, to the course descriptions. Motion carried.

D. Department of Foreign Languages and International Studies

Motion by Dr. Robertson, seconded by Dr. Jackson, to approve the proposals for Foreign Languages and International Studies. After discussion, motion to amend by Dr. Philpotts, seconded by Dr. Greco, to consider the two proposals separately for approval/voting purposes. Motion carried. Following two separate votes, the following items were approved: (1) add FR/GER/SPAN 4003, Oral Communication, to the course descriptions; and (2) (a) modify the catalog description on page 147, of the 2005-06 catalog, by the heading of Foreign Languages, as follows: change *requires 34 hours in a foreign language* to *requires 38 hours in a foreign language*; and (b) modify prerequisites as follows: SPAN 3003, Conversation and Composition I, change prerequisite from SPAN 2024 or equivalent to SPAN 2024 or permission of instructor; SPAN 3013, Conversation and Composition II, change prerequisite from SPAN 3003 or equivalent to SPAN 3003 or permission of instructor; SPAN 3113, Business Spanish, add prerequisite SPAN 3003 or permission of instructor; SPAN 3123, Spanish Civilization and Culture, change prerequisite from SPAN 2024 or equivalent to SPAN 3013 or permission of instructor; SPAN 3133, Spanish-American Civilization and Culture, change prerequisite from SPAN 2024 or equivalent to SPAN 3013 or permission of instructor; SPAN 3213, Advanced Grammar and Usage, change prerequisite from SPAN 3013 to SPAN 3013 or permission of instructor; SPAN 3223, Short Story, change prerequisite from SPAN 3013 to SPAN 3013 or permission of instructor; SPAN 4003, Oral Communications, add prerequisite SPAN 3013 or permission of instructor; SPAN 4213, Spanish Literature, change prerequisite from SPAN 2024 or equivalent to SPAN 3223 or permission of instructor; SPAN 4223, Spanish-American Literature, change prerequisite from SPAN 2024 or equivalent to SPAN 3223 or permission of instructor; FR/GER 3003, Conversation and Composition I, change prerequisite from FR/GER 2024 or equivalent to FR/GER 2024 or permission of instructor; FR/GER 3013, Conversation and Composition II, change prerequisite from FR/GER 3003 or equivalent to FR/GER 3003 or permission of instructor; FR/GER 3113, Culture and Civilization, change prerequisite from FR/GER 2024 or equivalent to FR/GER 3013 or permission of instructor; FR/GER 3213, Advanced Grammar and Usage, change prerequisite from FR/GER 3013 to

FR/GER 3013 or permission of instructor; FR/GER 3223, Short Story, change prerequisite from FR/GER 3013 to FR/GER 3013 or permission of instructor; FR/GER 4003, Oral Communication, add prerequisite FR/GER 3013 or permission of instructor; FR/GER 4213, French Literature to 1800/German Literature to 1832, change prerequisite from FR/GER 2024 or equivalent to FR/GER 3223 or permission of instructor; and FR/GER 4223, French Literature since 1800/German Literature since 1832, change prerequisite from FR/GER 2024 or equivalent to FR/GER 3223 or permission of instructor. Motion to approve carried.

E. Department of Music

Motion by Dr. Greco, seconded by Dr. Knight, to modify the course description for MUS 3702, Music Educational Technology. Motion carried.

F. Department of Speech, Theatre, and Journalism

Motion by Dr. Philpotts, seconded by Dr. Greco, to: (1) delete SPH 1011, Orientation to Speech Communication Studies, from the course descriptions; (2) delete SPH 1021, Listening, from the course descriptions; (3) delete SPH 1031, Parliamentary Procedures, from the course descriptions; and (4) modify the curriculum in Speech (Speech Communication Option) as follows: delete SPH 1011, Orientation to Speech Communication Studies, and SPH 1021, Listening, and add two hours of SPH Electives. Motion carried.

