

**Middle Tennessee State University
Faculty Senate Minutes
April 10, 2006**

Members present: Foster Amey, Jackie Eller, Kevin Smith, David Penn, Lynn Nelson, Bob Petersen, Alfred Lutz, Will Langston, Shirley Cantrell, Jenny Sauls, Jim Henry, Jeff Leblond, Scott Seipel, Kevin James, Mary Martin, Beryl West, Deborah Belcher, Paul Fischer, Larry Burriss, Jane Marcellus, Tracey Ring, Sheri Trent, Richard Farley, Jennifer Caputo, Gordon (Buddy) Freeman, Roland Untch, Pat O'Leary, Michael Arndt, Annette Williams, Don Campbell, John Wermert, Alexis Miller, Terry Whiteside, Linda Seward, Louis Haas, Robb McDaniel, Becky Fischer, Tony Johnston, Chuck Higgins, Jim Williams, Theresa McBreen

Members absent: Nancy McCormick (excused), Dan Pfeifer (excused), Robert Blair (excused), William Allen, Austin Cheney, Janice Cole, Jane Davis, Charles Giles, Joel Hausler, Robert Hood, Larry Howard, William Ilsley, Jimmie Cain, Nancy Kelker, Andrei Korobkov, Michael Linton, Dwayne McSwain, Dennis Oneal, Warner Cribb, Clare Bratten, George Vernardakis, Fred Crawford, Pat Bradley, Emiley Zietz, James Taylor

Faculty Senate Meeting:

The meeting was called to order at 4:30 pm by President Becky Fischer. The minutes of the previous meeting were reviewed and a motion to accept them was made and seconded. The motion carried unanimously.

The operating account balance was reported to stand at \$637.21, the travel account balance was reported at \$856.00, and the discretionary account balance was reported at \$398.06.

The following announcements were made by President Fischer:

- 1) Two candidates for the unfilled Vice Presidential positions are to be interviewed this week and all senators and their colleagues are encouraged to attend one of the available forums to learn more about them.
- 2) The reception for new senators and officers is scheduled for next Monday (April 17, 4:00 pm)
- 3) Dr. McPhee will host the first two "Meet with the President" events in Peck Hall room 109 on Friday, 14 April at 12:30 pm, and Mass Communications room 104 on Friday, April 21 at noon.

No TBR report was offered due to the absence of Dan Pfeiffer.

Old Business:

The by-laws passed by the senate at the last meeting will be electronically distributed to the faculty and the faculty vote will be conducted at the fall convocation.

New Business:

Retiring, returning and new senators were recognized, and those completing their terms of office were given certificates of appreciation.

Election of the new President-Elect was conducted. No further nominations from the floor were received and the candidates presented by the election committee were asked to make short speeches. Upon completion of the speeches, ballots were distributed and the vote conducted. Kevin Smith was elected President-Elect for the 2006-2007 academic year.

Election of the new Secretary/Treasurer was conducted. No further nominations from the floor were received and the candidates presented by the election committee were asked to make short speeches. Upon completion of the speeches, ballots were distributed and the vote conducted. Tracey Ring was elected Secretary/Treasurer for the 2006-2007 academic year.

Election of the new Liaison Committee was conducted. Self-nominations were accepted from each college and voting was conducted by college represented. Members to be serving on the 2006-2007 Liaison/Steering Committee are: Pat O'Leary, Deborah Belcher, Jeffrey Leblond, Becky Fischer, John Wermert, Robb McDaniel, Tony Johnston, Will Langston, Michael Linton, Paul Fischer, Daniel Pfeifer, Jane Marcellus, Scott Seipel, Kevin Smith, Tracey Ring.

Results of the common calendar survey completed by the Faculty Senate ad-hoc committee was discussed by Chuck Higgins. The survey experienced an excellent response rate and good comments were received. The survey results are to be shared with Dr. McPhee and Dan Pfeiffer.

Jim Williams made a motion to revise the recently distributed summer pay schedule. The motion was seconded. After numerous friendly amendments, the motion read:

The Faculty Senate of MTSU requests that the Provost's office in conjunction with the Human Resources and Payroll offices return to the summer pay schedule of 2005. Every effort should be made, including modifications to computer programs, to accomplish this.

The motion passed unanimously.

Jim Williams made a motion to increase pay for faculty teaching overloads:

The Faculty Senate of MTSU requests that the President of the University establish campus pay levels for full-time faculty teaching credit courses in excess of the normal load at the rate of one-thirtieth of the faculty member's annual base salary per credit hour of instruction taught in excess of the normal load. The revised pay levels should take effect no later than the fall semester, 2006.

The motion was seconded. After some discussion, the motion passed unanimously. There being no further business, the meeting was adjourned at 5:47 pm.

Tony V. Johnston, Ph.D.
Acting Secretary/Treasurer

**Middle Tennessee State University
Faculty Senate Minutes
June 12, 2006**

Members Present:

Deborah Belcher, Shirley Cantrell, Don Campbell, Jennifer Caputo, Paul Fischer, Louis Haas, Gordon Freeman, Jimmie Cain, Tony Johnston, Nancy Kelker, William Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Nancy McCormick, Lynn Nelson, Patricia O'Leary, Dennis Oneal, Tracey Ring, Jenny Sauls, Roland Untch, Annette Williams, James Williams, Pat Bradley, Fred Crawford, Mary Martin, Beryl West, Warner Cribb, Dan Pfeifer

Members Absent:

William Allen, Foster Amey, Austin Cheney, Janice Cole, Jane Davis, Robert Blair (excused), Richard Farley, Charles Giles, Charles Higgins, Joel Hausler, Robert Hood, Larry Howard, William Hsley, Andrei Korobkov, Robb McDaniel, Alexandra Miller, Dwayne McSwain, David Penn, Scott Seipel, Linda Seward, Kevin Smith, James Taylor, Harold Whiteside, Emily Zietz, George Vernardakis, Clare Bratten, John Wermert, Sheri Trent, Theresa McBreen, Michael Arndt, Jane Marcellus, Rebecca Fischer

Operating Budget: \$55.80

Travel Budget: \$856.00

Discretionary Account: \$398.06

Tony began meeting at 4:30.

