

Minutes of
THE FACULTY SENATE
OF
ARKANSAS TECH UNIVERSITY

The Faculty Senate met Wednesday, October 8, 2008, at 4 p.m. in Room 325 of the Ross Pendergraft Library and Technology Center. The following members were present:

Dr. Cheryl Smith	Mr. Ken Futterer
Dr. Glen Bishop	Dr. Sammie Stephenson
Dr. Eric Lovely	Dr. Annette Holeyfield
Dr. Pat Buford	Dr. Larry Morell
Dr. Linda Bean	Ms. Beth Gray
Dr. Andrew Cannon	Mr. David Mudrinich
Dr. Hanna Norton	Dr. Jeff Robertson
Dr. David Ward	Dr. Trey Philpotts

Dr. Cathy Baker was absent. Dr. Mary Ann Rollans, Ms. Annette Stuckey, Dr. Brenda Montgomery, and Mr. Ray Moll were visitors.

CALL TO ORDER
APPROVAL OF
MINUTES

President Norton called the meeting to order and asked for action on the September 10, 2008, minutes. Motion by Dr. Bishop, seconded by Dr. Smith, to approve the minutes as distributed. There being no amendments or corrections, motion carried.

OLD BUSINESS:
EXAM WEEK
SCHEDULE

President Norton noted that Dr. Watson, Vice President for Academic Affairs, was unable to attend today's meeting to discuss the exam week schedule and asked for a motion to table. Motion by Mr. Futterer, seconded by Dr. Buford, to table this agenda item to a future meeting when Dr. Watson is able to attend. Motion carried.

President Norton asked for a motion to amend the order of the agenda to allow for discussion of the curricular items at this time. Motion by Dr. Robertson, seconded by Mr. Futterer, to amend the order of the agenda. Motion carried.

NEW BUSINESS:
CURRICULAR
ITEMS

Motion by Mr. Futterer, seconded by Ms. Gray, to consider the proposals from the Department of Professional Studies as a group for purposes of voting. Motion carried.

Department of Professional Studies

(a) add PS 3001, Portfolio Development for Prior Learning Assessment, to the course descriptions; and (b) add PS 4201-12, Prior Learning Assessment Credit, to the course descriptions.

Motion by Dr. Bean, seconded by Dr. Buford, to approve the proposals. Motion carried.

Motion by Dr. Bishop, seconded by Dr. Stephenson, to consider the proposals from the Department of Parks, Recreation, and Hospitality Administration as a group for purposes of voting. Motion carried.

Department of Parks, Recreation, and Hospitality Administration

(a) add the following courses to the course descriptions: HA 2003, Cost Controls; HA 2023, Hospitality Supervision and Leadership; HA 2053, Work Experience; HA (RP) 2133, Introduction to Travel and Tourism; HA 3143, Executive Housekeeping; HA 4203, Hospitality Operational Problem Solving; HA 4253, Club Management; and HA 4983, Advanced Food Production; (b) change the title of HA 2043, Lodging Operations, to HA 2043, Front Office Management, and modify the course description; (c) change the title of HA 2063, Dining Service Management, to HA 2063, Guest Services Management; modify the course description; and delete the corequisite: HA 1013, Sanitation Safety, and add the prerequisite: HA 1063, Hospitality Technology; (d) modify the course description for HA 2913, Principles of Food Preparation, and delete the prerequisite: HA 1013, Sanitation Safety, and add the prerequisite: HA 1923, Introduction to Food and Beverage Management; (e) modify the course description for HA 4033, Legal Aspects of Hospitality Administration, and delete the prerequisite: BUAD 2033, Legal Environment of Business; (f) change the course number for RP 4033, Tourism Planning, to RP 3133, Tourism Planning, and cross list the course with HA; (g) delete the following courses from the course descriptions: HA 3043, Work Experience (RP 3043 crosslisting will remain in the course descriptions); HA 4043, Menu Analysis and Purchasing; and HA 4074, Quantity Food Production; and (h) modify the Curriculum in Hospitality Administration as follows: delete the current curriculum and add the emphasis areas Lodging and Club Management Emphasis, Tourism and Event Management Emphasis, and Food and Beverage Management Emphasis as outlined in the proposal.

Motion by Dr. Holeyfield, seconded by Dr. Bean, to approve the proposals. Motion carried.

At this time, the order of the agenda was resumed.

OLD BUSINESS:
FREE SPEECH
POLICY (*STUDENT
HANDBOOK*)

President Norton asked Ms. Gray to give the sub-committee report. Ms. Gray reported that the sub-committee had drafted new language for this policy which she had then shared with Thomas Pennington, Legal Counsel. She noted that he was very receptive to the changes proposed. Ms. Gray asked for input concerning the establishment of two additional free speech areas on campus: one in the grassy area between Nutt Hall and Chambers Cafeteria and one at the northwest corner of O Street and Arkansas Avenue. There were no objections to these choices. Dr. Lovely stated that the sub-committee would have a draft for the next meeting with language that would “open up this process.” President Norton asked the sub-committee to question Mr. Pennington concerning what steps would then need to be taken to put into place a policy recommended by the Senate. She thanked the sub-committee members for their work.

CAMPUS SECURITY
SYMPOSIUM

President Norton asked Dr. Stephenson to report on this issue. Dr. Stephenson noted that two individuals who had volunteered last spring to participate in this initiative had withdrawn. She and Dr. Tim Smith had talked about proceeding with the symposium but had decided that they may need to “let it go” due to a lack of interest.

