

 Academic Affairs Liaison Committee

 Meeting Minutes

 February 15, 2012, 3:00 pm

 Cope Conference Room

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Members Present – M. Arndt, C. Beauchamp, S. Boyd, J. Brickey, N. Callender, L. Craig-Unkefer, L. Dubek, T. Farwell, A. Lutz, K. Nofsinger, G. Zlotky

Members Absent –L. Burriss, L. Clark, C. Cooper, G. Freeman, Z. Khan

Members Excused – W. Cribb, K. Mathis

Additional Attendees – B. Bartel

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Action Items

1. Academic Misconduct Policy: The MTSU policy statements should reflect the professors’ ability to manage their courses. For example, a professors’ ability to submit a grade of F for a course as a consequence of a student having plagiarized an assignment. Alfred’s verbiage for the policy was, in Dr. Bartel’s view, superior; however, it was rejected by the TBR. Dr. Bartel stated that faculty have been treated poorly in the past by the committee hearing an academic misconduct case against a student. Alfred suggested a training session for individuals who seek to serve on this committee. Training on this issue was suggested for Chairs and Deans as well. Alfred shared that he has not received the TBR policy number dealing with student absences. He has requested this information from TBR; however, the individual with whom he communicated has not been able to supply an answer. A University excused absence policy was discussed as being able to deal with some of these issues.
2. Policy changes reflected on forms was discussed. An example of old forms remaining on the website was presented. Dr. Bartel shared that his office is in the process of going through MTSU’s website to check for these types of issues prior to the SACS visit.
3. Advising: The issue of placing registration holds on students’ accounts when they have reached 75 hours up until the point an Upper Division Form (UDF) is filed was discussed. Dr. Bartel shared that the President is frustrated with the current advising system. Dr. Bartel stated that he has funds to provide temporary advising assistance with the new requirement for students with less than 30 hours to see an advisor. Dr. Bartel stated that Dr. Petryshak is exploring software which may help with advising. The reported requirement of faculty to be available during Christmas Break was discussed. Dr. Bartel was not aware of this issue. Dr. Bartel suggested a system in which faculty who excel at advising are rewarded for it in the form of release time. Laura shared that their department, English, has a dedicated group of advisors. The need for training for advisors was suggested. Dr. Bartel suggested Laurie Witherow as a point person for advising issues. David Schmidt (responsible for recruiting and the process of admitting graduate students) is concerned with the English skills of international students. The President would like to increase the number of graduate students from ~400 to ~1200. Dr. Bartel identified David Schmidt as the point person for international student issues. Dr. Bartel stated that the University needs to diversify the nations from which it recruits international students.
4. Budget: The Childrens’ Services impact on the budget was discussed. This contract constitutes ~40% of the University’s grant funding. A $2.5 million lead abatement contract will be lost. Carnegie classification is affected by these grants. The University was approaching the University of Memphis in funding, but is now anticipating a much lower grant amount. Dr. Bartel is expecting programs to bring in more funding. The new science building should help with this since approximately half of the space is research space.
5. The ability of faculty to asses Vice Presidents was discussed. There is no current method for faculty to give input for these individuals other than for the Provost. Dr. Bartel will ask the President if our faculty will have this opportunity.
6. Instructor Absence Notification Policy: A unified policy/system for this is needed. Dr. Bartel shared that adjuncts have recently quit without notification. The text notification system was suggested as a solution to this issue.
7. Additional grade request notifications have been sent from athletics beyond the regularly scheduled notifications. Dr. Bartel will speak to Laurie Witherow concerning this issue.
8. A bill will be proposed which includes provisions for veterans to receive priority registration in addition to in-state tuition.
9. The potential removal of the necessity of advanced degrees for K-12 teachers was discussed.
10. Policy change emails being sent without side-by-side comparisons were discussed. Dr. Bartel will speak with Heidi Zimmerman concerning this issue. Alfred requested that policy be vetted with the faculty prior to the President’s signature.
11. Dr. Bartel shared an idea that lower division classes cease using textbooks in order to lower the cost for students. He suggested a committee to investigate this issue and make suggestions.

Respectfully submitted,

Nate Callender

2011-2012 Faculty Senate Recording Secretary

Edited: