

Minutes of
THE FACULTY SENATE
OF
ARKANSAS TECH UNIVERSITY

The Faculty Senate met Tuesday, April 9, 2013, at 3:00 p.m. in Room 325 of the Ross Pendergraft Library and Technology Center. The following members were present:

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

Dr. Robin Lasey, Dr. Kevin Mason and Dr. Deborah Wilson were absent.
Dr. Jan Jenkins, Dr. Tom Limperis, and Ms. Kristi Spittler-Brown were visitors.

CALL TO ORDER

President Futterer called the meeting to order and asked for a motion to approve the minutes of the March 12, 2013, meeting.

APPROVAL OF
MINUTES

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

Ms. Stuckey requested a correction in the Open Forum section of the minutes. She stated the faculty in Professional Studies contact students who have earned 125 hours or more, not 200 hours or more as currently recorded.

Motion by Ms. Stuckey, seconded by Dr. Lovely, to amend the minutes as requested.
Motion to amend carried.

President Futterer called for the question to approve the minutes as amended.

Motion carried.

NEW BUSINESS:
CURRICULUM
ITEMS

President Futterer asked if there were any issues with the submitted curricular proposals.

Motion by Dr. Lovely, seconded by Dr. Kellner, to consider each curricular proposal individually. Motion carried.

President Futterer asked for a motion to approve the proposal from Department of Agriculture.

Motion by Dr. Holeyfield, seconded by Dr. Underwood, to approve the Agriculture proposal as follows:

Department of Agriculture

1. Delete the Curriculum in Agriculture Business Pest Management Option.

Discussion following the motion centered on whether low enrollment and the absence of a qualified faculty member to teach the courses were sufficient reasons to delete a program option, or if the department should instead promote the option and seek a qualified instructor. Dr. Brant responded the department had attempted to market the option and circulate publications promoting it, but there seemed to be more interest in the eastern region of the state. Dr. Lovely asked if deleting this option would affect the Entomology course which is currently cross listed between Biology and Agriculture. Dr. Brant answered it was her understanding the course would no longer be offered by Agriculture as there were no faculty to teach the course.

Motion by Dr. Lovely, seconded by Dr. Kellner, to table the Agriculture proposal pending a more complete proposal by the department. Motion carried.

President Futterer then asked for a motion and any discussion regarding the English and World Languages proposal.

Motion by Dr. Underwood, seconded by Dr. Holeyfield, to approve the English and World Languages proposal as follows:

Department of English and World Languages

1. Add ENGL 2183, Honors Introduction to Film, to the course descriptions.

Discussion following the motion involved the impact of this change on general education requirements and the ability of the honors students to remain within 120 hours. Dr. Jenkins explained honors students frequently enter as freshmen with concurrent or AP credit for Composition I and II, but due to current Honors curriculum, the students are required to take both courses, regardless of credit. She stated this proposal would create an additional course with the substantial writing component needed, without overlapping with any previous credit granted to the student. Dr. Lovely questioned why the proposal does not account for the removal of Honors Composition I and II. Dr. Jenkins responded an additional proposal will be submitted in the fall for those changes, but the current proposal would allow her to advise the incoming honors freshmen so as to prevent overlapping credits. Dr. Lovely stated he would prefer the entire proposal be submitted as a whole and the current proposal seemed incomplete. President Futterer indicated that while he understood the concern raised by Dr. Lovely, he also recognized Dr. Jenkins was attempting to correct this ongoing issue for the incoming honors cohort. President Futterer then called for the vote.

Motion carried.

Motion by Dr. Underwood, seconded by President Futterer, to approve the University Honors proposal as follows:

University Honors

1. Change the course number for HONR 1001, Freshman Honors Seminar, to 1003.

Following the motion, Dr. Ward asked what course content would be added to warrant the additional two hours of credit. Dr. Jenkins explained the additional credit would allow her to incorporate guest speaking events in addition to writing essays and performing research. Dr. Lovely expressed concern that the provided syllabus appeared to be incomplete and addressed only the requirement of four written essays. Dr. Jenkins responded the syllabus was substantially complete but would be built upon. President Futterer called for the vote.

Motion carried.

Motion by Dr. Rogers, seconded by Dr. Moody, to approve the Mathematics proposals in a block as follows:

Department of Mathematics

1. Delete MATH 0803, Beginning Algebra, from the course descriptions;
2. Modify MATH 0903, Intermediate Algebra, as follows:
 - a. change the title to Beginning and Intermediate Algebra;
 - b. remove the prerequisites;
 - c. allow for the course to be repeatable and all attempts be included in passed hours unless student petitions for a repeat of a grade of D or F to be removed from grade point average; and,
 - d. add new grades to the grading as outlined in the proposal:

Old Course Description:

Prerequisites: One unit of high school algebra, grade of C or better in MATH 0803, or consent of the Mathematics Department.

The purpose of this course is to prepare for college level mathematics those students whose mathematics background is inadequate. Content of the course is fundamental operations, linear equations, special products and factoring, fractions, functions, graphs, and systems of linear equations.

