

**Middle Tennessee State University
Faculty Senate Minutes
April 11, 2005**

Members present: Rhonda Armstrong, Deborah Belcher, Kathy Burriss, Larry Burriss, Don Campbell, Jennifer Caputo, Jane Davis, John DiVincenzo, Ellen Donovan, Jackie Eller, Mary Enderson, Richard Farley, Bichaka Fayissa, Paul Fischer, David Foote, Charles Giles, James Henry, Charles Higgins, Judy Holmes, Robert Hood, Larry Howard, William Ilsley, Sandra Johnson, Tony Johnston, Nancy Kelker, Andrei Korobkov, William Langston, Alfred Lutz, Nancy McCormick, Robb McDaniel, Alexis Miller, Patricia O'Leary, Dennis Oneal, Robert Petersen, Melinda Richards, Tracey Ring, Jenny Sauls, Scott Seiper, Linda Seward, Ted Sherman, Kevin Smith, James Taylor, Roland Untch, Terry Whiteside, Annette Williams, Rebecca Fischer, Dan Pfeifer

Members absent: William Allen, Warren Anderson, Jim Calder (excused), Austin Cheney, Janice Cole, Louis Haas, Kevin James (excused), Clarence Johnson, Jeffrey Leblond (excused), Michael Linton, Lynn Nelson, Amy Staples (excused), James Williams, Guanping Zheng (excused), Emily Zietz

Pre-Meeting:

Dr. Abdul Rao, Vice Provost for Research and Dean of the College of Graduate Studies, shared with the Senate the Executive Summary of Research, Sponsored Programs, & Creative Activity, and Graduate Education. The report highlights major accomplishments and initiatives undertaken this fiscal year, as well as projections for the next five years. It can be viewed at

Faculty Senate Meeting:

- Jill Austin spoke briefly about the SACS Reaffirmation process that includes a compliance audit, Institutional Effectiveness plans, and Quality Enhancement plan. Dan Pfeifer spoke about the development of the EXL (Experiential Learning @ MTSU) Program as part of quality enhancement. Student requirements for the EXL Program are 16-18 hours of EXL designated classes, at least one practical experience class (part of required 16-18 hours), at least one external activity (part of required 16-18 hours and may be the same as the practical experience class), MTSU service component, and participation in assessment activities. Specific criteria will be developed in fall 2005 for all EXL Program requirements.
- Certificates were given to all Senators whose present term ended in 2005.
- Senate election results for 2005-06:
 - President-Elect, Tony Johnston
 - Secretary/Treasurer, Nancy McCormick
 - Steering/Liaison Committee – Charles Higgins and Jenny Sauls (Basic & Applied Sciences), Judy Holmes and Scott Seipel (Business), William Langston and Deborah Belcher (Education), Jackie Eller and James Taylor (Liberal Arts), and Dennis Oneal and Annette Williams (Mass Comm.)
- Motion made to approve March minutes. Motion carried.

- Budget balances as of April 11, 2005 are \$1,679.10 in operating, \$856.00 in travel, and \$291.01 in the discretionary account.
- **President's Report:**
 - The three finalists in the search for the Dean of Honors College are Ron Holt (Anthropology, Weber State), John Vile (Political Science, MTSU), and Birgit Wassmuth (Advertising, Drake)
 - Reorganization plans are on the Faculty Senate Web site. To date, 6 or 7 comments have been received. The plan is still up for discussion. More input and ideas are welcome. Comments can be sent to Larry Burriss or to Dr. Kaylene Gebert.
 - Statement of Community Standards: Motion made and seconded to amend the given statement to read, "The MTSU community recognizes diversity as a pillar supporting our shared pursuit of educational excellence and leadership." Motion carried.
 - THEC has approved a new set of MTSU Peers. The new peers include Florida Atlantic University*, Florida International University, University of Central Florida, Georgia State University, University of Southern Mississippi, University of North Carolina at Greensboro, University of North Texas, Old Dominion University*, Georgia Southern, University of New Orleans, University of Texas, Arlington, and George Mason University. The Peer average salary for this new set of peers is \$61,254, which puts MTSU average salary 8.5% below. This compares to the former peer group average salary of \$56,441. (Asterisk indicates institutions were in the former peer group.)
 - Reminder to sign up for University committees. The sign-up sheets were mailed out some weeks ago and are due back to the Faculty Senate Office, Box 621, by April 22nd.
 - Some changes in summer school are that classes will not be cancelled until 5 days before classes start, and classes will not be prorated. Faculty will get full summer salary for classes that make with 15 for lower division, 10 for upper division, 8 for Masters level classes, and with 6 for doctorate level classes.
 - Study Abroad – Contact Anne Sloan or Jennifer Campbell about insurance issues and new rules for the program.
 - Department P & T documents are due to the Provost's office by April 30th. The document does not need to be a completed document, can be a work in progress with general ideas. Send the documents forward for feedback from the University P&T Ad Hoc committee. Final documents will be due sometime in Fall 2005.
 - The Senate Reception will be held on April 19th from 10-30 to 12:00 in the Faculty Senate Chambers.
- Faculty Senate Retreat will be August 25th. If you wish to volunteer to serve on the retreat committee, contact Becky Fischer.
- **Items of New Business:**
 - The Faculty Senate was asked to endorse a resolution to promote a more sustainable and conscientious campus by investing in renewable energy sources. The motion was made that the Senate endorse the resolution. Following discussion, a friendly amendment to the motion to omit Section 2, Section 3, and the Referendum Ballot Question from the resolution was accepted and the amended

motion carried.

- o After a check of Faculty Senate representation, it was found that the following colleges lack Senate representation as follows: Basic & Applied Sciences needs 1 Senator for a term to end in 2006. Business needs 1 Senator for a term to end in 2006, and 2 Senators for terms to end in 2008, Education needs 1 Senator for a term to end in 2008, Liberal Arts needs 3 Senators for terms to end in 2008, and Mass Comm. needs 1 Senator for a term to end in 2006. A motion was made that a Senator from each college see that needed Senators are elected according to proper procedures. Motion carried.

Meeting adjourned.

Respectfully submitted,

Nancy J. McCormick, Secretary/Treasurer

Middle Tennessee State University
Faculty Senate Minutes
June 13, 2005

Members Present: Larry Burriss; Jennifer Caputo; Jackie Eller; Paul Fischer; Louis Haaas; Charles Higgins; Judy Holmes; Larry Howard; William Ilsey; Tony Johnston; Nancy Kelker; Andrei Korobkov; William Langston; Alfred Lutz; Dennis Oneal; Robert Petersen; Tracy Ring; Jenny Sauls; Annette Williams; James Williams; Pat Bradley; Fred Crawford; Clare Bratten; Mary Martin; Kathy Patten; Rebecca Fischer

Members Absent: William Allen; Warren Anderson; Deborah Belcher; Don Campbell; Austin Cheney; Dee Cole (excused); Jane Davis; Richard Farley; Charles Giles (excused); James Henry; Robert Hood; Kevin James (excused); Michael Linton; Nancy McCormick (excused); Robb McDaniel; Alexis Miller; Richard Morris; Lynn Nelson; Patricia O'Leary; Scott Seipel; Linda Seward (excused); Kevin Smith; James Taylor; Roland Untch; Terry Whiteside; Emily Zietz; George Vernardakis.

President Rebecca Fischer called the meeting to order at 4:34. The minutes of the previous meeting were reviewed and a motion to accept them was made and seconded. The motion carried unanimously.

The budget report was offered and President Fischer explained that \$1000 of the operating budget was being carried forward to help pay for the upcoming Faculty Senate retreat.

