

Minutes of  
THE FACULTY SENATE  
OF  
ARKANSAS TECH UNIVERSITY

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

Dr. Robin Lasey	Dr. Jennifer Helms
Dr. Penny Willmering	Dr. V. Carole Smith
Dr. Eric Lovely	Dr. Sherman Alexander
Dr. Susan Underwood	Ms. Jamie Earls
Dr. Sean Huss	Dr. Johnette Moody
Dr. James Walton	Mr. Ken Futterer
Dr. David Eshelman	Ms. Annette Stuckey

Dr. Alex Mirkovic, Dr. Dan Bullock, Dr. Ernest Enchelmayer, Dr. Cathi McMahan, and Dr. Tom Limperis were absent. Ms. Jennifer Fleming and Mr. Wyatt Watson were visitors.

**CALL TO ORDER  
APPROVAL OF  
MINUTES**

President Smith called the meeting to order and asked for a motion to approve the minutes of the February 14, 2012, meeting.

**Motion by Dr. Eshelman, seconded by Ms. Earls, to approve the minutes as distributed.  
Motion carried.**

President Smith asked for a motion to amend the order of the agenda.

**Motion by Ms. Stuckey, seconded by Dr. Moody, to amend the agenda and allow discussion of Old Business, Item C, and New Business, Item A, at this time. Motion carried.**

**OLD BUSINESS:  
STUDENT  
EVALUATION  
ISSUES**

President Smith stated that Mr. Watson was available for discussion of issues relating to the student evaluation process. Ms. Stuckey expressed her concern that instructors are not notified when students taking online classes are sent the email asking them to complete the online evaluation. She stated that, if she knew this was occurring, she would encourage her online students to complete the evaluation. Mr. Watson responded that the initial invitation email to the student is sent when 80 percent of the class has elapsed. Those dates are available in the course information report in ARGOS, a report available to all department heads. The course evaluation reporting time ends when the course is 95 percent complete. Results are available to the instructor after grades are due. This procedure was approved through the Deans Council. When questioned, he stated that the 80 percent begin time is a programmable feature. Mr. Watson also noted that the departments enter into Banner a code which tells ClassClimate which courses are to be evaluated for a given term. Dr. Walton questioned whether a student could complete an evaluation and then be allowed to drop a class. Mr. Watson stated this was certainly a possibility since the last day to drop in a regular term is very late in the semester. President Smith concluded that there are several concerns needing to be addressed.

**Motion by Dr. Huss, seconded by Dr. Willmering, to establish a subcommittee to review issues with online evaluations.**

Mr. Futterer noted that the evaluation policy relating to online course evaluations should mirror as closely as possible that used for all other student evaluations.

Motion carried.

Ms. Stuckey, Dr. Moody, Dr. Huss, and Dr. Willmering volunteered to serve on the subcommittee.

Mr. Watson thanked the senators for their time and excused himself from the meeting.

**NEW BUSINESS:  
REVISION OF  
SEXUAL  
HARASSMENT  
POLICY**

President Smith stated that normally this item would be next with Mr. Pennington; however, he had called to say that the policy rewrite was not yet complete. Mr. Pennington had requested to be placed on the April agenda.

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

**OLD BUSINESS:  
UPDATE ON  
RETIREMENT  
POLICY AND  
CHARGE TO  
FACULTY SALARY,  
BENEFITS AND  
AWARDS  
COMMITTEE**

Noting Dr. Bullock's absence, President Smith stated this agenda would be tabled to the April meeting.

**REPORT BY  
SUBCOMMITTEE  
ON FACULTY  
HIRING PRACTICES**

President Smith asked for an update. Dr. Huss stated that he had re-sent the draft survey questions to the Senators, but several indicated that they did not receive them. Dr. Huss indicated he would send out paper copies to everyone and advised that the resulting survey should include approximately 25 viable questions for the general faculty concerning hiring practices in their department.

**REPORT BY  
SUBCOMMITTEE  
REVIEWING  
MOTION ON  
EVALUATION OF  
ADMINISTRATORS**

President Smith asked for a report. Mr. Futterer noted the subcommittee had not yet met and asked to table this item until the April meeting.

**NEW BUSINESS:  
TEXT MESSAGING  
PROTOCOL**

President Smith reported that Ms. Nicholson was out of town and could not attend today's meeting. However, she stated she had spoken with Ms. Nicholson concerning the most recent incidence of violence on campus and reported that the reason a text message was not sent was due to the fact that the situation was under control very quickly with no one in imminent danger. President Smith noted that a new police chief had been hired, and Ms. Nicholson will be working with him to produce an up-to-date handbook concerning this protocol.

**RESIGNATION OF  
SENATOR**

President Smith reminded the Senators of Dr. Mirkovic's request to resign from the Senate received last month. She reported she and Mr. Futterer had both spoken with him, and based on their conversations and his request, she advocated accepting his resignation at this time.

Motion by Dr. Willmering, seconded by Mr. Futterer, to accept Dr. Mirkovic's resignation from the Senate. Motion carried.

**STANDING  
COMMITTEE  
ELECTIONS**

President Smith reported that Dr. Underwood has again agreed to undertake compiling the standing committee election ballot and running the online election. President Smith stated she would assist Dr. Underwood with “counting” the ballots and verifying the totals. After discussion, it was decided to hold the online elections the week of April 9. Dr. Underwood stated she would send out one or two reminders during the course of that week.

**OPEN FORUM**

President Smith asked for any additional discussion items. Dr. Eshelman reported that the ad hoc Adjunct Support Committee had met about four times and had created a document for review and approval by the Faculty Senate. He stated he had already consulted with Dr. Watson and some others concerning some of the recommendations and will have those recommendations made available to the Senators with the April agenda.

**ANNOUNCEMENTS/  
INFORMATION  
ITEMS**

President Smith asked for any announcements. As there were none, she wished everyone a good spring break.

**ADJOURNMENT**

The meeting adjourned at 3:24 p.m.

Respectfully submitted,



V. Carole Smith, Ph.D., President