Funding unclear at this time; don't know how the funds will fall out – know more next time.

Old Business:

- Discussion of advanced placement and AP courses and clepping out of courses; much discussion occurring – credit must be given but not clear as to how this credit will be awarded; difference between MTSU awarding credit vs. giving credit towards program; discuss this with chairs and deans; this is coming down from TBR
- What are TBR's motives? We have no information regarding this – Dan Pfiefer will bring this up at next TBR meeting
 - Dr. Carlton working on programs recruiting Post Doc. Fellowships
 - Based on what need?
 - Discuss with department as to how this will affect you.
- By-laws – will vote on at Convocation Convocation will be shorter this year
- Developmental Studies – for some departments this was a smooth transition, but for others it was did not go as well
- Dr. Mary Martin shared concerns – huge disregard for policy and implications of how faculty are being treated, professionalism regarding faculty, and collegiality; Dr. Martin explained process for MATH 1000 and MATH 1710 K
- The dean has been notified as well as Provost's office
- Ad hoc committee established to investigate this – Math, Developmental Studies, and Independent Person (all affected departments will be represented)
- This committee will offer a resolution back to the Senate
- Lynn Nelson agrees to chair this committee;

The Charge: Investigate the circumstances surrounding the re-establishment of the former Development Studies courses and propose resolution options to the Senate.

Dr. Nelson will report back to the senate on or before the December Senate meeting

- Annette Williams pointed out that the same number of students that we have always had are testing into these courses; courses are designed to address these student's needs.
- It was also pointed out that if rules and policies are being over ridden this is the responsibility of Senate to address.

Dr. Dan Pfiefer – TBR report:

- Common Calendar – put on back burner due to Banner – Fall 2008
- There will be a task force on adjunct pay
- Asked about the tuition increase but did not get an answer

Deans Evaluations have not been made available to date. It could behoove us to ask at the department level for these results

Overload pay – resolution was passed last month; this will be revisited

New Business

- New outline of faculty data –
 - changed document to serve a variety of purposes
 - intention is to make forms available on line to review and then be discussed by whole senate
 - plan to use by Fall 06, Aug. 1
 - F.S. Retreat – Wed. 23, 2006 at Foundation House
 - reflect what we do with regard to Committees
 - Senators will be Chairs of Committees
 - focus on agenda/goal items
- Agenda for the year will be established through the committee structure
- Committee structure needs to be looked at; what is the purpose? what is our role in shared governance? Committee structure, needs, and purpose was discussed under umbrella of shared governance.
- Dr. Johnston encourages that senators to send all new business to Steering Committee before whole Senate meeting whenever possible.

Meeting adjourned at 6:00.

Middle Tennessee State University
Faculty Senate Minutes
September 11, 2006

1. Roll Call

Members Present:

Foster Amey, Deborah Belcher, Robert Blair, Ted Sherman (for Pat Bradley), Claire Bratten, Jimmie Cain, Don Campbell, Jennifer Caputo, Fred Crawford, Warner Cribb, Jane Davis, Richard Farley, Paul Fischer, Rebecca Fischer, Gordon Freeman, Louis Haas, Joel Hausler, Charles Higgins, William Hsley, Tony Johnston, Nancy Kelker, Andrei Korobkov, William Langston, Jeffrey Leblond, Alfred Lutz, Jane Marcellus, Mary Martin, Theresa McBreen, Nancy McCormick, Rob McDaniel, Alexandra Miller, Patricia O'Leary, Dennis Oneal, David Penn, Dan Pfeifer, Tracey Ring, Scott Seipel, Kevin Smith, Sheri Trent, Roland Untch, George Vernardakis, John Wermert, Harold Whiteside, Annette Williams, James Williams

Members Absent:

William Allen, Michael Arndt (Excused), Shirley Cantrell, Janice Cole, Charles Giles (Excused), Robert Hood, Larry Howard, Michael Linton (Excused), Dwayne McSwain, Lynn Nelson, Jenny Sauls (Excused), Linda Seward (Excused), James Taylor, Emily Zietz

3) Treasurer's Report

• Budget Balances:

Operating Budget: \$2,931.86

Travel Budget: \$856.00

Discretionary Account: \$468.06

- Tony began meeting at 4:36.

4) Presidents report

- Suma Clark discussed doing away with the printed schedule book. 70,000 books printed. The cost of 62,000 books is \$55,000.

Biggest reason is that changes happen as soon as schedules are finalized; students are proficient with online use; other universities no longer have printed books: Memphis, UT Martin, Vanderbilt, and Miami no longer use printed books.

As Banner came along discussion began; Cothren appointed a committee to discuss how to do this smoothly. Committee includes Suma Clark, Mitzi Brandon, Sherian Huddleston, Faye Johnson, Cathy Kirchner, Dottie McCallie, Gina Poff, Lisa Rogers, Teresa Thomas, and Laurie Witherow. Committee was charged with how to implement this with as few problems as possible.

Ways to do so:

- Notification - on cover of recent schedule books
- Make sure website is user friendly (pre-requisites and catalog descriptions are possible
- Easily find registration site
- Make sure all understand that "same" process is followed – classes scheduled, professor assigned, room placement, fees, deadlines, etc.

Last copy will be printed in October 2007

- Will continue to print "small piece" including helpful information basically the first 34 pages of existing book

Questions and Responses:

Q – What if Banner is not ready for students to register and the schedule book is not available?

R – A List of recommendations is prepared to present to the VP's. It is hoped that the resources needed, will be provided

Q – Has sheer volume of students registering at same time been considered?

R – Yes, hopefully students will register overtime & not all at once.