The President's Report was reviewed:

1. **Raises:** There will be a 3 % state-mandated across-the-board raise for MTSU employees effective July 1, 2005. The state will fund 2% and the University will fund 1%.
2. **Tuition Increase:** TBR mandated a 9.7% increase in tuition for students attending MTSU.
3. **Capital Projects:** The Tennessee Legislature approved a number of capital projects this year. As a result, the MTSU Science building is now at the top of the list for projects to be funded during the 2006-2007 fiscal year.
4. **401 K Match:** The match has been increased from \$20 to \$30. Employees may opt to increase the match in \$1.00 increments. A yellow bulletin sent by Human Resources describes this option.
5. **Lottery Scholarships:** Changes in the Lottery Scholarships include the following:
 - a. **HOPE Scholarships** at 4-year institutions will increase from \$3000 to \$3500.
 - b. **Need-Based Awards** will increase from \$1000 to \$1500.
 - c. **Program Extension:** The period of enrollment for graduates to participate in the HOPE Scholarship has been increased to 16 months after high school graduation
 - d. **Second Chance:** Students who fail to meet academic requirements to maintain a scholarship will be allowed a 'second chance.'
 - e. **Out of State Transfers:** Students attending a regional out-of-state institution for their first semester or full year will be eligible to receive the HOPE Scholarship if they meet grade requirements for continuation of the scholarship.
 - f. **Non-traditional Students** will be permitted to participate in the Hope Scholarship program if they are 25 years or older and have an adjusted gross income that does not exceed \$36,000.
6. **Partners In Education (PIE):** This is part of the Student Information in Higher Education Act. Under the act, students may authorize the educational institution to release certain otherwise confidential educational records to parents by signing a consent form. Conditions include the following:
 - a. Parents must initiate contacts with the university;
 - b. Information will be given **only by the MTSU contact person, Laurie Witherow, ext 2339 (lwithero@mtsu.edu).**
 - c. Students may revoke the release at any timeMTSU has a pilot program this year. Expansion of the program to all higher educational institutions is dependent upon a review next year.

7. **Reporting requirements for sexual assault on campuses:** Passed legislation gives the victim the right to decide to report the sexual assault to campus security. Campus officials are not required to report the assault to local law enforcement. They are required to refer the victim to a sexual assault program or other service on campus or in the community. Resources for victims include a 24-hour hotline, 494-9881.
8. **University Standing Committees:** Work continues in filling positions. Faculty who were not placed on a committee of their choice will receive an email regarding open positions and will get an opportunity to volunteer for one of these openings.
9. **Tenure & Promotion:** Policies for the University have been completed and will be sent to the TBR. Policies will also be placed online for comment by the MTSU Faculty. Work on College and Departmental policies will begin this Thursday. The Tenure and Promotion Committee will be meeting with the Faculty Senate Steering/Liaison Committee to discuss the role of the Faculty Senate in implementation of the Tenure & Promotion policies.
10. **Faculty Senate Retreat:** The Retreat will be held at the Foundation House on Thursday, August 25. Emphasis will be on discussion of issues submitted by the Faculty and include three Breakout sessions and a working lunch. There will be two presentations by the Provost and President, and a panel of the Vice Presidents.

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

Unfinished Business:

There was no unfinished business.

New business:

Dr. Rao requested that the Faculty Research and Creative Activity Committee (FRCAC) be converted from a standing to a special purpose committee. A motion was made and seconded to leave the committee as a standing committee with its members recommended by the Faculty Senate to the University President. There was significant discussion; the motion passed unanimously.

The faculty senate retreat was discussed and a survey of the topics to be discussed in breakout sessions was distributed to the members present.

Andrei Korobkov and Derek Frisby presented a resolution of support for the proposed MTSU Veterans' Memorial. A motion to approve the resolution was made and seconded, followed by extensive discussion. The motion was defeated due to concerns regarding wording. A motion to approve the creation of a Veterans' Memorial Task Force and support for the creation of the MTSU Veterans' Memorial was made and seconded. After a short discussion the motion was passed.

The meeting was adjourned at 6:20 pm.

Respectfully submitted,

Tony Johnston
Faculty Senate President-Elect

**Faculty Senate Meeting
Minutes
September 19, 2005**

Members Present: William Allen, Warren Anderson, Deborah Belcher, Larry Burriss, Jennifer Caputo, Austin Cheney, Janice Cole, Jane Davis, Jackie Eller, Richard Farley, Paul Fischer, Charles Giles, Louis Haas, James Henry, Charles Higgins, Larry Howard, William Ilsley, Kevin James, Nancy Kelker, Andrei Korobkov, William Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Nancy McCormick, Robb McDaniel, Alexis Miller, Richard Morris, Patricia O'Leary, Dennis Oneal, Rob Petersen, Tracey Ring, Jenny Sauls, Scott Seipel, Linda Seward, Kevin Smith, James Taylor, Roland Untch, Annette Williams, Pat Bradley, Fred Crawford, George Vernardakis, Clare Bratten, Mary Martin, Kathy Patten, Becky Fischer, Dan Pfeifer

Members Absent: Don Campbell (excused), Judy Holmes (excused), Robert Hood, Tony Johnston (excused), Lynn Nelson, Harold Whiteside, James Williams, Emily Zietz

Faculty Senate President, Becky Fischer, called the meeting to order at 4:34 p.m.

Minutes for the June 13, 2005 meeting were approved unanimously.

Budget balances were given as follows: \$3,018.14 (Operating), \$856 (Travel), and \$312.01 (Discretionary).

The September 19, 2005 Faculty Senate President's Report, as given below, was distributed to those in attendance.

Faculty Senate President's Report

September 19, 2005

- 1. Retreat-**Results of the Faculty Senate Retreat Breakout Sessions have been emailed to each senator. Results will also be posted on the Faculty Senate website.
- 2. Tenure & Promotion-**Following a meeting of the Faculty Senate President with the Provost, the Senate was asked to facilitate vetting of the Tenure & Promotion documents by mid-October so that MTSU could get TBR approval at the TBR December meeting. The Steering Committee recommended that Senators return to their departments and, at the next departmental meeting, ask for comments regarding the new policies. Concerns will be forwarded to the Faculty Senate President for discussion at the October meeting. An all-faculty memo will be sent as well to solicit comments.
- 3. University Standing Committees-**Members for University Standing Committees have been recommended to President McPhee. Several positions still need to be filled and this will be accomplished as soon as possible.
- 4. Faculty Senate Committees-**Ten committees have been designated. Two Faculty Senators will serve on each committee to provide a liaison between the committee and the Faculty Senate. Please consider signing up for a Senate Committee.
- 5. Liaison Committee-**The Liaison Committee met with President McPhee and other administrators on September 7. This year the committee will focus on topics of interest to the faculty and develop a plan of action for each topic. At the next meeting, the committee will look at Study Abroad and Summer School. In addition, President McPhee is interested in ideas on improving communication across the campus. Senators are encouraged to send suggestions to

a Liaison Committee member.

6. Hurricane Katrina-A group of faculty and administrators met to discuss ways in which MTSU might aid victims of Hurricane Katrina. Several subcommittees were formed to look at specific initiatives. Among these initiatives were:

- a. Kevin Smith and Jack Thomas are coordinating efforts to assist faculty;
- b. MTSU will be documenting stories of disaster victims;
- c. Bob Glenn and Student Affairs are coordinating efforts to assist students;
- d. Jill Austin will be coordinating a long-term project to provide a variety of help and assistance to a town yet to be named;
- e. President McPhee continues to work with the University of New Orleans Chancellor regarding assistance to that campus;

7. Outline of Faculty Data-Faculty will continue to use the current Outline of Faculty Data forms for Tenure and Promotion this year.

