

Faculty Senate Meeting

September 18, 2000

MEMBERS PRESENT: Provost Haskew, Rhonda Armstrong, Dianne Bartley, Thomas Berg, Nancy Boone, Larry Burriss, Mark Byrnes, Jimmie Cain, Jim Calder, Don Campbell, Judy Campbell, Juan-ling Chao, Dorothy Craig, Ellen Donovan, Jennifer Dooley, Margaret Fontaneisi-Seime, Bill Ford, Buddy Freeman, Jackie Gilbert, William Grasty, Chris Haseleu, Jeannette Heritage, Tony Johnston, Terrence Lee, Ronald McBride, Dale McGilliard, Diane Miller, Larry Morris, Al Nagy, Nuria Novella, Dennis Oneal, Michael Rutledge, Lance Selva, Kevin Smith, Tanya Tewell, Beryl West, Sung Yoo, Jan Zijlstra, Gail Zlotky

MEMBERS ABSENT: James Cook, David Carleton, Boyd Evans, James Henry, Rush Hicks, Mary Magada-Ward, Lorne McWatters, Rob Peterson (excused), Catherine Stogner, Tanya Tewell, William Whitehill, Jacqueline Wyatt

SUBSTITUTIONS: Ed Blair attended for Linda McGrew

SPEAKERS: Watson Hannah

I. The meeting commenced at 4:30 p.m.

II. August minutes were approved.

III. Budget Balances:

Operating:	\$1735.91
Travel:	856.00

IV. President's report

Dr. Gene Smith from University of Memphis will serve as interim president. According to the media, the search committee has been selected from the Board of Regents. An advisory committee will be appointed, consisting of community, faculty, and student leaders. A permanent president is expected by the end of Spring 2001 semester.

Chancellor Manning discussed his plans for the TBR system at the administrative retreat. He suggested that 4 year institutions should increase tuition and entrance requirements, shifting the bulk of educational service to community colleges and technology centers.

Unless mediation resolves issues by October, the Geier case will be tried in court.

Faculty salary equity figures will be presented the week of September 18th to the

Tennessee Board of Regents. Increases will be retroactive to August 1, 2000, but probably will not be included until September payroll runs.

V. Faculty Welfare

Dr. Ford expressed concerns from college business faculty concerning the lingering effects from officing in the Midgett Business Building. 18 of these faculty have contracted cancer, and 5 have died. Dr. Haskew has not reported concerns to a state agency, but has notified Dr. Stuckey and the campus OSHA office to investigate. Air-quality testing is on-going. Dr. Haskew suggested that Bill Ford draft a memo to President Walker outlining his concerns.

V. Campus Security

The English department expressed the following concerns:

1. The English departmental secretaries have experienced a greater administrative burden from issuing and tracking 176 keys.
2. Disabled students find it difficult to traverse crowded hallways.
3. Time that could be spent with students is wasted locking and unlocking classroom doors.
4. Keys will create greater security risks if not returned by departing faculty and adjuncts.
5. Security responsibilities should reside with custodians, not faculty.

Dr. Haskew responded that equipment thefts have occurred or have been attempted in every building; furthermore, she explained that the custodial staff is not large enough to handle security in addition to their regular duties. Because the cost of a card key system is \$10,000.00 for BAS alone, the university anticipates continued use of a key security system.

VI. Scheduling

Chris Haseleu proposed a streamlined schedule that would allow increased flexibility and more efficient use of time. The Committee for Academic Affairs and the scheduling center will study this proposal.

VI. Motions

The senate passed a resolution that the presidential search committee include the faculty senate past president, the current president, and the president elect.

The meeting adjourned at 5:35 p.m.

Respectfully submitted,

Jackie Gilbert
Secretary/Treasurer

October 9 Faculty Senate Meeting
2000 Minutes

PRESENT: Rhonda Armstrong, Dianne Bartley, Nancy Boone, Larry Burris, Don Campbell, Judy Campbell, Yuan-ling Chao, James Cook, Dorothy Craig, Ellen Donovan, Jennifer Dooley, Margaret Fontanesi-Seime, Buddy Freeman, Jackie Gilbert, Bill Grasty, Chris Haseleu, Jeannette Heritage, Tony Johnston, Terrence Lee, Ron McBride, Dale McGilliard, Kathy Mathis, Larry Morris, Al Nagy, Dennis Oneal, Dan Pfeiffer, Rob Petersen, Michael Rutledge, Lance Selva, Kevin Smith, Tanya Tewell, Sung Yoo, Jan Zijlstra

ABSENT: Mark Byrnes, Jimmie Cain, Jim Calder, David Carleton, Boyd Evans, James Henry, Mary Magada-Ward, Lorne McWatters, Catherine Stogner, William Whitehill, Jacqueline Wyatt

EXCUSED: Tom Berg, Bill Ford, Tony Johnston, Diane Miller, Nuria Novella, Gail Zlotky

GUESTS: Provost Barbara Haskew, Marva Lucas

SUBSTITUTIONS: Martha Balachandran attended for Linda McGrew

Operating Budget: \$985.91
Travel Budget: \$745.28

Agenda

Athletic Tutoring

Jeanne Massaquoi stressed the importance of returning solicited feedback to the Athletic Enhancement Center. Tutoring help for athletes should only be given within the confines of the tutoring facility located in Woodmore Hall. If there is a suspicion that athletes are getting homework help from other sources, faculty should contact the tutoring office. Ms. Massaquoi also informed the senate that as a result of Division 1A football status, athletic absences will be greater.

Equity Pay

Equity pay increases were approved by the Tennessee Board of Regents at the September meeting and are retroactive to August 1. The October paychecks will reflect these increases. Faculty Senate will continue to stress the need for continued salary equity.

DA to Ph.D. Conversion

The status of DA to Ph.D. – discussion of the conversion is set for the December TBR meeting.

Budget Hearings

Budget hearings will be conducted at regular departmental meetings this year. The faculty is urged to participate. The faculty senate budget committee has been invited to attend all departmental budget hearings.

Space Allocation

Dr. Smith suggested formulation of a Space Allocation Committee to study campus wide issues. This committee will be comprised of representatives from Academic Affairs, Finance and Administration, Student Life, and faculty, and will make recommendations for maximum use of available space at MTSU.

November Senate Meeting

The November Faculty senate meeting will be held at the Foundation House on the 13th, followed by a reception. Dr. Smith will be at the meeting to meet and speak to the senators.

Sub-Committee Reports

Faculty Welfare A: Wendy Thompson will be invited to future meetings that address use of dorms for faculty offices.

Faculty Welfare B: Discussions will focus on remodeling space in other buildings for faculty officed in trailers.

Student Affairs Committee A: John Marshall has planned to speak on pre-paid parking for students.

Student Affairs Committee B: Dr. Glenn will be working with this committee to develop a statement of community expectations.

Academic Affairs Committee C: will try to alleviate workloads to 9 hours for faculty who teach graduate classes.

Academic Affairs Committee A: will revisit the issue of +/- grading.

Dr. Haskew will look into the issue of faculty advising loads.

Old Business

Scheduling

Chris Haseleu's proposal has been distributed across campus, but has not been examined by a particular committee. Dr. Haseleu's schedule will allow more flexibility for faculty who celebrate the Sabbath on Saturday.

Foundation Awards

The MTSU Foundation has approved a Career Achievement Award for faculty. The recipient must be a current MTSU faculty with 15 years total tenure or 10 years at the full professor level. Candidates must be nominated by 5 people, 3 of whom must be MTSU faculty. Ballots are available online and in the Record, and are due to November 1.

Student Government

John Marshall, SGA president, announced a swap of old t-shirts for Blue Raider Homecoming shirts. Old t-shirts can be exchanged during business hours in KUC 208.

The meeting adjourned at 5:40.

Respectfully submitted,

Jackie Gilbert
Secretary/Treasurer

**Minutes, Faculty Senate Meeting
November 13, 2000**

PRESENT: Rhonda Armstrong, Tom Berg, Nancy Boone, Jimmie Cain, Don Campbell, Yuan-ling Chao, David Carleton, Ellen Donovan, Jennifer Dooley, Bill Ford, Buddy Freeman, Jackie Gilbert, Chris Haseleu, Jeannette Heritage, Dan Pfeiffer, Tony Johnston, Terrence Lee, Mary Magada-Ward, Diane Miller, Ron McBride, Dale McGilliard, Dennis Oneal, Michael Rutledge, Lance Selva, Beryl West, Sung Yoo, Jan Zijlstra

ABSENT: ~~Dianne Bartley~~, Larry Burriss, Mark Byrnes, Jim Calder, James Cook, Dorothy Craig, Boyd Evans, Margaret Fontaneisi-Seime, Bill Grasty, James Henry, Raholanda Moore, Lorne McWatters, Larry Morris, Al Nagy, Nuria Novella, Tanya Tewell, William Whitehill, Jacqueline Wyatt, ~~Gail Zlotky~~

EXCUSED: Judy Campbell, Kathy Mathis, Bob Petersen, Kevin Smith, Catherine Stogner, *Dianne Bartley, Laila Zlotky*

GUESTS: Provost Barbara Haskew

Operating budget: \$875.07
Travel budget: \$745.28

Agenda

Dennis Oneal commenced the meeting at 4:35.

TBR Subcouncil Report

Chris Haseleu presented the following items from the October TBR meeting:

- (1) Presidential Selection Process: TBR procedures state that the presidential selection committee will be comprised of three to five members of the Board of Regents; two members of the faculty, one being the chairperson of the Faculty Senate; two representatives of the student body, one being the president of the Student Government Association; one representative from the Alumni; one support employee; one administrator; one representative from the institution's business community; and at least one member from the community at large and/or other representative as deemed appropriate. No composition specifics are currently available for MTSU's presidential search committee

- (2) A TBR Regent's Degree will be offered, to include an A.A.S. (Associate of Applied Science), an A.S. (Associate of Science), an A.A. (Associate of Arts), and general and professional studies degrees. All TBR institutions are expected to participate in either course generation or offering. MTSU's representative on this committee is Liz Johnson.
- (3) A decision on whether to include previous community college work in undergraduate GPA calculation is expected by early next year. Kathy Mathis will assign a committee at MTSU to calculate the impact of this suggested change using a sample of undergraduate students.
- (4) TBR has proposed updates to the current sexual harassment policy so that it will be congruent with current case law. The senate voted to unanimously oppose the guidelines in their current form. Specifically, several senate members objected to the phrase: "All faculty members, students, and staff, particularly management and supervisory personnel, are responsible for taking reasonable and necessary action to prevent and discourage sexual or racial harassment, and are required to promptly report conduct that could be in violation of TBR and institutional policies and guidelines. Such reporting should occur whether information concerning a complaint is received **formally or informally, directly or indirectly.**"

Sub-Committee Reports

Academic Affairs Committee A is investigating whether +/- grading should be uniformly applied across campus.

Academic Affairs Committee B met four times this semester to determine their charge and begin their query on the relationship between student performance and faculty evaluation.

Academic Affairs Committee C is studying the feasibility of the proposed schedule change.

Faculty Welfare Committee A: no report

Faculty Welfare Committee B is investigating whether the basement of Todd library can be renovated and used for faculty offices currently housed in modular units.

Government Liaison Committees A & B: no report

Student Affairs Committee A is gathering information on (1) campus traditions from Bob Womack, and (2) activities and plans of SGA.

Student Affairs Committee B: no report

Old Business

Limiting Enrollment

Further discussion on limiting enrollment will occur upon senators' receipt of an Enrollment Task Force report.

New Business

- (1) Provost Haskew presented additional dollar amounts necessary to maintain MTSU's programs at the current level of enrollment and quality:

• Adjuncts/Instructors	\$ 425,000
• Summer School	\$ 400,000
• Accreditation Demands	\$ 300,000
• Library	\$ 150,000
• Promotions	\$ 300,000
• Grad. Asst. Fee Increases,	\$ 300,000
• Illness, Recruiting Costs, etc.	
• 10 New Positions	\$ 500,000
Total:	\$2,375,000

SACS has determined that the MTSU library is below most TBR universities in FTE funding; consequently, an additional 150K each year will be necessary to improve the library's fiscal standing. Additionally, salary increases have necessitated greater expenditures in both summer school and promotion dollars. Accrediting agencies also advise that faculty teaching graduate classes teach only nine hours, creating a demand for more faculty.

Provost Haskew indicated that academic programs at MTSU will shrink if the above issues are not addressed in next year's budget.

The following dollar amounts are necessary to improve programs at MTSU:

• 10 faculty to address understaffing:	\$ 500,000
• Strengthen Graduate	\$ 480,000
• Improve operating budgets	\$ 300,000
• Hire additional staff	\$ 250,000
• Performance funding	\$ 100,000
Total	\$1,636,000

- (2) The Merit Pay Task Force is waiting on installation of a new president for final approval of the merit pay plan.
- (3) Dr. Smith indicated that he would try to bring more stability to the academic side of the budget.

(4) Copyrights

Wendy Thompson will investigate whether the library is currently paying for services and publications that are not under Tennessee law available to recipients.

The meeting adjourned at 5:50; a light reception followed.

Respectfully submitted,

Jackie Gilbert
Secretary/Treasurer

January 22 Faculty Senate Meeting
2001 Minutes

PRESENT: Rhonda Armstrong, Dianne Bartley, Thomas Berg, Nancy Boone, Larry Burriss, Mark Byrnes, James Calder, Don Campbell, Judy Campbell, James Cook, Dorothy Craig, Ellen Donovan, Margaret Fontanesi-Seime, Buddy Freeman, Jackie Gilbert, Bill Grasty, Chris Haseleu, Jeannette Heritage, James Henry, Linda McGrew, Terrence Lee, Dale McGilliard, Kathy Mathis, Larry Morris, Al Nagy, Nuria Novella, Dennis Oneal, Rob Petersen, Michael Rutledge, Kevin Smith, Sung Yoo, Jan Zijlstra, Gail Zlotky

ABSENT: David Carleton, Boyd Evans, Bill Grasty, James Henry, Tony Johnston, Mary Magada-Ward, Lorne McWatters, Catherine Stogner, Tanya Tewell, Beryl West, William Whitehill, Jacqueline Wyatt

EXCUSED: Jimmie Cain, Yuan-ling Chao, Jennifer Dooley, Bill Ford, Dan Pfeifer, Diane Miller, Ron McBride, Lance Selva

GUESTS: Provost Barbara Haskew, Mopsy Gascon

Operating Budget: \$686.11
Travel Budget: \$538.31

Agenda

The meeting convened at 4:30.

President's Report – Kathy Mathis

- (1) The Geier agreement has been signed; a copy is available in the Senate office.
- (2) The President's search is underway. The SGA and Alumni Association have heard from the TBR about committee members, but the faculty senate has not yet been contacted.
- (3) There have been several communications from TBR about the 60 hour articulation legislation. Clarification is forthcoming.

Dr. Mathis ended by asking senate members to encourage their colleagues to run for the faculty senate.

TBR Sub-Council Report – Chris Haseleu

- (1) The Chancellor is moving ahead with his "Educated Tennessee" program. He hopes for a grass roots effort, stressing emphasis on K-12 and adult back to school programs. He noted that Tennessee is ranked 45-50th in most education areas. The board will consider approval of equity studies in September, but funding will have to come from local (tuition) sources.

2. Academic Affairs Committee B – Shirley Yokley: Committee B is focusing its energies on student evaluation and faculty empowerment. It is studying how student and peer evaluations might be used to better facilitate the needs and desires of faculty, administration, and students.

Current initiatives by Committee B include finding out exactly what faculty think of the present system under which they are evaluated for tenure and promotion (to include instruments that provide student feedback). The following questions were raised for committee consideration:

- (A) What do faculty think about the present evaluation tool?
- (B) What do the faculty know and think about how the tool is used in the peer evaluation process?
- (C) What do the faculty know and think about how the instrument is used at the administrative levels?

The committee invites comments from administration. A major concern is the disempowerment of faculty and appraisal effectiveness.

- (4) Academic Affairs Committee C – David Foote.

- (A) Class Schedules: Proposed changes would offer Monday-Wednesday, Tuesday-Thursday, and Friday-Saturday classes, each 75 minutes in length, as well as class periods designed for lab work and courses other than three credit hours.
- (B) Post-retirement Faculty: With regard to work-load equity (e.g., office hours, scheduling) the committee recognizes that post-retirement faculty may constitute a significant problem across many of the university's departments. Many departments across campus are currently understaffed in terms of full-time faculty. Consequently, existing full-time faculty often find themselves overburdened. The lack of a requirement for post-retired faculty to hold office hours exacerbates the problem to the extent that full-time faculty members must provide advising and extra-classroom discussion for affected students. The committee's primary concern is that the post-retirement process, as it currently exists, may generate animosity toward post-retirement faculty who should instead be recognized as valued contributors.

