

**Middle Tennessee State University**  
**Faculty Senate Minutes**  
**June 10, 1996**

Those Senators present:

Those Senators absent:

President Stivers called the meeting to order at 7:00 PM. Secretary/Treasurer Slicker called the roll and gave the Treasurer's Report. Budget balances: Travel - \$116.86 and Operating - \$62.03. The minutes of the April 8, 1996 meeting were then approved as printed.

**President's Report:**

President Stivers announced that Dr. Rick Elam is the new Dean of the College of Business and will begin here in mid-June. He comes to us with a specialty in accounting.

President Stivers indicated that the Western States Association of Faculty Governments is developing a national Internet directory of all faculty senate officers across the nation. Our Senate will be submitting the names of its officers to this directory. When complete, any university senate can access information about any other.

The Faculty Senate Lounge will be receiving a "face lift" sometime this year. Due to its soiled and 50's style decor, the lounge has been included in a list of JUB rooms to receive redecoration. It appears that new carpet and drapes will be included.

President Stivers asked senators to help spread the word that the university's new Promotion and Tenure Guidelines will go into effect this fall. With the new college-level committees, each department will need to elect a representative to its respective committee in August at their first faculty meeting. Also, each department must submit to its respective college committee, its written guidelines for promotion and tenure. The college-level committees will begin their responsibilities in late December, 1996.

**Committee Reports:**

While all other final committee reports were given at the April meeting, the report of Academic Affairs C (Chair, Nancy Cruz) was held until this evening. This committee was given the charge of reviewing the present Student Evaluation of Faculty Members form, partially due to the SACS' suggestion that this form be revised. (A written report of this committee's recommendations is attached.) In Jan., 1996 four individuals attended a conference regarding university evaluations: Peter Heller, Bob Murphy, Terry Whiteside, and Bob Jones. Dean Haskew will convene this committee of four to present workshops across campus. Senator Mills, member of Academic Affairs C, indicated that the committee had gathered sample forms from all across the country and said that in most every case, students are given an opportunity to write anonymous comments about their instructors. Senator Zawislak mentioned that he believes comments should be signed as they must be for administrators. President Stivers said that at a recent Liaison meeting Dr. Haskew was encouraged to return to the old system for dept. chairs which would allow faculty to

write unsigned comments. The feeling was that which ever method is used for faculty comments, that method should also be used for student comments. Senator Hastings suggested that a deadline be set for finalizing this form as the procedure has lasted an inordinate amount of time. Senator Whiteside moved that we accept the report of Academic Affairs C and pass it on to an ad hoc committee, not yet formed, to review its recommendations. The motion was seconded and passed unanimously. President Stivers indicated she would discuss with Dr. Haskew the composition of said committee before it is formed.

### **Old Business:**

There being no further committee reports, we turned to old business. President Stivers asked senators to turn in their written ballots regarding preferred time for Faculty Senate meetings. Those senators who are not in attendance tonight will have an opportunity to indicate their preferences as well (4:30 PM vs. 7:00 PM). A few senators said they would not know the times of their lab classes until fall. In addition, others suggested a compromise time, such as 5:00 PM. No final decision on time will be made until all senators have been surveyed.

### **New Business:**

The first order of new business was textbook policy. University policy currently states that we may use up to two different textbooks in multiple-section courses. Dr. David Lavery, Chair of the English Dept., reported for a committee, consisting of Dr. Peter Heller (Sociology chair), Joe Hugh (Finance and Administration), Earl Harris (Bookstore Director), Jim Simpson (Bookstore Manager), and Dr. Lavery. This committee, appointed by Dean Stucky, has been looking into changing bookstore policy since their first meeting on Jan. 17, 1996. Dr. Lavery indicated that there is a large number of Liberal Arts faculty who are unhappy with the current bookstore policy. The major issues of contention are: (1) requests for book orders in March when ordering does not occur until July; (2) inability to change a required text unless it is done in the middle of the prior semester; (3) inability to have more than two required texts for multiple-section classes; and (4) the pricing of used textbooks. Dr. Lavery indicated that the faculty on this committee feel that the bookstore is determining academic policy in an area where they should have no such jurisdiction and that this policy is curtailing the academic freedom of faculty.

President Stivers pointed out that whereas the number of books allowed for multiple-section classes is part of university policy, the other items of discussion are not included in university policy. This textbook committee presented the Senate with a recommendation for a policy change which includes: (1) change the number of required texts permitted for multiple-section classes from 2 to 5; (2) abandon the distinction between supplemental and required texts; and (3) have department chairs collect all bookstore orders for their departments then turn these in to the bookstore en masse. It was moved and seconded that the Faculty Senate recommend this policy change to President Walker. Senator Austin suggested that the policy be written and approved before it is presented to the administration. Senator Lavender asked why dept. chairs needed to be involved in collecting textbook requests from the faculty when faculty could turn in their own requests, not burdening chairs with this duty. The council of chairs could discuss this issue in the fall. Senator Whiteside commented that the faculty, not the chairs, should decide the policy. Senator Haseleu asked about the climate of these committee meetings. Dr. Lavery indicated that the bookstore has been hesitant to bend on their policy. Several other senators commented on

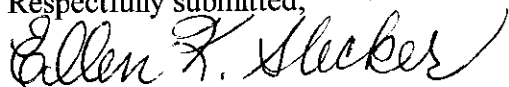
their displeasure with the current bookstore situation. Senator Whiteside suggested that we start with the issues on the floor, then later move to other issues of contention with the bookstore. Senator Whiteside moved that we table this issue until a committee, not yet appointed, can compose a written recommendation in the fall. Motion passed. President Stivers will assign this task to a committee in the fall.

President Stivers mentioned that it has been brought to the attention of the Steering Committee by Senator Zawislak that recently scholarships have been changed from monetary awards to tuition waivers in the Geography and Geology Dept. Senator Zawislak said that Donna Reed (Accounting) spoke to his department to clarify that two years ago the auditors directed the secretaries in accounting to change all departmental scholarships to tuition waivers. In order to change this policy, the donors of the funds to each department must be contacted and must give their written permission to change these funds back to monetary awards. If the donors are deceased, their heirs must be contacted. If this is not possible, then the dept. chair must make this request. However, if the fund is an "award" fund (non-interest-bearing), then the students can receive cash. The Faculty Senate will attempt to clarify and address this issue through the Liaison committee. No further action will be taken at the present time.

A question was raised regarding the policy of the Reserve Room in the Library concerning copyright permission. It was mentioned that there is also a problem in holding articles on reserve from one semester to the next. Dr. Haskew had indicated earlier that she would look into the legal aspects of this issue. The Liaison Committee will revisit the issue at their next meeting.

There being no further business, it was moved and seconded that the meeting be adjourned. The meeting was adjourned at 7:55 PM.

Respectfully submitted,

A handwritten signature in black ink, reading "Ellen K. Slicker". The signature is written in a cursive, flowing style with a large, sweeping flourish at the end.

Ellen K. Slicker,  
Faculty Senate Secretary/Treasurer

Middle Tennessee State University  
Faculty Senate Minutes  
September 9, 1996

Those Senators present: Richard Barnett, Dianne Bartley, Michael Beck, Fred Beemon, Thomas Berg, Jerry Brookshire, James Calder, Curtis Church, Janet Colson, Peter Cunningham, Sarah Dawkins, Jennifer Dooley, Jackie Eller, Troy Festervand, Diane Gower, Dianne Harper, Chris Haseleu, Jean Hastings, Nancy Kelley, Jeannette Heritage, William Herrick, Robert Holtzclaw, William Ilsley, Charlene Key, James Lawrence, Ronald McBride, Kenneth Middleton, Diane Miller, Alice Mills, Larry Morris, Richard Moser, Dennis Mullen, Patricia O'Leary, Dennis Oneal, Dewayna Pigg, Michael Peters, Jack Purcell, Jenny Sauls, Kenneth Scherzer, Theodore Sherman, Ellen Slicker, Vincent Smith, Mary Elizabeth Stivers, Virginia Vesper, Jubran Wakim, Raholanda White, Terry Whiteside, Annette Williams, Sondra Wilcox, Sung Yoo, Ronald Zawislak, Sharon Smith.

Those Senators absent: Mark Byrnes, Robert Colvard, Patrick Conley, Anthony Halterlein, Regina Johnson, Mary Jane Lavender (excused), David Loucky (excused), Victor Montemayor (excused), Bill Remington, Marsha Smith (excused), Kim Sokoya,

President Stivers called the meeting to order at 7:00 PM. Secretary/Treasurer Slicker called the roll and gave the Treasurer's Report. Budget balances: Travel - \$842.80 and Operating - \$1078.67. The minutes of the June 10, 1996 meeting were approved as printed.

President's Report:

We are currently creating the Faculty Senate committees and will soon give the charges to these committees. One issue will be the bookstore and university policies regarding the ordering of textbooks. In response to the June meeting minutes, the bookstore indicated that some of our information was erroneous. They said that book orders can be submitted at any time unless a faculty member is changing an existing order. Also, if instructors use supplemental, instead of required, books that they can have as many as they want for multiple section courses. The committee will study the issue of how many required books multiple-section courses can have and submit a resolution to the Senate for approval. This is a university, not a bookstore, policy.

Faculty from the Colleges of Liberal Arts, Business, and Education were asked to meet following the Senate meeting tonight. Since there are departments in each of these three colleges that are not represented on the Senate, the Steering Committee is asking that the current senators from these colleges recruit members at-large from their respective colleges to fill the vacant positions.

For individuals involved in the retirement program through the TBR, options have been added to that plan. Information on those

options is available in the Faculty Senate office and through the university Human Resources Dept.

The Academic Master Plan is currently being discussed on campus. Dr. Shirley, University of Southern Colorado, visited with faculty and students last week to kick off the program. There is a committee of 23 people composed of faculty, chairs, and people from the community who will be working with Dr. Shirley and Dr. Haskew on this plan to be presented to the president in June. Dr. Haskew has indicated that the overall plan is not geared to program elimination. VFPA Haskew said she will do whatever it takes to assure that communication is maintained throughout the process. She is looking for "dramatic jumps", not just small changes. Departments need to look at where they want to be within the next 15 years and plan accordingly. Each faculty member will also receive a form on which individual responses can be recorded.

The equity study is being revisited, even though the university HAS NO MONEY for this at the present time. Mercer cannot be updated. A committee will look at the possibility of developing a better equity study that can be implemented when money is available.

The topic of students taking an overload in the summer has been investigated, especially with regard to Session I. In Session I, 1996, there were 202 students taking overloads, with only 21% of these having a dean's approval. Deans have been given the responsibility of monitoring this; however, when students do not ask permission from the dean, there has been no way of knowing who is involved. A focus program has been created for the Deans to use to check overloads. In the spring, after registration is completed for summer, the deans will be responsible for correcting any unapproved overloads.