8. Pre-Senate Meetings-Suggestions for speakers for Pre-Senate meetings at 3:45 include: President McPhee (usually meets with us during the Faculty Senate meeting); a meeting with SGA officers; Mr. Cothorn; Deb Sells from the Foundations of Excellence; Andrienne Friedli from CARS. Other suggestions are appreciated!

9. Deans' Caucus-The Faculty Senate and Student Government Association will co-sponsor an open forum for students and faculty in mid-October in which the Deans will be available to answer questions from the audience.

In review of the report, the following items were discussed:

- 1) Faculty will get the 1-time 1% bonus at the end of October, but enrollment numbers for fall did not meet the required percentage increase to receive additional salary increases beyond the State raise of 3%.
- 2) Background checks for new hires will be implemented as a part of the hiring process. All details have not been formulated, but Dr. Fischer will check on the policy for discussion at the October meeting.
- 3) Summaries of the Breakout Sessions at the Faculty Senate Retreat will be emailed to all senators.
- 4) A list of ten Faculty Senate Committees (with associated topic(s) for each of the 10 committees) has been emailed to all MTSU faculty. Faculty members may sign up to serve on a committee based on interest in topic(s).
- 5) No report from the President's Cabinet, which met twice during the summer.

A handout of Parliamentary Procedure was distributed to provide a brief summary of procedures for meetings.

Unfinished business: None

New business:

- 1) A plan for 2005-06 Faculty Senate committees includes proposed Senate representation of two senators per committee as a means of providing liaisons between each committee and the Senate, and for coordination between the committee and other university committees and/or task forces that may be dealing with same topics.
- 2) Suggestions for University ad-hoc committees, Faculty Senate committees, and/or task forces included:
 - a. One faculty senator on each ad-hoc committee or task force
 - b. Forming a committee to investigate the general committee structure on campus
 - c. Determination of how Senate gets an opportunity to give feedback on reports
 - d. Determination as to whether a central collection point for reports exists
 - e. For Faculty Senate committees, the Chair of each committee will make a list at the end of the term of service of members who participated and participants will receive a certificate of participation/appreciation from the Faculty Senate
 - f. A Faculty Senate representative on each committee should be responsible for initiating and setting the first meeting time. At the first meeting, a Chair will be elected and the committee's charge will be given.
 - g. Dr. Fischer will meet with each committee to deliver charge(s).
- 3) Membership on Faculty Research & Creative Projects Committee, FRCPC, (formerly FRCAC)
 - a. Dr. Rao has requested that the Faculty Senate consider increasing (doubling) the number of faculty serving on FRCPC from a current membership of 7 to 14.
 - b. A summary of rationale given for this request included:
 - Restructuring of the committee into two sub-committees is planned. Membership on each sub-committee would include one faculty member from each college (excluding the College of Graduate Studies and the Honors College). One sub-committee would consider grant proposals for Physical Sciences and the other would consider proposals for Social Sciences/Liberal Arts
 - The division into two sub-committees would allow these committees to have faculty membership who are familiar with research in a specific discipline to review that type of research, and who would have the expertise to evaluate the specific types of proposals being considered by the sub-committee

- An increase in the number of grants submitted has placed additional time requirements on current committee members
- An additional responsibility of committee members would be to follow a grant's progress to completion to increase accountability

c. Discussion ensued as to the structuring of college representation and the goal of ensuring the "expertise required to evaluate" the different types of grants on each of the respective sub-committees, whether sufficient funds would be available to fund every grant proposal that was judged to be meritorious of funding, and the statement about increasing the accountability and whether a required report was sufficient to ensure accountability without adding to tasks of the committee.

d. A motion was made to get information from last year's committee as to whether the committee endorses Dr. Rao's proposal, to get information from Dr. Rao about the number of grant proposals submitted last year, and to get more clarification for a couple of the statements, specifically, # 2 and # 4, under the given rationale. The motion was seconded and the question was called. The motion carried. Dr. Fischer volunteered to obtain the information as requested in the motion.

4) Dr. Gebert, Executive Vice President and Provost of Academic Affairs, has asked if the Faculty Senate would be interested in participating in tailgating activities planned for this year's Homecoming Game on October 22nd, and whether senators would be willing to participate in the sale of tickets to this event. The consensus was that there was no interest in selling tickets.

5) MTSU has developed a package of University benefits, such as a parking permit, library access and rec center access free of charge to faculty and student evacuees of hurricane Katrina. You may contact Dr. Gebert, Dr Thomas, or Dr. Kevin Smith for such packages.

The meeting was adjourned at 5:33 p.m.

Respectfully submitted,

Nancy J. McCormick

**Middle Tennessee State University
Faculty Senate Minutes
October 10, 2005**

Members Present:

William Allen, Warren Anderson, Deborah Belcher, Robert Blair, Larry Burriss, Jim Calder, Don Campbell, Jennifer Caputo, Austin Cheney, Janice Cole, Jackie Eller, Richard Farley, Paul Fischer, Rebecca Fischer, Louis Haas, Charles Higgins, Judy Holmes, William Ilsley, Kevin James, Nancy Kelker, Andrei Korobkov, William Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Nancy McCormick, Robb McDaniel, Alexis Miller, Lynn Nelson, Patricia O'Leary, Robert Peterson, Tracey Ring, Jenny Sauls, Scott Seipel, Linda Seward, Kevin Smith, Roland Untch, Harold Whiteside, Annette Williams, Pat Bradley, Fred Crawford, Clare Bratten, Mary Martin, Dwayne McSwain, Kathy Patten

Members Absent:

Jane Davis, Charles Giles, James Henry (excused), Robert Hood, Larry Howard, Tony Johnston (excused), Richard Morris (excused), Dennis Oneal, Dan Pfeifer (excused), James Taylor, Emily Zietz, George Vernardakis

Dr. Rebecca Fischer, President of the Faculty Senate, called the meeting to order.

Paul Fulcher, SGA President, spoke to the Faculty Senate about upcoming projects: Academic Deans' Open Forum on October 25th, and Hurricane Relief Telethon on October 28th.

Motion was made and seconded to approve the minutes for September 19, 2005 Faculty Senate meeting. Motion carried.

New Senate members were introduced: Robert Blair, Jim Calder, and Dwayne McSwain.

Treasurer's report was given: Operating budget \$2,894.74, travel budget \$856.00, and discretionary account \$312.01.

Report from Faculty Senate President:

1. Enrollment & Budgets. Fourteenth day enrollment figures for MTSU showed an increase of 232 students for the 2005 Academic Year over 2004 for a total enrollment of 22,554 and a change of 1.0%. Overall for TBR four-year institutions, enrollment was up 0.6%. Enrollment at community colleges declined 0.6%. The funds generated by the increased enrollment at MTSU will be placed in reserve to accommodate rises in fuel and building costs. Departmental budgets will remain virtually the same as last year.

2. Student Data. The Office of Institutional Effectiveness, Planning, and Research studied data for Spring 2005 graduates and tracked students backwards to the term when their degree major was officially declared. Data for all students (students beginning at MTSU as well as transfers) were evaluated. Results showed that more than half of our graduates were transfer students; almost 2/3 of the students who entered MTSU as first-time freshmen graduated with their freshman major; and 1/4 of transfer students chose their major as seniors.

3. TBR Sub-Council. Overload pay is to be one item of discussion at the Sub-Council meeting in October, along with adjunct pay policies, and pay overloads with respect to RODP courses and all forms of E-Learning offerings across the system.

