

Minutes of  
THE FACULTY SENATE  
OF  
ARKANSAS TECH UNIVERSITY

The Faculty Senate met Tuesday, November 13, 2012, at 3:00 p.m. in Room 325 of the Ross Pendergraft Library and Technology Center. The following members were present:

Dr. Carey Bosold	Mr. Ken Futterer
Dr. Chris Kellner	Dr. Sherman Alexander
Dr. Eric Lovely	Dr. Susan Underwood
Dr. Annette Holeyfield	Dr. Marcel Finan
Dr. Sean Huss	Dr. David Ward
Dr. Michael Rogers	Dr. Ernest Enchelmayer
Mr. Neal Harrington	Ms. Annette Stuckey
Dr. Molly Brant	Dr. Cathi McMahan

Dr. Dan Bullock, Dr. Johnette Moody, Dr. Robin Lasey, and Dr. Kevin Mason were absent. Mr. Jeff Aulgur, Dr. David Eshelman, Mr. Anthony Caton, Mr. Ron Robison, Dr. Melinda Wilkins, Dr. Chris Housenick, Dr. Bruce Tedford, Dr. Dawn Ward, Dr. Malcolm Rainey, Dr. Carl Greco, and Ms. Beth Gray were visitors.

CALL TO ORDER

President Futterer called the meeting to order and asked for a motion to approve the minutes of the October 9, 2012, meeting.

APPROVAL OF  
MINUTES

Motion by Dr. Lovely, seconded by Dr. Rogers, to amend the minutes and include a statement made by Mr. Pennington during his report that faculty do not serve *in loco parentis* to their students. Motion to amend carried.

Motion by Dr. Lovely, seconded by Dr. Huss, to approve the minutes as amended. Motion carried.

NEW BUSINESS:  
CURRICULAR  
ITEMS

President Futterer asked if there were issues with any curricular proposals. Dr. Kellner and Dr. Holeyfield noted concerns with proposals in Biology and Nursing.

Motion by President Futterer, seconded by Dr. Ward, to consider all curricular proposals, excluding Biology and Nursing, as a block. Motion carried.

Motion by Ms. Stuckey, seconded by Dr. Rogers, to approve the following proposals:

**Department of History and Political Science**

1. add HIST 3633, History of China, to the course descriptions;
2. modify the prerequisites for PHIL 4103, Advanced Logic, from Prerequisites: MATH 2703, Discrete Mathematics, or PHIL 3103, Logic; to Prerequisites: COMS 2903, Discrete Structures for Technical Majors, or MATH 2703, Discrete Mathematics, or PHIL 3103, Logic; and
3. modify the Curriculum in Public History as follows:
  - (a) delete COMS 1333, Web Publishing I;
  - (b) add HIST 2513, Sources and Methods in History, and ANTH 2003, Cultural Anthropology;
  - (c) reduce US History Electives from nine hours to six hours;

- (d) reduce Internship hours from six hours (HIST 4976) to three hours (HIST 4973); and
- (e) adjust Electives from six hours to nine hours to maintain 120 hours in the program.

**Department of Speech, Theatre, and Journalism**

- 1. modify the Curriculum in Speech (Theatre Option) as follows:
  - (a) delete three hours of electives; and
  - (b) add three hours of Production Practicum.

**Department of Professional Studies**

- 1. add PS 4143, Nonprofit Governance, to the course descriptions; and
- 2. add PS 4243, Planning for Adult Learners, to the course descriptions.

**Department of Electrical Engineering**

- 1. add ELEG 3203, Renewable Energy Technology, to the course descriptions.

**Department of Parks, Recreation, and Hospitality Administration**

- 1. add RP 1001, Orientation to Recreation and Park Administration, to the course descriptions.

**Department of Emergency Management**

- 1. add EAM 4083, Introduction to Legal Issues in Emergency Management, to the course descriptions.

**Department of Agriculture**

- 1. add AGAS 3021, Livestock Selection and Evaluation, to the course descriptions;
- 2. add AGAS 3933, Animal Breeding and Genetics, to the course descriptions;
- 3. add AGBU 4073, Commodity Risk and Futures, to the course descriptions;
- 4. add AGBU 4153, Computers in Agriculture, to the course descriptions;
- 5. change the course number for AGAS 2083, Feeds and Feeding, to AGAS 2084; and modify the course description;
- 6. change the course number for AGPS 3024, Forage Crops and Pasture Management, to AGPS 3023; and modify the course description;
- 7. modify the Curriculum in Agriculture Business as follows:
  - (a) add AGBU 3133, Intermediate Agricultural Macroeconomics;
  - (b) add AGBU 4043, Appraisal of Farm Real Estate;
  - (c) add AGBU 4153, Computers in Agriculture;
  - (d) add AGBU 4063, Agricultural Investments;
  - (e) add AGBU 4073, Commodity Risk and Futures; and
  - (f) reduce upper division Agriculture Electives to 7 hours;
- 8. modify the Curriculum in Agriculture Business (Animal Science Option) as follows:
  - (a) (1.) add AGAS 3933, Animal Breeding and Genetics; and
  - (2.) delete three hours of Electives;
  - (b) (1.) change AGAS 2083, Feeds and Feeding, to AGAS 2084; and
  - (2.) change AGPS 3024, Forage Crops and Pasture Management, to AGPS 3023;
- 9. modify the Curriculum in Agriculture Business (Pre-Veterinary Medicine Option) as follows:
  - (a) add AGAS 3933, Animal Breeding and Genetics; and
  - (b) delete BIOL 3034, Genetics (note: program will still have 121 hours after the change); and
- 10. add the Curriculum in Agriculture Business, Feed Mill Management Option.

