

Minutes of Faculty Senate Meeting - June 21, 1999

MEMBERS PRESENT: Diane Miller, Jennifer Dooley, Thomas Berg, Nancy Boone, Jerry Brookshire, Jimmie Cain, Don Campbell, Judy Campbell, James Cook, David Carleton, Ellen Donovan, Margaret Fontanesi-Seime, Bill Ford, Buddy Freeman, Jacqueline Gilbert, Ed Kimbrell, Terry Lee, Mary Magada-Ward, Kathy Mathis, Linda McGrew, Lorne McWatters, Beryl West, Jacqueline Wyatt. Also present: Associate VPAA Bob Jones, Chris Haseleu, Jill Austin, Bill Badley, and Victor Montemayor.

MEMBERS ABSENT: Lee Allsbrook (excused), Warren Anderson, Rhonda Armstrong, James Bush (excused), Mark Byrnes, Jim Calder (excused), Yuan-Ling Chao, Peter Cunningham, Boyd Evans, Jeannette Heritage (excused), Rush Hicks, Rosemary Kew (excused), Dale McGilliard, Larry Morris, Al Nagy, Paul O'Farrell, Dennis Oneal, Kendall Nash, Michael Rutledge (excused), Kevin Smith (excused), Catherine Stogner, Tanya Tewell, Sondra Wilcox (excused), Sung Yoo, Barbara Young, Jan Zijilstra, Gail Zlotky.

President Diane Miller called the meeting to order at 3:30.

Tom Berg moved and Judy Campbell seconded that the minutes for the last meeting be approved. The motion carried.

Treasurer's Report: Operating Budget balance \$974.72
Travel Budget balance \$ 84.20

PRESIDENT'S REPORT: President Miller reported that she had spoken with President Walker about the recent budget developments. MTSU should be receiving approximately \$3 million more dollars from state funding than last year. There will not be the hoped for 1.7% across the board pay increase, however. The administration does plan to follow through with salary equity. These figures do not represent increased funds which could be made available by a tuition increase (an 8% tuition increase is being proposed).

Miller spoke with Dr. Walker about changing our D.A. programs to Ph.D. programs. Dr. Walker is optimistic that this will be discussed at the TBR meeting in December.

TBR FACULTY SUB-COUNCIL REPORT: Chris Haseleu reported on the sub-council meeting on Friday, April 16, 1999. The new Vice Chancellor for Academic Affairs Dr. McPhee from the University of Memphis was present and had organized a very efficient meeting. He stated that he would be an advocate for academic affairs, and would seek the advice of the council. His goals are to build a team for Academic Affairs, to be more responsive to the campuses, and to be proactive.

The AAPP testing will be computerized by December.

Work continues on articulation. For details check the TBR web site.

Work has started on the Tennessee Virtual University which will be housed in the Renaissance Center in Dickson.

The computer networks of TBR, UT, and the state are being merged to create the TNII network.

A new strategic plan for 2000 to 2005 is being developed. Each campus will be asked to contribute. Faculty Senates were urged to participate.

In the Chancellor's Report, Chancellor Smith gave a report on his meetings with the legislature. His power point presentation has been made available to the Legislature. He made a strong case for increased spending on higher ed and outlined impact of cuts. Smith's report was made before the present budget was finalized.

Privacy concerns about faculty data being available to students on the SIS system were discussed at the Sub-council. Jacqueline Wyatt voiced concern about faculty social security numbers being given out to students in the College of Business at MTSU.

There was a discussion of the Degree Review program. A faster turn-around was promised. It was noted that THEC will be more involved and they will review program only in January and July.

Guidelines for Violence Prevention were reviewed. New guidelines are pending. There are questions about firearms on campus. The total ban is being questioned. Some faculty (and students) believe they should be able to have firearms in automobiles if they have permits. There is legislation pending on this issue. Ellen Donovan proposed that the Faculty Senate should address this issue.

The post retirement program has been extended to January 2001.

There was a discussion of compensation for faculty filling in for colleagues. There is no policy and this appears to be a community college problem.

Haseleu asked for a review of the problem of the use of sick leave at the time of retirement. A motion was passed asking the board to look into a way of having a more equitable use of sick leave.

The Sub-Council's nominating committee proposed Wade Jackson from the University of Memphis as next year's chair and Delorise Barnes from Roane State Community College as secretary. These folks were elected.

The next sub-committee meeting will be July 16, 1999.

OLD BUSINESS: Bill Ford asked about the status of the committee being formed to study the Faculty Member of the Year Award. He asked President Miller to look into that.

Jacqueline Wyatt asked for clarification about policy involving spouses being prohibited from voting on promotion and tenure decisions. Bob Jones said they have checked with the Board and found that a spouse cannot serve in that capacity, under the Nepotism Policy. Wyatt asked for a written copy for her department. Terry Lee suggested that Dr. Jones will distribute the policy to all departments on campus and he agreed to do so.

Lorne McWatters asked for clarification on the D.A./Ph.D. issue. Jerry Brookshire said the TBR has asked our campus to suggest consultants and we have provided names. It has been standard practice to have off-campus consultants when a new degree program has been proposed. Dr. McPhee has asked that we do the same for departments that currently offer D.A. degrees.

Judy Campbell distributed tentative programs for the Senate retreat in August. We are hoping for a large attendance especially since this year's retreat will be on campus. Beryl West discussed the new mentor system. All new Senators will be assigned an experienced Senator as their mentor for their first year. Dr. West is asking for volunteers to be mentors. If you are willing to serve in this capacity, please contact Beryl West or call the Faculty Senate Office.

NEW BUSINESS: Jill Austin presented a brief report on the proposals made by the Merit Pay Task Force. These have been distributed to all faculty members. In the next year, faculty will be asked for suggestions and adjustments will be made to these recommendations. A special meeting of the Senate will directly proceed the September meeting to discuss the merit pay system. After the Task Force receives faculty recommendations, talks to deans and chairs and refines the plan, they will send it on to the Provost and President for approval. At that time, each department will be asked to look at their performance evaluation plan and to make adjustments so their plan will fit within the parameters of the overall plan. The first year the plan will be implemented is 2000-2001. By that time, the equity study should be completed and recommendations will be made for a consistent system for past merit to be considered when salary decisions are made in the future.

Victor Montemayor presented a report from the General Studies Committee. Bill Badley, Director of General Studies, was also present. All faculty members have received a copy of the draft of the General Studies Mission Statement. Montemayor stated that the structure of current mission statement draft includes the rationale, the general design, the assessment, and the vision for the program. On September 9, 1998, President Walker established the new University Committee on General Studies. The membership consisted of 3 representatives from each of the academic colleges, 2 student representatives, 1 deans' representative (ex officio), 1 chairs' representative (ex officio), 1 VPAA's representative (ex officio), and Community College representatives (invited). The charge to the committee was: 1) to revise the University's General Studies mission statement to provide greater clarity and to incorporate additional learning objectives; 2) to establish a structure and policy that allows for orderly and efficient changes in the General Studies program; 3) to explore the idea of developing an integrative and/or capstone experience as a part of the General Studies program; 4) to establish an ongoing, structured review of all components of the General Studies program (courses, syllabi, learning outcomes, faculty evaluation, etc.) to allow the committee, along with the Director of General Studies, to provide University-wide leadership for the ongoing evaluation and improvement of the General Studies program. The General Studies Committee requested input from the University community for a list of skills and competencies characteristic of an "educated person." The list was compiled and reduced, then categorized. The brief summaries of each category were written by sub-committees. Summaries were worked into a tentative draft of a mission statement along with introductory and concluding paragraphs, also written by sub-committees. Finally, a draft Mission Statement was refined by the full committee and distributed to the University community. The plans for the 1999-2000 Academic Year are to: 1) redistribute the draft Mission Statement and request feedback, 2) hold open forums to discuss the draft mission

statement, 3) propose a new General Studies mission statement to the Director of General Studies and the VPAA, 4) determine criteria for course inclusion in the General Studies program, 5) set up a mechanism by which courses can be added and removed from the General Studies program, 6) start accepting and considering requests for new courses to count in the General Studies program, and 7) start considering the structure of the General Studies program (categories, upper-division component, capstone experience, etc.).

There was some discussion from the Senate floor about the assessment component and the role of the ACT-Comp which graduating seniors are currently required to take. Badley explained that alternative means of assessment are being considered by the General Studies Committee and Betty Dandridge-Johnson from the Institutional Effectiveness Office. For more information, contact Bill Badley or Vic Montemayor go to the General Studies web site at <http://www.mtsu.edu/~genstud>.

Jerry Brookshire made an announcement about the remodeling of the Faculty Senate Room. It is on schedule for October so Faculty Senate meetings may take place in other locations.

Terry Lee moved that we adjourn. Kathy Mathis seconded. Miller adjourned the meeting at 4:45.

Respectfully submitted,

Jennifer Dooley
Secretary/Treasurer



Minutes

| 1997 | 1998 | 1999 |

Minutes of the Faculty Senate, September 20, 1999

MEMBERS PRESENT: Diane Miller, Jennifer Dooley, Lee Allsbrook, Rhonda Armstrong, Nancy Boone, Jerry Brookshire, Jimmie Cain, James Calder, Don Campbell, Judy Campbell, David Carleton, Ellen Donovan, Margaret Fontanesi-Seime, Bill Ford, Gordon Freeman, Jacqueline Gilbert, Chris Haseleu, Jeannette Heritage, Rush Hicks, Terrence Lee, Rosemary Kew, Edward Kimbrell, Mary Magada-Ward, Kathy Mathis, Dale McGilliard, Linda McGrew, Lorne McWatters, Larry Morris, Al Nagy, Paul O'Farrell, Dennis Oneal, Michael Rutledge, Kevin Smith, Jacqueline Wyatt, Sondra Wilcox, Sung Yoo, Jan Zijilstra, Gail Zlotky. Also present: Associate VPAA Bob Jones.