4. New Faculty and Space. Watson Hannah encouraged Deans to find space for faculty before they arrive. Renovation requests need to be submitted by January 31. Renovations will not be considered next summer.

5. Security Checks and Online Recruiting. The new online recruiting process went into effect October 1. All applications must be filed online. Applicant lists will be available October 31. At that time (and not before), search committees may begin reviewing candidates and developing a finalist pool, due by November 18. There is going to

be training for deans, chairs and search committee members regarding the online application process.

MTSU is currently working on guidelines and procedures for background checks. Background checks (required by TBR) will be conducted for all final interview pools. Applicants will give permission for a security check online. The felony background checks will go back 5 years. No other checks will be conducted unless the individual will be handling a significant amount of cash. The Provost is meeting with MTSU lawyers Tuesday to review this process, and has requested input from the Faculty.

6. The Science Building. In the standard pool of capital funds, the science building remains #3. There is a second pool of funds, however, which requires universities to match a certain percentage of the cost of capital improvements. Columbia State and Austin Peay have opted to place their projects in the matching funds group, and Memphis is considering doing the same for its law building. This move may affect the availability of funds to begin work on the science building.

7. TBR Proposals. TBR is considering requiring all non-H.O.P.E. scholarship students to attend community colleges. In addition, TBR is considering changing the names of Tennessee Technology Centers to 'Tennessee Technology Colleges.' President McPhee and the Steering Committee have expressed our concerns regarding this possibility to Dan Pfeifer, our representative to the TBR Sub-Council. In addition, the Liaison Committee will be meeting this Wednesday to discuss the effects of this proposal on instruction, students and faculty at MTSU. **8. Faculty Club.** There will be a reception November 21 at the Faculty Club on the Vanderbilt University Campus to acquaint faculty with the privileges of membership. Bill Ford has additional details.

9. Dates:

Tuesday, October 25-Deans Open Forum in the KUC

Friday, October 28, 6-midnight-Hurricane Relief Telethon conducted by MTSU students

Monday, December 5, 3:30-Pot Luck Holiday social in the Faculty Senate Chambers. Bring a snack and celebrate the end of the semester!

Wednesday, January 18-Steering Committee Meeting

Monday, January 23-Faculty Senate Meeting

10. Communication with Faculty: The Steering Committee is looking for several ways to communicate with faculty. Short summaries of Senate Meetings will be emailed to senators for distribution to your departments. In addition, we are looking at posting information using the Pipeline Portal.

Discussion of item #5 generated some questions regarding breaches of security. These included: 1) What kind of contractual agreement with the company do we have regarding confidentiality? 2) If confidentiality were breached, who would be notified and how? 3) What penalties, if any, would the company incur if there were a breach? The Faculty Senate President will ask for clarification from the Provost's office.

Discussion of item #7 of the President's report resulted in the following motion:

A motion was made that a committee be formed to investigate the TBR proposal of requiring students who do not qualify for a HOPE scholarship to attend community colleges. The committee would determine whether the Senate should take action, and to word a resolution if deemed an appropriate course of action. The motion carried with 23 for, 19 against, and 2 abstentions. (Volunteers for this committee were to be solicited via email.)

Old Business:

1) A motion from the Steering Committee was brought to the Senate that the size of the FRCPC committee be doubled and that the procedures for selection of grant recipients be defined and published along with the applications for MTSU research and/or creative projects grants. Motion carried.

2) Tenure & Promotion revisions for departmental guidelines were to have been forwarded to the Deans by September 30th. A question from Dr. Jennifer Caputo asked for clarification of an email which stated that the September 30th date was to have initially been a deadline for feedback to have been returned to the departmental committees from the university review committee. At this point in time, the Tenure and Promotion Ad Hoc

Committee continues to receive and review departmental guidelines so not all documents have been forwarded to the deans.

3) Some Faculty Senate standing committees still lack representation of a Senator on each committee. Dr. Tracey Ring and Dr. Claire Bratten volunteered to serve.

New Business:

1) Dr. Chuck Higgins has organized social events for support of new faculty (less than 5 yrs). It has been suggested that MTSU make a more formal approach with the involvement of the Faculty Senate, and with announcements on the Faculty Senate homepage. Dr. Higgins would update announcements as needed.

2) Following discussion of merit pay, a motion was made to express the view that the Faculty Senate does not believe monies should be allocated to merit until faculty salaries across the board are brought up to the median level of the new peer group for MTSU. The motion carried with 34 for, 2 against, and no abstentions.

3) A motion was made to express the view that the Faculty Senate opposes the "academic bill of rights". After discussion, a second motion was made to table the previous motion. This motion was seconded and motion carried.

Meeting adjourned at 6 p.m.

Respectfully submitted,

Nancy J. McCormick

Faculty Senate, October 10, 2005
President's Report

1. Enrollment & Budgets. Fourteenth day enrollment figures for MTSU showed an increase of 232 students for 2005 over 2004 for a total enrollment of 22,554 and a change of 1.0%. Overall for TBR four-year institutions, enrollment was up 0.6%. Austin Peay showed the largest increase at 4.2% while Tennessee State demonstrated the largest decline at -0.8%. Enrollment at community colleges declined 0.6%. The funds generated by the increased enrollment at MTSU will be placed in reserve to accommodate rises in fuel and building costs. Departmental budgets will remain virtually the same as last year.

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7. TBR Proposals. TBR is considering requiring all non-H.O.P.E. scholarship students to attend community colleges. When/if they attend four-year institutions, tuition may be paid at the community college rate. In addition, TBR is considering changing the names of Tennessee Technology Centers to 'Tennessee Technology Colleges.'

To respond to both #4 and #5 will require a coordinated, concerted effort by the University. President McPhee and the Steering Committee have expressed our concerns to Dan Pfeifer, our representative to the TBR Sub-Council. In addition, the Liaison Committee will be meeting this Wednesday to formulate a plan. The Faculty Senate Government Liaison Committee will be closely involved in plans as well.

8. Faculty Club. There will be a reception November 21 at the Faculty Club on the Vanderbilt University Campus to acquaint faculty with the privileges of membership. Bill Ford has additional details.

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Faculty Senate Minutes
November 14, 2005**

Members Present:

William Allen, Larry Burriss, Don Campbell, Jennifer Caputo, Austin Cheney, Janice Cole, Jane Davis, Jackie Eller, Richard Farley, Paul Fischer, Louis Haas, Larry Howard, William Ilsley, Kevin James, Nancy Kelker, Andrei Korobkov, William Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Nancy McCormick, Robb McDaniel, Lynn Nelson, Patricia O'Leary, Dennis Oneal, Robert Petersen, Tracey Ring, Jenny Sauls, Scott Seipel, Linda Seward, Kevin Smith, James Taylor, Roland Untch, Harold Whiteside, Annette Williams, James Williams, Pat Bradley, Fred Crawford, Clare Bratten, Kathy Patten, Becky Fischer, Dwayne McSwain, Robert Blair, Jim Calder, Dan Pfeifer

Members Absent:

Warren Anderson, Deborah Belcher (excused), Charles Giles, Chuck Higgins, Judy Holmes (excused), Robert Hood, Tony Johnston (excused), Alexis Miller (excused), Richard Morris, Emily Zietz, George Vernardakis, Mary Martin

Dr. Rebecca Fischer, President of the Faculty Senate, called the meeting to order. Motion was made and seconded to approve the October minutes. Motion carried.

Treasurer's report was given: Operating budget \$2,055.18, travel budget \$856.00, and discretionary account \$266.06.

