

Minutes of
THE FACULTY SENATE
OF
ARKANSAS TECH UNIVERSITY

The Faculty Senate met Thursday, September 15, 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. Joe Moore
Dr. Sid Womack	Dr. Carey Roberts
Mr. Rick Ihde	Dr. Jeff Robertson
Dr. Shelia Jackson	Dr. Jeff Mitchell
Dr. Carl Greco	Dr. Robert Fithen
Ms. Marti Wilkerson	Dr. Scott Kirkconnell
Ms. Sarah Robison	Dr. Brenda Montgomery

Dr. Trey Philpotts and Dr. Richard Knight were absent. Dr. Richard Smith, Dr. Jeff Woods, Dr. Linda Kondrick, Dr. Robin Lasey, Dr. Kevin Kear, and Mr. Ken Wester were visitors.

**CALL TO ORDER
APPROVAL OF
MINUTES**

President Wilkerson called the meeting to order and asked for action on the August 22, 2005, minutes. Motion by Dr. Greco, seconded by Ms. Lee, to dispense with the reading of the minutes. Motion carried. There being no amendments or corrections, motion by Dr. Jackson, seconded by Dr. Womack, to approve the minutes as distributed. Motion carried.

**REPORT BY
CHAIR**

President Wilkerson first noted that she had met with the executive committee and did change the meeting date for the Senate for this month only. The regular meeting schedule will be followed for succeeding months this fall. She reported that she had met with Dr. Hamm to discuss a memo sent to the Assessment Committee chair which included the Senate's motion concerning textbooks and academic freedom. President Wilkerson mentioned that she had also sent a memo to Dr. Glen Bishop, Curriculum Committee chair, asking that a representative from that committee be in attendance at meetings in which the Senate is reviewing curriculum proposals. She reported that she, Dr. Bishop, Dr. Jackson, and Dr. Hamm had met to discuss the new curriculum proposal forms adopted by the Curriculum Committee.

President Wilkerson announced that she had emailed the faculty elected to the various elected standing committees and had requested that they hold organizational meetings, elect chairs/chair elects, and have the chairs present at today's Senate meeting. She noted that she was very pleased to see so many chairs and representatives of these committees present.

President Wilkerson reminded the Senators of her interest in increasing the faculty's participation in Tech Fit and stated that she has been working on this with Dr. Holeyfield. She stated that she is also interested in carpooling as an energy conservation method and reported that she has met with Mr. Steve Milligan in Computer Services who has volunteered to assist in helping set up the appropriate websites or possibly Blackboard sites.

President Wilkerson reminded the Senators of the Faculty Senate focus group meeting for the Luminis project to be held on Wednesday, September 21, at 3:30 p.m. in RPL 326.

President Wilkerson reported that she had contacted Ms. Tammy Rhodes, Registrar, concerning the updating of the Elected Standing Committees webpage where the chairs are listed and the minutes can be posted or linked. She stated that Mr. Milligan will also assist with this effort.

President Wilkerson gave an update on the formulation of a consortium for Faculty Senate chairs in the State. The chairs at the University of Arkansas (Fayetteville), the University of Central Arkansas, and Arkansas State University (Jonesboro) had all indicated interest in meeting on October 14 to discuss development of the consortium. She stated that she has not had the opportunity to contact other chairs but that she is working on enlarging the group.

President Wilkerson reported that she had attended both last month's meeting and today's meeting of the Board of Trustees and that she will attend all that she can this year.

**REPORTS BY
ELECTED
STANDING
COMMITTEE
REPRESENTATIVES**

President Wilkerson asked the committee chairs and representatives present to introduce themselves and provide an update on the organizational meetings of their respective committees. Dr. Jeff Woods stated that he had been elected chair of the Faculty Salary, Benefits and Awards Committee and stated that Dr. Carl Brucker was elected secretary and Ms. Connie Zimmer was elected chair-elect. Dr. Woods reported that several issues were discussed at their organizational meeting, including a need to clarify the role and function of the committee in the *Faculty Handbook*, particularly relating to faculty salary issues; a need to assess term limits and the continuity of leadership; a need to better define the relationship of this committee with the Sabbatical Committee; and the development of merit opportunities for untenured faculty, noting that sabbaticals and excellence awards are possible for tenured faculty.