Last year's Committee on Faculty Workload has published its report. Chairs and deans are reviewing this document currently. A copy will be placed in the Faculty Senate office. Senator Richard Barnett, committee member, indicated that he understood that the Faculty Senate would vote on this document. Senator Terry Whiteside suggested that senators come by the office to look it over if interested. Due to the length of the document, it cannot be sent to everyone nor E-mailed. (It can be accessed in the All-in-one shared folder).

The Advising Task Force from last year produced a 15-page report. Each department was to find a faculty member to review this report and react to it. Those reactions are to be sent to Dr. Haskew.

Summer Customs allows incoming freshmen to register first before transfer students. It appears that this is unfair for transfers who should be allowed to register first so that they can get the classes they need. Gina Poff, Director of Customs, said that she

VPAA Haskew announced recently that MTSU is 200 students short of catching the University of Memphis in enrollment.

The issue of tenure continues to be discussed by TBR. A workshop was held recently that was very informative to the Board. Two statements the Board made after the presentation were (1) faculty have more responsibilities than they realized and (2) the public needs to be educated about what faculty do and what tenure is.

President Stivers recently attended a meeting in Michigan concerning Shared Governance versus Corporate Management. Many universities have more problems than we do regarding academic freedom, shared governance, etc. As compared to others, we are in very good shape.

MTSU Faculty Senate will have a web page, address: FACSEN. OIT will put all our Faculty Senate minutes on there, officers, steering committee members, office hours, etc. Hard copies of minutes will still be sent to those who are not wired. Senators need to let us know how many copies they need for their depts. No longer will we send out 700 copies as this tends to be very wasteful of our resources. Announcements will be updated weekly by President Stivers to improve communication.

Communication is a persistent problem on a campus the size of MTSU. While information does not always reach us from the top down, we also do not communicate to our departments as we should. All senators are requested to report at their departmental faculty meetings to keep the faculty informed of what is being discussed at Faculty Senate. It was announced at Chairs' Council that time needs to be designated for this purpose.

Faculty Senate Officers were invited this summer to Dr. Stucky's managers' retreat. At that time, Dr. Stucky offered to fund a retreat for the entire Faculty Senate, as well. A subcommittee, composed of senators at large as well as Steering Committee members, will organize this retreat to be held in fall, 1997, for one day. Issues such as post-tenure review might be discussed.

New Promotion and Tenure policies are now in place. Departments need to develop an objective measure of collegiality and criteria for promotion and tenure. Colleges start reviewing applications November 1. This is a very important part of collegiate life.

Senator Austin reported on the July 19 meeting of the TBR Faculty Sub-council. Chancellor Smith announced that the tenure system will continue to be studied, that money will be requested from the legislature to fund technology needs on campuses, and that a committee is looking into improving the funding formula for higher education. A proposed retirement option is currently being studied for TBR schools that would allow faculty who are nearing retirement to work part-time before they retire. Finally, TBR

institutions have been asked to continue their development of post-tenure review (faculty development) policies.

#### Committee Reports:

Since committees have not yet begun meeting, there were no committee reports.

#### Old Business:

Senator Haseleu submitted a motion to adjust the Faculty Senate meeting time to 4:30 PM on Mondays beginning fall, 1997. Seconded by Senator Calder. There was no discussion, and the motion passed unanimously.

#### New Business:

Woody Ratterman, Athletic Dept., has been hired to help with the move to 1A football on the "inner campus". Faculty may purchase season tickets for 1/2 price. He requested that faculty become more involved and encourage students in their classes to attend the football games. Promotional brochures were given to freshmen at customs. Several faculty requested that these brochures be made available for their classes. Woody's pager number is 518-5560, and he will answer any questions that we have.

Jim Brooks, Chair of the General Studies Task Force, indicated that his committee has been meeting monthly since Jan, 1996 to carry out the THEC mandate to assess the quality of general education. The 17 member committee, consisting of faculty and students, meets the 2nd Fri. of each month to complete the 4 parts of their charge: (1) Conduct an internal review of the quality of the general education program, (2) Coordinate an external review by appropriate scholars in general education, (3) Examine all relevant aspects of the program including mission and purpose, course components, administration and organization, assessment, and use of assessment data to improve the program, and (4) Provide to the Provost a written summary of the internal and external reviews and any recommendations from said reviews by June, 1997. This committee has met with alumni, graduating seniors, University 101 students, departments, etc., and will meet with all faculty at open meetings on Oct.29 and 30. The scholars who will conduct the external review are Dr. John Kenney, Southeast Missouri State University and Dr. Fred Hensen from Western Carolina University. A draft of the report will be placed in the Faculty Senate office in April for our review. The final report will go to VPAA Haskew in May. The General Studies standing committee approves new course proposals, whereas this task force functions independently from that committee.

VPFA Stucky was invited to explain all the building projects on campus as well as parking plans. He provided a list of funding sources for all building projects, such as state funds, federal funds, gift funds, designated student fees, replacement and repair funds, funds generated from a project, central funds, and department funds, all totaling \$168.35 million for major capital projects. In addition, Dr. Stucky supplied detailed color-keyed maps for the Faculty Senators to clearly demonstrate the location

maps for the Faculty Senators to clearly demonstrate the location of all new buildings on campus. Finally, in regard to parking, he indicated that parking must support itself, as there are no designated funds for parking lots. Parking in new lots recently completed totals 844 spaces, with 2,429 spaces in new lots under construction, and 579 spaces in new lots that are approved, minus 906 spaces lost permanently to new building construction. Unfortunately new lots may not open before old lots are closed. A parking garage can be planned as soon as the parking fees have generated \$600,000, the cost of a garage. The proposed site is next to the old business building (behind KOM), and it would house the Public Safety Office, as well. The current widening of Greenland Blvd. is for a turn lane, bike lanes, and a sidewalk. Next, the city will widen Tennessee St., but with no plans for a pedestrian overpass. Finally, Dr. Stucky said that the new Metro to Murfreesboro shuttle appears to be a success with an average of 75 riders per day. We thank Dr. Stucky for his very thorough and enlightening report.

#### Other New Business:

Senator Jerry Brookshire suggested that we have a valid equity study completed once and for all.

Senator Ken Scherzer submitted a resolution regarding faculty with visas as follows: Whereas several members of the MTSU faculty have experienced difficulties with the INS and currently are teaching without salary until they receive provisional visas; the Faculty Senate expresses its concern for and solidarity with these faculty members. The resolution passed unanimously.

Senator William Ilsley expressed concern regarding MTSU's 401K, indicating that everyone is funded but us. Reportedly, however, UT is actually funding itself.

There being no further business, the meeting was adjourned at 8:55 PM.

Respectfully submitted,

Ellen K. Slicker,  
Secretary / Treasurer



Faculty Senate Minutes  
Meeting of Oct. 21, 1996

Those present: Thomas Berg, Jerry Brookshire, Kevin Smith (for Mark Byrnes), James Calder, Curtis Church, Peter Cunningham, Jennifer Dooley, Jackie Eller, Dianne Harper, Nancy Kelley, Jeannette Heritage, Robert Holtzclaw, Charlene Key, Mary Jane Lavender, David Loucky, Ronald McBride, Alice Mills, Victor Montemayor, Richard Noser, Dennis Mullen, Patricia O'Leary, Dewayne Pigg, Gordon Freeman, Kenneth Scherzer, Theodore Sherman, Ellen Slicker, Marsha Smith, Vincent Smith, Kim Sokoya, Mary Elizabeth Stivers, Virginia Vesper, Raholanda Moore, Terry Whiteside, Annette Williams, Sondra Wilcox, Sung Yoo, Ronald Zawislak, Sharon Smith

Those absent: Richard Barnet, Deanne Bartley (excused), Michael Beck, Fred Beemon, Janet Colson, Robert Colvard, Patrick Conley, Sarah Dawkins, Troy Festervand, Diane Gower (excused), Warren Anderson, Chris Haseleu (excused), Jean Hastings, William Herrick (excused), William Ilsley, Regina Johnson, James Lawrence (excused), Kenneth Middleton (excused), Diane Miller (excused), Larry Morris, Dennis Oneal, Michael Peters, Jack Purcell, Jenny Sauls (excused), Jubran Wakim (excused)

President Mary Elizabeth Stivers called the meeting to order at 7:00 PM. Secretary / Treasurer Slicker reported balances of \$947.61 in the Operating Budget and \$707.72 in the Travel Budget. The minutes of the September meeting were approved as printed.

VPFA Stucky distributed copies of the 1996-97 university budget, explaining sources of income and allocations. The General Operating budget is \$103,801,650. Due to more students enrolling than was projected, an additional allocation of \$250,000 was made available to the VPs, divided proportionately among them. Each division expects to receive the amounts they received during prior years. THEC told MTSU not to expect any more money for higher education. MTSU already received an additional \$810,000 due to changes in the funding formula.

President Stivers asked VPFA Stucky to explain the funding for summer school. Dr. Stucky stated that before today, no central allocation was specifically targeted for summer school. Dr. Haskew and Dr. Stucky are developing a method for extra summer courses to be offered if the fee income for each course will meet the course's costs.

An explanation was requested regarding labor charges that will soon be made for departmental renovations. Dr. Stucky's staff members over the years have been requested to do more and more renovations and not just maintenance, which takes money away from maintenance for which it was intended.

It is anticipated that departments can put the jobs out for bid. Since departments can now carry forward unspent funds, they are able to save up for renovations. Previously these funds were accumulated centrally and some were used for renovations.

VPAA Haskew addressed the Senate regarding salary equity. In Tennessee, not enough revenue is currently produced due to a lack of state income tax and a belief that education is not a priority in this state. While salary equity has been in the overall goals for the past few years, there are no funds for Mercer for 1996-97. If money surfaces, it likely will be used for new graduate (doctoral) programs, so none will be available to fund salary equity past its current 35-40% implementation level.

In regard to a new salary equity study, VPAA Haskew made the following comments:

1. Although the university wants to have our salaries better match the market, the peer group used by Mercer produced salaries that didn't make sense as the peer group was too small. Therefore, we cannot update the Mercer study.

2. The plan is now to devise a new peer group and develop our own new market study. Although the university supports rectifying intra-departmental inequities, it currently has no mechanism to do this except through EEOC which isn't always appropriate.

3. The new market study should be:

- a. Based on a relevant peer group (Whether or not to include "collective bargaining" institutions in this peer group; public universities; ambitions of institutions selected should be similar to those of MTSU).