President's Report:

1. Katrina-affected students attending Tennessee public schools this fall whose institutions are open in Spring, 2006 will be treated as regular transfer students if they choose to remain at TBR institutions in Spring 2006. If the student's home institution will be closed in Spring, 2006, the student may enroll at a Tennessee school at in-state tuition. Questions regarding students' tuition status should be forwarded to the Registrar's Office.
2. MTSU will be looking at the issue of banning smoking in the dorms. Currently, three TBR colleges ban smoking and three do not. MTSU does not currently ban smoking.
3. The US Senate is considering a law as part of the Budget Reconciliation Bill that would not permit universities to develop a blanket policy refusing the acceptance of transfer credits from for-profit institutions. Senator Alexander does not support the government restricting universities in this manner.
4. The Ad Hoc Technology Committee is looking at the use of technology funds (TAF) across campus and will be making recommendations during the next few months.
5. The Tenure & Promotion Ad Hoc Committee met October 26 and is developing working definitions for "pre-tenure review," "annual review," and "renewal," specifically with regard to the purpose of each process. They are also looking at the length of time documents related to tenure and promotion should be retained.
6. Mr. Cothorn is urging all MTSU employees to be looking for opportunities to conserve energy. Heating costs this winter are expected to be 40% above the costs for last year. Use of space heaters is not considered to be cost-saving!
7. There will be dual ceremonies for December Commencing starting at 9 am and 2 pm on Saturday, December 17. Candidates from the College of Graduate Studies, College of Business, and College of Education and Behavioral Science will receive their degrees in the morning while candidates in the College of Basic and Applied Sciences, College of Liberal Arts, College of Mass Communication, and College of Continuing Education and Distance Learning will receive their degrees in the afternoon.

New Business:

A motion was made and seconded to suspend the order of business to allow Dr. Lucas, Dr. Gebert, and Dr. Thomas to speak. Motion carried.

Drs. Lucas, Gebert, and Thomas spoke to the Senate of the decision at the Provost's office to put "on hold" the consideration of promotion and tenure for faculty members of the Department of Academic Enrichment who had applied and submitted documents for that purpose. An extended time of discussion ensued.

Following a question and answer period, Drs. Lucas, Gebert, and Thomas then retired from the meeting.

After lengthy discussion by the Senate members concerning the development of a Senate resolution to address this issue in consideration of the future interest of faculty members, a motion was made to table the discussion, to distribute a proposed resolution for feedback, and to convene a special meeting in December for the Senate to vote on said resolution.

Motion made and seconded for adjournment. Meeting adjourned.

Respectfully submitted,

Nancy J. McCormick

**Middle Tennessee State University
Faculty Senate Minutes
Special Meeting
December 12, 2005**

Members Present:

William Allen, Larry Burriss, Don Campbell, Jackie Eller, Richard Farley, Paul Fischer, Louis Haas, Charles Higgins, William Ilsley, Kevin James, Nancy Kelker, William Langston, Michael Linton, Alfred Lutz, Nancy McCormick, Robb McDaniel, Richard Morris, Patricia O'Leary, Robert Petersen, Tracey Ring, Jenny Sauls, Scott Seipel, Linda Seward, James Taylor, Roland Untch, Annette Williams, James Williams, Pat Bradley, Fred Crawford, Clare Bratten, Becky Fischer, Robert Blair, Jim Calder, Dan Pfeifer

Members Absent:

Warren Anderson, Deborah Belcher, Don Campbell, Jennifer Caputo, Austin Cheney, Janice Cole, Jane Davis, Charles Giles, James Henry, Judy Holmes, Robert Hood, Larry Howard, Tony Johnston (excused), Andrei Korobkov, Jeffrey Leblond, Alexis Miller, Lynn Nelson, Dennis Oneal, Kevin Smith (excused), Harold Whiteside, Emily Zietz, George Vernardakis, Mary Martin, Kathy Patten, Dwayne McSwain

Dr. Rebecca Fischer, President of the Faculty Senate, called the meeting to order. Dr. Fischer had convened the special December meeting for the purpose of voting on a proposed resolution that had been discussed at the November meeting.

After discussion and with friendly amendments to wording, the final resolution that was presented for vote is as follows:

"In the interest of shared governance (and good faith dealing) the Faculty Senate urges the University administration to clearly communicate in a timely manner to academic units when their existence may be restructured or dissolved. This should occur in a manner that respects the rhythm of academic life, and avoids disruption of promotion and tenure, and employment cycles as a first priority."

The resolution was approved.

Motion made and seconded for adjournment. Meeting adjourned.

Respectfully submitted,

Nancy J. McCormick

**Middle Tennessee State University
Faculty Senate Minutes
January 23, 2006**

Members Present:

Deborah Belcher, Larry Burriss, Don Campbell, Jennifer Caputo, Austin Cheney, Jackie Eller, Richard Farley, Paul Fischer, Charles Giles, Louis Haas, James Henry, Chuck Higgins, Kevin James, Tony Johnston, Nancy Kelker, Will Langston, Jeffrey Leblond, Michael Linton, Alfred Lutz, Nancy McCormick, Robb McDaniel, Alexis Miller, Lynn Nelson, Patricia O'Leary, Dennis Oneal, Rob Petersen, Jenny Sauls, Scott Seipel, Linda Seward, Kevin Smith, James Taylor, Terry Whiteside, Annette Williams, James Williams, Pat Bradley, Fred Crawford, George Vernardakis, Clare Bratten, Mary Martin, Rebecca Fischer, Dan Pfeifer

Members Absent:

William Allen, Warren Anderson, Janice Cole, Jane Davis, Judy Holmes, Robert Hood, Larry Howard, William Ilsley, Andrei Korobkov (excused), Richard Morris, Tracey Ring, Roland Untch (excused), Emily Zietz, Kathy Patten, Dwayne McSwain, Robert Blair, Jim Calder (excused)

Dr. Rebecca Fischer, President of the Faculty Senate, called the meeting to order.

Motion was made and seconded to approve the November 12, 2005 minutes. Motion carried. Motion was made and seconded to approve the December 14, 2005 minutes. Motion carried.

Treasurer's report was given: Operating budget \$916.51, travel budget \$856.00, and discretionary account \$266.06.

Faculty Senate President's Report

1. Dr. Robert Carlton will serve as Interim Dean of Graduate Studies and Research. A national search for this position has begun, and it is expected to be completed by Summer, 06. The Faculty Senate will be represented on the Search Committee by Rebecca Fischer.

2. A new procedure for distribution of paychecks was implemented January 1, 2006, and Faculty will see a difference in procedures when checks are distributed January 31. Rather than using Social Security Numbers, each employee will be issued a unique ID number beginning with the letter "M" and followed by a series of numbers. (This "M" number will be randomly generated by the computer and used on all communications where SSNs were previously used. To find out your "M" number, call HRS. Checks will NOT have "M" numbers on them but rather five stars followed by the last four digits of one's SSN.) All types of pay (regular pay, longevity pay, extra compensation, and summer pay) will be paid in one check; however the type of pay will be itemized. Direct deposit notification will be sent to each employee via email. Employees will use a password consisting of the first four letters of one's last name and the last four digits of one's SSN. This will allow the employee access to the direct deposit notification (previously put in employees' boxes). If one does not have an e-mail account, direct deposit notification will continue to be sent to the department for distribution. Employees with multiple foundation deductions will not see these deductions totaled together as one deduction if the end dates for the deductions are the same. Web MT for Employees will not be available for viewing one's payroll/benefits information. A new employee self-service option for Pipeline MT will be implemented later in the spring.

3. The President's Cabinet, Faculty Senate President, and Senator Michael Linton met with Rutherford County legislators in December. Issues presented to the legislators included tuition; MTSU funding compared to peer funding; funding/matching funds for capital projects; need for additional funds for utility cost increases; and new requests for federal funding.