5. Academic Affairs Committee D: Matthew O'Brien.

- (A) Plagiarism. The committee is focusing its efforts on evaluating the University's policy regarding plagiarism. Preliminary research by the committee has revealed that the problem is more widespread

- (B) Classroom Space for Consideration of Offices. After receiving schedules for available classrooms across campus it is clear that there are not classrooms which are consistently underused. Therefore, conversation to faculty offices of these spaces is not feasible.
- (C) Contacting Deans and Chairs. After approaching deans and chairs about office availability there appears to be no more than a few vacant offices across campus that are unoccupied: these include four empty offices in Murphy Center.
- (D) Todd Library. The status of the library remains uncertain; consequently, it cannot be considered for office space at this time. The library is being considered for complete turnover to Art, the Curriculum library, the Gore Center, or the music library.

Old Business. Terrence Lee stated that the ad hoc committee on enrollment capping will revisit this issue at the February Senate Meeting.

New Business.

- (1) Some faculty mentioned that the Davis Science Building is too cold.
- (2) A motion to remove the proposed schedule change from further consideration by the Faculty Senate passed.

The meeting adjourned at 5:55 p.m.

Respectfully submitted,

Jackie Gilbert
Secretary/Treasurer

February 12 Faculty Senate Meeting
2001 Minutes

PRESENT: Rhonda Armstrong, Dianne Bartley, Nancy Boone, Mark Byrnes, Jimmie Cain, James Calder, Don Campbell, Judy Campbell, David Carleton, James Cook, Ellen Donovan, Jennifer Dooley, Bill Ford, Buddy Freeman, Jackie Gilbert, Bill Grasty, Chris Haseleu, Jeannette Heritage, James Henry, Tony Johnston, Terrence Lee, Ron McBride, Dale McGilliard, Lorne McWatters, Kathy Mathis, Al Nagy, Dennis Oneal, Rob Petersen, Dan Pfeifer, Lance Selva, Kevin Smith, Beryl West, Jan Zijlstra, Gail Zlotky

ABSENT: Thomas Berg, Boyd Evans, Mary Magada-Ward, Larry Morris, Tanya Tewell, Sung Yoo, William Whitehill, Jacqueline Wyatt

EXCUSED: Larry Burris, Dorothy Craig, Linda McGrew, Margaret Fontanesi-Seime, Diane Miller, Nuria Novella, Michael Rutledge, Catherine Stogner

Operating Budget: \$637.49
Travel Budget: \$538.38

Agenda

The meeting convened at 4:30.

The January 22 Faculty minutes were corrected to read "Old Business. It was stated that the ad hoc committee on enrollment capping will revisit this issue at the February Senate Meeting."

President's Report – Kathy Mathis

- (1) The President's Search Advisory Committee will consist of 14 people, to include 5 or 6 regents. The remainder of the committee will be comprised of faculty, alumni, staff, and students.
- (2) Al Gore's class began today at 4:00. Faculty who would like to be included are urged to e-mail Dr. Faye Johnson with the section they would like to attend and a description of their current teaching and research interests.
- (3) The TBR homepage contains links to education legislation, including the following:

***SJR 0001. Entertainment:** Authorizes state lottery. Empowers general assembly to authorize state lottery; net proceeds to be allocated to provide financial assistance to enable Tennessee citizens to attend in-state post-secondary educational institutions; excess to be appropriated to K-12 capital outlay projects and early learning and after-school programs (S: Cohen).

Senate Status: 02/07/2001 adopted on third consideration by a vote of 22-11.

House Status: Set for House floor 02/12/2001.

SB0322, HB 0981. PUBLIC EMPLOYEES: Pensions and retirement benefits. Allows employees in optional retirement programs to withdraw up to 50 percent of accumulated account balances upon retirement or termination of employee. (S: McNally; H: Head).

Senate Status: Referred to Senate Finance, Ways & Means

House Status: House companion bill introduced. (H: Head)

University of Tennessee at Knoxville and University of Memphis have asked MTSU to support the above bill.

Committee Reports

Academic Affairs Committee A: Saeed Foroudastan. After a survey of a multitude of school systems, the committee concluded that the trend seems to be moving toward the +/- system. Consequently, it was decided that the undergraduate program at MTSU should have a +/- grading system. It will include an A- and an A+. The A+ grade will be used for honorary purposes only, while earning the same GPA points as an "A." The committee did consider it appropriate for someone to graduate with a GPA higher than 4.0.

Academic Affairs Committee B: Shirley Yokely. Two motions were presented:

- (1) All academic units should provide the Office of Academic Affairs (and circulate to all faculty within that academic unit) a clear statement of standards, policies and procedures for assessing faculty work resulting in subsequent recommendations for rehire, tenure, and promotion.
- (2) All academic units should provide the Office of Academic Affairs, and circulate to all faculty within that academic unit, a clear statement of policies and procedures relating to the determination of faculty work load that are consistently applied during each fall and spring semester.

The Senate voted to table these motions until the March meeting.

Academic Affairs Committee C: David Foote. No report

Academic Affairs Committee D: Matthew O'Brien. No report.

Student Affairs Committee A: Dorothy Craig. No report.

Student Affairs Committee B: A revised statement of MTSU Community Values and Standards was presented, as follows:

The Middle Tennessee State University community is committed to sustaining an environment of personal and academic integrity and a tolerance for diversity among its students, staff, and faculty. In addition, the university acknowledges a responsibility for civility in their interactions with one another. The choice to associate one's self with this community is freely made by each participant, but obligates those who do join to observe the following values and standards for civil conduct within the MTSU community.

- The practice of personal and academic integrity in all matters.
- A positive regard for the dignity and value of each citizen in the MTSU community.
- A respect for the individual rights and possessions of MTSU community members.
- A tolerance for the convictions and opinions of others, even when not in agreement with one's own beliefs.
- The rejection of bigotry and hatred expressed in any form or medium and directed toward any identifiable group or individual in the MTSU community.
- A recognition of the mutual needs and concerns of the MTSU community members, and the acceptance of a responsibility held in common to support the personal growth and efforts of each individual in furtherance of the well-being of the entire MTSU community.