Note: The grade in the course will be computed in semester and cumulative grade point averages, but the course may not be used to satisfy general education requirements nor provide credit toward any degree.

Note: A student who makes a D or F in MATH 0903 must repeat the course in each subsequent semester until he or she earns a grade of C or better.

New Course Description:

The purpose of this course is to prepare for college level mathematics those students whose mathematics background is inadequate. Content of the course is the language of algebra, fundamental operations, signed numbers, various equations, problem solving, special products and factoring, fractions, functions, graphs, exponents, and systems of linear equations.

Note: The grade in the course will be computed in semester and cumulative grade point averages, but will not be calculated in earned hours. The course may not be used to satisfy general education requirements nor provide credit toward any degree.

Note: The course is repeatable allowing hours for financial aid purposes. All attempts of the course will be included in the semester and cumulative grade point average. Students earning the grade of D*, F*, or FE may repeat the course and petition the Registrar's Office to have the quality hours and quality points removed from the in semester and cumulative grade point averages.

Note: A student must achieve a grade of A*, AQ*, B*, BQ*, C*, or CQ* to satisfy the requirements to enroll in MATH 1003. A student must achieve a grade of A*, B*, or C* to satisfy the requirements to enroll in MATH 1113. A student earning a grade of AN*, BN*, CN*, D*, F*, or FE will be required to reenroll in MATH 0903.

- e. Modify the prerequisites for MATH 1003, College Mathematics, as follows:

Old Prerequisites: Score of 19 or above on the mathematics subscore of the Enhanced ACT, score of 460 or above on the quantitative portion of SAT, score of 41 or above on the quantitative portion of the COMPASS mathematics section, or make a grade of C or higher in Math 0903.

New Prerequisites: Score of 19 or above on the mathematics sub score of the Enhanced ACT, score of 460 or above on the quantitative portion of SAT, score of 41 or above on the quantitative portion of the COMPASS mathematics section, or make a grade of A*, AQ*, B*, BQ*, C*, or CQ* in MATH 0903.

f. Modify the prerequisites for MATH 1113, College Algebra, as follows:

Old Prerequisites: Score of 19 or above on the mathematics portion of the ACTE exam, or score of 460 or above on the quantitative portion of SAT, or score of 41 or above on the COMPASS mathematics section, or grade of "C" or better in MATH 0903.

New Prerequisites: Score of 19 or above on the mathematics portion of the ACTE exam, or score of 460 or above on the quantitative portion of SAT, or score of 41 or above on the COMPASS mathematics section, or grade of A*, B*, or C* in MATH 0903.

g. Modify the prerequisites for MATH1914, Precalculus, as follows:

Old Prerequisites: Completion of high school algebra I and II with a grade of C or better and a score of 19 or above on the mathematics portion of the ACTE exam, or score of 460 or above on the quantitative portion of the SAT, or score of 41 or above on the COMPASS mathematics section, or MATH 1113 and MATH 1203, or a grade of C or better in MATH 0903.

New Prerequisites: Completion of high school algebra I and II with a grade of C or better and a score of 19 or above on the mathematics portion of the ACTE exam, or score of 460 or above on the quantitative portion of the SAT, or score of 41 or above on the COMPASS mathematics section or a grade of A*, B*, or C* in MATH 0903.

Motion carried.

GRADE DISTRIBUTION INCLUSION WITH EVALUATION

President Futterer stated Mr. Wyatt Watson, Director of Institutional Research and Assessment, has advised that Class Climate and Banner are separate programs that do not at this time have the capability of communicating or sharing data. President Futterer suggested the faculty who would like to include both components in a portfolio should retrieve the data from each program for compilation.

POLICY ON FACULTY/STAFF FINANCIAL AID

President Futterer stated there had not yet been any action on this issue and it would be discussed further at the upcoming meeting.

OLD BUSINESS: REPORT BY SUBCOMMITTEE ON PROMOTION AND TENURE ISSUES / FACULTY HANDBOOK REVISIONS

Dr. Lovely asked to delay the discussion regarding promotion and tenure due to the subcommittee chair being absent.

President Futterer then distributed a document detailing the proposed amendment to the Constitution of the Faculty Senate, in addition to the proposed revisions to the wording of the Faculty Handbook. Dr. Rogers questioned if, in correlation with the proposed amendment to the Constitution, it would be best to specify the role and influence of the Senate in regard to Faculty Handbook changes. President Futterer stated the Senate currently acts for the faculty in curricular matters and in general academic policies, and the proposed change would create an advisory role in regard to Faculty Handbook revisions. He indicated, with such a profound change to the governance of the university, he was hesitant to further specify the role beyond what was currently put forth.

Ms. Chronister mentioned that while both Dr. Watson and Dr. Brown were supportive of the Senate having an advisory role for Faculty Handbook revisions, a caveat of “when feasible” would be a necessary addition as the Board of Trustees may elect to add a policy change to their meeting agenda at any time, without an opportunity for that change to go before the Senate. She also mentioned there are situations in which time may not allow for the Senate to review a change, such as when a revision is made over the summer break while the Senate does not hold meetings or when the legislature has required a revision.

President Futterer read proposed language in support of an amendment to the Constitution of the Faculty Senate:

In order to enhance faculty responsibilities within shared governance, any changes to the Faculty Handbook which affects a faculty member’s relationship with the university, shall be presented to the Faculty Senate for review and advice, prior to inclusion in the Faculty Handbook.

Motion by Dr. Lovely, seconded by Dr. Rogers:

(1) to amend Article I, Section 2 of the Constitution of the Faculty Senate as follows:

Article I: Name and Purpose

Section 2: Purpose (Existing verbiage):

The Faculty Senate shall act for the faculty in all curricular matters other than those involving changes in general academic policies and for the faculty or the administration on matters referred to it for action; it shall serve as an advisory body to the faculty on matters involving academic policies and to the administration or the faculty, as appropriate, on any other matters of general concern to the University.

Section 2: Purpose (Proposed verbiage):

The Faculty Senate shall act for the faculty in all curricular matters other than those involving changes in general academic policies and for the faculty or the administration on matters referred to it for action; it shall serve as an advisory body to the faculty on matters involving academic policies; it shall serve as an advisory body to the faculty and administration on proposed changes to the Faculty Handbook, and to the administration or the faculty, as appropriate, on any other matters of general concern to the University.

(2) to clarify responsibilities delineated by the amendment to Article I, Section 2 of the Constitution of the Faculty Senate, by revising the Faculty Handbook of Arkansas Tech University as follows:

Revision I:

Chapter V. Selected Administrative Procedures Affecting the Faculty
Deliverance systems for various curricula are immediately dependent upon workable administrative procedures. Accordingly, the following policies and procedures have evolved as effective ways and means of achieving instructional ends:

Insert the following paragraph immediately after the Chapter V introductory paragraph:
Faculty Handbook Revisions

Proposed changes to the Faculty Handbook are reviewed by the Faculty Senate when feasible before revisions are incorporated into the Handbook and distributed to the faculty at large.

Revision II:

Amend the Acknowledgment Page as noted:

I understand that the Faculty Handbook (update 20XX) located at <http://www.atu.edu/academics/facultyhandbook.shtml> constitutes the general policies and procedures of Arkansas Tech University, and I will familiarize myself with the information therein. All policies, procedures, and guidelines are subject to review, revision, and modification during any academic year, with the understanding that all changes have been presented to the Faculty Senate for appropriate action.

Motion carried unanimously.

REPORT BY
SUBCOMMITTEE
ON FACULTY
SENATE
MEMBERSHIP

Discussion on Faculty Senate membership was postponed until after the results of the faculty elections are received.

REPORT BY
SUBCOMMITTEE
ON ACADEMIC
DISHONESTY

Dr. Rogers stated there is no new action at this time, but the subcommittee anticipates providing input to the university during the next phase of the strategic planning process.

REPORT BY
SUBCOMMITTEE
ON OFFICE HOURS

Dr. Rogers reported the subcommittee has agreed on initiating a survey to gauge the response of the faculty in regard to the office hours requirement.

CAMPUS
EMERGENCY
PROCEDURES

President Futterer reported he had invited Chief Joshua McMillian, Director of Public Safety, to address the Senate, but he was unable to attend. Chief McMillian asked to speak to the senators once his office had completed the brochure for basic procedures in various emergency scenarios.

OPEN FORUM

Dr. Lovely requested the review of faculty hiring practices be added back to the agenda under Old Business until the results of the survey have been received.

Dr. Underwood reminded the Senate the faculty elections would begin on Monday, April 15 and would remain open until the following Monday, April 22. She stated there are currently 276 active faculty that will receive the ballot. Dr. Lovely asked the senators to speak with their colleagues and encourage their participation in the election. Dr. Underwood mentioned the ballot would be available online and as a paper copy in Academic Affairs.

President Futterer reported a colleague had received a statement in their response from the peer review committee, citing a lack of documentation for the “new emphasis on evidence of student learning”. He stated the individual was unaware of such a requirement and it had not been communicated. Dr. Underwood mentioned Dr. Carey Roberts was providing training on evidence of student learning through his involvement with assessment. Dr. Rogers stated this emphasis was popular within his college, but may not be required university wide. President Futterer explained the issue was with this requirement not being communicated prior to the response from the peer review committee. Dr. Underwood responded this was part of the issue that each department performs peer review differently, which the Senate is currently investigating. President Futterer stated differences between departments are understandable, as long as each department agrees upon the implemented process. Dr. Underwood agreed that every faculty member should be apprised of how they are being evaluated.

ANNOUNCEMENTS/
INFORMATION
ITEMS Dr. Ward distributed a schedule for the Red Flag Campaign activities, to be held April 15 through April 19. He also distributed a flyer promoting Earth Day activities, to be held April 22 through April 24.

President Futterer announced the Music Theatre Workshop would perform the cabaret “Mother Earth, Father Time” on April 22 at 7:30 p.m. in the Witherspoon Auditorium.

ADJOURNMENT The meeting adjourned at 4:50 p.m.

Respectfully submitted,



Ken Futterer, M.M., President



Sean Huss, Ph.D., Secretary