MEMBERS ABSENT: Warren Anderson (excused), Thomas Berg (excused), James Bush (excused), Mark Byrnes (excused), Yuan-Ling Chao (excused), James Cook, Peter Cunningham, Boyd Evans, Kendall Nash, Catherine Stogner, Tanya Tewell (excused), Beryl West, Barbara Young (excused).

President Miller called the meeting to order at 4:30 p.m.

The minutes from the June Senate meeting were approved.

TREASURER'S REPORT: Operating Budget: \$1169.25
Travel Budget: \$856.00

PRESIDENT'S REPORT: President Miller reported on the market salary implementation. The estimated total cost of this year's implementation, including benefits, was approximately \$1.1 million. This year's eligible pool consisted of 629 faculty with approximately 89% of the pool receiving an adjustment. The average equity award was \$1504.00. The pool did not include faculty on temporary appointments, tenured faculty on faculty development plans, or probationary faculty receiving non-renewal recommendations. A special salary adjustment was given to full professors who have completed at least 10 years of service in the rank of full professor as of June 30, 1999, and whose salary exceeds the market (or proposed equity adjustment is no more than \$200). Adjustments are made based on average faculty salaries by rank and disciplines reported to CUPA using a peer group of 72 institutions similar to MTSU in mission. New data were used in this year's analysis which indicated that MTSU had slipped farther behind those 72 institutions. Each chair was sent a list of adjustments for faculty in the department and was asked to share the adjustments with all faculty in the department. Faculty who have not seen their department's revised salary list, can request this information from their department chair or ask Ms. Lanier in the Faculty Senate office to see a copy of the university's printout.

Dr. Miller also reported that there has been a recent reinterpretation of the TBR policy on hiring temporary faculty. The current policy states, "Temporary appointments are for a specific purpose for a time appropriate to that purpose or for an unspecified period, normally not to exceed three years, and may be terminated according to the terms specified. Temporary appointments ordinarily should be used for lecturers, adjunct or part-time faculty, faculty employed to replace regular faculty on leave of absence, and faculty employed pursuant to grants or for projects funded in whole or in part by

non-appropriated funds. In addition, temporary appointments may be used for faculty employed on the basis of state appropriated funds in departments or other academic units where the permanent and continued need for the position has not been established, provided that such appointments should not be in excess of three academic years. Appointments of faculty members supported by more than fifty-percent grant funding or other soft-money sources, may be approved by the president for periods greater than three years. Any request for extension beyond the three years will require the approval of the chancellor." During the summer a TBR staffer announced that the interpretation of the policy was that a person could be hired as a temporary for more than three years. The TBR staff does not consider this new interpretation as a policy change. The Liaison Committee expressed concern about this new interpretation to Dr. Walker and Dr. Haskew. The new interpretation has the potential to create a second tier of faculty. Dr. Haskew assured the committee that she also has concerns about the new interpretation and will closely monitor the use of temporaries at MTSU so that departments will not abuse the flexibility allowed by the new interpretation.

The TBR has issued a mandate requiring all TBR institutions to renumber courses so that "common course numbering and rubrics will apply to general education core curriculum as referenced in TBR policy 2:01:00:00." The objective of this mandate is to improve articulation between and among TBR institutions of higher learning. The Liaison Committee expressed concern about the timeline given by the board. All departments are to submit their suggestions to Sherian Huddleston in Records by October 1. She is then to submit the university's suggestions to the board by October 8. The board staff hopes to have the system in place for Fall Semester 2000. While the TBR requires that the common course rubrics and numbering apply only to General Studies courses, MTSU will have to renumber all courses to adhere to the 4-digit numbering pattern suggested by the board. Full implementation will cost thousands of dollars in obsolete catalogs, advising forms, recruitment brochures, upper division forms, etc., as well as time required to reprogram SIS. This task will force reprogramming our system for the implementation for plus/minus grades for undergraduates to be put on hold. Dr. Haskew has sent a request to board staff asking for an adjustment in the timeline to allow institutions to respond to the mandate.

At the Liaison Committee meeting, Vice President Hare announced that the MTSU Foundation is in support of the Senate request to establish a "Lifetime Achievement Award." The Foundation's board indicated that they would consult with their financial officer with respect to how much monetary support can be given for this award. Dr. Miller will compose a letter to Don Moser, MTSU Foundation president, asking his permission to begin working towards the realization of this award. With Foundation approval, Dr. Haskew will appoint a committee to determine the criteria for this award, nomination and selection process, title for the award, etc.

At the TBR meeting, a "Summary of Capital Budget Requests for 2000-20001" was distributed. MTSU's new science building is item 19 on the list and the new art facility is item 22. Neither project has been approved and both would require future funding.

At the request of the Faculty Senate, Dr. Haskew appointed a committee to review the distribution of indirect costs received from externally funded projects. The committee's discussions resulted in a recommendation for the redistribution of indirect costs coming to MTSU. Dr. Haskew approved the recommendation. These funds will be distributed as follows: the principal investigator - 20%, the generating college - 20%, the generating department - 20%, Sponsored Research - 20%, the FRCAC - 10%, and the General Fund - 10%. The 40% going to the principal investigator and the generating department may be split differently between these two parties, if agreed to in advance.

Dr. Miller gave an update on the status of the Geier Stipulation. She read a memo sent from Christine

Modisher, General Council for the TBR institutions, to Chancellor Smith, senior board staff members, and presidents of TBR institutions, informing them about a status conference called by Judge Wiseman and held on September 2. There are several motions pending: (1) the state's motion to have the system declared unitary and to dismiss the case, (2) the McGuinness motion to merge TSU and MTSU, and (3) the Geier motion to merge TBR and THEC. At the recommendation of the Attorney General, Judge Wiseman agreed that the parties would enter into non-binding mediation to renegotiate the terms of the 1984 stipulation of settlement. Judge Wiseman also indicated that he will schedule a trial for next summer that will be necessary only if the parties fail to agree on the new terms. It is anticipated that mediation will begin by the end of September. The parties involved in the Geier settlement are the Federal Justice Department, the TBR represented by the Attorney General, the original Geier litigants, the McGuinness interveners (a group of white faculty from TSU), and a group of black faculty.

Dr. Miller announced that memberships to Faculty Senate committees have been mailed. One person from each committee has been asked to call the first meeting, at which the committee will elect a chair and discuss the committee's charge. Dr. Miller expressed thanks to all who volunteered to serve on a Faculty Senate committee.

The program of grants in aid for advanced studies has been "frozen" for about two years. The university has continued to support people who were working towards an advanced degree, but is not adding new people to the program. Currently there are two people receiving assistance through this program. NIAs for the 2000-2001 academic year will be supported at the same number as this year, 16. In general, eight are awarded for each of the fall and spring semesters.

Dr. Miller announced that the discussion for evaluating chairs and deans annually has moved forward. Dr. Jones' office has collected a number of instruments from other institutions similar to MTSU. These forms are being reviewed by committee (Sharon Smith, Terry Whiteside, Jim Calder, Diane Miller), John Vile, Chair of the Chair's Council, and Peter Heller who represented the Chair's Council last spring during discussions on this issue. One objective of this group is to find or create an instrument, which will be acceptable to all parties concerned. All chairs and deans will be evaluated this year using the Kansas State instrument.

A special standing committee meets with Dr. Stucky monthly during the academic year. This committee consists of the current senate president, the past president, the president-elect, and two other members of the Senate Steering Committee. This year Jennifer Dooley and Lee Allsbrook will serve on the committee with Jerry Brookshire, Kathy Mathis, and President Miller.

TBR FACULTY SUB-COUNCIL REPORT: Kathy Mathis attended the sub-council meeting in place of Chris Haseleu. Dr. Sidney McPhee updated the committee on Academic Affairs staffing changes. He addressed the faculty appointment policy (5:02:03:00) as reviewed by the committee. The noted changes were to add one additional type of faculty appointment called Clinical Practice/Research appointments (in Medical School). The added faculty appointment reads as: 6. Clinical Practice/Research appointments of faculty who serve as clinical educators and basic science researchers in the medical school. These appointments (a) are full-time non-tenurable appointments for which applicants must meet tenure-track eligibility, (b) are non-tenurable appointments for a fixed term of three years, (c) are renewable, (d) permit promotion in rank, and (e) permit conversion of the appointment to tenure track at any time prior but no later than the expiration of the first three-year term, depending on funding availability and faculty performance. In instances where the appointment is converted to tenure-track, the three years served in the Clinical Practice/Research appointment shall be credited toward the individual's probationary status. The report on Transfer and Articulation Initiatives, June 23, 1999, and the draft of the Distance Education Position Paper, June 17, 1999, were also distributed at the meeting.

OLD BUSINESS: Terrence Lee asked about the issue of spouses serving on tenure and promotion committees. Dr. Jones reported that the lawyers consulted recommended that if a peer committee has in its membership the spouse of someone who is up for tenure or promotion in that department, the spouse should be allowed to participate in all committee responsibilities except for voting on tenure or promotion of their spouse.

Bill Ford recommended that the Senate request that the Foundation fund the Lifetime Achievement Award at \$10,000. Dr. Miller recognized that the Foundation has been quite generous in funding faculty awards.

Bill Ford also asked if there were some specific actions faculty could take to make our position on the Geier settlement known. Dr. Miller explained that MTSU was represented by the attorney general, who represents the interests of the TBR, in the matter. President Miller said that she would look into what actions might be appropriate for faculty.