Q – Has research been done to see if Banner is equipped to handle students, faculty and/or staff with disabilities?

R – "Thank you, I'm taking notes, we will check into that".

Q – How will Customs be involved in this?

R – Print a list of classes offered – (not who, when, and where) just a list or more computer labs available

Comment was made that no faculty members were placed on committee; we would like to provide input rather than feedback.

Banner will not allow us to make changes like we are accustomed to making.

Senate recommends selling books in the bookstore; Suma says they would cost \$1.00

For more comments, concerns and/or recommendations contact Suma Clark –

sclark@mtsu.edu

4) Presidents Report (cont.)

a) Retreat Update: committees are established and will meet & then report to senate

b) Soliciting your recommendations for representative

c) Tony gave a brief explanation of program

d) By laws have been voted on and are now official

TBR Faculty Sub-Council Report – Dan Pfeifer

1) The TBR Common Calendar Task Force met and made the following recommendations:

a) We recommended a template that allows for 14 full weeks of instruction, with the possibility of an equal number (14) of equivalent class meeting days(M,T,W,Th,F,S) per semester. 13.5 week semesters are still possible, but without an equal number of class meeting days

b) The final report has not yet been made available to the Task Force members.

- c) The recommendations are subject to approval by the various TBR councils and sub-councils, but do not need approval by the full TBR since the template is a guideline.
 - d) Spring Break will be after the 7th week to allow for half semester terms.
 - e) All grounded and RODP course will start on the same day system-wide.
 - f) If approved, the new template will not go into effect until Fall of 2008 at the earliest. Once the template is approved, it will be up to individual institutions to implement a schedule that conforms to the template. If the faculty wants 14 full weeks of instruction and an equal number (14) of equivalent class meeting days, we will have to make out desires known to the administration.
- 2) The TBR Task Force on Adjunct Pay will be delayed for the immediate future.

REPORT FROM THE JULY TBR FACULTY SUBCOUNCIL:

- 1) Dr. Short reported that the Board Staff is working to increase awareness of the research and external funding activities taking place across the system. A PowerPoint presentation is available on the TBR website. She also announced a research co-op between the universities and community colleges. This will mainly involve training for community college faculty in regard to submission requirement and regulations, although partnerships are encouraged.
- 2) The TBR Legal Council is drafting a statement regarding software agreements.
- 3) The TBR General Education Committee is preparing a draft proposal for the assessment of the revised system-wide General Education curriculum.
- 4) An e-learning Strategic Plan has been developed and recommendations are coming.
- 5) A Task Force on DSP (Developmental Studies Programs) has been formed to ascertain issues.
- 6) A TextBook Task Force has sent a survey to the all the bookstores and chief academic officers system-wide. The survey will collect data on best practices and cost of texts.

(You recorded)

It is up to the institution to apply this new recommendation.
 Shortly discussed research and funding and that it does take place.

5. Old business

- a) Lynn Nelson and committee will report back in or by December
- b) New form (Word based document) – goal to have it on the internet soon.
 Discussion of questions, comments, and concerns ensued

6. New Business

- a) Tony finished with all appointments to committees
- b) Senate committees will report back to full senate monthly
- c) TBR General Ed. Assessment – solicitation will be asked for directly from faculty within departments
- d) Trying to establish legitimate reasons for withdrawing from university (not a class)

Meeting adjourned at 6:00

Respectfully submitted,
Dr. Tracey R. Ring

Middle Tennessee State University
Faculty Senate Minutes
October 9, 2006

1. Roll Call

Members Present:

William Allen, Deborah Belcher, Robert Blair, Ted Sherman (for Pat Bradley), Jimmie Cain, Don Campbell, Shirley Cantrell, Jennifer Caputo, Jessica Carter, Fred Crawford, Warner Cribb, Richard Farley, Gordon Freeman, Charles Giles, Joel Hausler, Charles Higgins, Tony Johnston, Nancy Kelker, William Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Jane Marcellus, Mary Martin, Ronald McBride, Nancy McCormick, Dwayne McSwain, Alexandra Miller, Lynn Nelson, Patricia O'Leary, Dennis Oneal, David Penn, Dan Pfeifer, Tracey Ring, Jenny Sauls, Scott Seipel, Linda Seward, Kevin Smith, Sheri Trent, George Vernardakis, John Wermert, Annette Williams, James Williams

Members Absent:

Foster Amey, Michael Arndt, Claire Bratten (Excused), Janice Cole, Jane Davis (Excused), Paul Fischer, Rebecca Fischer, Louis Haas, Robert Hood, Larry Howard, William Iisley, Andrei Korobkov, Theresa McBreen (Excused), Rob McDaniel, James Taylor, Roland Untch (Excused), Harold Whiteside (Excused), Emily Zietz

3) Treasurer's Report

- Budget Balances:

- Operating Budget: \$2,931.86

- Travel Budget: \$856.00

- Discretionary Account: \$468.06

- This may not be exactly correct as Banner is not updated at this time.

4) Dr. Robert Glenn, VP Student Affairs and Vice President for Enrollment and Academic Services

- Retention is a new, stronger focus due to Governor Bredesen's statement that all TBR institutions will have 55% retention rate.
- President McPhee is concerned that we have steady enrollment growth. Important that freshman have successful first year. Data shows that we lose around 50% after first year.
 - * Around 15-20% of students are not receiving advising at all.
 - * 86% of students change their major from their initial choice.
 - * Only 47% would recommend MTSU to someone coming into college
 - * Students not making contact with advisor until junior year
- A plan for improvement is being developed:
 - * 9 Strategies outlined
 - * Required advising for 1st year
 - * Customs will be main Portal for Students
 - * Rather than how customs has been conducted, each student will meet with an advisor for 30 minutes

Tony recommends a sub-committee of Senate members to work with Dr. Glenn:
Jimmie Cain, Mike Linton, Linda Seward, Joel Hausler, Nancy Kelker,
Deborah Belcher

These senators will also work with Dr. Thomas regarding the Academic concerns of this as well.