- b. Capable of periodic updates (Accomplished by maintaining a large number of peer institutions in the representative study sample).

- c. Be consistent with MTSU goals and its level of aspiration.

4. Possible design changes may include a different treatment of:

- a. Teaching experience (The amount of credit given for teaching experience at MTSU vs. credit given for that at other institutions; other professional experience)

- b. Years in rank. (Perhaps needs to be limited to 10 years as assistant professor and 15 years as associate with no further raises if the faculty member is not promoted by that time).

- c. Terminal degree. (Give more credit for those who possess the terminal degree).

- d. Remove the full professor "cap". (Currently the salary is capped at the mid-point of the range that is not fair to full professors who are distinguished faculty).

- e. Merit pay.

5. Intra-departmental inequities cannot be corrected separately at this time. This will be done within the overall correction of salaries through the new equity study.

There is no optimism currently for substantially expanded funding for higher education in this state. We may have to consider putting aside 1% of our next salary increase to make equity adjustments instead of giving everyone the full raise of, say, 3%. In the near future, VPAA Haskew will ask the Faculty Senate to again appoint a committee to look into salary equity. MTSU wants to do this study "in-house" then have an outside consultant review the plan to legitimize it.

The question was raised as to what exactly is being measured in a salary equity study. Dr. Haskew indicated that the study should look at different ranks in each department and compare these salaries with those ranks in the same departments in peer universities. For example, Assistant English Dept. professors at MTSU should be paid the same amount as assistant English Dept. professors at universities x, y, and z. VPAA Haskew pointed out that the deans have resources for intra-departmental equity, but the process for implementing this has not been agreed upon yet. The study is the easy part; the hard part is funding the study after it is completed. The goal is to present the results to the president by March, 1977, so that if funds would become available this could be implemented.

#### President's Report:

Nebraska Mays has resigned as Vice-chancellor of TBR for Academic Affairs to accept a faculty position at TSU. The position announcement is in the Faculty Senate office.

A copy of the space analysis report, as well as OIT project plans, are on file in the Faculty Senate Office.

USA Today is selecting 60 of the nation's best and brightest students. Faculty are requested to submit names of students.

During the first part of November, campus construction will begin around the stadium. After the last football game, construction will begin on the stadium, and there will also be sewer revamping behind JUB. The immediate result for all of us will be difficulty in parking.

The Chairs Council has approved 3-hours release time each spring for the president-elect of the Faculty Senate, beginning in 1977-78. This is needed in order to make the transition, with increased responsibilities, to Faculty Senate president. The president receives 9 hours release time each semester.

Applications for ACE Fellows Program are in Dr. Haskew's office.

Linda Hare's office wants faculty to write grants, but they would like us to talk with them first so that we don't ask for money from the same sources that the Development Office intends to solicit from during the capital campaign.

The web page is not running due to the old computer in the Faculty Senate Office. Dr. Haskew may buy a new computer for us. Until then, hard copies of minutes will continue to be delivered to departments.

Bob LaLance is undergoing tests to determine the source of his attacks. Beryl West is undergoing chemotherapy prior to possible later surgery. Gabe Wakim had lung surgery on Friday, but is doing OK. Bill Herrick's father died and Chris Haseleu's father is very ill. The Faculty Senate has sent a card to all.

#### TBR Sub-council Report:

Senator Jill Austin indicated that the public still believes that university faculty do very little on their jobs. A "report card" may be issued on us. We need to change our approach to educating the public. Instead of talking to the public about the high number of students in developmental studies courses, we need to tell the public about all the outstanding graduates we produce.

TBR increased by 46,000 students in the last 10 years. The UT system is 41,000 students. TBR is trying to do more with less, and the hiring priority is still for faculty over administrators. Sub-council has recommended that faculty on campuses evaluate administration on a regular basis.

#### Committee Reports:

Academic Affairs A - no report;

Academic Affairs B - Kristin Kubly has been elected chair;

Academic Affairs C - Jackie Eller indicated that they will be looking at TBR promotion and tenure guidelines.

Student Affairs A - no report;

Student Affairs B - no report;

Budget Advisory - Bill Badley is chair. They have attended all budget hearings and will submit a report to Faculty Senate when completed;

Government Liaison - Bill Herrick, chair, no report as most of their work will be in the spring when the legislature is in session;

Faculty Welfare A - no report;

Faculty Welfare B - no report.

#### Old Business:

Surveys were tabulated on + and - grades. The faculty response rate was 55% (389 voting). Of that number, 214

were in favor and 172 were against this grading system. The Graduate Council is also looking into this issue and has sent the issue to a committee for further study. President Stivers will send this to a committee for further study.

In regard to the 401K state program, MTSU participated for 6 months expecting the state to reimburse us. However, no reimbursement was awarded. The other state employees (non-university) still have this retirement option. Because the UT-system decided to manage their own benefits package and to use a cafeteria plan, they realized savings in their program. This savings has funded the continued UT-system 401K.

#### New Business:

Post-tenure Review (Faculty Development Plan) has been circulated to deans and chairs. In 1992 the TBR asked that: (1) universities review and examine their current evaluation policies and procedures; (2) develop a faculty development program to assist those faculty identified as no longer performing at a level consistent with the current institutional mission, and if individuals failed to complete the plan what would happen to them; (3) the Board would review this plan. MTSU submitted a response to (1) stating that this is accomplished at MTSU through annual review of work load forms, annual reviews of faculty, and student evaluations. Some chairs said they didn't know about the policy or haven't been doing it; however it is the responsibility of the chairs to follow this policy in their departments. Item (2) is addressed by establishing a faculty development plan. TBR finally looked at this policy and said our (2) needs improvement and refinement. TBR requested this by Nov. 1, so Bob Jones requested that a committee be formed. The committee consists of: John Pleas, Ann Cantrell, Jim Neal, Sharon Smith, Jill Austin, Peter Heller, Rick Elam, and Mary Elizabeth Stivers. A draft of the product of that committee is being circulated now. Remediation suggestions include funds for attendance at professional meetings or seminars, assignment of a peer mentor for teaching and research, etc. One comment is that chairs have too much responsibility and power in this procedure. The peer review committee in each department may need to be involved in this process. Also a plan will need to be devised as to how the "disengaged" faculty will be identified within a department and the method of evaluation of the faculty member's effort. Consequences of non-effort could result in: denying travel funds to the faculty member, not allowing summer school teaching, or denying salary increases and merit pay. These are things a department would do prior to taking action to remove a faculty member. The document must be to the TBR by Nov. 1. The committee meets again on Friday and welcomes your input. Dr. Haskew said that this represents tools for chairs to work with faculty who have shut down.

There being no further business, the meeting was adjourned  
at 9:15 PM.

Respectfully submitted,

Ellen K. Slicker  
Secretary / Treasurer

FS Minutes 10/21/96

FACULTY SENATE MINUTES  
NOVEMBER 11, 1996

THOSE PRESENT: Richard Barnett, Dianne Bartley, Michael Beck, Fred Beemon, Thomas Berg, Jerry Brookshire, Kevin Smith (for Mark Byrnes), James Calder, Janet Colson, Sarah Dawkins, Jennifer Dooley, Jackie Eller, Dianne Harper, Jeannette Heritage, William Herrick, Robert Holtzclaw, Charlene Key, David Loucky, Ronald McBride, Kenneth Middleton, Diane Miller, Larry Morris, Dennis Mullen, Patricia O'Leary, Dennis Oneal, Dewayne Pigg, Michael Peters, Gordon Freeman, Jenny Sauls, Kenneth Scherzer, Theodore Sherman, Ellen Slicker, Vincent Smith, Kim Sokoya, Mary Elizabeth Stivers, Virginia Vesper, Annette Williams, Sondra Wilcox, Sung Yoo, Sharon Smith, Bill Ford, Billie Picklesimer

THOSE ABSENT: Curtis Church, Robert Colvard, Patrick Conley, Peter Cunningham, Troy Festervand, Diane Gower, Warren Anderson, Chris Haseleu (excused), Jean Hastings, Nancy Kelley, William Ilsley (excused), Regina Johnson, Mary Jane Lavender, James Lawrence, Alice Mills, Victor Montemayor, Richard Moser (excused), Jack Furcell, Marsha Smith (excused), Jubran Wakim (excused), Raholanda Moore, Terro Whiteside (excused), Ronald Zawislak

President Stivers called the meeting to order at 7:00 PM. Secretary/Treasurer Slicker called the roll and presented the budget balances. The minutes of the previous meeting were approved. Current budget balances are \$694.76 in the travel budget and \$938.19 in the operating budget.

PRESIDENT'S REPORT:

President Stivers directed our attention to two maps: (1) construction of and around the stadium and (2) construction campus-wide and the dates at which this will begin. Faulkenberry Dr. will be closed Dec.-Feb. or March, or perhaps even until fall, 1997. Discussion included suggestions that the east side of the loop drive be reopened to car traffic to facilitate the traffic flow pattern during construction. It was reported that David Gray already has indicated that re-opening of the loop drive would occur. President Stivers said she would check on this.

Patty Miller said that ARA will not go forward with the food court at Peck Hall. Patty Miller, Joe Hugh, Kristin Baker, and Mary Elizabeth Stivers are members of a newly-formed committee that will develop a five-year plan for food service on campus. Any volunteers who also want to serve on the committee are welcome and should notify President Stivers.

At our last Liaison Committee meeting John Harris, Director of the Office of Disabled Student Services, addressed the group and explained that disabled students must submit

documentation of their disability from a physician, psychologist, or be a current client of the Dept. of Vocational Rehabilitation in order to qualify for services on campus. Then Mr. Harris and the student negotiate on "reasonable accommodations" for the student and place these in a letter that is to be presented to the instructor. It was requested that if instructors have disabled students in their classes who do not present this letter, the instructors not make accommodations. John Harris asked that questions regarding reasonable accommodations be addressed to his office. It was requested that a memo from the Office of Disabled Student Services be sent to all faculty delineating these guidelines. President Stivers said she would request this of Mr. Harris.

President Stivers informed the Faculty Senate of the question raised and the concern expressed by the Steering Committee regarding the alteration of a position announcement that was submitted to VPAA Haskew's office for approval. This position announcement was returned to the department that requested approval with the added phrase "immediate consideration for tenure possible". The Steering Committee's concern was that tenure should be more of a point for negotiation rather than a "given" as is implied by this statement. The Senate was informed that this issue will be raised at the next Liaison committee meeting.

The results of a survey of 64 colleges in states that border Arkansas completed by the University of Central Arkansas were sent to all involved Faculty Senate Presidents and all VPAA's. This survey indicated that MTSU is about in the middle regarding pay raises that are given as a result of promotion, while MTSU is number 6 in regard to Summer School pay, placing it on the higher end of the range.