4. Faculty must return borrowed furniture to its original classroom location. Failure to do this impacts on faculty teaching in the original classroom as there may not be enough chairs for the enrollment of the class.

5. The Clean Energy Initiative was passed by the students and will generate \$350,000/year. \$220,000 will be used to purchase green power with other amounts used for additional projects. As a

result, MTSU will be the largest consumer of green energy in Tennessee and the 11th largest university purchaser of Green Power nationwide.

6. The University will work toward developing a 'no smoking' policy for residence hall students.

7. A committee is being formed to examine the differences in requirements for undergraduate majors. Currently, hours required for majors range from 24 to 92. Dennis O'Neal has agreed to represent the Faculty Senate on this committee. We need one more volunteer.

8. Faculty Senators are encouraged to consider running for President Elect or Secretary/Treasurer for the 2006-2007 year. Elections will be held at the April meeting. Officers must be able to attend meetings on Monday and Wednesday afternoons at 3:00.

9. Nominations for Senate elections were mailed today. Please encourage any interested faculty who meet the criteria to run. Senators must be able to meet on Mondays at 4:30.

10. Congratulations to Jennifer Caputo and Andrei Korobkov for their selection to the MTSU Faculty Leadership Academy 2006.

New Business:

A motion was made and seconded to suspend the order of business to allow President, Dr. McPhee, Provost, Dr. Gebert, and Vice-Provost, Dr. Thomas to address items that had been submitted for discussion. Motion carried.

- 1) Campus School. The current Campus School building is over 75 years old and has many maintenance needs as well as ADA concerns. Five years of documentation provided by the principal of Campus School list numerous facility and programmatic needs. Based on a RS Means calculation of the deferred maintenance needs of the building, the estimated costs are \$10.8 million. The greatest need is an elevator. The HVAC, plumbing, and electrical systems need to be updated or replaced. The outside structure is also in need of some repairs. The goal is continued improvement of Campus School with no impact on the programmatic focus of Campus School and its continued relationship with MTSU. MTSU is committed to maintaining the recognized excellence of Campus School's programs as identified in the SACS/CASI Report of Visiting Team dated May 10-11, 2005. In recent discussions, Murfreesboro City Schools proposed the possibility of the Reeves-Rogers school facilities as a possible new location. The move would be possible due to a new school being built by the City that would accommodate the current student population at Reeves-Rogers. This idea was viewed worthy of consideration in light of the aforementioned facility and programmatic needs. MTSU has considered a possible change, but no decision has been made. Prior to any decision, the University will consult with all concerned, including Campus School faculty and staff, parents, and the community. With significant support in the community for efforts to renovate and save Campus School, it may be that fund-raising activities will generate generous donations for needed renovations and repairs.
- 2) Reorganization. Currently we are on target for the redesigned course outlines for proposed new courses in Mathematics to be completed by mid-February 2006 for implementation to meet programming needs for fall 2006. In addition, placement of the Developmental Studies faculty in academic departments or academic support units will take place at the end of January 2006. The Provost and Vice Provost for Academic Affairs will be talking with faculty individually. Those who are recommended for placement in departments will be full faculty members and will have the same opportunity to apply for promotion and tenure as any other faculty member in the academic unit. Other faculty may be placed in academic support units. Once faculty have appropriately been placed in their content areas, decisions regarding promotion and tenure will follow the University's promotion and tenure processes.
- 3) Teaching. As the University continues towards its commitment of becoming a major university, a related change will be the need to continue to develop excellence in all areas: teaching, research, and public service activities. Quality teaching will still be emphasized as we work on a series of initiatives to improve graduation rates towards reaching a goal of 50-55%. (The Senate will invite individuals specifically involved to provide an update on the progress.) With the addition of a new Science Building, it will free up more space for improving the classroom experience. Specific pedagogical issues are managed best at the departmental level, rather than by administration.
- 4) New Peers/ Market/Workload. The administration is committed to working on a new market study, relative to the new list of peers, to be completed by the end of Spring 2006. Hopefully, with

a 2-3% enrollment growth, monies would be available for implementing the market study in Fall 2006. The average workload for Fall 2005 was 9-10 hours, with an equivalent of 120 full-time faculty given reassigned time. The challenges of increased time for research and publications are recognized and the administration wants to make progress toward workload adjustments to accommodate those efforts. Departmental chairs should see reports and/or finished products, projects for reassigned times that have been given. Dr. Kelker distributed a prepared handout listing the new peer institutions with the respective workload of each. Also noted in the discussion, was general sentiment for making improvements to the workload form itself. A suggestion was made to involve department chairs, deans, and representatives of the faculty senate in this endeavor.

- 5) Tenure and Promotion. To address a question as to which T&P documents are relevant, a handout was distributed by the Provost with the following information. **Note 1:** The Board of Regents policy became effective on July 1, 2004 for all faculty whose employment in the TBR system began on or after that date. Faculty members appointed prior to July 1, 2004, may elect to be considered under the August 1, 1999 tenure policy or under the revised policy for a 4-year phase-in period. The revised policy on tenure (and promotion) will be applicable to all tenure (and promotion) actions taken on or subsequent to July 1, 2008, for faculty whose employment began prior to July 1, 2004. The new MTSU Policies and Procedures for Tenure (and Promotion) apply to all faculty appointed after June 30, 2004. The revised policy MTSU Policies and Procedures for Tenure (and Promotion) will be applicable to all tenure actions taken on or subsequent to July 1, 2008, for faculty whose employment began prior to July 1, 2004. **Note 2:** Not later than January 2008, the President will appoint a committee to initiate a campus-wide review of the MTSU Policies and Procedures for Tenure (and Promotion). The definition of tenure (II:A) became effective January 1, 1984. That definition applied only to faculty tenured subsequent to the effective date. For faculty members tenured previous to January 1, 1984, the applicable definition of tenure will be: "a status pursuant to which the academic year appointments of full-time faculty who have been awarded tenure are continued at a university until the expiration or relinquishment of that status, subject to termination for adequate cause for financial exigency or curricular reasons (see policy adopted June 25, 1976)." In answer to concerns expressed about possible discrimination in the tenure and promotion processes relative to female faculty being denied tenure and/or promotion unfairly, statistics were given for the last two years that did NOT indicate such. Data for the last 5 years will be distributed.
- 6) Deans' Evaluations. The Deans' evaluations are taken into consideration as a part of the data used to evaluate the performance of each Dean in an annual review. The evaluations are reviewed by both the Provost and the President of the University. Faculty members are urged to give constructive feedback in their comments. Patterns in performance over a period of time are given greater consideration. If a problem in performance is indicated, measures are in place whereby a plan for constructive improvement with steps to improve performance is devised and provided to the individual.

Motion made and seconded for adjournment. Motion carried.

Respectfully submitted,

Nancy J. McCormick

Faculty Senate Minutes February 13, 2006

Members Present:

William Allen, Deborah Belcher, Larry Burriss, Don Campbell, Jennifer Caputo, Jane Davis, Jackie Eller, Richard Farley, Paul Fischer, Louis Haas, Chuck Higgins, Kevin James, Tony Johnston, Nancy Kelker, Will Langston, Nancy McCormick, Robb McDaniel, Alexis Miller, Richard Morris, Lynn Nelson, Patricia O'Leary, Dennis Oneal, Tracey Ring, Jenny Sauls, Scott Seipel, Linda Seward, Kevin Smith, James Taylor, Roland Untch, Terry Whiteside, Annette Williams, James Williams, Pat Bradley, Fred Crawford, Clare Bratten, Mary Martin, Kathy Patten, Rebecca Fischer, Dwayne McSwain, Robert Blair, Jim Calder, Dan Pfeifer

Members Absent:

Warren Anderson, Austin Cheney, Janice Cole, Charles Giles, James Henry, Judy Holmes, Robert Hood, Larry Howard, William Ilsley, Andrei Korobkov, Jeffrey Leblond, Michael Linton, Alfred Lutz (excused), Rob Petersen (excused), George Vernardakis, Emily Zietz

Dr. Rebecca Fischer, President of the Faculty Senate, called the meeting to order at 4:31 p.m.