NEW BUSINESS: Dr. Miller, in response to a recommendation that came out of the Faculty Senate Retreat, proposed that liaison committees be formed in each of the colleges to enhance communication between the senate and the deans. This proposal was favorably received by the deans at Dean's Council. A motion to divide into groups by college to decide how such liaisons might operate was made, seconded and passed. The senators then met briefly in these groups.

President Miller showed an eight-minute video produced by the TBR, which illustrated the position of higher education in the state compared to other states in the Southeast. A copy can be obtained for use by departments from the President's office.

Terrence Lee asked that the following issues be sent to senate committees: (1) expanding day care services on campus, and (2) increasing the stipends paid to graduate assistants in masters and doctoral programs.

Dr. Miller asked that senators from the College of Liberal Arts remain after the meeting adjourned to discuss temporary replacements for Senator Tanya Tewel and Mark Byrnes, who are unable to serve this semester. (Nuria Novella in Foreign Languages will serve in place of Mark Byrnes.)

The meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Jennifer Dooley, Secretary/Treasurer

Minutes of the Faculty Senate
October 11, 1999

MEMBERS PRESENT: Diane Miller, President. Lee Allsbrook, Rhonda Armstrong, Jerry Brookshire, Jimmie Cain, Yuan-Ling Chao, Peter Cunningham, Jennifer Dooley, Margaret Fontanesi-Seime, Bill Ford, Gordon Freeman, Chris Haseleu, Jeannette Heritage, Rush Hicks, Terrence Lee, Rosemary, Kew, Kathy Mathis, Linda McGrew, Lorne McWatters, Larry Morris, Al Nagy, Jean Nagy, Nuria Novella, Dennis Oneal, Kevin Smith, Catherine Stogner, Sondra Wilcox, Jacqueline Wyatt, Sung Yoo, Jan Zijlstra. Also present: Associate VPAA Bob Jones.

MEMBERS ABSENT: Warren Anderson, Thomas Berg (excused), Nancy Boone (excused), James Bush, James Calder, Don Campbell, Judy Campbell (excused), James Cook, David Carleton, Ellen Donovan, Boyd Evans, Jacqueline Gilbert (excused), Ed Kimbrell (excused), Mary Magada-Ward, Dale McGilliard, Paul O'Farrell, Kendall Nash, Michael Rutledge, Beryl West, Barbara Young (excused), Gail Zlotky (excused).

President Miller called the meeting to order at 4:30 p.m.

The minutes from the September meeting were accepted with the notice that Ed Kimbrell's name had inadvertently been omitted from members present. The minutes on the Faculty Senate Web site reflect the change.

| | | |
|---------------------|-------------------|-----------|
| TREASURER'S REPORT: | Operating Budget: | \$1119.62 |
| | Travel Budget: | \$769.90 |

Dr. Miller reported that renovations begin on the Faculty Senate Lounge on October 19 and will continue through the remainder of the semester. Ms. Lanier will be temporarily located in the Midgett Building, Room 109. The phone number will not change. During the renovations, Faculty Senate meetings will be held in JUB, Dining Room C.

PRESIDENT'S REPORT:

1. As reported at the last Senate meeting, Dr. Linda Hare, Vice President for Development and University Relations, announced to the Liaison committee that the MTSU Foundation supported the Senate's resolution to establish a "Lifetime Achievement Award," but, at that time, had not made a commitment to funding the award. In follow-up to Dr. Hare's report, Dr. Miller has sent a letter to Mr. Don Moser, President of the Foundation, thanking the Foundation for all of the financial support given to MTSU's annual faculty awards and asking when it would be appropriate to move forward in naming a committee to establish a "Lifetime Achievement Award." This committee would determine criteria for the award, suggest an exact title for the award, and discuss other details that accompany this type of award. At the time of the Senate meeting, Dr. Miller had not yet heard from Mr. Moser.

2. Dr. Miller has sent a letter to Vice Chancellor Sydney McPhee and General Council Christine Modisher inviting them to speak to the Faculty Senate regarding the Geier Stipulation. A copy of the letter is on file in the office of the Faculty Senate.
3. Regarding the TBR mandate that all institutions renumber general education courses, Vice Chancellor McPhee has notified the Chief Academic officers at all TBR schools that "because of the magnitude of the project, implementation will be delayed until Academic Year 2001-02." The initial implementation year was 2000-01.
4. At the September 22 Liaison Committee meeting, Dr. Stucky, Vice President for Finance and Administration, reported that a committee has been studying the expansion of day care services on campus. This fall, MTSU began an extended school program for MTSU employees and students at the Campus School. The university is looking for a corporation that would be interested in running a private day care program on or near campus. Three proposals have been submitted but several issues must be resolved before an agreement is reached. The first priority for service would be the campus community; however, service might also be offered to Middle Tennessee Medical Center employees who work the 3 to 11 shift.
5. At the April meeting, the Senate passed a resolution requesting that a university ad hoc committee be appointed to revise the Outstanding Teacher Award procedures and that this committee consider the proposals made by the Senate Faculty Welfare Committee. An ad hoc committee has been appointed by Dr. Haskew's office. Its first meeting will be in October.

COMMITTEE REPORTS:

Academic Affairs Committee A: Yuan-Ling Chao reported that the committee suggested that Admissions include a portfolio as an option in addition to current admissions criteria. The committee also plans to look into the question of inequity in staffing formula in the Honors College and graduate programs. The committee plans to invite Dean Curry to their next meeting to discuss graduate programs and graduate staffing.

Academic Affairs Committee B: Rosemary Kew reported that the committee had met and accepted the charge presented to them regarding the Geier Stipulation.

Academic Affairs Committee D: Jan Zijlstra reported that the committee would monitor the TBR reinterpretation of policy on temporary faculty. They also plan to study adjunct salaries and compare them to adjunct salaries at other TBR schools.

Student Affairs Committee C: Jean Nagy reported that the committee planned to look at +/- grading, library hours of operation, and increasing stipends for graduate assistants.

Government Liaison Committee A: Steven Livingston reported that the committee defined three projects on which they will work this year. They will identify an efficient system that can be put into place to inform faculty when and how they can communicate with legislators on education issues. They will explore the possibility of MTSU having a staff position with the responsibility for monitoring the legislature. And they will develop

a fact sheet on information on higher education funding issues for distribution to the faculty to use when talking with legislators and others in the community.

Budget Advisory Committee: Lorne McWatters reported that the committee plans to initiate a process for understanding the budget. They plan to invite Dr. Stucky and Becky Cole to speak to the committee. The committee also plans to look at how budgets are handled at the college and department levels.

Faculty Welfare Committee A: Buddy Freeman reported that the committee will study the differences in the optional retirement plan vs. TCRS, and in particular the way sick leave credit is awarded at retirement. The committee will look into the flow of communications in colleges and departments where there are assistant or associate deans and/or chairs. Is there a university-wide flow chart explaining these positions? Other issues discussed by the committee included the Rec Center policy of liability waivers, the image of the Faculty Senate, and summer pay for non-teaching assignments.

OLD BUSINESS: Jacqueline Wyatt clarified an announcement regarding TSU having a new doctorate in Computer Information Systems. The dean of the TSU College of Business said that they did not have a new doctorate. Actually, the College of Engineering at TSU has a new doctorate in Computer & Information Sciences. This doctorate would not compete with any program MTSU's College of Business might propose.

Dr. Miller asked if there were any reports from meetings senators might have had with deans. Buddy Freeman said that in the meeting with the Dean of Business, the issue of equipment which had not been installed came up. The committee requested that this issue be addressed at the next Liaison Committee meeting. Other senators reported that meetings were being scheduled with Deans Keese and Bonner.

NEW BUSINESS: Chris Haseleu announced that this was Jim Barko's last day in the Development Office. He was very complimentary of the fact that Barko sought out faculty opinions and suggested that the Senate voice their appreciation. Bill Ford moved that the Senate express our appreciation too Jim Barko for a job well done. The motion was seconded by Jacqueline Wyatt, and passed. Dennis Oneal moved that the senate encourage the administration to replace Barko expediently. The motion was seconded by Kevin Smith and passed.

There was no new business. The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Jennifer Dooley, Secretary/Treasurer

Minutes of the Faculty Senate, November 8, 1999

MEMBERS PRESENT: Diane Miller, Lee Allsbrook, Rhonda Armstrong, Nancy Boone, Jerry Brookshire, Jimmie Cain, James Calder, Don Campbell, Judy Campbell, Yuan-Ling Chao, Peter Cunningham, Ellen Donovan, Jennifer Dooley, Boyd Evans, Bill Ford, Gordon Freeman, Jacqueline Gilbert, Chris Haseleu, Jeannette Heritage, Rush Hicks, Ed Kimbrell, Terrence Lee, Rosemary Kew, Kathy Mathis, Lorne McWatters, Larry Morris, Al Nagy, Paul O'Farrell, Dennis Oneal, Michael Rutledge, Beryl West, Sondra Wilcox, Jacqueline Wyatt, Sung Yoo, Gail Zlotky. Also present: Dr. Barbara Haskew.

MEMBERS ABSENT: Warren Anderson, Thomas Berg (excused), James Bush (excused), David Carleton, James Cook (excused), Margaret Fontanesi-Seime, Mary Magada-Ward, Dale McGilliard (excused), Linda McGrew (excused), Jean Nagy, Kendall Nash, Nuria Novella, Kevin Smith (excused), Catherine Stogner (excused), Barbara Young (excused). Jan Zijlstra (excused).

Dr. Miller called meeting to order at 4:30 p.m.