Chris Modisher, TBR attorney, sent "Fair Use Guidelines for Educational Multimedia" that outline suggestions (not laws or regulations) for faculty and staff in regard to copyright issues in the development of multimedia materials. This 9-page document can be found in the offices of each college dean, the Faculty Senate, and Connie Schmidt.

In regard to the campus phone directory, it was mentioned that this year's directory actually contains no more errors than directories have in the past. This year, however, heightened awareness has occurred as a direct result of more campus communication via e-mail. This directory is a result of the involvement of three different offices and directories of this sort inevitably contain typing errors. In addition, some offices did not send in their information by the deadline and other changes occurred after the directory went to press.



The Classroom Management System, instituted last year, uses funds from the VPAA office for basic equipment for classrooms. Every department can submit requests for these equipment needs to Deborah Roberts of the VPFA office. Forms have been sent to each department chair. Confusion exists as to why departments cannot request overhead projectors from these funds. President Stivers will look into this.

A report on our Senate members: Gabe Wakim is up and about; Beryl West is responding to the chemotherapy; and Marcia Smith's mother passed away last week.

#### COMMITTEE REPORTS:

Academic Affairs A - no report

Academic Affairs B - no report

Academic Affairs C - Jackie Eller reported that this committee is evaluating the TBR Promotion and Tenure guidelines and is doing follow-up on the possibility of + and - grading system. The committee members will informally poll their classes to get a feel for student attitudes regarding this possibility. Others who would like to also informally poll their classes are invited to notify Senator Eller so that a uniform system can be used. The Graduate Council has recently voted to support this + and - system beginning with the 1997-98 academic year.

Student Affairs A - no report; they will meet on Friday.

Student Affairs B - no report.

Budget Advisory Committee - Not all budget hearings are completed yet. Once these meetings are completed, Bill Badley will make a report to the Senate.

Government Liaison - This committee met Oct. 7; however, currently the legislature is not in session.

Faculty Welfare A - President Stivers praised this committee for having done "a fabulous job!" They have completed the review of the Faculty Handbook and have submitted four recommendations to the Faculty Senate: (1) items were noted that need to be edited for typos, (2) the table of contents needs to be expanded and revised and the index expanded (3) information should be included on topics such as retirement benefits, tenure, medical emergencies occurring during classes, items necessary in a good syllabus, etc. and (4) duplicate entries should be eliminated and those items remaining should be better organized. It was moved and seconded that the Faculty Senate accept these recommendations. Motion passed unanimously.

Faculty Welfare B - no report.

#### OLD BUSINESS:

The Faculty Development Plan (Post-tenure Review) in its current form has raised some concerns among the faculty. TBR previously requested this document by Nov. 1. The main change that is proposed insures a sort of "checks and

balances" system by involving both the department chair as well as the departmental peer review committee in decisions made regarding a tenured faculty member's plan. Bob Jones will recall the committee to consider a draft of this new proposal emanating from the Faculty Senate.

NEW BUSINESS:

The question of "student evaluation of faculty" came out of the Chair's Council today. Last year the VPAA sent four representatives to a conference on this topic. According to SACS we must have an evaluation form. Therefore, the Faculty Senate will revisit this issue by assigning the revision of our current form to a Faculty Senate committee. The charge to that committee will be to bring a revised form to our Faculty Senate meeting by the end of this academic year.

Voice mail is here! Faculty members may activate their own personal voice mail. Training for voice mail is occurring on campus.

President Stivers acknowledged the service of Charlene Key to the Faculty Senate and to the university. Charlene is retiring at the end of this semester.

There being no further business, the meeting was adjourned at 7:40 PM.

Respectfully submitted,

Ellen K. Slicker  
Secretary/Treasurer

Faculty Senate  
Minutes of the 1/13/97 meeting

THOSE PRESENT: Richard Barnet, Dianne Bartley, Fred Beemon, Thomas Berg, Jerry Brookshire, Mark Byrnes, James Calder, Curtis Church, Sarah Dawkins, Kevin Smith (for Jackie Eller), Chris Haseleu, Jean Hastings, Nancy Kelley, Jeannette Heritage, William Herrick, William Ilsley, David Loucky, Ronald McBride, Kenneth Middleton, Alice Mills, Victor Montemayor, Larry Morris, Richard Moser, Patricia O'Leary, Dennis Oneal, Dewayne Pigg, Michael Peters, Jack Purcell, Gordon Freeman, Jenny Sauls, Kenneth Scherzer, Theodore Sherman, Ellen Slicker, Marsha Smith, Vincent Smith, Kim Sokoya, Mary Elizabeth Stivers, Virginia Vesper, Raholanda Moore, Terry Whiteside, Annette Williams, Sondra Wilcox, Sung Yoo, Sharon Smith, Bill Ford, Billie Picklesimer.

THOSE ABSENT: Michael Beck, Janet Colson, Robert Colvard, Patrick Conley, Peter Cunningham, Jennifer Dooley (excused), Troy Festervand, Diane Gower (excused), Warren Anderson, Dianne Harper, Robert Holtzclaw, Regina Johnson, Mary Jane Lavender (excused), James Lawrence, Diane Miller, Dennis Mullen, Jubran Wakim (excused), Ronald Zawislak.

President Mary Elizabeth Stivers called the meeting to order at 7:00 PM. Roll was called and the minutes of the prior meeting were approved. Secretary/Treasurer Ellen Slicker reported \$212.04 in the Travel budget and \$769.29 in the Operating budget.

PRESIDENT'S REPORT:

Academic Master Plan:

All departmental presentations were made during the fall, 1996 and are now completed. Each department was asked to respond to a list of questions, with reports coming from the deans. All those responses are on file in the Faculty Senate Office and in the library for public review. The subcommittee of 10 members responsible for decision-making will look at the 12-15 weighted criteria in February, seeing how the desires of the departments mesh with the population served. This report will be made to the larger committee of 23 who will fine tune the results and will make recommendations. The first draft will be distributed on April 21, with comments due from the faculty by May 5. The final plan will be submitted to Dr. Walker by May 15, 1997.

Honors College:

VPAA Haskew asked Dr. J. P. Montgomery, Head of the Honors Program, to compose a document outlining what would be involved in changing the "program" to a "college". The result is a 15-page document in which Dr. Montgomery reports on his review of several honors programs across the nation, indicating what makes each outstanding and outlining several possible options that could be pursued. Currently, all deans and chairs have a copy of this document, and the faculty is urged to review the document, making comments, if desired, to Dr. Montgomery and to VPAA Haskew. This

proposal will be part of the Academic Master Plan. President Stivers indicated that the Faculty Senate could sponsor an open forum for discussion of this proposal.

#### Professional Development Plan for Tenured Faculty (Post-tenure Review):

The document is now finalized with each step containing protections for faculty members who feel they are being treated unfairly. At any time, faculty members can request that the Peer Review Committee review the plan, if they feel the chair is unfair. Likewise, faculty members can request that the chair review the plan, if they feel the Peer Review Committee is being unfair. If disagreement occurs between these two bodies, the dean of that college will make the final decision.

#### Football Stadium Construction:

Faulkinberry Dr. will be closed permanently as of Jan. 20 (recently revised date: Jan. 30). The loop drive is now open to public traffic. President Stivers made the request that construction workers park in a certain area away from faculty parking, however, we do not know where that area is. The university will delay going to 1A football for another year.

#### Delinquent Grade Reporting:

President Stivers was copied on an E-Mail from Dean Cliff Gillespie to Sherian Huddleston, Director of Records, regarding faculty who do not turn in their end-of-semester grades on time.

Some universities across the country fine departments when faculty do not get their grades in on time; however, MTSU will NOT be implementing this procedure. If faculty were late in turning in grades in the past the student received an I (incomplete). Henceforth, if this situation occurs, the student will receive an NR (not reported) when faculty have not turned in grades by the time Records is ready to run grades.

#### Professor Course Packs:

The TBR attorney sent an announcement to President Stivers in December regarding a court case involving Princeton University. The situation involved a professor collecting a group of published readings then taking them to a copy center to be duplicated in bound form for that professor's class. A new court ruling has now reversed a prior ruling. The new ruling indicates that the copy center (or the professor) must secure permission from all publishers in order to duplicate their materials.

#### Building Spaces Available:

During this semester, KOM, Business Annex, Business Research Center (Peck Hall), and the Basement of Alumni Memorial Gym, will be assigned by VPAA Haskew for other academic purposes for when the Business and Aerospace classes and faculty move into their new building. As for Todd Library, the Vice Presidents will meet and develop a recommendation for Dr. Walker's approval. While the new library will not be completed until 1998, plans are already being made to expedite the transportation of books to the new facility.

#### Climate in Faculty Senate Lounge:

The heating situation has improved in the Faculty Senate Lounge and the temperature is now warmer, especially if the doors to the hallways are kept closed. Henceforth, a closed door to the Faculty Senate Lounge does not necessarily mean that the office is closed or that there is no one there.

#### Flea Infestation in Portables:

The "trailer park" has fleas due to tenants of this facility bringing their dogs to work and the feeding of stray animals. The fleas have infested both inside and outside despite the extermination efforts. Feeding the wild animals (cats, squirrels, rabbits, etc.) has caused these flea transporters to stay close-by and reinfest the trailer park pets that bring the fleas back inside. Therefore, it has been requested that trailer park residents NOT feed the wild animals so that they go away, taking their fleas with them, and that they leave their own pets AT HOME.

#### Senator "Concerns":

Senator Beryl West is now recovering at home from his throat cancer surgery. Happily, the surgery was not as extensive as had been expected. Senator Gabe Wakim started his second round of chemotherapy today. Former Faculty Senate President Nancy Bertrand's father passed away, as did President-elect Chris Haseleu's father. Our condolences were offered to both.

#### COMMITTEE REPORTS:

Academic Affairs A: No report.

Academic Affairs B:

Senator Jim Calder presented recommendations from this committee as to what items should be included in a faculty member's course syllabus. These items are:

- 1) The Disabilities Statement distributed by the VPAA Office last year.
- 2) All policies that a faculty member uses when computing grades, such as attendance policy, tardiness policy, cheating policy, plagiarism policy, etc. (This recommendation emanated from the Grade Appeals Committee as they believe most grade appeals are due to a lack of clarity in syllabi as to how faculty actually tabulate grades.) The syllabus is considered to be a contract between faculty members and their students.

- 3) Percent of final grade for which each assignment counts.
- 4) Number of points (if grades are tabulated through point accumulation) required for each letter grade.

A second recommendation is that the university policy on attendance be stated in the student handbook as it could not be found in the current student handbook.