- Question: What about Faculty load?
Answer: If this is to be valued across campus it must also be included in work load.
- Q: Was there any faculty input in the beginning of this plan?
- Q: We are going to be held accountable for this – Who put it together and when? Was faculty involved?
- Tony: Many concerns are being expressed; suggests a resolution be made to be shared over email so that it can be voted on in November by the whole senate.
Jimmie Cain: Motion to suspend rules so we can discuss this issue online.
Ted Sherman: seconded motion
Motion passed unanimously

5) President's report

- a) Funds transferred to Walker Memorial Fund
- b) Summer pay guidelines information available online
Dr. Boyle will be here next month
* Please address: summer load 8 hours vs. 9 hours;
Distance Learning, RODP, Correspondence classes with regard to faculty load
Q: How does student engagement increase if more and more classes are offered away from campus?
- c) Dean's and Directors' evaluations are in the senate office for review
- d) Median Salary information (from Becky Cole) and salary adjustment – revised compensation plan was approved; October bonus; letters will be sent to faculty receiving and a salary adjustment in January
- e) College Tenure and Promotion Committees are now complete. Faculty Senate Steering Committee was only required to appoint one minority member to the CBAS T&P committee to ensure balance.
- f) Revised promotion premiums - will report on this next month
- g) Revision of Academic Master Plan – It is now 5 years old; goal setting needs to be updated

6) TBR Faculty Sub-Council report – Dan Pfeifer

- Will meet on October 20th

- Common calendar going before all sub-councils for approval

7) Old Business

a) Committee Updates:

- 1) Developmental Studies ad hoc – Lynn Nelson
Motion to limit scope of investigation to how former developmental studies math classes were given math rubrics (rather than personnel concerns);
Dennis O’Neal seconded, Motion passed
- 2) Faculty/Staff Health/Wellness – Annette Williams
More programs & speakers planned. Campus walking trails being mapped.
- 3) Faculty Research/Workload – Deborah Belcher
Committee met with Becky Cole, expressed confusion and concerns
- 4) Government Liaison – Clare Bratten (via Tony Johnston)
Committee met with Joe Bales, received info on current external funding climate and status of MTSU lobbying efforts.
- 5) MTSU Faculty/Staff Culture – Louis Haas
Not met yet – However, 3 areas to be addressed including low faculty morale
- 6) Retention/Promotion – Will Langston
Draft distributed; please send questions and concerns to Will
- 7) Shared Governance – Dan Pfeifer
Looked at best practices, solicit information from faculty, working toward April for final draft
- 8) Study Abroad - Paul Fischer
Committee met with Anne Sloane and began discussions

b) April 06 Senate motions (update) – motions forwarded to President then to Provost

8) New Business

a) ARAMARK ad hoc committee (Jane Marcellus, Lisa Sheehan-Smith)

To discuss food options on campus from faculty point of view. Anyone else interested these discussions please contact Jane.

b) General Education assessment comments – Tony has draft of responses and comments if anyone would like to read. Responses go to Dr. Thomas tomorrow (10-10)

Jimmy Cain motion:

The Faculty Senate does not support the current TBR proposal for assessment for General Education due to serious academic issues and structure flaws. Adoption of this proposal will have serious negative consequences for all stakeholders.

Ted Sherman Seconded

Motion passed

c) Advocacy for Honesty and Appropriate Spending Act

Law has passed; results are that signs will be put across campus; if fraud is seen, a hotline will be provided for reports

d) Faculty Sick Leave Bank Trustee nomination

Jenny Sauls agreed to serve

Meeting adjourned at 6:39

Respectfully submitted,
Dr. Tracey R. Ring

Middle Tennessee State University

Faculty Senate Minutes

November 13, 2006

1) Roll Call

Members Present:

Foster Amey, Martha, Balachandran, Deborah Belcher, Robert Blair, Claire Bratten, Jimmie Cain, Don Campbell, Jennifer Caputo, Jessica Carter, Fred Crawford, Warner Cribb, Jane Davis, Richard Farley, Paul Fischer, Rebecca Fischer, Gordon Freeman, Louis Haas, Charles Higgins, Tony Johnston, Nancy Kelker, Michael Linton, Alfred Lutz, Jane Marcellus, Mary Martin, Theresa McBreen, Ronald McBride, Nancy McCormick, Rob McDaniel, Dwayne McSwain, Alexandra Miller, Lynn Nelson, Patricia O'Leary, Tracey Ring, Jenny Sauls, Linda Seward, Kevin Smith, Sheri Trent, Roland Untch, George Vernardakis, John Wermert, Harold Whiteside, Annette Williams, James Williams, Jeremy Winters

Members Absent:

William Allen, Michael Arndt (Excused), Ted Sherman (Excused), Shirley Cantrell, Charles Giles, Joel Hausler, Larry Howard, William Iisley, Andrei Korobkov (Excused), William Langston (Excused), Jeffrey Leblond (Excused), Dennis Oneal, David Penn, Dan Pfeifer(Excused), Scott Seipel, James Taylor, Emily Zietz

2) October Senate meeting minutes were approved without changes.