Ms. Gray reported that several EAM students had visited buildings during this past summer and had worked on identifying safe rooms within the buildings. This information has been turned over to Public Safety. Dr. Philpotts noted that information relating to safety and security protocols should be discussed with faculty and posted in the buildings, that faculty should not have “to go to a website.” Dr. Robertson reported that the safety instructions identified by Dr. Biller at the opening faculty meeting had been printed off and posted in McEver Hall. President Norton stated that she would talk to Dr. Biller about the issue of

posting safety instructions in buildings for both faculty and students and about when the information concerning safe rooms would be distributed.

Mr. Futterer reported that several faculty had complained about lights, both indoor and outdoor, not working at night, which is a campus safety issue. It was suggested that President Norton talk with Brian Lasey in Physical Plant about this concern. President Norton indicated that she would also speak with Dr. Underwood in Academic Affairs concerning the possibility of the Center for Teaching and Learning sponsoring some type of symposium.

**NEW BUSINESS:
CRITERIA FOR
PROMOTION
(SCHOLARLY/
CREATIVE
ACTIVITY)**

President Norton asked Dr. Smith to comment on this item. Dr. Smith advised that there are few nursing faculty with doctorates; however, several of the nursing faculty now being hired are advanced practical nurses with prescriptive authority. She noted that these individuals in particular must practice in order to maintain their prescriptive license. The nursing faculty are, therefore, asking that “professional practice” be added to criterion B.1. listed on page 27 of the *Faculty Handbook*. Dr. Smith suggested that the list of examples in B.1. be amended to read “. . . professional meetings; professional practice; museum exhibits; . . .”

Mr. Futterer stated that he had no objection to including “professional practice” in the criteria; however, he emphasized that clear “examples should be delineated.” It was noted by more than one member that the University Promotion and Tenure Committee appears to weigh criterion B.1. heavier when considering scholarly activity for both promotion and tenure. President Norton expressed concern that this is “hearsay.” Dr. Smith responded that several of the nursing applicants had been told by members of the Promotion and Tenure Committee that B.1. is the most important criterion for judging scholarly activity.

Dr. Philpotts noted his concern that the definition of scholarly activity include “any job related to your field,” and he also asked how other universities handle this situation with nursing faculty. Dr. Smith stated that two of the nursing faculty had prepared a position statement concerning this issue which she would be glad to supply for the next meeting’s agenda. Dr. Philpotts asked that information related to what other schools do also be included.

**JOB PLACEMENT
FOR WORK STUDY
STUDENTS**

Due to a time constraint, President Norton asked to table this item until the next meeting. Motion by Dr. Stephenson, seconded by Mr. Mudrinich, to table. Motion carried. President Norton asked that the senators email her this week the procedures used in their departments to hire work study students, which she will compile and distribute with the next agenda.

**FACULTY
MEMBERS AND
ADVISING**

President Norton asked Dr. Robertson to address this issue. Dr. Robertson reported that several faculty in his building were concerned that their advisees were being enrolled in classes without having seen a departmental advisor. He asked if the registration code process was “working.” He noted that the process of registering students seems to “run the gamut” of faculty holding the student’s hand while enrolling them in classes to the faculty member “posting registration codes on their door.”

One complaint noted by several senators was that graduates were not automatically removed from their advisee lists.

President Norton commented that faculty should not “just give out the code.” Dr. Philpotts advocated that the Vice President for Academic Affairs, through the deans and department heads, promote the advising responsibilities of the faculty. Motion by Mr. Futterer, seconded by Dr. Philpotts, to recommend that the Vice President for Academic Affairs

remind advisors that all advisees should meet with an appropriate departmental advisor each term before being allowed to register for classes. Motion carried.

GENERAL
EDUCATION
COMMITTEE

President Norton asked Dr. Bishop to comment. Dr. Bishop reported that the general education committee proposal is still being reviewed by a couple of groups on campus and that he would bring a final version to the Senate next month for consideration.

CURRICULUM
PROPOSAL FORMS

President Norton noted that the curriculum proposal forms distributed with the agenda would be considered at next month's meeting. The Curriculum Committee chair, Dr. Jackie Bowman, will attend that meeting to answer any questions concerning the forms. President Norton asked that the senators review the forms prior to the next meeting.

OPEN FORUM

President Norton asked for any items for discussion. Dr. Bishop questioned whether curriculum proposals could be placed on the Tech website and tracked by faculty through the process. It was noted that proposals are frequently amended by the Registrar, Academic Affairs, and the various committees, which would cause frequent re-scanning of the document(s), making this a labor intensive endeavor. It was also noted, however, that the Registrar and Academic Affairs will continue to look at this issue.

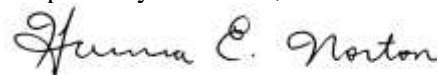
ANNOUNCEMENTS/
INFORMATION
ITEMS

President Norton reminded the senators that the next meeting will be November 12 at 4 p.m. in Pendergraft 325. She reminded the senators to send her their departmental information concerning work study hiring procedures this week.

ADJOURNMENT

The meeting adjourned at 5:40 p.m.

Respectfully submitted,



Hanna Norton, Ph.D., President



Ken Futterer, M.M., Secretary