It was moved and seconded that the Senate accept this committee report and its recommendations. After discussion, a vote was taken, and the motion passed unanimously.

Academic Affairs C:

(Report was given by Kevin Smith for Jackie Eller, Committee Chair.)

1) A review is being conducted of the TBR Tenure and Promotion Policies .

2) This committee continues to consider plus and minus grades. The committee is split regarding whether or not students' opinions should be solicited.

The committee would like to have some direction from the Faculty Senate on whether or not to poll students. Suggestions for polling were: through the Sidelines, at registration, etc. It was also suggested that asking the students for their input is not appropriate as their responses would likely be self-serving. After discussion, it was decided that the faculty needs to make this determination, not the students. It was mentioned that the Graduate Council has recommended that plus and minus grades be instituted for graduate students. It seemed to be the consensus that if this were instituted for graduate students, then it should be instituted for undergraduates, as well. Associate VP Gillespie is strongly in favor of choosing just one system, rather than two, from a records standpoint. There was a suggestion that the Senate be informed of the pros and cons of plus and minus grades so that we can make an informed decision. President Stivers will invite Jackie Eller to present the pros and cons in her report at the next Faculty Senate meeting.

Student Affairs A:

Dr. Linda Skinner reported on two concerns with which this committee has been dealing:

1) How can a previously classified non-resident student become a resident student for tuition purposes?

The committee asked David Hays, Assistant VP, Student Affairs, to speak to them on this issue. The major determining factor is that the student be a tax payer in Tennessee and have a commitment to remain in the state after their education is completed. What was discovered was that if a student goes to school part time (anything less than 12 hours) and works full time for one year, the student can then be classified as a resident. This is a method that appears to be workable for most students and should be communicated to the students.

2) The committee is revisiting an issue that was dealt with 2 years ago - communication of university-wide computer accessibility for students.

The committee would like to see the schedules of open hours at each of the university's computer labs listed in the Sidelines as well as in the schedule book each semester.

Student Affairs B: No report.

Budget Advisory Committee:

This committee will report after the VPs have had their hearings. Dr. Stucky told Chair Bill Badley that he will not know anything more about budget cuts until the governor releases his budget on Feb. 1. (later revised to February 10)

Government Liaison:

The chair will contact TEA regarding proposed legislation.

Faculty Welfare A: No report.

Faculty Welfare B: No report.

OLD BUSINESS: None.

NEW BUSINESS:

MTSU plane:

Senator Bill Herrick, Aerospace, announced that the government has given an 8-passenger Cessna 404 to MTSU. He pointed out that flying to conferences would save money as there would be less time spent in transit and no hotel rooms to rent. The costs of hiring the new plane will be published soon.

New Equity Study and Concern over Faculty Welfare:

Senator Jerry Brookshire asked about the Revised Equity Study. President Stivers said that VPAA Haskew indicated that she would have the study completed by the end of January based on a new and better comparison group. At that time, her office will look at inequities inside departments, as well. President Stivers will ask Dr. Haskew to present this at the Faculty Senate meeting in February. It was confirmed that the new study will negate the Mercer Study. The question was raised as to whether funding will be over and above what the state gives in raises. This is something that needs to be discussed. Senator William Ilsley asked why we need another study. It was suggested that the new study uses a comparison group that is more like MTSU. Senator Ken Scherzer pointed out that viewing where we fall in comparison to other universities is bound to lower our morale, citing higher salaries at Tenn. State, for example.

President Stivers indicated that if the state deficit is as bad as the newspapers indicate, then we may indeed experience budget cuts in the fall. However, via the new funding formula, the Office of the VPAA received \$1.5 million this year and could receive a similar amount next year if the state proceeds with the funding formula. With these funds, 17 of the 25 new faculty needed can be hired with the deans coming up with the funding for the other 8 faculty needed. On the other hand, perhaps faculty would prefer to have equity funded with that money and continue teaching overcrowded classes. Senator Richard Barnet mentioned that just recently administrators have received large raises, yet we are told that there is no money to fund faculty raises.

Senator Richard Moser expressed his feeling that we need to help the administration understand that the faculty should be a priority at MTSU. There is a schedule for building 11 new buildings and a schedule for the football stadium renovation, but what's the schedule for faculty becoming the centerpiece of the university? We need to ask whether the administration intends to fund equity or not, and when. There was a strong feeling expressed that the faculty needs to begin making some noise and that this noise needs to begin at the Faculty Senate level. It was decided to invite Dr. Walker to visit our Faculty Senate meeting in March to solicit answers from him for these important questions, such as when the welfare of this faculty will become a priority? If the answer is "never," then we need to go to the public to elicit their support.

Richard Moser will draft a resolution for the Senate to approve to present to Dr. Walker. Senator Larry Morris requested that this resolution be forwarded to all senators for their perusal prior to the February meeting so that we can be prepared with comments and changes at that meeting in order to finalize the document prior to presentation to Dr. Walker.

**Library Journal Cutbacks:**

Change in university economics may cause a cutback of 26% (900 journals) in the number of journals to which the library subscribes. This would mean a \$255,000 cut in funding for the library. This situation has occurred at least twice before in the recent past, only to find that at the last minute, the money has come from somewhere to save the journals. By the February meeting, there will be an announcement as to whether we will need to cut journals or whether the funding to maintain all current holdings has been found. It was pointed out that with changing current D.A. programs to Ph.D. programs and considering additional Ph.D. programs, this is not the time to cut back on journal holdings.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Ellen K. Slicker  
Secretary/Treasurer



MTSU Faculty Senate  
Minutes of the FEBRUARY 10, 1997 Meeting

Those Senators present: Richard Barnet, Dianne Bartley, Michael Beck, Fred Beemon, Thomas Berg, Jerry Brookshire, Mark Byrnes, James Calder, Curtis Church, Janet Colson, Jennifer Dooley, Kevin Smith (for Jackie Eller), Troy Festervand, Diane Gower, Dianne Harper, Chris Haseleu, Jean Hastings, Jeannette Heritage, William Herrick, William Ilsley, Regina Johnson, James Lawrence, Ronald McBride, Kenneth Middleton, Diane Miller, Alice Mills, Larry Morris, Richard Moser, Dennis Mullen, Patricia O'Leary, Dennis Oneal, Michael Peters, Jack Purcell, Gordon Freeman, Jenny Sauls, Kenneth Scherzer, Theodore Sherman, Ellen Slicker, Marsha Smith, Vincent Smith, Kim Sokoya, Mary Elizabeth Stivers, Virginia Vesper, Raholanda Moore, Terry Whiteside, Annette Williams, Sondra Wilcox, Ronald Zawislak, Sharon Smith, Billie Picklesimer.

Those Senators absent: Robert Colvard, Patrick Conley, Peter Cunningham, Sarah Dawkins, Warren Anderson, Nancy Kelley, Robert Holtzclaw, Mary Jane Lavender, David Loucky (excused), Victor Montemayor, Dewayne Pigg (excused), Jubran Wakim (excused), Sung Yoo, Bill Ford.

President Mary Elizabeth Stivers called the meeting to order at 7:00 PM. Secretary/Treasurer Ellen Slicker called the roll and gave the Treasurer's Report. The minutes of the Jan. 13, 1997 meeting were approved as printed. Budget balances are: Travel - \$198.84 and Operating - \$675.84.

PRESIDENT'S REPORT:

Parking:

The university has hired a parking consultant who will be on campus during this semester. He will provide a report within the next few months that will hopefully solve our parking problems for the next 5-10 years.

Academic Master Plan:

This committee meets every Tuesday from 11:00 am -2:00 PM and every Friday from 2:00-4:00 PM in the Faculty Senate Lounge. Everyone is welcome to attend to share any good ideas they have.

Customs:

Previously the Faculty Senate had requested that transfer students be allowed to register before freshmen in the summer. Gina Poff, Director of Customs, reported that it was too late to change the practice for summer, 1997, but that this change will be made for summer, 1998. Transfer students' registration will be interspersed with the freshmen, so will be earlier than in the past. Ms. Poff would welcome any other suggestions we might have for her.

#### Governor's Blue Ribbon Panel:

This committee has been appointed by Gov. Sundquist to review the Tennessee Higher Education Council (THEC) to determine if THEC is necessary. There has been some question as to whether the committee is "stacked" toward a particular direction regarding the fate of THEC, and it has been noticed that there is no faculty representation on this committee. John Bragg, Academic Master Plan Committee member and retired legislator, feels that the committee appointed is a fair one. Therefore, the Faculty Senate will not pursue the issue of a lack of faculty representation on this committee. The report on THEC is not due to the governor for two years (right after the next election), but it is expected that the committee will downsize THEC and perhaps request legislative confirmation for THEC members.

#### Executive Computing Committee:

The committee is attempting to get approval and funding for more master classrooms. The funding for master classrooms would be added to the list of beneficiaries of the Capital Campaign. Jerry Benefield, Academic Master Plan Committee member and Nissan CEO, said that adding technology, such as master classrooms, to the Capital Campaign list would make soliciting donations much easier as technology is "sell-able".

When department chairs were asked last fall how many master classrooms they could use, a total of 55 were requested, which would cost approximately \$2 million. However, provisions for repair and upgrade were not included in that dollar amount.

#### Teaching, Learning, and Technology Round Table (TLTRT):

This group has secured funding for a 1-year internship in OIT involving 6 hours of reassigned time, jointly funded by the OIT and VPAA offices. The call for that position will go out by the end of this week. Some prior computer knowledge is requisite, but "rocket scientist" status is not necessary.

#### Pilot Study for the Living Learning Center:

A pilot study will be implemented this fall in which one of the dorms will have its current residents relocated so that selected students, possibly of similar academic and leadership interests can live together in the same dorm. The steering committee of this group consists of faculty, students, and individuals from the Student Affairs Office. The philosophy of this program is to build on the university's strengths, its honor students and student leaders. This group is asking for the support of faculty in such ways as teaching classes in the dorm, for example. Cathy Crooks, Coordinator of the Program, indicated that while there are many positive aspects to this program, a vocal minority of students are against the program mostly due to their displacement from their dorm. However, those residents who will be displaced are being given first choice for their new living space. It has been found that programs such as this one help with student retention. For further information, call Dr. Crooks or Deb Sells, in Residence Life.

#### Proposal from Rick Elam, Dean of College of Business:

Dean Elam and "the College of Business Faculty request that the minimum requirement for a baccalaureate degree at MTSU be lowered from 132 semester hours to 128 semester hours." Their rationale is as follows: "Business degrees at MTSU and other TBR institutions have the highest credit hour requirement of any business degree programs in the United States. Lowering the minimum will give the MTSU College of Business faculty the opportunity to make changes in degree requirements that will bring their degrees into closer alignment with other business schools." Printed documents containing the above were made available for the perusal of the senators. No action was taken on this proposal.

#### Election of Senators:

Today was the deadline for nominations for Faculty Senate representatives from every department and from the colleges at large. We still do not have a nominee from the following departments: Accounting, Criminal Justice, and Foreign Language, so the nominations will be held open until the middle of this week. Ballots will go out even when there are only one or two nominees and you are directed to "vote for two". This will be done so that the election will be legal.

#### Distance Learning:

The Steering Committee recommended that a committee be appointed to write an instructor evaluation form especially for the Distance Learning instructors for whom our generic form does not apply. This committee will report to the Senate in the fall.

#### REPORT FROM THE TBR FACULTY SUB-COUNCIL:

Representative Jill Austin's report was presented by President Stivers and included the following points: (1) Chancellor Smith stated that he believes the Legislature feels comfortable with the TBR system. In addition, he feels that TBR is in good standing with the governor.

(2) THEC is a major topic now and while the chancellor believes THEC will continue to exist in the future, it may be reorganized.

(3) Chancellor Smith believes that the governor is sincere when he says that he wants to do for higher education what McWerter did for K-12 education.

(4) The chancellor talked about accountability in higher education. He is trying to get the message out to the public about how hard faculty work and what it is they do. He intends to work on cutting more staff at TBR, allowing for more staff to be hired at the colleges and universities.

(5) A bill will go to the legislature this session that involves allowing students from bordering states to pay only in-state tuition at Tennessee institutions.

(6) The sub-council is looking now at administrator evaluations, i.e., for presidents and vice-presidents.

#### REPORT FROM VPAA BARBARA HASKEW ON SALARY EQUITY:

VPAA Haskew presented data to the Faculty Senate regarding her proposal for a new salary equity study. The Mercer study is ineffective due to loss of many of the peers used in that group. The new study can use either 33 or 64 peers all of whom are doc2 schools. This is the level to which MTSU aspires, therefore Dr. Haskew believes this is an appropriate peer group with whom to compare ourselves in regard to salary. Currently, THEC uses 10 peers to recommend salaries at MTSU; however, of these 10 peers, 8 are Master's institutions, 1 is doc1 and 1 is doc2. Salaries at MTSU appear low because our current funding from THEC is based predominantly on a comparison with Master's institutions. The intention of Dr. Haskew is to get all faculty up to 92% of their predicted salary before taking any faculty past that mark.

Dr. Haskew and Dr. Walker would first like to address the intra-departmental inequities that occur in 25-30 cases across the campus. This process is separate and apart from salary equity and would simply insure that faculty, within the same department with the same amount of experience and the same degrees at the same rank, would be paid comparable salaries. As soon as a process is devised and agreed upon, Dr. Walker will implement these adjustments. The proposed process for adjusting intra-departmental salary inequities, as outlined by Dr. Haskew, includes the following points:

- (1) Chairs/deans identify inequities, develop a case for adjustment and make a recommendation to VPAA;
- (2) VPAA/deans discuss justification and funding source;
- (3) VPAA recommends adjustment at appropriate point in budget cycle.

Overall recommendations for both intra-departmental and university-wide market adjustments, outlined by VPAA Haskew are as follows:

- (1) Approve intra-departmental equity adjustment process;
- (2) Implement intra-departmental equity adjustments for fiscal year 1997 with worst cases first;
- (3) Approve peer group and design revisions to market study. Peer group should reflect mission and THEC funding peers;
- (4) Implement market salary adjustments to recognize relative salary relationships;
- (5) Implement market salary adjustments by combination of 1/2 of 1% of annual faculty salary raise dollars and match from NEW funds available to Academic Affairs (at AA discretion);
- (6) Consider NO market or other equity adjustments for faculty not re-appointed or on special development plans (i.e., faculty development plan);
- (7) No salary adjustments for temporary faculty.

VPAA Haskew then presented her TIMELINE for completion of this project:

- (1) Discuss salary study with constituent groups;
- (2) Develop market analysis on 1996-97 data;
- (3) Fill in data gaps and use special data;
- (4) Finalize recommendations to President Walker;
- (5) Implement intra-departmental equity adjustments for fall, 1997;
- (6) Implement market adjustments on schedule consistent with funding.

Dr. Haskew spoke about the governor's budget, released today. She indicated that MTSU would suffer a 4% (\$2.8 million) budget cut. Since it takes a 2% increase in tuition to offset a 1% budget cut, it would take an 8% tuition increase to recoup our losses. This scenario is very unlikely; rather, we are more likely to have a 5-6% tuition increase approved by THEC. The governor has said he will take good care of higher education in two years once the Blue Ribbon Panel reports back to him about THEC. Meanwhile, \$191 million is going this year to the "Better Schools Program".

Senator Jim Calder asked why it is the faculty's responsibility to fund its own salary equity from its own cost of living raises. He indicated his belief that this is more than a money issue; that this, rather, is a morale issue for the faculty. VPAA/Provost Haskew indicated that the Office of Academic Affairs only receives 70% of the university budget, not 85% as in many institutions. The funding of salary equity must come from recurring dollars, not one-time allotments, so it would need to be taken from other recurring programs, like hiring new faculty. Senator Ken Scherzer asked if funds could be moved from one project to another. VPAA Haskew indicated that in her role of Provost, she has no management control over the budget outside of Academic Affairs, and that, indeed, all four VPs are competing for the same funds. VPAA Haskew told us, like she tells her kids, "You think there's a money tree in the back yard, but there isn't". Dr. Walker is sensitive to the faculty voice and is distressed that he has been unable to move further, faster on salary equity.

#### COMMITTEE REPORTS:

Academic Affairs A - no report

Academic Affairs B - no report

Academic Affairs C - Frank Bailey reported on plus/minus grades. At the January Faculty Senate meeting this committee was asked to bring us more data with which to make our decisions. A study was found in the literature that was completed by the American Association of Collegiate Registrars (1992; n=1601). Results indicated that plus/minus grading helps to curtail grade inflation as long as A+ grades are not included in the system. In addition, 16.6% of 4-year institutions added +/- grades between 1982 and 1992. In 1992, 63.6% of private and 39% of public 4-year institutions used +/- grading.

All faculty will be requested to use the scale, if instituted, but this would not be required. The change would apply to all students with no retroactive grading of past courses. Change should occur in a semester consistent with the transition to on-line grade reporting (approximately one year from now). Assoc. VP Gillespie would like to have consistency between graduate and undergraduate grading.

The committee requested Faculty Senate input as to whether and how to solicit student opinion about using this system. Senator Larry Morris moved that we not seek student input. The motion was seconded and the Senate unanimously passed this motion. Therefore, student opinion will NOT be sought regarding +/- grading. The proposed system is as follows:

Letter grade	Quality points
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0.00

Student Affairs A - no report  
Student Affairs B - no report

Budget Advisory - Bill Badley, Chair, reported that the VPAA will ask the deans to hold any carry forward money. In the event of serious cutbacks, the Faculty Senate will have input in deciding what the priorities are, such as decreasing travel budgets, for example.

Government Liaison - no report

Faculty Welfare A - The committee recommends that the TBR system develop a program similar to that adopted recently by the UT system which involves working after retirement. In the UT system, a faculty member must retire for 60 days, then may return and work on a part time basis for up to 4 years. It was moved and seconded that this recommendation be accepted. Motion passed unanimously.

Faculty Welfare B - no report

#### OLD BUSINESS:

The resolution written by Senator Richard Moser regarding the funding of salary equity was distributed earlier to Senators. The resolution follows:

"Whereas: The student-teacher relationship is the heart of the educational process and improving this relationship ought to be the highest priority of Middle Tennessee State University; and Whereas: Middle Tennessee State University needs to recruit and retain a highly qualified and diverse faculty; and Whereas: Respect for faculty members and their profession ennobles intellectual activity, demonstrates the value of higher education, and bolsters faculty morale; and Whereas: Faculty morale and remuneration are indicative of the measure of respect they enjoy; and Whereas: Previous administrative pledges to raise faculty salaries have been abandoned; and Whereas: the failure to justly compensate

faculty strains intellectual creativity and productivity, weakens morale, devalues teaching, and detracts from our shared commitment to excellence in public education;

Be it resolved, that the Faculty Senate of Middle Tennessee State University calls upon the Administration to deliver to us, this semester, concrete plans, policy objectives, and time schedules by which faculty salaries will be raised above the average level for Middle Tennessee State University's peer institutions."

A motion was made by Senator Moser that this resolution be passed. Senator Ken Scherzer proposed a friendly amendment to change the words "the Administration" in the last paragraph, to "Dr. James Walker". Discussion ensued. Senator Diane Gower said she felt we should not push this issue as the "well is dry". Senator Ron Zawislak suggested that we do what we can to increase the percentage of the overall budget granted to the VPAA. There being no further discussion, a vote was taken. The motion passed as amended by a non-unanimous majority vote.

#### NEW BUSINESS:

Senator Ken Scherzer proposed the following resolution:

"Whereas: The Association of Faculty and Administrative Women (AFAW) and the American Association of University Professors (AAUP) are co-sponsoring a faculty meeting on February 21, concerning the issue of equity pay, and whereas: Said meeting will investigate legal and political solutions to the issue of equity pay of interest to the MTSU faculty,

Be it resolved, That the Faculty Senate of Middle Tennessee State University agrees to co-sponsor this event."

Senator Rich Moser said that we need to make this issue a priority. The meeting will occur in the Faculty Senate Lounge from 12:15-1:30 PM on Feb. 21. Senator William Ilsley indicated that he could see no reason for having a meeting as nothing would happen as a result of the meeting anyway. It was moved and seconded that we accept the above resolution. The motion passed that the Faculty Senate co-sponsor this event.

There being no further business, the meeting was adjourned at 9:30 PM.

Respectfully submitted,

Ellen K. Slicker  
Secretary/Treasurer

MTSU FACULTY SENATE  
MINUTES OF THE 3/10/97 MEETING

THOSE SENATORS PRESENT: Dianne Bartley, Thomas Berg, Jerry Brookshire, Mark Byrnes, James Calder, Curtis Church, Peter Cunningham, Sarah Dawkins, Jennifer Dooley, Kevin Smith (for Jackie Eller), Dianne Harper, Chris Haseleu, Jeannette Heritage, William Herrick, William Ilsley, Regina Johnson, Kenneth Middleton, Diane Miller, Alice Mills, Larry Morris, Richard Moser, Dennis Mullen, Patricia O'Leary, Dennis Oneal, Dewayne Pigg, Michael Peters, Gordon Freeman, Jenny Sauls, Kenneth Scherzer, Theodore Sherman, Ellen Slicker, Vincent Smith, Mary Elizabeth Stivers, Virginia Vesper, Raholanda Moore, Terry Whiteside, Annette Williams, Sondra Wilcox, Sung Yoo, Ronald Zawislak, Sharon Smith, Bill Ford.