Dr. Richard Smith reported that Dr. Glen Bishop had been elected chair of the Curriculum Committee and that he had been elected secretary. He noted that Ms. Rhodes, Registrar, would serve as recording secretary for the committee. Dr. Smith reported that the Curriculum Committee will meet tomorrow afternoon and that they would elect a chair-elect at that meeting. He stated that Dr. Hamm and Dr. Underwood had given presentations at the committee's organizational meeting. Dr. Hamm had proposed changes to the curriculum proposal formats, and Dr. Underwood had asked the committee to review the general education objectives, particularly in light of the North Central (i.e., The Higher Learning Commission) visit last year.

Dr. Linda Kondrick reported that she had been elected chair of the Faculty Welfare Committee. She stated that Dr. Micheal Tarver had been elected chair-elect and Dr. Gwen Morgan was elected secretary. Dr. Kondrick stated that the committee had discussed the role of the committee and whether the role could become more proactive rather than just reactive. She announced that the committee will survey the faculty to ascertain morale and issues relating to morale which the committee might be able to influence in a positive way.

Dr. Robin Lasey stated that she was vice chair of the Library, Instructional Materials, and Equipment Committee and noted that Mr. Bill Parton was the chair and Dr. Byra Ramsey was secretary. The committee will review the formulas used for budget allocations to departments for purchases, particularly in light of the advent of additional graduate

programs. She stated that the Library committee has minutes posted on their own website; President Wilkerson asked that those minutes also be posted on the Elected Standing Committees website.

Dr. Womack reported that he and Dr. Moore were both serving on the Professional Development Committee, which is currently an appointed ad hoc committee serving at the direction of Dr. Brown. The committee has been working to develop policies and procedures relating to professional development projects to be funded from a special fund budgeted by Dr. Brown. Dr. Womack, who is serving as chair of this committee, stated that the committee has a website set up and is looking forward to accepting proposals from faculty, with the initial deadline of October 15 and a later deadline of January 20.

Dr. Kevin Kear stated that he was a member of the Admissions, Academic Standards, and Student Honors Committee, which has not yet met. President Wilkerson reported that she has asked that this committee be convened soon for their organizational meeting.

President Wilkerson stated that she has not heard from the Convocations and Programs Committee. She expressed her appreciation to those committee representatives present and thanked them for electing chair elects when it was possible to do so. She noted that she would ask the committee representatives to also attend a spring meeting of the Senate to report on activities.

Dr. Kirkconnell asked Dr. Woods to have his committee look at the potential impact of Tech Fit utilization on health insurance premiums.

**NEW BUSINESS:
COMPUTER
SERVICES
INITIATIVES**

President Wilkerson asked Mr. Ken Wester to speak to the group concerning current initiatives or issues in Computer Services. Mr. Wester reported that, since the last time he met with the Senate, a new filtering system had been installed in the email server which was drastically improving the filtering of spam mail and viruses. During the month of August, 6,421,000 email messages were received by the server. Of those, 97 percent were spam, fraud, or viruses. Only 208,714 emails were actually delivered to users on campus. Mr. Wester emphasized that users should look at emails from "Admin Junk Summary" on a daily basis to make sure that the user is not losing a piece of important email.

Mr. Wester reported that he and his staff are heavily involved in the SCT Banner installation and stated that his staff is "extremely overloaded" at this time as they are still trying to keep up with their everyday tasks. He also reported that two new personnel were added, one to assist with the Luminis system and one to work with Blackboard full-time. He stated that Academic Affairs had funded approximately 250 new computers this summer, most of which went to labs. He noted that his staff is working diligently to make sure that the moves soon to be made from Wilson Hall did so with as little disruption to faculty as possible.

Dr. Roberts questioned whether downloadable anti-spyware programs could keep the server running more smoothly. Mr. Wester stated that he is not one to "surf the net" a lot, but that he is using the Microsoft version of spyware which has been very effective for him. This software is available for download on the T drive, user downloads folder, MicrosoftAntiSpywareInstall file.

Dr. Greco stated that it seemed to be difficult many times to find out the status of projects requested of Computer Services and asked if this problem could be alleviated. Mr. Wester

reported that a new help desk program has been purchased and Angela Linden is currently being trained to use this database which will allow for better communication and responses through email between the employee/department requesting the service and the technician providing it. Work on setting up this new help desk is progressing.

Mr. Wester emphasized that the transition to Banner and the related systems would entail “lots of bumps in the road.” He reminded everyone that both software and hardware are being changed and emphasized that training would be needed for each user.

Dr. Roberts noted that students do not appear to be well educated when it comes to internet security. Mr. Wester reported that the student network is separate from the Tech network for this reason. There are currently 1,215 students with their own computers plugged into the student network. This is causing connectivity problems along with problems with viruses, etc. He stated that the University offers the students free antivirus software downloads but that this is not something that can be forced on the students’ computers as they are personally owned.

Mr. Ihde questioned when additional buildings would be made wireless. Mr. Wester stated that Computer Services has purchased the necessary security equipment to make the current wireless network secure. This equipment will take control of the wireless capability on the campus and will shut down any rogue wireless devices. As for making the rest of the campus wireless, he reported that this is being done in planned increments. Mr. Wester commented that there is now distance learning capability in two rooms in Pendergraft and a portable unit has been purchased which can make almost any room on campus usable for distance learning.

President Wilkerson thanked Mr. Wester for his comments and time.

CURRICULUM PROPOSAL FORMS

President Wilkerson asked Dr. Smith to address this item. Dr. Smith reported that the advent of the eight-semester guaranteed degree plans had necessitated changes to the curriculum proposal forms. Attachment A (<http://atu.edu/acad/acadserv/fhandbk/CurriculumChgs/>) can no longer be used for course credit hour changes. Attachment B is now to be used for course credit hour changes and for the other types of program modifications listed on the form. A statement has been added to Item D on Attachment B stating that Academic Affairs can assist when searching for curricula affected by a proposed change. Dr. Smith stated that the most significant change is the addition of a required matrix or outline which is to be used to spell out by semester the exact changes to be made to the curriculum matrix. The matrix in full will no longer be required. If the program is a guaranteed degree program with a spring start, then the proposed changes for both a fall start and spring start will be required on the form.

Discussion was held concerning the need to verify that departments proposing changes in their courses or curricula which will affect other departments are contacting those departments and receiving support for the proposed change(s). Motion by Dr. Jackson, seconded by Dr. Womack, to accept the curriculum proposal forms as presented with the addition of the requirement that the departments consulted be listed along with an indication of whether support for the proposal is given. If support is not given, then the proposal author must include a written statement from the opposing department that outlines their opposition to the proposal. Motion carried.

OLD BUSINESS: TEXTBOOKS IN MULTIPLE SECTION COURSES	President Wilkerson stated that she had met with Dr. Hamm concerning the issue of requiring common texts in multiple section courses. She stated that his position is essentially the same as it was when he met with the Senate last spring. She then asked Dr. Kirkconnell to speak to the issue. Dr. Kirkconnell stated that he and Dr. Robertson had met with Dr. Cohoon who was one of the deans involved in the review of this issue in the spring. Dr. Kirkconnell reported that Dr. Cohoon commented that the "eight point proposal" was merely a recommendation to the Vice President based on the fact that multiple textbooks for courses seem to create lots of problems. Dr. Kirkconnell stated that he did not believe that the deans had intended to impose their will on the faculty; Dr. Robertson noted that the perception that this was the beginning of a mandate was a fallacy. Dr. Mitchell stated that this was not the perception of the faculty in Liberal and Fine Arts. It was also noted that the faculty in Social Sciences and Philosophy had found the motion concerning academic freedom to be very heartening.
OPEN FORUM	No new items for discussion were presented at this time.
ANNOUNCEMENTS/ INFORMATION ITEMS	President Wilkerson announced that Dr. Robertson had posted the elected standing committee voting records for the past two years on the Faculty Senate webpage. She expressed her appreciation to him for doing this and reminded the Senators that the percentage of faculty voting this past spring had increased approximately 100 percent over the previous spring.
ADJOURNMENT	President Wilkerson announced that plans are underway to return Wilson Hall to a residence hall and that Dr. Hamm has informed the faculty with offices currently in this facility that temporary housing will soon become available for them. Suitable space for a permanent move is yet to be identified.
	The meeting adjourned at 5:10 p.m.

Respectfully submitted,

Marti Wilkerson, M.R.C., President

Carey Roberts, Ph.D., Secretary