3) Treasurer's Report

Budget Balances:

Operating Budget: \$2,816.86

Travel Budget: \$802.24

Discretionary Account: \$174.02

4) Visit from President McPhee – discussed proposed Equity & Merit Pay

- a. Increasing faculty salaries is his priority
- b. Budget reveals priorities
- c. Challenging years facing MTSU due to growth
- d. State has said they want you to do more with less

- e. 2004-2005 year, \$6.5 million new monies have been allocated to academic areas
- f. This year 75% of new funds have gone to academic affairs.
- g. Dr. McPhee distributed and reviewed TBR summary of allocation of new dollars this year across institutions—MTSU was amongst highest in % given to faculty salaries
- h. Departments will have information on individual salary changes in December; letters to individuals will go out in January
- i. Shared his perception of Bredeesen's goals for Higher Education and community colleges
- 5) Kevin Smith demonstrated how to access the Faculty Senate Pipeline discussion group.
- 6) President's report
- a. New Information Tech Plan in Senate office for review
- Plan is available in Senate office from 8:00 – 12:00 each day.
- b. Summary of proposed equity and merit increases across TBR also available in Senate office. Dr. McPhee covered this in his visit.
- c. Summary of peer institution salary data: Mary Martin distributed information she had generated from that provided to the Senate.
- d. Campus calendar – addition of faculty member committee: As discussed at the Liaison committee meeting, Dr. McPhee agreed to add a faculty member to the Campus Calendar committee. Chuck Higgins was appointed to be the faculty representative.
- e. College Dean evaluation feedback from Drs. McPhee and Gebert: In response to our question concerning repercussions for low evaluations, the Liaison committee was told that the Deans are evaluated on 8 separate areas, and faculty reviews are only 1 of them.
- f. Literacy Science and Science PhDs both receiving positive responses from TBR.
- g. Geier is dead; TBR meeting to plan future. Meetings are scheduled for campus and TBR legal councils and administration to talk about what can be done; nothing is for sure yet.
- h. Email server transition: Transition occurred; after brief discussion it is clear that email is not better yet. Faculty encouraged to report any and all problems to the help desk to ensure they can be fixed.
- i. Donations to Faculty Senate Discretionary Fund: Discretionary fund is low and donation form was distributed to allow for contributions
- j. Faculty Dining Room Open House TODAY (Raider Zone): ARAMARK asked to host the Senate after the meeting to sample items from the new winter catering guide. The Faculty Dining Room is now open for use.

7) TBR Faculty Sub-Council report – Dan Pfeifer

The TBR Faculty Sub council met on Friday October 20, 2006.

a) The Subcouncil voted in support of the recommendations of the Common Calendar Task Force. The recommendations include a calendar template that allows for 14 full weeks of instruction with an equal number of class meeting days for the fall and spring semesters. The spring semester will start the Thursday before M.L. King Day and Spring Break will always be after the 7th week. The fall semester will start the Saturday before Labor Day (for Saturday classes). Implementation of the suggested template will be fall of 2008.

b) The Subcouncil voted in support of the recommendations of Task Force on Faculty Workload in the Sciences, which suggests the contact hour not be assigned a certain value, but that all TBR institutions are encouraged to make the primary unit in accounting for faculty effort in the laboratory science courses.

c) RODP course evaluations should be dealt with as any other courses are.

d) The DSP Steering Committee has met. The Task Force received a federal grant \$730,000 for course redesign and pilots. The will start with a blank slate to determine the needed level of support. They also recommend changing the name of the DSP programs to "Transitional Studies." Questions and suggestions regarding this effort will be solicited from the campuses.

e) Feedback on the Assessment of General Education has been solicited from the campuses.

f) "Desire To Learn" has been chosen as the replacement for the course management system. It integrates with Banner.

g) At a conference call on Monday November 6, the Faculty Subcouncil voted to support changes in two policies and two guidelines to reflect the dismissal of the Geier case. Language mandated by the Geier Settlement was removed from the Admissions and Programs Changes/Modifications policies and guidelines.

h) During the same conference call the Subcouncil voted to not support the position paper calling for the removal of the tuition cap (paying for 12 hours and taking up to 18 without additional fees). The removal of this cap with revenue neutral adjusted hourly rate was suggested by the board staff for a variety of reasons (to reduce "course shopping," avoid modifications to Banner, more efficient use of available seats, etc.). The Academic Officers and Business/Financial Affairs subcouncils voted not to support the cap removal as well. The Student Subcouncil had not met at the time of the conference call. The final approval/disapproval will be made by the President's Council. If they vote to remove the cap, Board approval is needed.

i) The next Faculty Subcouncil meeting is Friday January 30, 2007.

8) Old Business

a) Committee updates:

1. Developmental Studies ad hoc – no report

2. Fac/Staff Health/Wellness – no report

3. Fac Research/Workload – Deb Belcher

Met with Dr. Gebert. On Chair and Dean evaluations, workloads were never mentioned. If we are to have a voice on this issue, comments must be written on Chairs and Deans evaluations as well as given to Deb Belcher.

4. Gov't Liaison – Clare Bratten

Committee has broken into sub-committees: local, state and national. Making progress.

5. MTSU Fac/Staff Culture – Louis Haas

Culture – What is it currently and where is it headed? Perception of faculty vs. students? Finding that in general, faculty are negative and fearful.

6. Retention/Promotion – no report

7. Shared Governance – no report

8. Study Abroad – Paul Fischer

Committee has met twice. Members have had no past experience with study abroad. Presentations were made on the issues. Committee is leaving the information stage and moving forward with financial issues and concerns.

9. ARAMARK ad hoc committee – Jane Marcellus

ARA actually does have healthy choices; faculty just need to know what to ask for. Committee is working toward making nutrition information more obvious at point of purchase.

10. Advising Plan ad hoc committee – Deb Belcher

Plan has been revised to reflect faculty concerns. A 2 page handout is available detailing changes and current plan. Positive remarks have been received thus far.

b) Beryl West has volunteered for the Retired Faculty committee nomination

9) New Business

a) Coalition on Intercollegiate Athletics

Please read; discuss on pipeline and vote next month.

b) SGA resolution

Review request from SGA; discuss on pipeline and vote next month

c) Background checks

Tony shared concerns from Steering Committee; need more information so we can make a more informed decision.

d) Who's Who committee:

Foster Amey – Liberal Arts

Dennis O'Neal – Mass Comm

Jim Calder – Education

Emily Zietz – Business

10) Next Meeting is December 4th

11) Meeting adjourned at 6:35

Respectfully submitted,

Dr. Tracey R. Ring

Special Meeting**December 11, 2006****1. Roll Call****Members Present:**

Foster Amey, Martha Balachandran, Deborah Belcher, Robert Blair, Claire Bratten, Jimmie Cain, Jennifer Caputo, Fred Crawford, Richard Farley, Gordon Freeman, Louis Haas, Joel Hausler, Charles Higgins, Tony Johnston, Nancy Kelker, Andrei Korobkov, William Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Jane Marcellus, Mary Martin, Rob McDaniel, Dwayne McSwain, Tracey Ring, Kevin Smith, John Wermert, James Williams, Jeremy Winters

Members Absent:

William Allen, Michael Arndt, Ted Sherman, Don Campbell, Shirley Cantrell, Jessica Carter, Janice Cole, Warner Cribb, Steve Daughtery, Jane Davis, Rebecca Fischer, Paul Fischer, Robert Hood, William Hsley, Theresa McBreen, Ronald McBride, Nancy McCormick, Alexandra Miller, Lynn Nelson, Patricia O'Leary, Dennis Oneal, David Penn, Dan Pfeifer, Jenny Sauls, Scott Seipel, Linda Seward, James Taylor, Sheri Trent, Roland Untch, George Vernardakis, Harold Whiteside, Annette Williams, Emily Zietz

2. Discussion

- Dr. Pat Buchanan has been practicing law for 30 years; adjunct in Business department; Instructor in Accounting
- Confirmed that the form appears to authorize on-going, comprehensive credit checks.
- Dr. Buchanan says that most of what concerns her is the statement to the effect of, "I further authorize any person, business, agency or government agency to disclose any information..." To her this would include your doctor, neighbor or anyone else who may know you.
- Discussion of modification of the resolution to include all concerns.
- Specific details from the resolution proposed were read and discussed; each concern was addressed.
- Motion made that we refine the resolution on-line and be ready to vote at the next meeting. Motion seconded.
- Concern was explained that if we wait we are "behind" again.
- Another Senator explained that he would like to give the administration time to work with us; Dr. McPhee seemed agreeable that the document would be reviewed.

- Other senators felt that trust has been broken by the fact that Dr. Gebert said one thing in August and then administration carried out more than stated at the retreat.
3. A special meeting was called for Tuesday, January 16, 2007 at 4:30. The Full Senate Meeting for February has been scheduled for February 12th.

Respectfully submitted,

Dr. Tracey R. Ring

Middle Tennessee State University**Faculty Senate****Special Meeting****January 16, 2007****1. Roll Call****Members Present:**

Foster Amey, Deborah Belcher, Pat Bradley, Jimmie Cain, Don Campbell, Jennifer Caputo, Fred Crawford, Warner Cribb, Jane Davis, Richard Farley, Paul Fischer, Gordon Freeman, Louis Haas, Charles Higgins, Robert Hood, William Hsley, Tony Johnston, Nancy Kelker, Andrei Korobkov, William Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Jane Marcellus, Mary Martin, Ronald McBride, Nancy McCormick, Rob McDaniel, Dwayne McSwain, Alexandra Miller, Lynn Nelson, Patricia O'Leary, Dennis Oneal, Tracey Ring, Jenny Sauls, Kevin Smith, Roland Untch, John Wermert, Harold Whiteside, James Williams, Jeremy Winters

Members Absent:

William Allen, Martha Balachandran, Michael Arndt, Robert Blair (excused), Claire Bratten, Shirley Cantrell, Jessica Carter, Janice Cole, Steve Daughtery, Rebecca Fischer (excused), Joel Hausler, Theresa McBreen (excused), David Penn (excused), Dan Pfeifer, Scott Seipel, Linda Seward (excused), James Taylor, Sheri Trent, George Vernardakis, Annette Williams (excused), Emily Zietz

Announcements: The Faculty Senate will host an open forum Monday, Jan. 22nd at 3:30 in the Senate Chambers for Athletic Coaches.

Documents were distributed concerning KROLL:

1. Draft document from Academic Affairs
2. Contract between Kroll and the TBR
3. Privacy Policy of Kroll Corporation

Discussion began with the modified resolution proposed by Dr. Lutz. Changes were discussed and adopted. The final version will be posted to the Senate Newsgroup.

Dr. Paul Fischer moved that the existing resolution with changes be passed. Dr. Marcellus seconded the motion. Motion passed.

The resolution as it will go forward to the administration is attached to these minutes. The next scheduled Senate meeting will be Monday, February 12, 2007 at 4:30 pm.

Meeting adjourned at 5:48.

Respectfully submitted,

Tracey Ring

**Background Checks (following TBR Guideline P-010, Section 10) to
be conducted by KROLL Background America, Inc. ("KBA")**

WHEREAS, "it is important to check references to limit employer liability" (TBR
Guideline P-010, Section 10),

WHEREAS, "authenticity of information as it relates to such areas as work history,
credential problems and criminal backgrounds" (TBR Guideline P-010, Section
10) is important to ensure the integrity of MTSU's mission,

WHEREAS, the release form individuals are being asked to sign (KBA's

“Notice/Authorization and Release for the Procurement of a Consumer and/or Investigative Consumer Report”) empowers KBA to gather information well beyond that needed to meet the above concerns,

WHEREAS, KBA’s “Notice” does not restrict background checks to the pre-employment period,

WHEREAS, KBA’s “Notice” is silent about any and all limits on KBA’s use of the data it gathers,

WHEREAS, KBA’s “Notice” releases MTSU and KBA “from any and all liability,”

WHEREAS, KBA’s “Notice” and TBR Guideline P-010, Section 10, are silent about who has access to information generated by these background checks; about how, by whom, and for how long the information will be stored; and about what guidelines will be established (and used by whom?) to determine what sorts of consequences follow discovery of what kinds of information,

WHEREAS, TBR Guideline P-010, Section 10, does not mandate the employment of a third-party vendor such as KBA (“a campus may choose to participate in a systemwide contract”),

WHEREAS, background checks of this nature will have deleterious effects on MTSU’s efforts to build the kind of faculty needed to pursue the goals set forth in the Academic Master Plan,

WHEREAS, MTSU's Human Resource Services Vision Statement recognizes the importance of creating "an atmosphere of trustfulness, helpfulness, and openness."

THEREFORE, the Faculty Senate urges the administration to

- (1) immediately abandon the process presently in use to conduct background checks, and
revert to previous procedures;
- (2) develop, by May 1, 2007, a policy and procedure, in close collaboration with
faculty-senate representatives, to collect only the information required in TBR
Guideline P-010, Section 10, with appropriate time limits and access restrictions

Middle Tennessee State University**Faculty Senate****February 12, 2007****1. Roll Call****Members Present:**

William Allen, Foster Amey, Michael Arndt, Martha Balachandran, Deborah Belcher, Robert Blair, Pat Bradley, Claire Bratten, Shirley Cantrell, Fred Crawford, Paul Fischer, Gordon Freeman, Joel Hausler, Charles Higgins, Tony Johnston, Nancy Kelker, William Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Jane Marcellus, Mary Martin, Nancy McCormick, Dwayne McSwain, Alexandra Miller, Lynn Nelson, Patricia O'Leary, Dennis Oneal, David Penn, Dan Pfeifer, Tracey Ring, Jenny Sauls, Scott Seipel, Linda Seward, Kevin Smith, Sheri Trent, John Wermert, Harold Whiteside, Annette Williams, Jeremy Winters, Emily Zietz

Members Absent:

Jimmie Cain (excused), Don Campbell, Jennifer Caputo (excused), Jessica Carter, Janice Cole, Warner Cribb, Steve Daughtery, Jane Davis (excused), Richard Farley (excused), Rebecca Fischer, Louis Haas, Robert Hood, William Hsley, Andrei Korobkov (excused), Theresa McBreen, Ronald McBride (excused), Rob McDaniel, James Taylor, Roland Untch (excused), George Vernardakis, James Williams

2. Approval of December and January minutes

- a. Minutes approved by Mary Martin, seconded by Nancy McCormick

3. Treasurer's Report

- a. Operating Budget: \$2,811.46
- b. Travel: \$802.24
- c. Discretionary Account: \$208.02

4. Presentation by Hilary Stallings on Operation Helmet

- a. Dr. Hilary Stallings discussed Operation Helmet. These helmet inserts protect our soldiers from brain injuries. Dr. Stallings will take donations or you can go to www.operationhelmet.org for more information.

5. Presentation by Pedagogy Task Force by Dr. Wendy Koenig

a. Recommendations:

- The teaching evaluation form has been revised
- All evaluations be conducted on line
- Workshops and seminars be provided for assistance to improve teaching
- Department Chairs and Deans be informed as to how to read the revised reports.

b. The final report is on line in the Senate newsgroup for further review

6. President's report

a. Most committee updates available online this month

b. Dennis O'Neal is still accepting Academic Terminology Survey (<http://mtsu32.mtsu.edu:11483/oneal.asp>) inputs. Please complete and submit survey on line.

7. TBR Faculty Sub-Council report – Dan Pfeifer (report posted to newsgroup)

- a. Electronic Evidence Retention: TBR Legal Council Chris Modisher discussed the TBR n
- b. Assessment of General Education: A TBR Taskforce is working on a system- wide assess
- c. Insurance for Adjunct Instructors: In KY adjunct professors can purchase student health i
- d. DSP Redesign Project: As previously reported, the TBE has a taskforce that is studying th
- e. Associate of Science in Teaching: The Associate of Science in teaching degree at the corr
- f. Desire 2 Learn: As previously reported, Desire 2 Learn has been selected as the new cour
- g. RODP Curriculum Committee Update: The RODP Curriculum Committee had a retreat c

- h. RODP Master's of Science in Nursing: The Memorandum of Understanding regarding the
- i. Background Checks: I asked if background checks were an issue at other TBR institutions

8. Shared Governance Committee Report:

- a. The Faculty Senate Shared Governance Committee is in the process of writing a draft policy
- b. The response from the Shared Governance Survey was very poor (8 total responses from 1
- c. The committee will invite member of the administration to meet with the committee to discuss
- d. The committee plans on presenting a proposed policy to the Faculty Senate at the April meeting

9. Old Business

- a. Developmental Studies ad hoc committee: Dr. Lynn Nelson distributed and shared a draft proposal from committee. Motion was made and seconded to pass the proposed resolution as written. The motion passed.
- b. Library Reserves limitations update: Senate received letter from David Hays (asst-council). Letter essentially says problem seems to be staffing issues for Dean Craig, and not a legal issue with regard to copyright laws. Item is included in Liaison Committee agenda and will be discussed at meeting Wednesday.
- c. Kroll Release Resolution:
 - Resolution was presented to Dr. Gebert and forwarded to President McPhee and Mr. Cothren. President McPhee directed Mr. Cothren to write a letter to Senate addressing what can and cannot be done legally.
 - Mary Martin made a motion to schedule a meeting for Mr. Cothren to meet with the Senate in response to the resolution at 4:30, Monday, February 19th. All information concerning this issue, especially pertinent laws, should be shared. Nancy Kelker seconded the motion. Motion carried. Tony Johnston will take request forward.

10. New Business

- a. Replacement of Robb McDaniel: Nancy Kelker elected to Steering and Liaison Committees by Senate.
- b. Senate voted not to support the SGA resolution to institute 2-4 dead periods/semester. Tony Johnston directed to write appropriate response to SGA.
- c. Senate voted to support the graduate council policy changes presented by the council.

11. The meeting was adjourned at 6:12 pm.

Respectfully submitted,

Dr. Tracey R. Ring

Middle Tennessee State University**Faculty Senate****March 19, 2007****1. Roll Call****Members Present:**

William Allen, Martha Balachandran, Deborah Belcher, Robert Blair, Pat Bradley, Claire Bratten, Jimmie Cain, Jennifer Caputo, Fred Crawford, Paul Fischer, Rebecca Fischer, Gordon Freeman, Louis Haas, Joel Hausler, Charles Higgins, Tony Johnston, Nancy Kelker, William Langston, Jeffrey Leblond, Alfred Lutz, Jane Marcellus, Mary Martin, Theresa McBreen, Nancy McCormick, Dwayne McSwain, Alexandra Miller, Lynn Nelson, Patricia O'Leary, Dennis Oneal, Dan Pfeifer, Tracey Ring, Jenny Sauls, Linda Seward, Kevin Smith, Roland Untch, John Wermert, Annette Williams, James Williams, Jeremy Winters

Members Absent:

Foster Amey, Michael Arndt, Don Campbell, Shirley Cantrell, Jessica Carter, Janice Cole, Warner Cribb (excused), Steve Daughtery, Jane Davis, Richard Farley, Robert Hood, William IIsley, Andrei Korobkov, Michael Linton, Ronald McBride, Rob McDaniel, David Penn (excused), Scott Seipel (excused), James Taylor, Sheri Trent (excused), George Vernardakis, Harold Whiteside, Emily Zietz

2. Approval of December and January minutes**3. Treasurer's Report**

- a. Operating Budget: \$2,740.47
- b. Travel: \$772.8
- c. Discretionary Account: \$144.02

4. Presentation by Gentry McCreary regarding Academics, Scholarships and Retention within Fraternities and Sororities

- a. Mr. McCreary shared overview and goals for the Greek organizations. Comments, questions and concerns were given regarding the progress report and a waiver that was distributed.

5. President's report
 - a. Committee updates available online; Final reports from Faculty/Staff Culture, Shared Governance and Study Abroad committees are due next month.
 - b. Faculty sick leave bank trustees needed – Dr. Tracey Ring for Education; Dr. Pat Bradley for Liberal Arts
 - c. Representative needed for Institutional Diversity Committee – Dr. Fred Crawford
 - d. April meeting is April 9th, Steering on April 2nd. May meeting will be May 7th, Steering on April 30th.
 - e. Reception for new members May 7th at 3:00
6. TBR Faculty Sub-council has not met since last Senate meeting.
7. Old Business
 - a. Update on Kroll release form: Meetings with Mr. Cothorn have been successful in that a c
 - b. Developmental Studies resolution: Communication breakdown occurred regarding this re:
8. New Business
 - a. SGA Resolution 18-06-F: Motion: The Faculty Senate supports SGA resolution 18-06-F ;
 - b. Officer nominations: Deborah Belcher and Alfred Lutz for President Elect, Mary Martin f
 - c. Liaison meetings: Recommend one liaison meeting with President and one with Provost p
9. The meeting was adjourned at 5:55 p.m.

Respectfully submitted,

Dr. Tracey R. Ring

Middle Tennessee State University**Faculty Senate****April 9, 2007****1. Roll Call****Members Present:**

Foster Amey, Deborah Belcher, Robert Blair, Pat Bradley, Claire Bratten, Jimmie Cain, Don Campbell, Jennifer Caputo, Fred Crawford, Warner Cribb, Jane Davis, Paul Fischer, Rebecca Fischer, Gordon Freeman, Louis Haas, Joel Hausler, Charles Higgins, Tony Johnston, Nancy Kelker, Andrei Korobkov, William Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Jane Marcellus, Mary Martin, Ronald McBride, Nancy McCormick, Dwayne McSwain, Alexandra Miller, Patricia O'Leary, Dennis Oneal, David Penn, Dan Pfeifer, Tracey Ring, Jenny Sauls, Linda Seward, Kevin Smith, Roland Untch, George Vernardakis, John Wermert, Annette Williams, James Williams, Jeremy Winters

Members Absent:

William Allen, Michael Arndt (excused), Martha Balachandran (excused), Shirley Cantrell, Jessica Carter, Janice Cole, Steve Daughtery, Richard Farley, Robert Hood, William Hsley, Theresa McBreen (excused), Rob McDaniel, Lynn Nelson (excused), Scott Seipel (excused), James Taylor, Sheri Trent (excused), Harold Whiteside, Emily Zietz

2. Final reports: Faculty/Staff Culture, Shared Governance and Study Abroad committees were presented

- See attached reports

3. Approval of March minutes**4. Treasurer's report**

- a. Operating Budget: \$2,652.11
- b. Travel: \$772.80
- c. Discretionary Account: \$155.02

5. President's report

- a. Committee updates available online
- b. TBR Faculty Forum—we are invited to bring 3 faculty members. FS President, new President-Elect, and Dan Pfeifer are slated to go.
- c. D2L course conversions – must have completed by September 1st
- d. Banner Student: have patience
- e. Changes to adjunct and overload payments (3 and 2 payments/semester, respectively under Banner vs. what was previously done)
- f. Next TBR Faculty Sub-Council meeting: April 20th. No meeting since our last FS meeting.
- g. Liaison Committee meeting moved to April 18th at 3:00
- h. Meeting with the President, LRC, April 13th 12:00

6. Old Business

- Motion to accept new advisory page to preface the Kroll release form worked out by Mr. Cothren. Motion was seconded and passed
- Members rotating off the Senate were recognized with certificates

7. New Business

- a. Reports from the Faculty/Staff Culture, Study Abroad and Shared Governance committees were received. All reports were accepted by voice vote. Recommendations for action on these reports will be discussed at the May meeting.
- b. New officer elections were held. Alfred Lutz was elected President-Elect and Mary Martin was elected Secretary/Treasurer for the 2007-2008 academic year.
- c. Outgoing Senators were formally recognized for their service to the Senate.

8. The meeting was adjourned at 6:03pm.

Respectfully submitted,

Dr. Tracey R. Ring