**Department of Computer and Information Science**

1. add COMS 3233, Database Design and Implementation, to the course descriptions;
2. add COMS 3243, Data Mining, to the course descriptions;
3. modify the Curriculum in Information Systems as follows:
  - (a) delete COMS 4203, Database Concepts; and add COMS 3233, Database Design and Implementation;
  - (b) delete ACCT 2013, Accounting Principles II; ECON 2013, Principles of Economics II; and add 3 hours of social sciences;
  - (c) delete COMS 2853, Business Application Programming using Cobol; and COMS 4303, Client/ Server Systems;
  - (d) add COMS 3163, Web Programming; COMS 3243, Data Mining; and BLAW 2033, Legal Environment of Business; and
  - (e) modify footnote 2 to read: 1000-level courses may only be taken to satisfy this requirement with the explicit permission of the Computer and Information Science Department Head; and
4. modify the Curriculum in Information Technology as follows:
  - (a) delete COMS 4203, Database Concepts; add COMS 3233, Database Design and Implementation;
  - (b) delete 3 hours of 2000-level General Electives; and 3 hours of 3000-level COMS Networking Electives; and
  - (c) add COMS 2213, Data Structures; and COMS 2163, Scripting Languages.

**Department of Agriculture**

1. modify the Curriculum in Agriculture Education for Teacher Licensure as follows:
  - (a) delete AGPM 3104, Introduction to Entomology;
  - (b) delete one hour of elective;
  - (c) add AGPS 1003, Principles of Agronomy;
  - (d) add AGAS 3021, Livestock Selection and Evaluation; and
  - (e) change the course number for AGAS 2083, Feeds and Feeding, to AGAS 2084 (previous curriculum proposal).

**Department of Art**

1. change the course number for ART 2703, Introduction to Sculpture, to ART 3073;
2. modify the prerequisites for ART 3703, Sculpture Studio I, and ART 3713, Sculpture Studio II, from Prerequisite: ART 2703 and Sophomore Review; to ART 3073, Introduction to Sculpture;
3. modify the Curriculum in Fine Arts and Art for Teacher Licensure (two proposals) as follows: change the course number for ART 2703, Introduction to Sculpture, to ART 3073; and
4. modify the Curriculum in Graphic Design as follows: delete ART 2303, Figure Drawing, and add three hours of Art Electives.

**Motion carried.**

President Futterer asked Dr. Kellner to address his issues in Biology. Dr. Kellner stated the prerequisites for BIOL 2404, Human Anatomy and Physiology I, as presented needed revision, and Dr. Bruce Tedford, author of the proposal, had agreed to change the prerequisite to: Grade of “C” or better in a college chemistry course or permission of instructor. Dr. Holeyfield questioned whether the A.A.S. in Medical Assistant was to remain on the main campus or be transferred to Ozark. It was noted this degree was currently being transitioned to the Ozark Campus.

**Motion by Dr. Kellner, seconded by Dr. Lovely, to approve the prerequisite change for BIOL 2404. Motion carried.**

There being no further issues with the Biology proposals, President Futterer called for the question.

**Motion by Dr. Lovely, seconded by Dr. Kellner, to approve the Biology proposals (including the amendment to BIOL 2404) as follows:**

#### **Department of Biological Sciences**

1. add BIOL 2404, Human Anatomy and Physiology I, to the course descriptions;
2. add BIOL 2414, Human Anatomy and Physiology II, to the course descriptions;
3. add HIM 4203, Healthcare Reimbursement, to the course descriptions;
4. change the course number for HIM 4092, Research in Health Information Management, to HIM 4093; and
5. modify the Curriculum in Health Information Management as follows:
  - (a) add HIM 4203, Healthcare Reimbursement;
  - (b) change HIM 4092, to HIM 4093; and,
  - (c) delete four hours of Electives.