Motion was made and seconded to approve January 23, 2006 minutes. Motion carried.

Treasurer's report was given: Operating budget \$904.60, travel budget \$856.00, and discretionary account \$266.06.

Motion made and seconded to suspend the order of business for following updates. Motion carried.

Dr Bob Glenn reported on the renovations for the Faculty Dining Hall in JUB. The grease trap problem is still an issue that is holding up the renovations. Does not expect the facility to open again this semester.

Vic Montemayor, Chair of the Pedagogy Task Force (formed in Fall 2003), reported on the initiatives taken by the task force in looking at different assessment instruments for evaluation of faculty by students. Approval has been given for a pilot study this semester, using an evaluation instrument that was developed at Berkley. Faculty will be notified to solicit volunteers to participate in this pilot. For more information about the study, go to the Web site at www.mtsu.edu/faculty_evaluation or contact Vic Montemayor at vic.montemayor@mtsu.edu

Following these reports, the meeting proceeded with the regular order of business with the Faculty Senate

President's report being presented by Dr. Fischer, as given below.

Faculty Senate President's Report

1. The Office of News and Public Affairs is working to improve coordination between their department and faculty/staff who are sponsoring/organizing events. Key to a successful event is for faculty to inform the Office of News and Public Affairs of events early in the planning/execution stage. One-hour sessions on the services offered by the Office of News and Public Affairs and ways in which this office can help faculty publicize and coordinate events will be held Tuesday February 21, 9-10:15; Wednesday, February 22, 3-4:15; and Thursday, February 23, 3-4:15 in the Faculty Senate Room. Encourage faculty who are planning events to attend.
2. Effective summer, 2006, the Honors College admission standards will be a minimum composite ACT score of 25 and a minimum high school cumulative GPA of 3.5. For established MTSU and transfer students enrolling in an Honors course, a cumulative GPA of 3.25 is required. To continue in the college, students must maintain a minimum GPA of 3.25. Faculty will be informed via email.
3. Tenure and Promotion-Requirements for tenure and promotion, especially with regard to faculty applying for tenure and/or promotion during the next two years, continue to surface. This was discussed at the Liaison Meeting last Wednesday. The Provost was asked to clarify policies in a written statement for the next Liaison meeting.

4. MTSU is establishing an Institute of Leadership Excellence developed 'to provide an interdisciplinary, intensive experience in leadership development for promising students throughout the university.' It is a 3-hour course held during Summer Session I. Students will attend morning and afternoon sessions during the first two weeks. Evening sessions will consist of dinner with speakers who are leaders in a variety of professions. During the third week, students will work on individual projects. Students will receive 3 hours credit that may count as honors credit, and will pay only ½ tuition (The rest is covered by a grant.). It is open to all undergraduate students who will have completed 60+ credit hours before the institute begins and have a cumulative GPA of 3.0 or better. Students will submit a recommendation from an MTSU faculty member or administrator and a one-page essay describing their interest in the institute. Selection of students will be made by the instructors, David Foote and Earl Thomas, and one additional member. This opportunity will be publicized during the next several weeks.
5. To provide faculty with an opportunity to meet with President McPhee, "Lunch with the President" will be held during March in Peck Hall and the College of Mass Communication . Dates, times, and places are being scheduled. The Peck Hall brown-bag lunch will be open to any faculty who teach or have offices in Peck Hall. The lunch in the College of Mass Communication is open to all faculty in that college. Please encourage colleagues to attend.
6. Many faculty have asked about memorials for President Walker and Dr. Wolfe. At this point in time, Dr. Walker's family has requested that donations be made to the Walker Library. The Development Office has already received some funds and is keeping track of the gifts so that the office can determine what the best use of funds will be. There is also a request to begin a fund in Dr. Charles Wolfe's honor, and hopefully, endow a fellowship. In both cases, the Development Office will ultimately want to talk to the families, but will start keeping track of gifts, since most memorial gifts come in the first month or so.
7. The new Banner system will integrate courses that have both a lecture and lab component. Faculty can 'link' labs to lecture courses.
8. Information Technology will provide support for the two most recent computer operating systems only. Older systems will not continue to be supported.
9. Faculty Senate members, please think about running for President-Elect and Secretary-Treasurer for the 2006-2007 year. Elections will be held at the April Faculty Senate meeting. Officers must be able to attend meetings on Monday and Wednesday afternoons at 3:00.

New Business:

A motion was made and seconded that \$250 from the Senate's Miscellaneous account be donated to the MTSU Walker Library as a memorial gift in honor of Dr. James E. Walker. Motion carried.

Dr. Tony Johnston, President-Elect, will form and chair a committee for the revision of the Senate By-Laws. The committee plans to submit proposed revisions to the By-Laws to the Senate before the end of this semester. A request for volunteers for the committee was issued.

Dan Pfeifer, TBR Faculty Sub-council representative, reported the highlights of the last meeting of the Sub-council. These included the following: 1) The order of the capital building projects was retained, as is, on the TBR's list of building priorities. 2) There was a revision to allow the transfer of credits between technology centers and the community colleges in the system. 3) There has been consideration to change the amounts of adjunct pay per credit hour per level. Feedback will be solicited from the campus communities. 4) The TBR will allow campuses the option of adding another 2 days to the common calendar, to be incorporated at the beginning of the semesters. No flexibility in the timing of Spring Break is to be given. 5) An E-Learning Planning Strategies committee has been formed. Barbara Draude, Director, Information Technology, will represent MTSU on this committee. 6) A workload task force has been formed, no further info yet.

Motion made and seconded for adjournment. Motion carried. Meeting adjourned at 5:35 p.m.

Respectfully submitted,

Nancy J. McCormick

Middle Tennessee State University Faculty Senate Minutes March 13, 2006

Members Present:

Deborah Belcher, Janice Cole, Jane Davis, Jackie Eller, Richard Farley, Paul Fischer, Louis Haas, James Henry, Chuck Higgins, Tony Johnston, Nancy Kelker, Will Langston, Jeffrey Leblond, Alfred Lutz, Nancy McCormick, Robb McDaniel, Alexis Miller, Lynn Nelson, Patricia O'Leary, Dennis Oneal, Rob Petersen, Tracey Ring, Jenny Sauls, Linda Seward, Kevin Smith, Annette Williams, James Williams, Emily Zietz, Fred Crawford, George Vernardakis, Clare Bratten, Mary Martin, Rebecca Fischer, Robert Blair, Dan Pfeifer

Members Absent:

William Allen, Warren Anderson, Larry Burriss, Don Campbell (excused), Jennifer Caputo (excused), Austin Cheney, Charles Giles, Judy Holmes, Robert Hood, Larry Howard, William Ilsley, Kevin James, Andrei Korobkov, Michael Linton, Richard Morris, Scott Seipel, James Taylor, Roland Untch (excused), Terry Whiteside, Pat Bradley (excused), Kathy Patten, Dwayne McSwain, Jim Calder

Dr. Rebecca Fischer, President of the Faculty Senate, called the meeting to order at 4:30 p.m.