The October minutes were approved with the amendment that Beryl West's absence was excused.

| | | |
|---------------------|------------------|------------|
| TREASURER'S REPORT: | Operating Budget | \$1,110.26 |
| | Travel Budget | \$769.90 |

PRESIDENT'S REPORT: On October 29, Mr. Don Moser, President of the MTSU Foundation, informed Dr. Miller that the Foundation's Board had approved the senate's request for the Foundation to support a "Lifetime Achievement Award" for faculty. The Senate requested a monetary award of \$10,000. The Foundation Board approved \$5000. Mr. Moser went on to say that the Foundation would have to officially approve the Board's recommendation, but that he didn't think this would be a problem. As soon as Dr. Miller receives official notice, she will send a formal letter of appreciation. In the meantime, Dr. Miller will be working with Dr. Haskew to appoint a committee to work out the particulars of the award process.

Dr. Miller received a response from Sydney McPhee, TBR Vice Chancellor for Academic Affairs and Ms. Christine Modisher, TBR General Counsel. Their response to the Senate's invitation to visit MTSU and talk with the Faculty Senate consisted of a two-page letter reviewing the history of the Geier Stipulation. The last paragraph of the letter said, "We have kept MTSU's administration updated in the developments in Geier and academic programming and will continue to do so over the next several months." Dr. Miller expressed disappointment in their response, and distributed copies of the correspondence between Dr. McPhee and herself.

The Vice Presidents for Academic Affairs from MTSU, APSU, and TSU met with Dr. McPhee last week to discuss Academic Programming for these middle Tennessee

institutions. Dr. Haskew will be asked to give an update on these discussions at the Nov. 10, Liaison Committee meeting.

With the delay now given by TBR for course renumbering and assuming there is no immediate need for programming for that project in the next several months, the administrative applications staff will work on +/- grading for undergraduate courses during the spring semester. The application should be ready for grading purposes in the Fall 2000.

Becky Cole has provided the Senate with a "comparison of Market Average to MTSU Average by Rank and Discipline." Each senator will receive a copy to share with faculty in their area.

Dr. Miller has copies of a DRAFT evaluation for department chairs. The Senate passed a resolution last spring asking that all chairs and deans are evaluated annually. The VPAA's office supported this resolution. All chairs will be evaluated this year using either a revised Kansas State instrument or an instrument constructed on campus. Members of the Chair's Council have offered this DRAFT for review and discussion. The Steering Committee asks that each senator review the DRAFT, share it with colleagues, and provide feedback to the Steering Committee before the Jan. 3, Steering Committee meeting. The Steering Committee will discuss the DRAFT at that meeting and provide feedback to the Chair's Council and to Bob Jones. The handout being disseminated at this meeting includes a copy of the old Kansas State instrument, the new Kansas State instrument, and the Chair's Council DRAFT.

Currently the same evaluation instrument is used to evaluate all instruction regardless of the learning environment. Several faculty members across campus have asked that six items be revised so that the language reflects the use of a variety of instructional environments, such as distance learning. Dr. Miller has referred these suggestions to the Senate Academic Affairs Committees for review.

ANNOUNCEMENTS:

The VPAA's office will be conducting a Leadership Academy during the spring semester. Deans will be asked to nominate faculty for participation.

Dr. Haskew's office has approved a request to support the secretary of the Faculty Senate with 3-hours release time from teaching each semester during his/her service to the Senate. The release time will begin in Spring 2000. On behalf of the present and all future Senate secretaries, Dr. Miller expressed her thanks to Dr. Haskew and her office for this support.

The next Liaison Committee meeting with Dr. Haskew will be November 10. Dr. Miller asked that any items of concern be expressed to Liaison committee members no later than 10:00 a.m. on Nov.9. Dr. Walker will be out of town and unable to attend this meeting.

There will be no Liaison Committee meeting on Nov.24.

The next Tennessee Board of Regents meeting is Dec. 9,10 at ETSU in Johnson City.

At the Oct. 11 Senate meeting, the Senate asked that a letter of commendation and a certificate of appreciation be sent to Jim Barco for his service to MTSU, and, in particular, for his efforts to involve the faculty in the development process. Dr. Miller has had both a letter and a certificate prepared, and they will be mailed this week.

TBR SUB-COUNCIL REPORT:

Chris Haseleu reported that the sub-council met on Oct. 22. The chancellor reported that a temporary president will be appointed at APSU. Chancellor Smith wants to allow the new chancellor to have the opportunity to have a voice in the selection of the new president. There is also concern that due to the state's financial situation and the climate on the APSU campus that there would be few applications if a search were conducted now. The Chancellor said that if there is no increase in state revenue, TBR institutions should expect an impoundment this year and major cuts next year. Because of the raises at UT-K, a law was passed last year requiring all raises, no matter how small, to be approved by the TBR. Promotion raises will be approved when the promotion is approved. The Chancellor also remarked that there is a need for a community college in Nashville, but Geier poses a problem in this area.

The following changes in types of faculty appointments were announced at the Sub-council meeting. There is a modification to allow the Medical School at ETSU to have Clinical Practice/Research appointments. These would be full-time non-tenurable positions that must meet tenure track eligibility. These are 3-year contracts, which would be renewable forever with one opportunity to elect tenure track during the first three years. The Chancellor also announced that non-tenurable, one-year clinical-track appointments formerly limited to the Medical School at ETSU are now limited to "medical, nursing, and health science programs." The Law School at the University of Memphis was also added to this status. The change for the Law School will still have to be approved by the board.

Implementation of changes in course rubrics and numbering has been postponed until Fall 2001, but the deadlines for submission of change proposals remain the same.

A "Rights for Distance Learning Creators" policy was distributed at the meeting and approved. A copyright primer with good, simple information on copyright questions pertaining to education was also distributed. The basic premise of the primer is that the institution and the creator should agree in writing as to who owns what at the beginning of a project.

Workplace Violence Guidelines state that there should be no weapons in the workplace except those carried by police, armed forces, etc. The institution or the president on a case-by-case basis may grant an exception for unloaded guns in cars of non-students.

The TBR will test an Ability to Benefit test to allow entrance to community colleges without a high school diploma or GED. It was announced that there are no guidelines for no confidence votes of presidents by faculty. Presidents are evaluated annually by the Chancellor. There are no guidelines on Web-based evaluation of instructors by students. The Academic Affairs Office at the Board is fully staffed for the first time in years. And those involved in the Geier settlement are trying to agree on a mediator.

COMMITTEE REPORTS:

Academic Affairs A: Yuan-Ling Chao said that the committee is continuing to look at the use of portfolios in the admission process.

Academic Affairs B: Rosemary Kew reported that Bob Jones, Senator Womack, and Dean Curry had addressed the committee. The committee is attempting to determine the most effective way for the university community to influence legislators on the issue of the Geier stipulation.

Academic Affairs C: no report.

Academic Affairs D: no report.

Student Affairs A: no report.

Student Affairs B: no report.

Student Affairs C: no report.

Government Liaison A: no report.

Government Liaison B: Jackie Gilbert made the following statement on behalf of the committee. The Faculty Senate will go on record as supporting tax reform and will convey that to the state legislature. Larry Morris said that the Chair's Council will, as a group, propose a resolution to encourage tax reform. Several senators had read the Chair's Council statement and felt that the Senate should endorse their statement. Discussion ensued about whether it would be better to send a separate statement from the Senate. Jerry Brookshire moved that the Senate make a statement strongly supporting the correspondence sent by the chairs. The motion was seconded by Beryl West. Dennis Oneal said that he thought it would be more effective for the Senate to compose its own statement. Jacqueline Wyatt made a friendly amendment to Brookshire's notion that Dr. Miller would compose a statement on behalf of the Senate in the same spirit as the chair's statement and to send it to the Finance Ways and Means Committee and to key legislators. Brookshire and West accepted this as a friendly amendment. The Senate passed the motion, as amended, unanimously. Rosemary Kew moved that the Senate send a letter to all faculty encouraging them to contact their own representatives regarding the issue of tax reform and the needs of higher education. The motion was seconded by Lee Allsbrook. Jim Calder made a friendly amendment to change the wording of the motion from "send a letter" to "communicate." The motion, as amended, was passed 32-1.

Budget Advisory Committee: Lorne McWatters said that the committee members were attending budget hearings. After the hearings are complete, the committee members will meet with Dr. Haskew to discuss trends and patterns. The Budget Advisory Committee

will then make a report to the Senate. The committee has also met with Dr. Stucky in an effort to become better informed about budget processes.

Faculty Welfare A: Buddy Freeman reported for the committee. Regarding differences in sick leave credit in the retirement plans: The Tennessee Consolidated Retirement System credits sick leave and the Optional Retirement Plan does not. TCRS and ORP are different plans and have many differences besides sick leave credit. 95% of new employees opt for ORP, inferring that the sick leave credit is not a significant concern. The committee also plans to look into the portability of TIAA-CREF accounts when faculty members move from one institution to another.

Freeman also reported that Mary Enderson and Vatsala Krishnamani had gathered a large amount of information about the flow of communications/ administrative flow charts in departments and colleges that have assistant or associate chairs or deans. At this time, it appears that assistant/ associate deans are usually in charge of graduate programs. It is unclear as to what the difference between an assistant dean and an associate dean is. Some departments have assistant chairs and some do not. According to Enderson, the size of the department seems to be a factor in whether there is an assistant chair. There are apparently no official guidelines defining a job description for this position.

The committee decided to address the image of the Faculty Senate. The image problem is not from the administration, but rather from the faculty members themselves. Suggestions for improving the image of the Senate include periodic notes from the Senate President, reports by Senate representatives to members of their department. Dawn Schelar moved that the committee not concern itself with the issue of Senate image except the issue of communication between the senate representatives and their department. This discussion prompted the question of why more faculty members don't read the Senate minutes, which are posted on the Web. The Senate now sends an e-mail to all faculty members through Dr. Haskew's office, announcing when the minutes have been posted on the Web, and the URL for the Senate minutes, so faculty can just click on the site to go to Senate minutes. Dr. Haskew mentioned that The Record is being more widely read and that perhaps the Senate might consider that as a source for keeping faculty informed about Senate proceedings.

Faculty Welfare B: Terrence Lee reported that the committee has recommended that the highest 3 years' salary of the last 5 years served be used as the basis to calculate retirement. The committee also has recommended that the Graduate College should study teaching loads for graduate faculty across campus to determine whether the teaching load for graduate faculty should be consistent across campus. The committee also asked, in light of recent workplace attacks across the country, that the issue of faculty safety should be addressed with President Walker in Liaison Committee.

NEW BUSINESS:

Some away games for the women's basketball team have been scheduled during final exam week. Several members of the Senate expressed concern. Dr. Haskew said that she wasn't sure if there was an official university policy addressing this issue. She suggested

that the Senate invite the Athletic Director and Jeanne Massaquoi to speak with the senate. Dr. Miller will invite Lee Fowler and Jeanne Massaquoi to speak with senators in January.

Sondra Wilcox asked Dr. Haskew if the salaries of Chairs of Excellence were included in the salary comparison that was distributed at the meeting. Dr. Haskew thought that they were not, but asked for time to check on this question.

Dr. Miller asked President-Elect Mathis to take over the remainder of the meeting so that she could announce that she will be serving as the chair of the Employee Giving Campaign. She asked that faculty members give consideration to participation in the program.

The meeting was adjourned at 5:45.

Respectfully submitted,

Jennifer Dooley, Secretary/ Treasurer

Minutes of the Faculty Senate
January 10, 2000

MEMBERS PRESENT: Diane Miller, Lee Allsbrook, Rhonda Armstrong, Thomas Berg, Nancy Boone, Jerry Brookshire, Mark Byrnes, James Calder, Don Campbell, Judy Campbell, Yuan-Ling Chao, James Cook, Peter Cunningham, Ellen Donovan, Jennifer Dooley, Buddy Freeman, Jacqueline Gilbert, Jeannette Heritage, Rush Hicks, Ed Kimbrell, Terrence Lee, Rosemary Kew, Kathy Mathis, Lorne McWatters, Al Nagy, Dennis Oneal, Michael Rutledge, Kevin Smith, Catherine Stogner, Sondra Wilcox, Sung Yoo, Jan Zijlstra.

MEMBERS ABSENT: Warren Anderson, James Bush, Jimmie Cain, David Carleton, Boyd Evans, Margaret Fontanesi-Seime, Bill Ford (excused), Chris Haseleu, Mary Magada-Ward, Dale McGilliard (excused), Linda McGrew (excused), Larry Morris, Paul O'Farrell, Kendall Nash, Tanya Tewell, Beryl West, Jacqueline Wyatt (excused), Barbara Young Gail Zlotky (excused).

The meeting was called to order at 4:30 p. m. The minutes of the November 1999 meeting were approved.

TREASURER'S REPORT: Budgets

| | |
|-----------|-----------|
| Operating | \$1015.94 |
| Travel | \$625.68 |

PRESIDENT'S REPORT:

The Senate has received a letter from Don Moser, President of the Foundation, confirming the Foundation's support for a "Lifetime Achievement Award" for faculty. The Senate requested a monetary award of \$10,000. The Foundation approved \$5000. Dr. Miller asked if any senators were interested in serving on the committee that will recommend a name for the award and outline nomination procedures and selection criteria. She will be meeting with Dr. Haskew to discuss implementation of the award.

A DRAFT evaluation form for department chairs was distributed at the last senate meeting. Dr. Miller said that all chairs will be evaluated this year using either a revised Kansas State instrument or a new instrument constructed on campus. The DRAFT was offered by the Chairs' Council for discussion and review. The Senate Steering Committee will offer the following suggestions to the Chairs' Council and Dr. Jones.

- 1) Under the section titled Leadership and Decision Making, add an item that addresses the chair's role in interacting with department committees.
- 2) Allow more space (1/3 page) for comments explaining any response, not just negative responses.
- 3) Keep the following Faculty Senate statement as an item under "Overall Evaluation", as on past evaluation forms:
"I DO/DO NOT recommend the retention of this person as department chair."

Dr. Miller said that Dr. Haskew talked with Dr. Linda Phillips-Madson from the TBR Office of Academic Affairs in December about the conversion of DAs to PhDs. Dr. Madson said that she would schedule visits by outside evaluators after the holidays. Dean Curry, Dr. Haskew, Dean Craig, and Dr. Jones met with the department chairs and DA coordinators to discuss increasing support for the programs in preparation for the evaluation visits. Dr. Haskew's office hopes to meet with the faculty of each of the five involved departments in January.

Jacqueline Wyatt, at-large senator from the College of Business is taking a medical leave this semester. Dr. Miller asked that senators from the college stay after today's meeting to recommend someone to replace Dr. Wyatt this semester.

Dr. Miller said that Dr. Haskew has approved a request to get a new photocopier for the Faculty Senate. She expressed gratitude on behalf of Ms. Lanier and the Senate. Dr. Miller also said that Angela Jackson, Judicial Affairs Officer, will speak about procedures for handling complaints against students in a pre-senate meeting at 3:45 on Feb. 14. Dr. Miller will be meeting with Lee Fowler to discuss athletic events scheduled during final exam week. She will report on this meeting at the February Senate meeting.

COMMITTEE REPORTS:

Academic Affairs A: no report

Academic Affairs B: Rosemary Kew said that her committee is looking at the impact of Geier on graduate courses. The committee plans to draft a plan of action on ways to collect and disseminate these effects to legislators and others.

Academic Affairs C: no report

Academic Affairs D: Jan Zijlstra reported that his committee has been discussing adjunct pay and the three year Limit on temporary faculty appointments. The committee plans to submit their final report at the February Senate meeting.

Student Affairs A: no report

Student Affairs B: no report

Student Affairs C: no report

Government Liaison A: no report

Government Liaison B: no report

Budget Advisory: Lorne McWatters said that his committee had been busy during the fall semester sitting in on budget hearings. They have met with Becky Cole and Dr. Stucky to discuss budget procedures.

Faculty Welfare A: Buddy Freeman passed out a document prepared by this committee showing which colleges have associate deans, assistant deans, and/or assistants to the dean, and which departments have assistant chairs. There is no standard way to determine the responsibilities for these positions. Some are paid positions and some have release time. This document will be sent to the Steering Committee for review. This committee has also looked at ways to improve the image of the Faculty Senate. It was suggested that senators make a better effort to communicate senate discussions to the rest of the faculty. The senate president will remind senators at the end of each meeting to

communicate with their constituents. The issue of portability of Optional Retirement Plan is still under investigation.

Faculty Welfare B: No report

OLD BUSINESS: There was discussion regarding DRAFT of the chair evaluation form submitted by the Chairs' Council for review. Lorne McWatters noted that assuring anonymity was crucial. The Steering Committee had discussed the possibility of hiring temporary help to compile comments made on these forms. That would be done through the VPAA's office

Dennis Oneal asked President Miller if she had received any feedback from the letter she sent to legislators regarding tax reform. She had received feedback from one senator, one representative, and a few faculty. Most comments were favorable.

NEW BUSINESS: Dr. Miller informed the senate that Jacqueline Wyatt was taking a medical leave-of-absence this semester. The senate will attempt to find someone to take her place on the Steering and Liaison committees.

Michael Rutledge of Biology brought forth a proposal from his department recommending that the university cap enrollment due to funding. The proposal was going to be submitted to the President and the Provost. The Biology Department thought that the Senate might like to issue a similar resolution. Rutledge posed this in the form of a motion. It was seconded by Rosemary Kew. Terry Lee moved that we table the motion until the February meeting so that senators could talk with other faculty about the issue. Peter Cunningham said that perhaps the issue should be sent to a Senate committee for further study. After further discussion the motion was tabled until February.

Ellen Donovan mentioned that a colleague had expressed concern because the calendar for the Spring semester contains an extra day for TR classes. The colleague wondered if faculty should receive compensation for the extra day. No action was taken on the matter.

Dr. Miller reminded all senators to communicate with their colleagues regarding the business of the senate and to solicit their input.

The meeting was adjourned at 5:45.

Members from the College of Business stayed to discuss a replacement for Senator Wyatt.

Respectfully submitted,

Jennifer Dooley

Minutes of the Faculty Senate
February 14, 2000

MEMBERS PRESENT: Diane Miller, Lee Allsbrook, Rhonda Armstrong, Thomas Berg, Nancy Boone, Jerry Brookshire, Mark Byrnes, Jimmie Cain, James Calder, Don Campbell, Judy Campbell, David Carleton, Yuan-Ling Chao, James Cook, Peter Cunningham, Ellen Donovan, Jennifer Dooley, Margaret Fontanesi-Seime, Bill Ford, Buddy Freeman, Jacqueline Gilbert, Chris Haseleu, Jeannette Heritage, Rush Hicks, Terrence Lee, Rosemary Kew, Kathy Mathis, Dale McGilliard, Linda McGrew, Lorne McWatters, Larry Morris, Al Nagy, Kendall Nash, Dennis Oneal, Michael Rutledge, Kevin Smith, Beryl West, Sondra Wilcox, Sung Yoo, Jan Zijlstra. Also present: Barbara Haskew.

MEMBERS ABSENT: Warren Anderson, James Bush, Boyd Evans, Ed Kimbrell, Mary Magada-Ward, Paul O'Farrell, Catherine Stogner, Tanya Tewell, Jacqueline Wyatt (excused), Barbara Young (excused), Gail Zlotky (excused).