**Motion carried.**

President Futterer asked Dr. Kellner to address his issues with the Nursing proposals. Dr. Kellner noted concerns for several of the new courses and the need for the courses. Dr. Bosold distributed a rationale for creation of these courses. After further discussion, consensus was to delay action on all but one of the Nursing proposals.

**Motion by President Futterer, seconded by Dr. Kellner, to approve the following curriculum proposal and table action on all others from Nursing pending further clarification.**

#### **Department of Nursing**

1. delete NUR 3603, Personal and Professional Self-Care, from the course descriptions.

**Motion carried.**

#### **OLD BUSINESS: REPORT ON RETIREMENT FUNDS**

President Futterer reported he had once again sent Mr. Moseley, Senior Vice President for Finance and Administration, an email concerning this issue and had not received a reply. Dr. Enchelmayer noted that faculty are keeping up with this issue as it is a concern for them.

**Motion by Dr. Lovely, seconded by Dr. Enchelmayer, that the President of the Faculty Senate invite Mr. Moseley or his representative to the next Senate meeting to discuss this issue and send the invitation by certified letter. Motion carried.**

#### **REPORT ON FACULTY HIRING PRACTICES/ REVIEW OF INTERNATIONAL FACULTY STATUS**

President Futterer asked for a report. Dr. Kellner indicated his subcommittee had contacted two other universities concerning their hiring practices relating to international faculty. The University of Arkansas at Fayetteville has two staff whose jobs are dedicated to working with international faculty applications for H1b visas and permanent residency. UAF pays \$825 for each H1b application. At Arkansas State University, the Human Resources office has a liaison who works with an attorney for processing these applications. Including attorney's fees, ASU pays approximately \$2,200 per H1b visa application. ASU also sponsors the faculty member during their first eighteen months for their permanent residency.

Dr. Kellner reported he and Dr. Lovely had met with Dr. Watson and given him this information. Dr. Watson had reported that Dr. Brown was satisfied with the current policy of not sponsoring international faculty. However, Dr. Watson had indicated faculty searches will be looked at on a case by case basis; therefore, if results of a search indicate that no qualified candidate exists other than an individual in a non-residency status, then there is a

possibility that the university would sponsor the individual in that specific circumstance.

Dr. Lovely noted that, except for the \$500 application fee, all other fees could be put on the applicant. Dr. Finan stated that some universities charge the expense to the hiring department.

Dr. Kellner suggested waiting to see what happens with the upcoming Electrical Engineering faculty search. Dr. Rogers advocated putting all of the information gathered by the Senate and the subcommittee into a summary for the administration along with recommendations from the faculty's point of view. President Futterer asked Dr. Keller and Dr. Lovely to prepare this summary for the next meeting.

Dr. Huss reported the survey concerning faculty hiring practices was ready but suggested waiting until the beginning of the next semester to distribute.

#### REPORT BY SUBCOMMITTEE REVIEWING PROMOTION AND TENURE ISSUES

President Futterer asked for a report. Dr. Rogers reported in Dr. Lasey's absence. He stated the subcommittee is currently reviewing the document prepared two years ago. He noted that Dr. Lasey had spoken with Dr. Watson and he is open to appointing a committee of deans and chairs, along with Senate members, to review that initial document. The subcommittee is also looking at possible changes in some of the policies or procedures, and he mentioned third year review as an example.

#### REPORT BY SUBCOMMITTEE ON FACULTY SENATE MEMBERSHIP

Dr. Lovely reminded the Senate that a vote on the proposed changes in membership had been tabled at the last meeting to allow time for consideration.

Motion by Dr. Lovely, seconded by Dr. Kellner, to add tenure as a requirement for faculty to serve on the Senate and to remove the appointed membership from the Senate.

President Futterer noted this motion must be approved by a two-thirds majority of the Senate membership and called for the vote.

Motion carried.

President Futterer announced these two changes could be placed before the faculty at large during the spring committee elections.

Motion by Dr. Lovely, seconded by Dr. Rogers, to include the changes to the Senate's membership on the spring election ballot. Motion carried.

Mr. Harrington questioned whether the Senate wanted to consider the addition of other members to the Senate. He stated the Committee on Adjunct Support had met and discussed this possibility. Concern had been expressed by the committee since adjuncts do not have tenure. Mr. Harrington asked that the minutes of this committee be placed on the Standing Committee website so all adjuncts could have access. President Futterer stated he would talk with the Library director to see if there was interest in the librarians having representation on the Senate. He asked the Senators to speak with staff in their respective departments concerning the possibility of formation of a Staff Senate from which a representative could serve on the Faculty Senate. President Futterer stated this issue would remain on the agenda for the next meeting.

#### RETIRED FACULTY TEACHING AS ADJUNCTS

President Futterer asked for any further discussion on this issue. Dr. Bosold emphasized that courses important to a curriculum should not be dependent upon an adjunct teaching them. Dr. Kellner stated his main concern was that Dr. Bob Allen, or another qualified adjunct, should have been allowed to teach the one course on a short term basis until the curriculum was revised. President Futterer stated it appeared the Senate was "done with this item."