A motion to table consideration of the proposed catalogue change until the March senate meeting passed. The change represents a replacement of the "Community Standards of Civil Behavior, Statement of" on p. 21 of the student catalogue.

Student Affairs Committee C: Jean Nagy. No report.

Government Liaison Committee A: David Walker. The committee is working on organizing breakfasts with our representatives so faculty can discuss issues with these officials.

The committee is also working on collecting websites that contain information and issues of the state government. The websites are a source for faculty to research issues of concern in higher education.

Government Liaison Committee B: No report.

Budget Advisory Committee A: Matthew O'Brien. No report.

Faculty Welfare Committee A: Jenny Sauls. No report.

Faculty Welfare Committee B: John DiVincenzo. No report.

Old Business (Community Achievement Award). 31 people submitted materials and 18 were invited to submit full dossiers. The committee will submit the names of 3 finalists to the board of trustees; an award winner will be selected this spring.

New Business:

- (1) A suggestion was made that faculty refrain from dropping classes immediately preceding a university holiday or university sanctioned break.
- (2) A motion to provide a formal written welcome to the former Vice President passed. The vote was not unanimous.
- (3) A motion to create a faculty senate ad hoc committee to research MTSU candidates for president passed (unanimously).
- (4) Dr. Mathis requested that senators urge their colleagues to run for senate.
- (5) The Convocation Subcommittee of the Welcome Week Committee is considering activities for incoming freshman, to include study of written works of note the first week of classes and participation of faculty.
- (6) In response to a query Dr. Mathis stated that changing the name of the university to The University of Middle Tennessee was not open for discussion.

The meeting adjourned at 5:40 p.m.

Respectfully submitted,

Jackie Gilbert
Secretary/Treasurer

March 12 Faculty Senate Meeting
2001 Minutes

PRESENT: Rhonda Armstrong, Thomas Berg, Larry Burriss, Dianne Bartley, Nancy Boone, Jimmie Cain, Don Campbell, Judy Campbell, James Cook, Ellen Donovan, Margaret Fontanesi-Seime, Bill Ford, Buddy Freeman, Jackie Gilbert, Bill Grasty, Chris Haseleu, Jeannette Heritage, James Henry, Tony Johnston, Terrence Lee, Ron McBride, Lorne McWatters, Larry Morris, Al Nagy, Nuria Novella, Dennis Oneal, Rob Petersen, Dan Pfeifer, Michael Rutledge, Lance Selva, Kevin Smith, Beryl West, Sung Yoo, Jan Zijlstra

ABSENT: David Carleton, Jennifer Dooley, Boyd Evans, Dale McGilliard, Mary Magada-Ward, Tanya Tewell, William Whitehill, Jacqueline Wyatt, Gail Zlotky

EXCUSED: Kathy Mathis, Mark Byrnes, James Calder, Dorothy Craig, Linda McGrew, Diane Miller, Catherine Stogner

GUESTS: David Hutton, Sherian Huddleston

SUBSTITUTIONS: Debra Gentry represented the Office of Academic Affairs

Operating Budget: \$549.91
Travel Budget: \$538.38

Agenda

The meeting convened at 4:35.

The February senate minutes were approved.

David Hutton and Sherian Huddleston discussed the need for summer unofficial withdrawal rosters. Their report is below:

Federal regulations require the verification of class attendance for students receiving federal financial aid. During the summer sessions, class attendance is difficult to verify because students and faculty generally may not be on campus for the remainder of the summer term. To determine faster which students need their financial aid adjusted, the faculty are asked to return unofficial withdrawal rosters for each summer session they teach. The rosters will be distributed at approximately 60 percent of the term and will have a response time of approximately one week. The Financial Aid Office and Records Office realize this is extra work, but we ask for your cooperation in complying with federal regulations. Last summer, MTSU returned over \$225,000 in loan and grant funds because students receiving grades of "F" or "W" could not document class

attendance. Listed below are the scheduled distribution dates and the anticipated due date of the unofficial withdrawal rosters. Please submit completed rosters to the Records Office by the dates indicated.

<u>Session</u>	<u>Rosters Distributed</u>	<u>Rosters Due</u>
I	May 24, 2001	May 30, 2001
II	June 25, 2001	June 29, 2001
III	July 16, 2001	July 20, 2001
IV	July 30, 2001	August 3, 2001
V	June 18, 2001	June 22, 2001
VIII	July 9, 2001	July 13, 2001

President's Report – interim president – Dennis Oneal

Dennis Oneal covered some of the highlights from the February liaison and March steering committee reports (below):

- (1) Faculty Senate Retreat. The Faculty Senate will host a retreat to commence the 2001/2002 academic year. Please direct input to this year's committee chair, Jan Zijlstra.
- (2) Open Forum. The Faculty Senate in conjunction with the Chair's Council is investigating the possibility of providing input to the MTSU presidential search through an open forum.
- (3) Technology Plan. A committee comprised of Richard Detmer and Lucinda Lea is studying the campus technology plan.
- (4) Enrollment Capping. The Office of Academic Affairs does not recommend enrollment capping at this time, but supports departmental gatekeeping efforts to ensure quality.
- (5) Probationary Period. Probationary faculty may express disagreement with their chair or peer committee evaluations through a formal written document. This document becomes part of their official file submitted to the dean.
- (6) Regent's Degree. The Regent's Degree will go online this fall.
- (7) College of Visual and Performing Arts. A letter of intent has been drafted from the College of Visual and Performing Arts.

Committee Reports

Academic Affairs Committee A: Saeed Foroudastan – no report.
Academic Affairs Committee B: Shirley Yokley – no report.