The meeting was called to order at 4:30 p. m. The minutes of the January 2000 were approved.

| | | |
|---------------------|-----------|----------|
| TREASURER'S REPORT: | Budgets | |
| | Operating | \$776.78 |
| | Travel | \$625.68 |

PRESIDENT'S REPORT: The Office of the P/VPAA has tentatively approved a new evaluation instrument for department chairs. The Chair's Council drafted the instrument with revisions suggested by the Faculty Senate. The suggestions submitted by the Senate included: 1) Adding items that address a chair's role in interacting with department committees. Three items were added. 2) Allowing more space for comments explaining any response, not only for "unacceptable" or "marginal" responses. More space was added in each comment section and the instructions were changed to say, "Please explain your reasoning for any item and/or provide suggestions for improvement." 3) Adding the following statement under "Overall Evaluation." "I DO/DO NOT recommend the retention of this person as department chair." The Chair's Council believes this item is not compatible with other items on the instrument, in its structure, wording, or intent. The Chairs feel like item #43 that states, "Rate your overall evaluation of the department chair's effectiveness as unacceptable, marginal, acceptable, good, excellent, or no basis to judge" seeks the same information from the respondent. It has been suggested that the "DO/DO NOT recommend" item be presented on a separate sheet of paper along with items asking people to explain their choice and to state how they expect data drawn from this question to be used. The Chair's Council, VPAA's office and the Faculty Senate Steering committee continue to deliberate this issue. Annual evaluations of chairs and deans begin this spring.

Dr. Haskew is currently meeting with the departments who are hoping to convert DAs to PhDs. The Office of the P/VPAA has committed \$200,000 to the Graduate School for assistantships in these departments to be funded at levels higher than currently funded. \$10,000 per department is earmarked for recruiting and new faculty will be hired in these departments IF the budget permits the hiring of any new positions. In addition, Dean Craig is making \$500,000 available to improve library resources. There is still no word on when outside reviewers will be on campus to evaluate the proposed programs.

Dr. Miller has talked with Lee Fowler, Jeanne Massaquoi, and Wynnifred Counts about the concerns brought before the Senate during the January meeting. In respect to scheduling athletic events during final exam week, the athletic department and the coach involved in the conflicting schedules last semester offered apologies for the fall incident. Miller was assured that the conflict was an oversight. Mr. Fowler explained that conference officials are given the exam schedules of all universities and that every effort is made to avoid conflicts. Last fall's incident resulted from a contract between two schools that couldn't be changed. On another matter, Thursday morning practices for the football team occurred twice during the Fall Semester because departure from Murfreesboro was scheduled for Thursday afternoon. These road trips utilized buses for transportation which consumes more time than flying. In both cases, finances dictated the mode of travel and practices were needed before leaving town. The Athletic Department supports and encourages the student athlete's participation in all classes and will make every effort to avoid situations that will cause the athlete to miss a class. Mr. Fowler said that moving to Division I-A in football and joining the Sunbelt Conference should not create any significant differences in how athletics liaison with academics on campus. We have been Division I-A in other sports for several years and the conflicts have been minimal. Mr. Fowler called last week to inform Dr. Miller about the results of meetings which recently occurred in which future track events were scheduled by the conference office. For the next two years, track athletes will miss the last day of exams to participate in conference events. Dr. Miller's conversations with Ms. Massaquoi and Ms. Counts focused on the participation of student athletes in class. Both ladies assured her that the intent of the policy that student athletes continue to attend class even though, mathematically, a passing grade could not be achieved is to encourage students to participate and learn whatever they can in respect to passing the class when repeated. Student athletes should not be allowed to sleep in class or indulge in disruptive behaviors. If faculty have problems with student athletes, they should call Ms. Massaquoi's office immediately. Ms. Counts indicated that three faculty contacted her office last fall expressing problems with the same student athlete. She hopes the behavior of one student athlete does not create a negative impression of all student athletes. Both Ms. Massaquoi and Ms. Counts expressed their appreciation for the positive working relationship they believe exists between faculty and their offices. In summary, faculty are asked to bring any questions or concerns about student athletes to the attention of Ms. Massaquoi's office.

Article III, Section 2 of the by-laws says that the agenda for faculty senate meetings will "be communicated to the members of the Senate at least five days prior to the next

scheduled meeting.” The Steering Committee has decided to use e-mail as the means of communication. Distribution of the agenda through e-mail will begin in March.

Situations occurred during the Fall Semester in which Faculty Senate Standing Committees could not use the lounge because non-faculty groups previously had scheduled it. These incidences prompted the Steering Committee to review the “Guidelines for Use of the Faculty Senate Lounge.” According to these guidelines, the facility “is to be used only by administration, faculty, administrative staff, spouses, and guests. Other groups should be directed to other university facilities.” The guidelines go on to say that “reservations for the lounge must be initiated through the Faculty Senate secretary who will notify the university facilities coordinator of said reservations for the purpose of listing meetings on the university calendar.” These guidelines became policy on January 2, 1991. The Steering Committee believes that the guidelines are appropriate and that variations from the guidelines occurred when reservations not involving Ms. Lanier were made. Dr. Miller has talked with both Lori Ducey in Dr. Stucky’s office and Stuart Eddings, Coordinator for Student Development and the person responsible for reserving rooms for CUSTOMS. Ms. Ducey indicated that she was not normally involved in the process for scheduling the Faculty Senate Lounge but would be on the alert for requests that may come to her. Ms. Eddings has been at MTSU one year and was not informed about the guidelines or the scheduling process. The Steering Committee believes that informing people about the guidelines, enforcing the policy and monitoring reservation procedures should address the concerns raised.

The renovation of Todd Library is at the top of the list for funding. The Office of the VPAA is taking another look at the needs of the Art Department and has asked for input from faculty concerning their desires and needs. Dean McDaniel is holding meetings with the Art faculty.

Dr. Jones sent an e-mail explaining the US Dept. of Education Audit. MTSU must try to document the attendance of students receiving financial aid in 1996. Faculty will be asked to try to certify whether these students attended class for that time period.

In a memo dated February 1st, Dr. Sidney McPhee, Acting Chancellor, informed all Presidents and Directors that the TBR is issuing a moratorium on all compensation increases. The memo says, “As of today, regardless of funding source, no faculty or staff will receive salary increases, the only exception being where an increase is required by law (CPS). All future compensation increases shall be proposed in the FY 2000-2001 budget document. In addition, all salary plans shall be reviewed and approved concurrently with the July budget cycle.”

Governor Don Sundquist has called a special meeting of the full Board on Wednesday, February 16, 2000, to consider the nomination of Dr. Charles W. Manning as the next Chancellor of the Tennessee Board of Regents.

The Governor's Budget has been released with recommendation for the 2000-2001 fiscal year. As he promised, Higher Education is a prominent feature of his planned improvements. The Budget includes recommendations for a 6% salary increase for faculty and a 3% salary increase for other personnel effective July 2000. The Governor's funding recommendations are predicated on additional funds from the Governor's tax reform effort.

As announced last month, Jacqueline Wyatt is taking a medical leave this semester and will be unable to fulfill her role as a senator and member of the Steering and Liaison Committees. Senators from the College of Business have been unsuccessful in finding someone from the college to replace Jacqueline for this semester. At this time of the academic year, it is difficult to find people who have the time remaining in their schedule to participate in Senate meetings.

Senators in the College of Basic and Applied Sciences need to find a replacement for Gail Zlotky who is unable to fulfill her Senate responsibilities for the remainder of this academic year. Gail is also a member of the Liaison and Steering Committees. Thus, under new business, senators from BAS will be asked if they are willing to serve on these committees from now until April. If more than one person is willing to serve, an election will be conducted to determine her replacement. At the end of the meeting, BAS senators will be asked to nominate someone to replace Gail in her role as a senator.

Announcements:

The Nominating Committee has been appointed by the Steering Committee. The members are: Don Campbell, Buddy Freeman, Ellen Donovan, Rhonda Armstrong, & Lee Allsbrook. Any senator wishing to be nominated or wanting to nominate someone else for either president-elect or secretary/treasurer for the 2000-2001 AY should contact a member of this committee. The deadline for nominations is March 20th.

Faculty Senate positions for which we do not have nominations are Military Science, Criminal Justice, Foreign Languages, Geography/Geology, Art, Liberal Arts (1 at-large). Senators are asked to solicit nominations.

There have been two new appointments to the ad hoc committee to discuss issues related to Outside Employment. Bill Ford will replace Jacqueline Wyatt in the College of Business. Earl Pearson will replace Earl Keese in the College of Basic and Applied Sciences.

Carpet for the lounge MAY be installed February 28th. We MAY be able to reoccupy the facility the first week in March.

The reception for new senators and officers will be held on Tuesday, April 18th, from 1:00 – 3:00 p.m.

Applications to participate in the institutes for Women in Higher Education Administration are available in the June Anderson's Women's Center in the James Union Building. The campus deadline is February 25th. The candidate selected to participate can choose between attending a 4-week summer experience held at Bryn Mawr College outside Philadelphia or an academic year week-end experience conducted at Wellesley College in Mass. Questions about logistics should be directed to Candace Rosovsky at the Women's Center. Questions about the experience can be directed to past participants who include: Jan Quarles, Candace Rosovsky, Nancy Bertrand, Jackie Eller, Diane Turnham, Faye Johnson, and Diane Miller. Please think about yourself and/or a colleague in respect to taking advantage of this wonderful professional development activity. The Office of the President pays all expenses.

The next Liaison Committee meeting is Wednesday, February 23rd. Please convey all items of concern to a Liaison Committee member or send an email to the Faculty Senate office.

Dean Don Curry, Graduate Office, will talk about the issues related to equalizing graduate student stipends across campus at 3:45, Monday, March 13th, during a pre-senate meeting.