THOSE SENATORS ABSENT: Richard Barnet, Michael Beck, Fred Beemon (excused), Janet Colson, Robert Colvard, Patrick Conley, Troy Festervand, Diane Gower, Warren Anderson, Jean Hastings (excused), Nancy Kelley, Robert Holtzclaw, Mary Jane Lavender (excused), James Lawrenace, David Loucky, Ronald McBride (excused), Victor Montemayor (excused), Jack Purcell, Marsha Smith (excused), Kim Sokoya (excused), Jubran Wakim (excused), Billie Picklesimer (excused).

President Mary Elizabeth Stivers called the meeting to order at 7:00 PM. Secretary/Treasurer Ellen Slicker called the roll and gave the Treasurer's Report. Budget balances are: Travel - \$91.72 and Operating - \$593.11. The minutes of the Feb. 10, 1997 meeting were approved as printed.

PRESIDENT'S REPORT:

Academic Master Plan:

The subcommittee met twice weekly in February. The report from this committee was presented to the overall committee last Thurs. to review and took into account input from all interested parties on campus. A vote will be taken this week on that report. A preliminary draft will be presented to Dr. Walker in June with the possibility of a time extension for further faculty input after distribution to the campus at-large.

Tennessee Board of Regents (TBR):

TBR met this past week. Dr. Stivers distributed two documents to keep us better informed: Funding Reduction Options (comparing the pro-rata reductions among all of the TBR and UT institutions ) and Positions at TBR Institutions (indicating the percentages of faculty, administrative, and classified employees at the TBR universities). THEC has requested funds for the TBR universities based solely on the funding formula. Since this request did not reflect the governor's cuts in funding, Senator Womack, Chair of the Senate Education Committee, requested that Cathy Cole (THEC Director) go back and redo THEC's budget. Chancellor Smith and others are looking into raising those schools on the lower end of the funding percent to a higher level of funding. Since MTSU is one of the lowest ones, if this funding method is implemented, MTSU's actual



cut will not be as severe as expected. There is also talk of a 4-6% tuition increase statewide that could provide some much needed funds, as well; however, this will not be determined until June, 1997. VPAA Haskew has communicated to the MTSU community that she is proceeding as if there will be the large proposed budget cut; however, this is all still very much up in the air at the present time.

President Stivers and the Faculty Senate Budget Committee sat in on the funding meetings on campus with the deans. It appears that rather than let faculty go, the VPAA Office will not fill all 40 of the currently vacant positions. Other VPs will be taking larger percentage cuts so that Academic Affairs will not have to take so much of a cut (e.g., Finance and Administration will be cutting 10 positions and OIT will be filling only Academic Computing positions).

Chancellor Smith spoke to the Senate Finance Committee, explaining that misclassification of some clerical workers into the administrative category has been done based on who is hourly (clerical) and who is salaried (administrative). However, this method of categorization generates misleading results.

#### Resolution on Salary Equity:

In response to this resolution presented by the Faculty Senate to President Walker, he has appointed a Salary Equity Committee with VP Duane Stucky as chair. The committee, consisting of Faculty Senators Stivers, Whiteside, Scherzer, Moser, Haseleu, Barnet, and Connie Jones, John McDaniel, VPAA Haskew, and Stucky, meets once a week. The group is currently attempting to understand the budget as well as the proposal put forth by VPAA Haskew.

#### Faculty Senate Reception:

Dr. Walker expressed a desire 1 1/2 months ago to have a reception in his home for all members of the Faculty Senate. The date for this reception has been set for Wed., March 26, 4:00-5:30 PM. He hopes that this will be an annual event. There will be a shuttle bus transporting guests from the Nursing Building parking lot to the President's home.

#### Commission on the Status of Women:

This commission is requesting volunteers to participate in one of seven groups who will implement a "night walk" on campus to check on campus safety at night.

#### College of Business Senators:

These senators were requested to remain after tonight's meeting for a brief gathering.

## COMMITTEE REPORTS:

### Academic Affairs A:

This committee presented their final report on the charge they were given regarding university policy on textbooks and the university bookstore. Their report included four recommendations:

(1) Current textbook policy be rewritten including three categories of texts:

(a) Continuing required text - same as current official required text. Currently two options can be designated for a continuing required text for a large multi-section course.

(b) One time use required text - currently called a supplemental, required text. This will allow instructors in multi-section courses to order texts of their choice for one semester, but will not force them to use one of the two (only) choices currently available to such courses. Orders placed every semester.

(c) Supplemental text - currently called a supplemental, supplemental text. Orders placed every semester.

(2) Each department appoint a textbook liaison to serve as coordinator for that department with the bookstore, or at least appoint an individual to coordinate each multi-section course.

(3) Establish a new standing Bookstore Liaison Committee composed of members from each college, as well as undergraduate and graduate students, with bookstore personnel serving in an advisory capacity. This committee would make recommendations regarding university policy, bookstore guidelines, and clarification of bookstore procedures. It would also attempt to solve grievances between faculty or students and the bookstore.

(4) Rewrite outdated bookstore and textbook policies following a study of current practices at other TBR, UT, and out-of-state institutions of similar size.

It was moved and seconded that we accept this report. After discussion, the motion passed unanimously.

### Academic Affairs B:

Senator Jim Calder indicated that the committee will make their final report on the new Student Evaluations of Faculty form at the April meeting.

### Academic Affairs C:

Mick Peterson reported on the proposed plus/minus grading system. Since the Faculty Senate voted last month not to solicit student input regarding this proposed system, this committee's job was made easier. This committee therefore submitted the following recommendations:

(1) A plus/minus grading system be implemented for all courses, other than S/U or P/F courses, beginning with the semester that coincides with the transition to on-line grade reporting.

(2) The proposed scale is as follows:

Letter grade	Quality points
A+/A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0.00

(3) All faculty are requested, not required, to use this new grading scale.

(4) No retroactive grading changes of past courses.

This system was passed earlier by the Graduate Council for graduate courses. Even if we approve the system, it still needs to be recommended by the Admissions, Policy, and Standards Committee. It was moved and seconded that we adopt this system (all recommendations #1 - #4). The motion passed by a vote of 25 - 13.

Student Affairs A:

Dr. Linda Skinner presented two proposals from this committee:

(1) Computer availability: Recommend...

(a) Computer lab hours, available hardware and software, and user restrictions for that lab be published, and updated regularly in the Sidelines and on our homepage.

(b) Administration seek proposals from local banks interested in providing students with affordable means of financing the purchase of a personal computer.

(2) Residency criteria for the purposes of paying fees and tuition: Recommend...

(a) Out-of-state, full-time workers who are part-time students can become "residents" after two semesters; however, out-of-state, full-time workers who are full-time students cannot. This apparent inequity be eliminated by extending the same consideration to full-time students who work full-time.

(b) Completion of an empirical study to determine if the criteria "intent to remain in Tennessee after graduation" is a valid criteria on which to base residency considerations.

(c) Clarification of TBR residency requirements by delineating those guidelines in a straight forward and explicit manner so that reclassification decisions can be made in a consistent and objective manner.

After discussion, it was decided to separate these two issues. The computer proposals passed unanimously, while the residency criteria proposals passed with a vote of 19 -10.

Student Affairs B: no report  
Budget Advisory: Will report in April.  
Government Liaison: no report  
Faculty Welfare A: no report  
Faculty Welfare B: no report

#### OLD BUSINESS:

##### Business School Proposal:

The proposal would require dropping MTSU's graduation standards from 132 hours to 128 hours. When contacted by Dean Elam about the proposal, President Stivers indicated that Dean Elam was asked to submit a written proposal so that we might consider it; however, he indicated that he did not have time to do so. Instead he provided us last month with two handouts. The Admissions, Policy, and Standards Committee did hear Dr. Elam's proposal and recommended it on to Dr. Haskew with two stipulations: (1) that she study it and (2) that it not be implemented in the new catalog for this fall. Due to several concerns, the Faculty Senate Steering Committee decided at its last meeting that it will be brought up as a discussion item at the next Liaison Committee meeting with Drs. Walker and Haskew. Due to a point of order, it was determined that if we wished to discuss this issue at the present meeting, it must be considered under new business.

#### NEW BUSINESS:

##### Business School Proposal:

Senator Bill Ford asked why some individuals have a problem with the Business School proposal and requested that the concerns be enumerated. There were two levels of concern: (1) the issue itself - the proposal barely passed in the Business College with a vote of 19 to 22, indicating that many members of this group were against the proposal especially since they didn't know what would be cut i.e. electives, required courses, general education courses, and (2) the manner in which it was presented to the campus - Dean Elam chose not to place it in the form of a proposal for Faculty Senate and supplied us with information that was biased and misleading. The Chairs Council expressed a great deal of concern about this issue. Currently, while TBR requires only 128 hours, MTSU requires 132 hours for graduation. Of our students, 88% work and go to school; however, there is more knowledge to be acquired now than there was 40 years ago. High school requirements have also been raised markedly in recent years.

Senator Diane Bartley recommended that the Faculty Senate get involved and let Dr. Haskew know our feelings. Senator Ron Zawislak moved that we maintain 132 hours for graduation until there is time for the Faculty Senate to study the issue. The motion passed unanimously.

##### Resolution to Require Administrators to Teach:

Senator Bill Ilsley presented a resolution and moved (on behalf of the authors of the resolution) that we accept it. The motion was seconded. This motion was written in the wake of the impending budget cuts and possible faculty layoffs. It proposes that: (1) all administrators be required to teach at least one undergraduate course each semester, (2) Dr. Walker be required to teach one undergraduate course each semester, and (3) administrative staff be considered for layoff before any faculty member is.

Senator Whiteside indicated that administrators must attend meetings, travel, and are generally unavailable much of the time. If they were to teach, frequently being away from class would cause their students to suffer. Senator Haseleu also spoke against the resolution, stating that this is not the time to present such a resolution. Senator Berg indicated that passing this resolution would only inflame the situation. The motion failed unanimously.

There being no further business, the meeting was adjourned at 8:30 PM.

Respectfully submitted,

Ellen K. Slicker  
Secretary/Treasurer

## FROM MINUTES OF THE MARCH 10, 1997 MEETING

### Academic Affairs A:

This committee presented their final report on the charge they were given regarding university policy on textbooks and the university bookstore. Their report included four recommendations:

(1) Current textbook policy be rewritten including three categories of texts:

(a) Continuing required text - same as current official required text.