Motion was made and seconded to approve February 13, 2006 minutes. Motion carried.

Treasurer's report was given: Operating budget \$631.21, travel budget \$856.00, and discretionary account \$16.06.

Faculty Senate President's Report

1. The first "Conversation with the President" is scheduled for Friday, March 17 in Peck Hall 109A at 12:30. The President will tour Peck Hall prior to meeting with the faculty and staff. Please encourage fellow faculty members to attend.
2. Donations to the Senate Discretionary Fund (=92727) may be made via a direct check to the MTSU Foundation (Box 109) with a notation to the Senate Discretionary Fund (=92727); via payroll deduction; via automatic deposit; or with a credit card. Information is on the table in the Senate office.
3. On-Line Training for Preventing Sexual Harassment is available at [http://www.mtsu.edu/sexualharassment](#). This is part of our risk assessment program at MTSU, and all employees are strongly encouraged to participate in the program and receive certification each year.
4. A new procedure has been developed for transfer student registration. Transfer students will have the option to participate in an online orientation, and then register for classes the third week in April as opposed to this summer. This change will enable transfer students to commit to a schedule early in spring and, hopefully, increase the number of transfer students coming to MTSU.
5. The I-Sciences proposal for a Ph.D. has been re-written and will now consist of three stand-alone Ph.D. degrees that will be closely linked and go through the approval process together as a package. The Ph.D. degrees will be in Sciences in Education, Computational Science, and Interdepartmental Life Sciences. These degrees will be interdisciplinary and research oriented. Work also continues on development of a Ph.D. in Literacy.
6. The Provost would like to inform the faculty that it is illegal to tell a potential candidate for a position that he/she cannot apply because MTSU does not hire _____ (fill in the blank). Encourage all interested candidates to apply!
7. As of February 28, applications for admission are up 25% over this same time last year.
8. SACS will be on campus March 21 and 22.
9. TSSAA tournament will commence this week. Parking will be most challenging on Wednesday and Thursday.
10. State Senator Jim Tracy is zealously working on the behalf of MTSU to get more funding, and has proposed an amended state budget that would include an added 3% funding for MTSU. The Senate will send this amended budget to the House and to the Governor for approval.

New Business:

Formation of a Nominating Committee for Faculty Senate officer elections (President-Elect and Secretary/Treasurer). Need 1 person from each college.

Senate Election Committee members will meet briefly after the Senate meeting to select a time to count ballots for the recent Senate elections.

Dr. Fischer turned the meeting over to the President-Elect, Dr. Tony Johnston, for discussion of proposed revisions to the Faculty Senate By-Laws. Dr. Johnston led the discussion of the revisions by each Article of the by-laws. In the course of this discussion, some suggested changes were agreed on, and will be incorporated before a vote is taken. Senators were then asked to email any further suggestions to Dr. Johnston. A special meeting of the Faculty Senate will be called in March for a vote on the By-Laws revisions.

ion made and seconded for adjournment. Motion carried. Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Nancy J. McCormick

**Middle Tennessee State University
Faculty Senate Minutes
March 27, 2006**

Members Present: William Allen, Deborah Belcher, Larry Burriss, Don Campbell, Jennifer Caputo, Jane Davis, Jackie Eller, Richard Farley, Chuck Higgins, Kevin James, Tony Johnston, Nancy Kelker, Will Langston, Alfred Lutz, Nancy McCormick, Robb McDaniel, Patricia O'Leary, Dennis Oneal, Rob Petersen, Tracey Ring, Jenny Sauls, Linda Seward, Kevin Smith, Roland Untch, Terry Whiteside, Annette Williams, George Vernardakis, Clare Bratten, Mary Martin, Rebecca Fischer, Jim Calder

Members Absent: Warren Anderson, Austin Cheney, Janice Cole, Paul Fischer, Charles Giles, Louis Haas, James Henry, Judy Holmes, Robert Hood, Larry Howard, William Ilsley, Andrei Korobkov, Jeffrey Leblond, Michael Linton, Alexis Miller, Richard Morris, Lynn Nelson, Scott Seipel, James Taylor, James Williams, Emily Zeitz, Pat Bradley, Fred Crawford, Kathy Patten (excused), Dwayne McSwain, Robert Blair, Dan Pfeifer(excused)

Dr. Rebecca Fischer, President of the Faculty Senate, called the meeting to order at 4:30 p.m.

Dr. Fischer began the meeting by making some announcements:

Interviewing for the Vice Provost for Research & Dean of College of Graduate Studies will be April 5th, 11th, and 13th. Dr. Fischer encouraged faculty members who could attend to do so.

Conversations with President McPhee:

- a. Peck Hall on April 14th at 12:30 in Room 109
- b. Mass Comm on April 21st at 12:00 in Room 104

Faculty Senate Officers Elections

- a. Deborah Belcher and Dr. Kevin Smith have been nominated for President-Elect
- b. Dr. Clare Bratten and Dr. Tracey Ring have been nominated for Secretary

This was a specially called meeting of the Faculty Senate to vote on proposed changes to the By-Laws of the Middle Tennessee University Faculty Senate (Revised as of 3-24-06).

Following more discussion of the revisions, a motion was made to approve the revisions to the By-Laws. Motion seconded. Motion carried to approve the By-Laws revisions.

Motion made and seconded for adjournment. Motion carried. Meeting adjourned at 5:35 p.m.

Respectfully submitted,

Nancy J. McCormick

**Faculty Senate Meeting
April 10, 2006**

Roll

Approval of March, 2006 minutes

Treasurer's Report

Faculty Senate President Report

1. The schedule for interviewing remaining candidates for Vice Provost for Research and Dean of College of Graduate Studies, and for Dean of College of Continuing Education and Distance Learning is as follows:

For Vice Provost: Thomas Wheeler	Thursday, April 13	11:30-12:15 2-2:45	Liaison Committee Open Forum
For Dean of Continuing Education: Mike Boyle	Thursday, April 13	2-3 11:30-12:15	Liaison Committee* BAS Sun Trust Room Open Forum* BAS Sun Trust Room

All interviews will be in the Faculty Senate Chambers except where noted. Please encourage faculty to attend the interviews with the Liaison Committee if they cannot attend the Open Forums.

2. The reception for the new officers and senators of the Faculty Senate will be Monday, April 17, from 4-5:30 in the Faculty Senate Chambers.

3. President McPhee is concerned about MTSU's procedures for natural or man-made emergencies based upon the experience last Friday. Several members of the President's cabinet will be reviewing our procedures and making recommendations for improvements. Suggestions may be emailed to Rebecca Fischer or to Tom Tozer.

4. The SACS review was quite positive. The QEP program received exceptionally good reviews. Two areas were identified as needing attention: 1) improvement of student outcome measures, and 2) documenting faculty credentials.

5. There is legislation before the State that would give preference to in- versus out-of-state students. Since MTSU's policy has been to give preference to the best overall students, this would have implications for student enrollment. Because out-of-state students pay the cost of their education in-full, they are not using state funds designated for education.

6. MTSU is aggressive pursuing potential incoming freshmen and transfer students. Applications for admittance are significantly ahead of last year. Any faculty/administrative/staff raises will be funded by MTSU-generated funds, that is, tuition. A 2% raise has been mandated by the State, but must be funded by the University.

Old Business:

1. Faculty Senate By-laws-Tony Johnston

New Business:

1. Recognition of Senators
2. Election of President-Elect and Secretary
3. Election of Steering/Liaison Committee 2006-2007 members
4. Common Calendar Committee Report-Chuck Higgins
5. Faculty Senate Motion-James Williams

**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