G. Department of Physical Sciences

Motion by Dr. Roberts, seconded by Dr. Jackson, to: (1) remove corequisite MATH 3243, Differential Equations I, from PHYS 3213, Modern Physics; (2) modify the Curriculum in Physical Science and Earth Science for Teacher Licensure as follows: delete MATH 1113, College Algebra; add MATH 1914, Precalculus; and delete one hour of PE Activity; (3) modify the Curriculum in Geology (Environmental Option) (as shown in the 2005 Freshman Catalog Supplement) as follows: (a) delete AMST 2003, American Studies; (b) require GEOG 2013, Regional Geography of the World; (c) delete ENGL 2003, Introduction to World Literature, or PHIL 2003, Introduction to Philosophy; (d) add General Education Humanities 3 hours with footnote 1; and (e) require BIOL 3043, Conservation, or a three-hour upper-division elective in the Junior Fall Semester and in the Senior Fall Semester (i.e., if cannot take BIOL 3043 in Junior Fall Semester, then take a three-hour upper-division elective and take BIOL 3043 in the Senior Fall Semester or vice versa); and (4) modify the Curriculum in Pre-Pharmacy as follows: (a) delete BIOL 2124, Principles of Zoology, BIOL 2134, Principles of Botany, MATH 1113, College Algebra, MATH 1203, Plane Trigonometry, PHYS 2024, Physical Principles II, and ACCT 2003, Accounting Principles I; (b) add BIOL 1114, Principles of Biology, BIOL 2014, Human Anatomy, MATH 2914, Calculus I, ECON 2003, Principles of Economics I, and three hours of an English/Communications Elective; and (c) modify required electives from 12 hours of social sciences and 6 hours of humanistic/behavioral/social sciences electives to 15 hours of humanities electives and 6 hours of critical thinking electives with the appropriate footnotes outlining course choices. Motion carried.

#### H. Department of Computer and Information Science

Motion by Dr. Greco, seconded by Dr. Roberts, to: (1) change the title for COMS 1403, Computer and Information Science Orientation, to Orientation to Computing, Information, and Technology, and modify the course description; (2) modify the course description for COMS 2333, Web Publishing II; (3) add COMS 2700, Networking and Architecture Laboratory, to the course descriptions; (4) modify the course description for COMS 2703, Computer Networks and Architecture; (5) add COMS 2733, Introduction to Computer Forensics and Security, to the course descriptions; (6) add COMS 2903, Discrete Structures for Technical Majors, to the course descriptions; (7) add COMS 3523, Human Factors in Information Technology, to the course descriptions; (8) add COMS 4063, IT Project Administration, to the course descriptions; (9) add COMS 4213, Database Administration, to the course descriptions; (10) add COMS 4313, Web Server Administration, to the course descriptions; (11) add COMS 4700, Networking Laboratory, to the course descriptions; (12) add COMS 4713, Heterogeneous Networks, to the course descriptions; (13) (a) remove COMS 2213, Data Structures, as a prerequisite for COMS 3903, Systems Software and Architecture; (b) replace COMS 2213, Data Structures, with COMS 2203, Foundations of Computer Programming II, as a prerequisite for COMS 4203, Database Concepts; (c) add COMS 2213, Data Structures, as a prerequisite for COMS 4303, Client/Server Systems; (d) add COMS 2903, Discrete Structures for Technical Majors, as a prerequisite for COMS 2213, Data Structures, COMS 4703, Data Communication and Networks, and COMS 4203, Database Concepts; and (e) replace COMS 2104, Foundations of Computer Programming I, with “Passed COMS 2104 with a C or better” as a prerequisite for COMS 2203, Foundations of Computer Programming II; (14) (a) add COMS 2700, Networking and Architecture Laboratory, as a corequisite for COMS 2703, Computer Networks and Architecture; and (b) add COMS 4700, Networking Laboratory, as a corequisite for COMS 4703, Data Communications and Networks, and COMS 4713, Heterogeneous Networks; (15) add the Bachelor of Science Curriculum in Information Technology; (16) modify the Curriculum in Computer Science as follows: (a) add COMS 2700, Networking and Architecture Laboratory; (b) replace MATH 2703, Discrete Mathematics, with COMS 2903, Discrete Structures for Technical Majors; and (c) add COMS 4700, Networking Laboratory; and (17) modify the Curriculum in Information Systems as follows: (a) add COMS 2700, Networking and Architecture Laboratory; (b) replace MATH 2703, Discrete Mathematics, with COMS 2903, Discrete Structures for Technical Majors; and (c) add COMS 4700, Networking Laboratory. Motion carried.

#### I. Department of Electrical Engineering

Motion by Dr. Roberts, seconded by Dr. Mitchell, to: (1) add the prerequisite or corequisite MATH 3243, Differential Equations I, to ELEG 2113, Electric Circuits II; and (2) change the title of ELEG 4133, Application-Specific Integrated Circuit Design, to Advanced Digital Design. Motion carried.

#### J. Department of Mechanical Engineering

Motion by Dr. Greco, seconded by Dr. Philpotts, to: (1) add MCEG 3042, Metallurgy Laboratory, to the course descriptions; (2) add MCEG 3043, Physical Metallurgy, to the course descriptions; and (3) add MCEG 3991-4, Special Problems in Engineering, to the course descriptions. Motion carried.