TBR FACULTY SUB-COUNCIL REPORT: Chris Haseleu reported on the January 21 Faculty Sub-Council meeting. Paul Stanton of ETSU had been named the new TBR chancellor. He then decided not to take the position, so Vice Chancellor McPhee was named acting chancellor. It is expected that Dr. Manning from West Virginia may be named as chancellor. McPhee introduced the Academic Excellence & Quality program. He hopes to focus more attention on academics at TBR meetings where the main focus is usually money. Each school can submit a program for consideration. One program will be selected for presentation at each quarterly board meeting. Forms for submitting a program and additional information about the process are available in the senate office.

The policy on retention of temporary faculty was clarified at the meeting. Temps can be renewed for three years. A fourth year can be added with approval of the chancellor. After three years a search can be conducted and the current holder of the position is eligible to apply. The search must meet all requirements regarding pool size and diversity. The vice chancellor said that this policy should not and will not be used to circumvent the limit on temporary appointments. A copy of McPhee's statement on this matter is on file in the senate office.

The post retirement program was extended to June 2001.

A distance education draft report was provided at the meeting. Comments on the draft are due to the Board by Feb. 20. This report is also available in the senate office.

The common rubrics for the required 32 hours of general studies have been determined for the most part. The sub-council was informed that the VPAA's council had decided to

go ahead with changing all rubrics and numbers as soon as possible though no date has been set. The leveling of courses is still being addressed. There is a push to move Tennessee History to the sophomore level. It is currently a 400 level course at MTSU.

The Renaissance Center in Dickson continues to offer training on distance learning and on-line learning. The training schedule for spring is in the Senate office.

Concerning insurance, it was stated that health insurance coverage cannot be changed outside of the normal enrollment period unless there has been a "life event" such as death of spouse, divorce, birth, etc. A copy of the form for changing coverage for such an event is in the Senate office.

A resolution was brought by the Dyersburg State Community College Faculty Assembly requesting that the Governor and both branches of the Legislature implement a moratorium on all raises for higher level administrators in the TBR and UT systems until such time as salary issues facing staff, faculty, and lower level administrators can be adequately and fairly addressed. A copy of the resolution is in the senate office.

COMMITTEE REPORTS:

Academic Affairs A: no report.

Academic Affairs B: Rosemary Kew presented a recommendation from the committee asking Dr. Walker to name a panel to study the affects of the Geier stipulation on students at MTSU. After discussion the amendment was worded as follows: The members of Academic Affairs Committee B recommend to the Faculty Senate that Dr. Walker appoint a blue ribbon panel to collect and disseminate information on the ways, and the extent to which inadequacies in graduate programming resulting from the Geier stipulation affect the academic and career plans/goals of MTSU undergraduates, graduate students, alumni, and others in the geographical area. Such information should also include the economic impact of the Geier stipulation on MTSU, the mid-Tennessee region and the state. The motion passed.

Academic Affairs C: no report.

Academic Affairs D: no report.

Student Affairs A: no report.

Student Affairs B: no report.

Student Affairs C: no report.

Government Liaison A: no report.

Government Liaison B: no report.

Budget Advisory: no report.

Faculty Welfare A: no report.

Faculty Welfare B: no report.

OLD BUSINESS: Dr. Miller reminded the Senate that we need someone to replace Jacqueline Wyatt on the Senate, as well as the Steering and Liaison Committees. Buddy Freeman said that Bill Grasty might replace Wyatt.

Terrence Lee moved that we take the Biology Department motion on capping enrollment off the table. Jerry Brookshire stated that the Steering Committee had a recommendation to make on this matter. Dr. Miller asked Kathy Mathis to stand in as president while she spoke about the motion the Steering Committee planned to present during New Business. Dr. Miller moved that we defeat the motion on the table. Lee then moved that we set aside Robert's Rules of order to discuss the new motion now rather than in New Business. Then the alternative motion from the Steering Committee takes precedence over the motion just removed from the table. The Faculty Senate Steering Committee moved to recommend to President Walker that a task force/ad hoc committee be appointed to consider issues related to capping enrollment at MTSU and to look at consequences of not capping enrollment in light of limited resources. Members of the task force should include representatives from (a) the Faculty Senate, (b) the University Committee on Admissions and Standards, (c) Admissions and Records office, (d) the Division of Student Affairs, and (e) others that Dr. Walker wants to include. Discussion followed the presentation of this motion. Michael Rutledge reread the motion that was tabled last month. That motion reads as follows: "The Department of Biology faculty urge you to join the U.T. system in capping freshman 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". A friendly amendment to the resolution from the Steering Committee was made and accepted to request a report from the ad hoc committee no later than October 31, 2000. The resolution, as amended, passed. Jim Calder moved that the Biology Department resolution be tabled until the November 2000 Senate meeting or until the Senate receives a report from the ad hoc committee, whichever comes first. This motion was seconded and passed. Terrence Lee then asked what the procedure would be if Dr. Walker chooses not to follow the recommendation of the Senate to establish the recommended ad hoc committee. Dr. Miller felt that such a refusal would be considered a report and the tabled motion would then be discussed at the next Senate meeting.

There was no new business.

The meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Jennifer Dooley, Secretary/Treasurer

MEMORANDUM

TO: Dr. L. Diane Miller, President
MTSU Faculty Senate

FROM: James E. Walker
President

SUBJECT: Senate Resolutions, Memorandum dated February 22, 2000

DATE: February 24, 2000

This will acknowledge receipt of your memorandum dated February 22, 2000, concerning two resolutions that were passed by the Senate on Monday, February 14. I am providing the following responses to you.

Resolution #1 The Faculty Senate recommends to President Walker that a blue ribbon panel be appointed to collect and disseminate information on the ways, and extent to which, inadequacies of graduate programs resulting from the Geier stipulation affect the academic and career plans/goals of MTSU undergraduates, graduate students, alumni, and others in the geographical area. Such information should also include the economic impact of the Geier stipulation on MTSU, the middle Tennessee region, and the state.

Response: I have consulted with Dr. Wendy Thompson, Legal Assistant to the President, regarding this resolution. Dr. Thompson, in turn, has consulted with Legal Counsel at the Tennessee Board of Regents. Dr. Thompson suggests that to appoint a blue ribbon panel at this time might be premature in that this type of information will be sought through mediation efforts. As you know, a mediator has been appointed concerning the Geier case. Should mediation fail, it would then be appropriate to accept the recommendations contained in the resolution and appoint the blue ribbon panel.

Resolution #2 The Faculty Senate recommends to President Walker that a task force/ad hoc committee be appointed to consider issues related to capping enrollment at MTSU and to look at consequences of not capping enrollment in light of limited resources. Members of the task force should include

representatives from (a) the Faculty Senate; (b) the University Committee on Admissions and Standards, (c) Admissions and Records office, (d) the Division of Student Affairs, and (e) others that Dr. Walker wants to include. If this recommendation is implemented, the Senate asks that a formative or summary report be shared with the faculty by October 30, 2000.

MEMORANDUM

Page 2

February 24, 2000

Response: I support this resolution and, by copy of this memorandum, I am asking Provost Haskew, in concert with the Senate, to make recommendations to me concerning membership on the task force.

In closing, I would like to say that Dr. Sidney McPhee, Vice Chancellor for Academic Affairs at the Tennessee Board of Regents, has assured me, Provost Haskew, and members of our legislative delegation that the conversion of the Doctor of Arts degrees to Ph.D.'s will be on the agenda for the June, 2000, Board of Regents meeting.

I look forward to working with you and the Senate in our efforts to continue to move the University forward.

ch

c: Provost Barbara Haskew

Minutes of the Faculty Senate
March 13, 2000

MEMBERS PRESENT: Diane Miller, Lee Allsbrook, Rhonda Armstrong, Thomas Berg, Nancy Boone, Jerry Brookshire, Mark Byrnes, Jimmie Cain, James Calder, Don Campbell, Judy Campbell, Yuan-Ling Chao, James Cook, Peter Cunningham, Jennifer Dooley, Boyd Evans, Buddy Freeman, Jacqueline Gilbert, Bill Grasty, Chris Haseleu, Jeannette Heritage, Rush Hicks, Terrence Lee, Rosemary Kew, Kathy Mathis, Dale McGilliard, Linda McGrew, Lorne McWatters, Larry Morris, Al Nagy, Dennis Oneal, Michael Rutledge, Kevin Smith, Catherine Stogner, Beryl West, Sung Yoo, Barbara Young, Jan Zijlstra, Gail Zlotky (excused). Also present: Steven Barnes, Faye Johnson, Bob Jones, Will Langston, Terry Whiteside, Annette Williams.

MEMBERS ABSENT: Warren Anderson, James Bush, David Carleton (excused), Ellen Donovan (excused), Margaret Fontanesi-Seime (excused), Bill Ford (excused), Ed Kimbrell, Mary Magada-Ward, Paul O'Farrell, Kendall Nash, Tanya Tewell, Sondra Wilcox (excused).

Dr. Miller called the meeting to order at 4:30 p.m.