Academic Affairs Committee C: David Foote – no report.
Academic Affairs Committee D: Matthew O'Brien – no report.
Student Affairs Committee A: Dorothy Craig – no report.
Student Affairs Committee B: Nancy Brien – no report.
Student Affairs Committee C: Jean Nagy – no report.
Government Liaison Committee A: David Walker – no report.
Government Liaison Committee B: no report.
Budget Advisory Committee: Matthew O'Brien – (report below)

The following resolution was presented:

1. That the university prepare a summary budget outline, and make this budget outline available online.
2. That the outline will use a common format based upon major object codes.
3. That the outline include summary budget information, based on the major object codes, covering all programs, departments, schools, colleges, divisions, and the overall university budgets.

A motion to present this resolution to Academic Affairs was passed.

Faculty Welfare Committee A: Jenny Sauls – no report.
Faculty Welfare Committee B: John DiVincenzo (report below)

Issue 1: The cross walk traversing Faulkinberry from the southeast entrance area of the Stadium to the Department of Music is regularly flooded. Further, in good and bad weather most of the heavy traffic speeds through at 30 to 40 miles an hour with no priority given to pedestrians, people who park in the nearby lots and need to cross.

It is recommended that an elevated crosswalk with silent policemen on either side and a signal alerting traffic to pedestrians be constructed in this part of Faulkinberry Road.

There is a scarcity of signs all over the university area cautioning drivers to maintain a 15 mile speed. This should be rectified by introducing appropriate signs and making them more noticeable through the use of color.

Issue 2: The second suggestion is to look at the inequalities in advising. It is clear that it is handled completely different across campus. Faculty often receive equivalent workload credit for drastically different advisee numbers.

Issue #1 will be presented to the Senate Liaison Committee meeting on Wednesday, March 14th.

Old Business

- (1) Proposed Catalogue Change: No motion was made to remove the proposed change in MTSU's civility policy from the table.
- (2) Motions from Academic Affairs Committee B tabled at a previous senate committee meeting were removed from the table.

Motion #1: All academic units should provide the Office of Academic Affairs, and circulate to all faculty within that academic unit, a clear statement of standards, policies and procedures for assessing faculty work resulting in subsequent recommendations for rehire, tenure, and promotion.

The motion carried, and will become an agenda item for the March 14th Liaison Committee Meeting.

Motion #2: All academic units should provide the Office of Academic Affairs and circulate to all faculty within that academic unit, a clear statement of policies and procedures relating to the determination of faculty work load that are consistently applied during each fall and spring semester.

The motion did not pass.

- (3) Senate Elections. The following senators were elected to the faculty senate:

BASIC AND APPLIED

Linda Covington
Paul Craig
Paul Lee
Sheila Marquart
Mack Thweatt

BUSINESS

Robert Blair
John Mullane

EDUCATION

Diane Gower
Richard Moffett
Sandra Neal

LIBERAL ARTS

Jerry Brookshire
Rebecca Fischer
Kenneth Lancaster
Dana Landry
Robb McDaniel
James Williams

MASS COMMUNICATION

Marva Lucas

Dan Pfeifer

Annette Williams

A reception for incoming Faculty Senate Officers will be Tuesday, April 17, 2001, from 9:30 – 11:30 a.m. in the Faculty Senate Meeting room.

(4) Class Equity Project (proposed by Dennis Oneal):

The Classroom Equity Project

- a. The campus has been adding Master Classrooms at a rate above other Tennessee universities. We invested our TAF funds first for technology upgrades in classrooms and then the infrastructure.
- b. The Master Classrooms are wonderful and when compared with the basic general classroom this upgrade has made the older classrooms look even worse. The general classroom seating and teaching environment was state-of-the art thirty and forty years ago. It is time to upgrade the hard wooden arm-desks that appear to be designed for student that was 5'8" and 150 pounds, be replaced by classroom furniture in tuned with the students of today.
- c. I propose that we design a plan to upgrade all general classrooms to the standards currently in place in BAS. This plan would be carried out over a period not to exceed 5 years.
- d. I propose that we start with Peck Hall since it serves most of the students on campus during the career at MTSU and is one of the few general classroom buildings on campus. Then proceed with all general classrooms on this campus until all are brought up to standard.
- e. I propose that an entity be given the mission of "Core Classroom Management". This entity would be responsible for the maintenance and upgrading of all general classrooms on this campus. Specialized laboratories and special use classrooms would not be included, but all master classrooms would be included.
- f. This project will not succeed unless it becomes a priority of the faculty and student bodies.

- g. This project will have an immediate and ongoing positive impact on the atmosphere of the most basic unit of college life.

A motion to support this project passed.

- (5) A prior from the Biology department to cap Freshmen enrollment did not pass (below).

The Department of Biology faculty urge you to join the U.T. system in capping freshmen enrollment until funding is adequate to provide additional students with the quality education expected at MTSU. Funding at the current level is inadequate to hire and retain professors of the desired quality. Equipment in the sciences is inadequate and much of what we do have is outdated. Faculty lack research facilities and space to accommodate tenure requirements. Students lack adequate classroom space for research experiences currently expected of a university science graduate. It is blatantly apparent that the University lacks the personnel to maintain the buildings and grounds at an acceptable level. This affects the morale of faculty, staff, and students. As long as we continue to function with less funds, albeit at a lower academic standard, there will be no motivation to increase our funding. Therefore, the biology faculty encourage you to make our needs apparent by capping enrollment to the level necessary for Middle Tennessee State University to provide the best possible education for our students.

The meeting adjourned at 6:00 p.m.