Currently two options can be designated for a continuing required text for a large multi-section course.

(b) One time use required text - currently called supplemental, required text. This will allow instructors in multi-section courses to order texts of their choice for one semester, but will not force them to use one of the two (only) choices currently available to such courses. Orders placed every semester.

(c) Supplemental text - currently called a supplemental, supplemental text, Orders placed every semester.

(2) Each department appoint a textbook liaison to serve as coordinator for that department with the bookstore, or at least appoint an individual to coordinate each multi-section course.

(3) Establish a new standing Bookstore Liaison Committee composed of members from each college, as well as undergraduate and graduate students, with bookstore personnel serving in an advisory capacity. This committee would make recommendations regarding university policy, bookstore guidelines, and clarification of bookstore procedures. It would also attempt to solve grievances between faculty or students and the bookstore.

(4) Rewrite outdated bookstore and textbook policies following a study of current practices at other TBR, UT, and out-of-state institutions of similar size.

It was moved and seconded that we accept this report. After discussion, the motion passed unanimously.

MTSU FACULTY SENATE  
MINUTES OF THE 4/14/97 MEETING

THOSE SENATORS PRESENT: Richard Barnet, Dianne Bartley, Michael Beck, Fred Beemon, Thomas Berg, Jerry Brookshire, Curtis Church, Sarah Dawkins, Jennifer Dooley, Kevin Smith (for Jackie Eller), Diane Gower, Warren Anderson, Dianne Harper, Chris Haseleu, Jean Hastings, Nancy Kelley, Jeannette Heritage, William Herrick, William Ilsley, David Loucky, Ronald McBride, Diane Miller, Victor Montemayor, Larry Morris, Richard Moser, Patricia O'Leary, Dennis Oneal,, Dewayne Pigg, Gordon Freeman, Jenny Sauls, Kenneth Scherzer, Theodore Sherman, Ellen Slicker, Marsha Smith, Vincent Smith, Mary Elizabeth Stivers, Virginia Vesper, Raholanda Moore, Terry Whiteside, Annette Williams, Sondra Wilcox, Sung Yoo, Sharon Smith, Bill Ford, Billie Picklesimer.

THOSE SENATORS ABSENT: Mark Byrnes, Janet Colson, Robert Colvard, Patrick Conley, Peter Cunningham, Troy Festervand, Roberet Holtzclaw, Regina Johnson, Mary Jane Lavender (excused), James Lawrence, Kenneth Middleton, Alice Mills, Dennis Mullen, Michael Peters, Jack Purcell, Kim Sokoya (excused), Jubran Wakim (excused).

President Mary Elizabeth Stivers called the meeting to order at 7:00 PM. Secretary/Treasurer Ellen Slicker called the roll and gave the Treasurer's Report. Budget balances are: Operating - \$576.95 and Travel - \$91.72. The minutes of the March 10, 1997 meeting were approved as revised. Recommendations from Academic Affairs Committee A regarding University Bookstore Policy Item #1(b) - the second sentence should be deleted. If a department has agreed on 2 books, 1 of the 2 should be used.

PRESIDENT'S REPORT:

Salary Equity:

Dr. Walker had planned to come to tonight's meeting to speak to us regarding Salary Equity; however, since he is with Mrs. Walker, who is recovering from serious surgery, he will not be in attendance. Instead, Dr. Walker will speak to us at the June meeting.

Mrs. Walker's Recovery:

The Faculty Senate is sending her a book as well as a gift certificate for Davis-Kidd Bookstore. Anyone wishing to donate is urged to do so.

Academic Master Plan:

The draft of this document is currently being distributed.

Follow-up on Our Recommendations for New Textbook Policy:

1. Institute three categories of texts: Since this recommendation affects the book buy-back policy, Dr. Stucky and Dr. LaLance of Student Affairs are looking into this further.

2. Each department would appoint a faculty member as bookstore coordinator: Dr. Haskew is looking into this recommendation.
3. Formation of a Liaison Committee consisting of faculty, students and bookstore representatives: Dr. Stucky will put this committee into effect this fall.
4. Bookstore and textbook policies be rewritten: The committee appointed in #3 will address these issues.

Follow-up on Plus/Minus Grades:

This issue passed the Standards Committee and has been sent to Dr. Haskew's hands. The policy may go into effect in fall, 1997, as it would be best if it could be addressed in our new catalogue coming out soon.

Follow-up on Our Recommendations for New Computer Policy:

Dr. Haskew has disseminated the list of hours for which labs are available to department chairs so that individual departments can review them for accuracy. Once approved, this information will be published on Email, in the Sidelines, and will be posted on campus. Regarding special loan rates for students wishing to finance computers, the bookstore already has such a plan available.

Follow-up on Residency Requirements:

VPAA Haskew and VP Gillespie are looking into TBR requirements.

Follow-up on changing the Graduation Requirements from 132 to 128 hours:

VPAA Haskew wants Faculty Senate input on this issue, therefore, President-elect Haseleu will assign this matter to a committee in the fall for further study.

Geier:

Judge Wiseman was asked to rule on the Geier decision. He has indicated that he will entertain arguments toward that end and will study these arguments.

Midterm Class Rolls:

It was announced recently at the Chairs' Council meeting that beginning in the fall, faculty will be asked to indicate on midterm class rolls which students are no longer coming to class. The university is suppose to record the last day of class attendance. Students are not suppose to receive financial aid if they fail to meet their classes.

COMMITTEE REPORTS:

Academic Affairs A: no report.

Academic Affairs B: Senator Jim Calder reported for Marilyn Wells, Chair. This committee presented a proposed form for faculty evaluations. The Faculty Senate had previously agreed that the form would be voted on in its entirety, without changes. Senator Bill Ford moved that we accept the form presented by the committee (see text below). The motion was seconded and passed unanimously. The ratings will be poor,



below average, average, above average, and excellent. This new form will be recommended to VPAA Haskew for institution in the fall, 1997.

1. In general, how would you rate this instructor as a teacher?
2. How would you rate the evaluation and testing of students in this course?
3. How would you rate the instructor in terms of course organization and clarity of course objectives?
4. How would you rate the interest, enthusiasm, and stimulation the instructor brings to this course?
5. How would you rate the instructor's manner of presentation and ability to explain in clear and understandable fashion?
6. How would you rate the instructor's attitude toward students (concern, interest, respect)?

Academic Affairs C: no report.

Student Affairs A: no report.

Student Affairs B: no report.

Budget Advisory: Bill Badley, Chair, reported on the university budget hearings.

1. \$980,000 will be cut from the Academic Affairs budget, by not filling vacant faculty positions, shifting tenure-track to temporary positions, and hiring adjuncts instead of temporary faculty.

2. While faculty promotions will be funded, only 7 new faculty positions (English and biology) will be hired for the projected increase of 1.8% in student growth.

3. The 13 graduate assistantships will continue.

4. Intradepartmental salary inequities will begin to be resolved with the most egregious first.

5. Implications for students: higher tuition (4-6% increase); technology fee raised from \$15 to possibly \$50; larger classes; since courses will not be offered as frequently, some upper division students will not be able to take courses necessary for graduation.

6. Implications for faculty: increase in faculty work loads; increase in number of temporary and adjunct faculty; possible downsizing of number of tenured faculty on a long-term basis.

Resolutions Introduced by the Budget Advisory Committee:

1. MTSU administration budget recurring dollars beginning FY 1998 for the library committed during the SACS evaluation.

2. MTSU administration budget recurring dollars for periodicals renewal and additions "off the top" of the budget, similar to the funding for faculty promotions.

It was moved and seconded that the Faculty Senate pass these resolutions. The motion passed.

Faculty Welfare A: no report.

Faculty Welfare B: no report.

**OLD BUSINESS:**

It was reiterated that the new plus/minus grading system is optional for faculty members as individuals. It may go into effect as early as this fall, 1997.

**NEW BUSINESS:**

**Recognition of Retiring Senators and Officers:**

President-elect Chris Haseleu recognized the leadership of the 1996-97 Faculty Senate officers and proposed a resolution expressing the Faculty Senate's appreciation and gratitude to Dr. Mary Elizabeth Stivers, President, and to Dr. Ellen Slicker, Secretary/Treasurer. The motion was seconded and passed unanimously. The retiring senators, steering committee members, and officers were recognized with certificates of appreciation and were dismissed.

Roll was taken by Secretary/Treasurer Slicker and the new senators were welcomed. President Stivers announced that on Friday, August 15, 1997 there will be an all day (9:00 AM - 4:00 PM) retreat for all Faculty Senate members. It will take place at the Gunnel House on the site of the new Horse Arena. The purposes of this retreat are for senators to become acquainted with each other, to learn about their roles as senators, and the role of the Senate.

**Election of New Officers and Steering Committee Members:**

The following senators were elected for 1997-98:

President-elect - Jerry H. Brookshire, History Department  
Secretary/Treasurer - Diane S. Gower, Elementary & Special  
Education

The following were elected from their respective colleges to the  
Steering/Liaison Committees:

Basic and Applied Sciences - M. Kathy Mathis and L.Diane Miller  
Business - William F. Ford and Gordon L. Freeman  
Education - Harold D. Whiteside and Peter H. Cunningham  
Liberal Arts - David L. Loucky and Theodore J. Sherman  
Mass Communication - Jennifer L. Dooley and Thomas R. Berg

They will all begin their tenure on June 1, 1997. We congratulate them on their new responsibilities! The Steering Committee meets on the 1st Monday of every month at 3:00 PM, the Liaison Committee meets on the 2nd and 4th Wednesdays of every month at 3:00 PM, the Faculty Senate meets on the 2nd Monday of every month at 4:30 PM beginning June 1, 1997

**Reminders:**

Reception for new senators: Thursday, April 24, 9:30 - 11:30 AM in the Faculty Senate Lounge  
Steering Committee meetings - April 28, 3:00 PM (current Steering committee to finish committee assignments)

May 26, 3:00 PM (new Steering Committee)

There being no further business, the meeting was adjourned at 8:25 PM.

Respectfully submitted,

Ellen K. Slicker  
Secretary/Treasurer

## FROM MINUTES OF THE APRIL 14, 1997 MEETING

### Follow-up on Our Recommendations for New Textbook Policy:

1. Institute three categories of texts: Since this recommendation affects the book buy-back policy, Dr. Stucky and Dr. LaLance of Student Affairs are looking into this further.

2. Each department would appoint a faculty member as bookstore coordinator: Dr. Haskew is looking into this recommendation.

3. Formation of a Liaison Committee consisting of faculty, students and bookstore representatives. Dr. Stucky will put his committee into effect this fall.

4. Bookstore and textbook policies be rewritten: The committee appointed in #3 will address these issues.