ONLINE COURSE EVALUATIONS President Futterer noted Wyatt Watson's response to questions raised concerning students being allowed to complete online course evaluations after they had dropped from the course, reiterating that the number each term was very small. He noted Academic Affairs had accepted Mr. Watson's recommendation that the current procedure continue with Institutional Research continuing to monitor the situation, and advised that this item would be removed from future agendas.

EVALUATION OF ADMINISTRATORS President Futterer distributed a timeline relating to this agenda item, with original discussion stemming from February 14, 2012 (Attachment A).

Motion by President Futterer, seconded by Dr. Kellner, to renew the motion of September 11, 2012, and respectfully direct this request to the ATU Board of Trustees and Dr. Brown, with the understanding that a comprehensive annual University assessment would involve a wider administrative commitment than Academic Affairs alone can provide.

President Futterer stated the expanded annual assessment would involve Program Directors, Vice Presidents, the President, and the Board of Trustees and would need to be instigated by the Board of Trustees.

Motion carried.

OPEN FORUM President Futterer asked Dr. Kellner for comments. Dr. Kellner reported that faculty in his college routinely work with students when not on contract, particularly during the summer months. Concern had been expressed as to whether the faculty members would be covered by workers' compensation in the event of an accident. Mr. Pennington, University Counsel, had responded to a request for clarification on this issue, and Dr. Kellner distributed a copy of his response. Mr. Pennington had noted that faculty "acting within the scope of his or her employment" at the time of an injury should qualify for workers' compensation coverage.

Dr. Kellner noted this issue was not addressed in the *Faculty Handbook* and asked for that consideration. President Futterer requested Dr. Kellner to ask Mr. Pennington for verbiage to be included in the *Faculty Handbook*.

President Futterer asked for any other discussion. Dr. Lovely encouraged the Senators to look carefully at the cosmetic curricular change proposals when they are posted.

ANNOUNCEMENTS/  
INFORMATION  
ITEMS President Futterer reminded the Senators that the December meeting will be at 1 p.m. on December 4, 2012.

ADJOURNMENT The meeting adjourned at 4:45 p.m.

Respectfully submitted,



Ken Futterer, M.M., President



Sean Huss, Ph.D., Secretary

Attachment A

## Nov 13, 2012 Senate Agenda: ITEM G

### **Senate motion of February 14, 2012**

*The Faculty Senate of Arkansas Tech University respectfully requests that beginning Fall, 2012, faculty participate in yearly evaluations of all Program Directors, Department Heads, Deans, the Registrar, all Vice Presidents, and the President of the University, with those evaluations being forwarded to the appropriate oversight individual(s) or body*

The above motion was made and seconded and then was tabled to allow time for research into evaluation practices of comparable institutions

### **Senate motion of September 11, 2012**

*Motion by President Futterer, seconded by Dr. Lovely, to request that Penson-Strawbridge be hired as a consultant to lead discussion on the evaluation of the administration to include Program Directors, Department Heads, Deans, Vice Presidents, the President, and the Board of Trustees. Motion carried.*

President Futterer stated he would send this motion to Dr. Watson and await a response.

### **Senate Minutes of October 9, 2012**

*President Futterer reported that he spoke with Dr. Watson concerning the use of a consultant to review the university evaluation policy. Dr. Watson supported the recommendation and recognized the advantages, but he was unable to provide an adequate funding source for such consultation. He (Ken Futterer) reported that Dr. Watson also indicated any review of the evaluation policy should include discussion of post tenure review. President Futterer clarified that post tenure review is recognized by the AAUP.*

### **November 11, 2012, AA action, no official response has been forthcoming.**

To date, in addition to Dr. Watson's response, I can report that our Deans have voluntarily agreed to yearly evaluations. However, my research has led me to understand that a comprehensive process should be more inclusive than Academic Affairs, and will require full University cooperation and participation, including the Board of Trustees.

As such, I am recommending that the Senate move to; *Renew our motion of September 11, 2012, and respectfully direct this request to the ATU Board of Trustees and Dr. Brown, with the understanding that a comprehensive annual University assessment would involve a wider administrative commitment than Academic Affairs alone can provide.*

### **FYI: ATU is a member of the Association of Governing Boards of Universities and Colleges.**

"A 2009 AGB survey found that annual presidential assessment is a well established practice, with 86 percent of all institutional boards conducting these assessments.

An annual presidential assessment should be part of a larger cycle of assessment and governance review that includes a comprehensive presidential assessment conducted every 3 – 5 years, a periodic assessment of the board's own performance, and a comprehensive joint review of presidential and board performance."