Respectfully submitted,

Jackie Gilbert
Secretary/Treasurer

April 9 Faculty Senate Meeting

2001 Minutes

PRESENT: Kathy Mathis, Rhonda Armstrong, Dianne Bartley, Thomas Berg, Larry Burris, Mark Byrnes, Jimmie Cain, Don Campbell, Judy Campbell, James Calder, David Carleton, James Cook, Dorothy Craig, Jennifer Dooley, Ellen Donovan, Margaret Fontanesi-Seime, Bill Ford, Buddy Freeman, Jackie Gilbert, Bill Grasty, Chris Haseleu, Jeannette Heritage, James Henry, Terrence Lee, Mary Magada-Ward, Dale McGilliard, Lorne McWatters, Larry Morris, Al Nagy, Nuria Novella, Dennis Oneal, Rob Petersen, Dan Pfeifer, Michael Rutledge, Kevin Smith, Beryl West, Sung Yoo, Jan Zijlstra, Gail Zlotky

ABSENT: Nancy Boone, Boyd Evans, Tony Johnston, Lance Selva, Tanya Tewell, William Whitehill, Jacqueline Wyatt

EXCUSED: Ron McBride, Linda McGrew, Diane Miller, Catherine Stogner

Operating Budget: \$471.73

Travel Budget: \$280.32

The meeting convened at 4:35.

Agenda Items

- (1) Minutes. The March senate minutes were approved.
- (2) Committee Reports are posted on the Faculty Senate web site.
- (3) Breakfast. David Walker will host a Government Liaison breakfast on April 16th for the faculty senate officers, the vice presidents, and President Smith. The topic of discussion is "Lobbying the Legislature."
- (4) Recognition. President Mathis next recognized the members of the liaison and steering committees: Dianne Bartley, Tom Berg, Jimmie Cain, Jim Calder, Boyd Evans, Buddy Freeman, Jackie Gilbert, Chris Haseleu, Tony Johnston, Nuria Novella, Dennis O'neal, Jan Zijlstra, as well as members rotating off the senate: Tom Berg, Nancy Boone, Mark Byrnes, James Calder, Judy Campbell, David Carleton, James Cook, Jennifer Dooley, Boyd Evans, Margaret Fontanesi-Seime, Jeannette Heritage, Dale McGilliard, Linda McGrew, Lorne McWatters, Al Nagy, Beryl West, Sung Yoo, Gail Zlotky
- (5) Civility Code. A motion to bring the changes to the student civility code off the table passed. However after discussion a motion was made that Student Affairs Committee B make suggestions for the catalogue and student to the university Rules Committee. The motion passed.

New Business

(1) Presidential Search. The summer faculty senate meeting will be held in the month of June. A special session will be held in May to discuss the presidential search. The following senators volunteered to gather information on the ten short-listed candidates: Dennis Oneal, Kathy Mathis, Rebecca Fischer, Mary Magada-Ward, Ellen Donovan, and Jeanette Heritage.

(2) Elections. President elect: Jennifer Dooley. Secretary/Treasurer: Larry Burris.

Liaison/Steering Committee:

Basic & Applied Sciences:	Don Campbell, Ron McBride
Business:	Bill Ford
Education:	Dianne Bartley, Diane Gower
Liberal Arts:	Jerry Brookshire, Nuria Novella
Mass Communications:	Rhonda Armstrong, Dan Pfeifer

(3) Chair and Dean Evaluations. Faculty who have not had the opportunity to evaluate their chairs and deans may do so in the faculty senate office (open 9:00-12:00 a.m.).

The meeting adjourned at 6:15 p.m.

Respectfully submitted,

Jackie Gilbert
Secretary/Treasurer

MTSU Faculty Senate Meeting
President's Report
September 10, 2001

*The President is creating 3 new committees.

1. Phi Beta Kappa Exploratory Committee -
 - a. The committee will review and discuss the University's readiness for pursuing a Phi Beta Kappa Chapter. This can serve as one indicator of quality.
 - b. The committee will prepare and submit a plan of action with strategies and a timetable for establishing such a chapter.
2. University Academic Master Plan Review Committee this committee will be an update to the existing Master Plan Committee
 - a. The committee will conduct an update of the existing Academic Master Plan.
 - b. The committee will develop and recommend new strategic initiatives consistent with the President's vision of Quality, Partnerships, and Student Centered Learning Environment.
3. Committee on Institutional Efficiency -- the title of this committee is a work in progress and may change. The committee is in response to the TBR "Defining Our Future" initiative. This committee may meet no longer than this semester or evolve into a standing committee. Its purpose is to take an internal look at our university.
 - a. The committee will review and recommend ways to make the University more efficient and effective.
 - b. The committee will recommend ideas to restructure the University resulting in cost savings.
 - c. The committee will review and respond to issues and concerns of the TBR "Defining Our Future" project.

*The process of finding members for the new Instructional Technology Committee that replaces both the Academic Computing Committee and the Technology Task Force has stimulated much interest from the faculty. The committee membership should be recommended to the President within the next week or two.

*The President has stated that the DA to Ph.D. conversion is part of the Geier Settlement and if THEC does not approve the conversions he thinks that THEC is in violation of the court order. He has the new university legal counsel doing research and preparing arguments based on this premise.

*The President has stated that the new deans for Basic and Applied Sciences and Mass Communication will be in place no later than the start of next Fall semester.

*This Friday we are co-sponsoring AAUP a Faculty Forum with President McPhee. It will be here in the Faculty Senate Chambers at 3:00pm. Please try to attend and get to know our new leader and ask him about his plans for MTSU or anything else you want to know. This will be a no holds barred discussion of whatever is on your minds. We will provide light refreshments.

*The Provost is requesting 10 new positions for next year. Their allocation has not yet been determined.

*The Provost's office is doing a study of faculty offices on campus based on current usage and future assignment. The goal is to establish a procedure for assigning office space to full time faculty, part time faculty and GTA's. Watson Hannah is heading the study.