## K. Department of Mathematics

Motion by Dr. Roberts, seconded by Dr. Jackson, to: (1) (a) delete MATH 3163, Mathematical Modeling I, and MATH 4163, Mathematical Modeling II, from the course descriptions; and add MATH 4123, Mathematical Modeling, to the course descriptions; (b) modify the Curriculum in Mathematics Education as follows: delete MATH 3163, Mathematical Modeling I, and add MATH 4123, Mathematical Modeling; and (c) modify the Curriculum in Mathematics as follows: delete MATH 3163, Mathematical Modeling I, and add MATH 4123, Mathematical Modeling. Motion carried.

## L. Military Science

Motion by Dr. Greco, seconded by Dr. Knight, to: (1) add MS 4013, United States Military History, to the course descriptions; (2) add MS 4903, Advanced Officership I, to the course descriptions; and (3) add MS 4913, Advanced Officership II, to the course descriptions. Motion carried.

## M. Department of Social Sciences and Philosophy

Motion by Dr. Roberts, seconded by Dr. Greco, to: (1) add HIST 2153, Introduction to Arkansas History, to the course descriptions; (2) change the title for HIST 3033, The Age of Jefferson and Jackson, 1789-1840, to The Early American Republic; (3) add HIST to the cross listing for ANTH/MUSM 4403, Interpretation/Education through Museum Methods; (4) change the title for HIST 4483, Economic History of Europe, to World Economic History, and modify the course description; and (5) modify the course description for HIST 4713, Social Studies Methods for Secondary Teachers. Motion carried.

STUDENT  
EVALUATIONS:  
FORMS AND  
EVALUATION OF  
WEB COURSES

President Wilkerson welcomed Dr. Underwood to the meeting and asked Dr. Roberts to speak to the issues concerning student evaluations raised at the last Senate meeting. Dr. Roberts questioned Dr. Underwood on how Academic Affairs interprets the clause in the *Faculty Handbook* which states that probationary faculty should evaluate one section of each type of course offered each semester. Specifically, he asked if web courses, honors sections, and other unique courses are considered a “type.” Dr. Underwood responded that, going strictly by the current statement in the *Faculty Handbook*, the answer to this would be that “type” includes lower-division, upper-division, graduate, and general education only. He reported that Dr. Hamm is beginning discussion with the deans to determine whether, first, there is a need in the *Handbook* for clarification of what these types are and, second, if there is a need for additional types of courses to be identified for evaluation purposes. Dr. Underwood reminded the Senators that any changes to the evaluation policy would need to be approved by the Board of Trustees. Additional discussion addressed the need for uniformity within the Schools for course evaluation procedures and guidelines.

Dr. Roberts noted that at the last Senate meeting reference had been made to additional course evaluation forms being used by some departments and asked if the results of those surveys were being used by the department head in the annual review of the faculty. Dr. Jackson stated an additional evaluation form is used in Education which focuses on whether competencies in a given course have been met and the results of both surveys were used in the summative evaluation of the faculty member. Dr. Underwood observed that he prepares a report annually concerning the evaluation of faculty which goes to various state agencies.

Dr. Knight commented that some questions on the student evaluation form might not be applicable to a given course, particularly questions relating to English fluency and textbooks in the evaluation of web courses. Dr. Underwood replied that adding a “not applicable” response to the web version of the student evaluation form would be a relatively simple fix; however, he noted changing the printed version of the form could take some time as these forms are ordered as much as a year in advance and stockpiled. Additional discussion suggested other questions on the form might not be applicable for other courses, whether presented by web or in person. Dr. Greco suggested that instructions could be given to students completing the current printed form that no response to a given question indicates this question does not apply to the course being evaluated and the program scoring the evaluation forms could be altered to accommodate this change. Motion by Dr. Jackson, seconded by Dr. Roberts, to recommend the addition of a "not applicable" response for all questions on the web version of the student evaluation form as soon as possible and on the printed version of the form at the time that additional forms are ordered; in the meantime, that no response to a question on the printed version is to be interpreted as "not applicable"; and that instructions to the students should include a statement indicating that the student should leave blank any question which does not apply to the course being evaluated. Motion carried.

**OLD BUSINESS:  
SOCIAL SECURITY  
NUMBERS ON THE  
WEBSITE**

President Wilkerson asked Dr. Underwood to address the web security issue involving social security numbers. Dr. Underwood expressed his appreciation to the Senate for bringing this issue to his attention. He noted that monitoring the website has become troublesome for a number of reasons, including the fact that the University does not have a true webmaster. For the five web pages identified previously which required social security numbers, Dr. Underwood reported these sites are going to be moved to a secure server so that the information will be encrypted as soon as the student completes the form. He commented that this particular problem will be alleviated by the implementation of the new Banner system, which will require an assigned ID number for each student.

President Wilkerson stated that Dr. Underwood had been asked to address three other issues after the agenda had been distributed and asked Dr. Underwood to proceed. Dr. Underwood observed that he had been asked to report on the percentage of the student body required to take remedial coursework and reported the information in terms of subject, Tech percentage, and State percentage for fall, 2005: math: 34.5 Tech, 38.6 State; English: 26.4 Tech, 24.2 State; Reading: 22.5 Tech, 22.6 State; overall: 44.9 Tech, 44.4 State (this percentage includes all students taking one or more remedial courses). During discussion, Dr. Underwood observed many states do have better remediation rates than Arkansas, but he emphasized that the ACT score threshold is not uniform for every state.

Dr. Underwood commented that he had also been asked to report on the percentage of courses being taught by adjunct faculty. In terms of student semester credit hours generated, he reported that adjuncts taught approximately 10.2 percent of SSCH for fall, 2005; if seen as a percentage of total courses taught, adjuncts taught 9.7 percent of the courses offered for fall, 2005. Dr. Underwood noted these percentages may gradually decrease as additional full-time faculty positions will be hired for the coming academic year which were not filled this year due to the late advertisement of new positions funded in the budget.

Dr. Underwood stated that one last item to report on was the percentage of applications received from prospective students which were rejected. Dr. Underwood indicated this was actually a difficult number to determine; instead, he advised one standardized way to look at

this issue was to calculate the number of students who matriculated. For fall 2004, this number is 55.3 percent and for fall 2005, 48.2 percent. An additional measure is the number of students who were admitted to the University “conditionally,” which indicates that they did not meet at least one standard condition of admission. For 2002, this number was 5.2 percent; 2003, 4.9 percent; 2004, 3.2 percent; and 2005, 2.8 percent. Dr. Underwood commented that fewer students are being admitted each year who do not meet Tech’s full standards for admission. Dr. Mitchell questioned whether remediation numbers are broken down between traditional and non-traditional students; Dr. Underwood stated that he did not have those numbers but noted that a “good portion” of non-traditional students do take remedial courses, particularly in math.

President Wilkerson thanked Dr. Underwood for his time and presentation.

#### FACULTY FITNESS/ CARPOOLING

President Wilkerson stated that she wished to withdraw her requests for distribution of both the faculty fitness and carpooling surveys at this time. She distributed a copy of information handed out by Mr. Moseley at the last Board of Trustees meeting which illustrates Tech’s health insurance premium cost increases over the last five years and noted that no increase in premium cost is expected for the coming year.

#### ARKANSAS CONSORTIUM OF UNIVERSITY FACULTY SENATE CHAIRS

President Wilkerson reported that the organizational meeting of the Consortium of University Faculty Senate Chairs had taken place on October 14 with ten individuals from various institutions attending. She distributed information concerning this new entity outlining vision, mission, membership, officers, meetings, voting rights, etc., which had been agreed upon at the meeting. President Wilkerson noted that the consortium chair will be determined each year by alphabetical order of the institutions; in other words, the first chair is the current chair of the Faculty Senate on the Arkansas State University campus. She has been elected to a five-year term as Executive Secretary. Dr. Mitchell reported recognition of this initiative by the State AAUP at its’ annual meeting. President Wilkerson stated that she would have minutes from this meeting available for the next Faculty Senate meeting.

President Wilkerson stated that she had met with Dr. Hamm concerning many of the issues addressed today and had asked him for any information he wished to share with the Senate. She reported that he had spoken specifically about the special election on bonds to be held in December and how this election could benefit Tech, especially with the E-Corridor and the Advising Center building project.

President Wilkerson distributed a list of faculty awarded Professional Development Grants and noted that there are still funds available for the spring semester.

#### OPEN FORUM

Dr. Mitchell stated that there are two sides to the bond issue and advised that the *Arkansas Times* has an opinion piece concerning the “downside” of this initiative on its website.

#### ANNOUNCEMENTS/ INFORMATION ITEMS

President Wilkerson reminded the Senators of the luncheon with the Student Government Association on Monday, November 14, 2005, at noon in the East Dining Room. She stated that no agenda for this meeting was provided.

ADJOURNMENT      The meeting adjourned at 5:40 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Marti Wilkerson". The signature is written in a cursive style with a large initial 'M'.

Marti Wilkerson, M.R.C., President

A handwritten signature in blue ink that reads "Carey Roberts". The signature is written in a cursive style with a large initial 'C'.

Carey Roberts, Ph.D., Secretary