*The TBR project that is preparing a report for the legislature due in January. The first phase of "Defining Our Future" consisted of dividing the state into six regions. President McPhee chairs the Middle Southern Regional Committee that met on the MTSU campus Thursday August 16. I represented the MTSU Faculty Senate on this committee. The next phase will involve a statewide task force. Reporting to the task force will be 5 "System Action Groups." They will reflect the five priority areas of the TBR Strategic Plan:

1. Academic Excellence
2. Access
3. Alignment, Focus, and Efficiency
4. Articulation and Completion
5. Work Force Development

Dr. Stucky has been nominated to serve on the Alignment, Focus, and Efficiency Action Group. It appears that the groups will complete their work by late October. The final report is due at the December TBR meeting. I have the reports from the six regional meetings if anyone wants to read them.

*The Development Office is working on a proposed policy for Solicitation of Private Gifts. It seems that many "prime" donors are being solicited by several different groups at the same time. The donors are complaining an request the university "get its act together" before soliciting money.

*As of the official date of attendance, MTSU's headcount enrollment was 20,074. We gained several at the last minute because the Regent's Degree Candidates who claim MTSU as their home school were previously not counted. 331 students claim MTSU as their home institution. Only U of Memphis has more with 356. No other school has more than 116. MTSU enrollment is up about 4%. The original prediction was 1%.

*The Classroom Upgrade Project is now a high priority of the Academic Affairs Division. President McPhee has promised to make a yet to be determined amount of money

available for this project. I don't know how much yet but it appears to substantial. I encourage each of you to help your departments in identifying rooms that need new furniture. This project is primarily designed to upgrade the classroom furniture and not on technology for classrooms.

Respectfull submitted,

Dennis Oneal, President

Faculty Senate Membership 2000-2001

	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May
Rhonda Armstrong	✓			✓	✓	✓		✓	✓	✓	✓	
Dianne Bartley		E		✓	✓	A		✓	✓	✓	✓	
Thomas Berg	✓			✓	✓	A		✓	✓	✓	✓	
Nancy Boone		E		✓	✓	A		✓	✓	✓	✓	
Larry Burriss	✓			✓	✓	A		✓	E	✓	✓	
Mark Byrnes	A			✓	A	A		✓	✓	E	✓	
Jimmie Cain	✓			✓	A	A		✓	✓	E	✓	
James Calder	A			✓	A	A		✓	✓	E	✓	
Don Campbell	A			✓	✓	✓		✓	✓	✓	✓	
Judy Campbell	✓			✓	✓	E		✓	✓	✓	✓	
Yuan-ling Chao	✓			✓	✓	A		E	✓	✓	✓	
James Cook	✓			A	A	A		✓	✓	✓	✓	
David Carleton	A			A	A	A		A	✓	A	✓	
Dorothy Craig	A			✓	✓	A		✓	E	E	✓	
Ellen Donovan	✓			✓	✓	✓		✓	✓	✓	✓	
Jennifer Dooley	✓			✓	✓	✓		E	✓	A	✓	
Boyd Evans	✓			A	A	A		A	A	A	A	
Margaret Fontanesi-Seime	A			✓	✓	A		✓	E	✓	✓	
Bill Ford	✓			✓	E	✓		E	✓	✓	✓	
Gordon Freeman	✓			✓	✓	✓		✓	✓	✓	✓	
Jacqueline Gilbert	✓			✓	✓	✓	✓	✓	✓	✓	✓	
William Grasty	A			✓	✓	A		A	✓	✓	✓	
Jeannette Heritage	✓			✓	✓	✓		✓	✓	✓	✓	
James Henry	A			A	A	A		✓	✓	✓	✓	
Rush Hicks Dan Pfeiffer	A			A	A	✓		E	✓	✓	✓	
Tony Johnston		E		✓	E	✓		A	✓	✓	✓	
Terrence Lee	✓			✓	✓	✓		✓	✓	✓	✓	
Mary Magada-Ward	✓			A	A	✓		A	A	A	E	
Ronald McBride	A	E		✓	✓	✓		E	✓	✓	✓	
Dale McGilliard	A			✓	✓	✓		✓	✓	A	✓	
Linda McGrew - Rob Blair	A	E		E	A	A		✓	E	E	E	
Lorne McWatters	✓			A	A	A		A	✓	✓	✓	
Larry Morris	A			✓	✓	A		✓	A	✓	✓	
Al Nagy	✓			✓	✓	A		✓	✓	✓	✓	
Nuria Novella		E		✓	E	A		✓	✓	✓	✓	
Dennis Oneal	✓			✓	✓	✓		✓	✓	✓	✓	
Robert Petersen	✓			✓	✓	A		✓	✓	✓	✓	
Michael Rutledge	✓			✓	✓	✓		✓	E	✓	✓	
Lance Selva	A			✓	✓	A		✓	✓	✓	A	
Kevin Smith	A			✓	✓	A		✓	✓	✓	✓	
Catherine Stogner	A	E		A	A	A		A	✓	E	✓	
Tanya Tewell	A			A	✓	A		A	✓	✓	✓	
Beryl West	✓			✓	✓	✓		A	✓	✓	✓	
William Whitehill	A			A	✓	A		A	A	A	A	
Jacqueline Wyatt	A			A	A	A		A	A	A	A	
Sung Yoo	A			✓	✓	✓		✓	A	✓	✓	
Jan Zijlstra	✓			✓	✓	✓		✓	✓	✓	✓	
Gail Zlotky	✓			✓	E	✓		✓	✓	A	✓	
Chris Handley	✓				✓	✓		✓	✓	A	✓	
Diane Miller	✓				E	✓		E	E	E	E	E
Kathy Mathis, President	✓					✓	✓	✓	✓	E		
Diane Miller, Past President				✓	E	E	E	E	E	E		
Chris Haseleu, TBR Represen				✓		✓		✓	✓			