The February minutes were approved as written.

| | | |
|---------------------|-------------------|----------|
| TREASURER'S REPORT: | Operating Budget: | \$626.71 |
| | Travel budget | \$583.68 |

PRESIDENT'S REPORT:

1. The conversion of DAs to PhDs is moving forward. The History and HPERS Departments have outside reviewers tentatively scheduled for April 28th. Dr. Walker has told the Liaison Committee that Dr. McPhee assures him that a request to convert the DAs to PhDs is scheduled for the June Board meeting.
2. Members of the MTSU faculty continue their efforts to voice the needs of higher education to the State's legislators. Members of the Government Liaison Committee and Dr. Miller will be visiting key legislators in Nashville on March 15th. Ken Scherzer, chair of Government Liaison Committee B, has been the primary organizer for this visit. In a unanimous vote last Monday, the Steering Committee requested that Dr. Miller write letters to members of the Board of Regents asking them to consider an increase in tuition for 2000-2001 in light of the legislature's proposed cuts in higher education. Along this line, Interim Chancellor Sidney McPhee provided a legislative update to TBR Presidents and Directors on February 28th. In this memo, Dr. McPhee indicated that Senator Womack's committee was asked to conduct hearings to recommend possible

reductions of about \$210 million of which \$110 million will be the higher education share. In preparation for the hearings, Senator Womack identified the following items for discussion: Governance, Capital projects – use of institutional funds, articulation and graduation hours, tuition increases, employee increases, performance funding – formula review, and faculty salary problems. The Senator indicated that his priority is to retain the proposed increase in the Governor's budget for faculty salary and student assistance. He and his committee will focus on a comprehensive review of the Capital Projects and the Disclosed Capital Projects lists for cuts and savings. In reviewing the capital project list, Senator Womack noted that the priority should be in the following order: renovation projects, new buildings, and planning money. Dr. McPhee had the impression that funds proposed for capital projects that are not for renovation will be first on the list for cuts.

3. Members of the faculty and student body have recently contacted Dr. Haskew's office expressing concerns about the implementation of the plus/minus grading system scheduled to be implemented this coming Fall. At this time, Dr. Haskew is moving forward towards implementation as scheduled, but is listening to students' input and looking more closely at how the recommended system will impact students who consistently perform at the upper end of the grading scheme.

Announcements

1. The Nominating Committee has been appointed by the Steering Committee. The members are: Don Campbell, Buddy Freeman, Ellen Donovan, Rhonda Armstrong, & Lee Allsbrook. Any senator wishing to be nominated or wanting to nominate someone else for either president-elect or secretary/treasurer for the 2000-2001 AY should contact a member of this committee. The deadline for nominations is March 20th.
2. Dr. Walker's office has disseminated a call for applications for Administrative Fellowships for the 2000-2001 academic year. All women faculty interested in gaining administrative experience on campus are encouraged to apply. Requests for information should be directed to Tammie Allen in the President's office.
3. Jan Zijlstra is replacing Gail Zlotky as a representative for the College of Basic & Applied Sciences on the Steering and Liaison Committees for the remainder of has
4. The reception for new senators and officers will be held on Tuesday, April 18th, from 1:00 – 3:00 p.m.
5. The next Liaison Committee meeting is Wednesday, March 22nd. Please convey all items of concern to a Liaison committee member or send an email to the Faculty Senate Office.

6. Dr. Haskew will be prepared to talk to the Senate during the April meeting about issues related to the budget. She has disseminated a list of suggested priorities via email and has asked for input from faculty.
7. The Tennessee Board of Regents next meeting is March 29-31 at The Renaissance Center in Dickson, TN. Both Kathy Mathis and Dr. Miller will be attending this meeting.

COMMITTEE REPORTS:

Academic Affairs A: This committee has submitted its final report to Dr. Miller. It is on file in the Senate Office.

Academic Affairs B: The committee expressed disappointment with Dr. Walker's response to the resolution sponsored by their committee. (See old business.)

Academic Affairs C: Annette Williams reported that the committee had surveyed departments regarding student information about labs, tutoring, and student groups. The committee will submit a written report to Dr. Miller that will be on file in the Senate office.

Academic Affairs D: Jan Zijlstra reported that the committee had determined that the university is within TBR guidelines on adjunct salaries. The committee recommends that experience and expertise should be considered in compensation for adjuncts. This committee also recommends that the Senate look into the feasibility of instituting a lectureship position. The committee will submit its final report to Dr. Miller.

Student Affairs A: No report.

Student Affairs B: This committee has submitted its final report to Dr. Miller. It is on file in the Senate Office.

Student Affairs C: Will Langston brought a motion from the committee that the Senate adopt a resolution encouraging the library to increase the hours of operation by 10 ½ hours per week. Terry Lee asked if there had been a study to determine the cost of such an increase. In the absence of this information, Lee moved to table the motion. Beryl West seconded the motion to table. The motion to table was defeated. The motion to encourage the library to increase hours of operation was passed.

Government Liaison A: This committee has submitted its final report to Dr. Miller. It is on file in the Senate Office.

Government Liaison B: Ken Scherzer will report at a later date.

Budget Advisory: Lorne McWatters said that the committee would hold its final report until after budget hearings scheduled for April 5.

Faculty Welfare A: This committee has submitted its final report to Dr. Miller. It is on file in the Senate Office.

Faculty Welfare B: No report.

OLD BUSINESS:

Dr. Miller reported that the Steering Committee had met with representatives of the Chairs' Council to discuss their Faculty Evaluation of Department Chairs DRAFT. The Senate has reviewed the DRAFT, and the Chairs' Council has responded to all suggestions. The chairs voiced opposition to including the statement "I DO/DO NOT recommend retaining this person as chair" item. The Steering committee voted to recommend that the Senate approve the instrument as written, that is, without the "DO/DO NOT" statement. The vote in the Steering Committee was 5 for, 2 opposed, and 1 abstention. After discussion the motion to approve the instrument as written was passed. The vote on the Senate floor was 22 for, 9 opposed, and 1 abstention.

Dr. Miller shared Dr. Walker's responses to the two resolutions that were passed at the February Senate meeting:

Resolution 1: The Faculty Senate recommends to Dr. Walker that a blue ribbon panel be appointed to collect and disseminate information on the ways, and extent to which, inadequacies of graduate programs resulting from the Geier stipulation affect the academic and career plans/goals of MTSU undergraduates, graduate students, alumni, and others in the geographical area. Such information should also include the economic impact of the Geier stipulation on MTSU, the middle Tennessee region, and the state.

Dr. Walker's Response: I have consulted with Dr. Wendy Thompson, Legal Assistant to the President, regarding this resolution. Dr. Thompson, in turn, has consulted with the Legal Counsel at the TBR. Dr. Thompson suggests that to appoint a blue ribbon panel at this time might be premature in that this type of information will be sought through mediation efforts. As you know, a mediator has been appointed concerning the Geier case. Should mediation fail, it would then be appropriate to accept the recommendations contained in the resolution and appoint the blue ribbon panel.

Resolution 2: The Faculty Senate recommends to President Walker that a task force/ad hoc committee be appointed to consider issues related to capping enrollment at MTSU and to look at consequences of not capping enrollment in light of limited resources. Members of the task force should include representatives from (a) the Faculty Senate, (b) the University Committee on

Admissions and Standards, (c) Admissions and Records Office, (d) the division of Student Affairs, and (e) others that Dr. Walker wants to include. If this recommendation is implemented, the Senate asks that a formative or summary report be shared with the faculty by October 30, 2000.

Dr. Walker's Response: I support this resolution and, by copy of this recommendation, I am asking Provost Haskew, in concert with the Senate, to make recommendations to me concerning membership on the task force.

Dr. Miller and Dr. Haskew have met to form the committee. Representatives will also include someone from Dr. Stucky's office.

A motion from Student affairs C to support Dean Curry's request to equalize all graduate assistant stipends was tabled at the February Senate meeting. That motion was taken from the table. Kathy Mathis moved that we amend that motion to reflect Dean Curry's position as discussed at today's pre-Senate meeting. Her motion was that the Senate supports Dean Curry's recommendation to (1) increase all masters' stipends across campus, and (2) to equalize stipends across campus by increasing lower stipends to meet the higher stipends. The motion was seconded by Brookshire, and passed.

NEW BUSINESS:

Faye Johnson and Terry Whiteside were present to discuss the NCAA recertification process. MTSU will go through the process between July 1 and December 30. The process will be a broad-based review. Johnson and Whiteside are trying to set the standards for how this process is done for all institutions. The Senate will receive the report when the process is complete.

Dr. Miller received a memo from Andrew Gulliford, chair of the Public Service Committee, requesting that the term of service for that committee be increased from two to three years. The Steering Committee recommends that the Senate not support increasing the term of service. The motion not to support the increase was passed.

Jerry Brookshire moved that the Senate express its gratitude to Dr. Stucky and Campus Planning staff for the renovation of the Faculty Senate Lounge. The motion was passed unanimously.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Jennifer Dooley, Secretary/Treasurer

Minutes of the Faculty Senate
April 10, 2000

MEMBERS PRESENT: Diane Miller, Dianne Bartley, Thomas Berg, Jerry Brookshire, Larry Burris, Mark Byrnes, Jimmie Cain, James Calder, Don Campbell, Judy Campbell, David Carleton, Yuan-Ling Chao, Dorothy Craig, Peter Cunningham, Ellen Donovan, Jennifer Dooley, Boyd Evans, Margaret Fontanesi-Seime, Bill Ford, Gordon Freeman, Jackie Gilbert, Bill Grasty, Chris Haseleu, James Henry, Jeannette Heritage, Rush Hicks, Terrence Lee, Tony Johnston, Rosemary Kew, Mary Magada-Ward, Kathy Mathis, Ron McBride, Dale McGilliard, Linda McGrew, Lorne McWatters, Larry Morris, Al Nagy, Nuria Novella, Robert Peterson, Kevin Smith, Tanya Tewell, Beryl West, Sondra Wilcox, Jan Zijlstra. Also present: Valerie Avent.

MEMBERS ABSENT: Lee Allsbrook (excused), Warren Anderson, Rhonda Armstrong, Nancy Boone (excused), James Bush, James Cook, Ed Kimbrell, Paul O'Farrell, Dennis Oneal (excused), Kendall Nash, Michael Rutledge (excused), Lance Selva, Catherine Stogner, Sung Yoo, Barbara Young.

The March Senate minutes were approved as written.

TREASURER'S REPORT: Budget Balances

| | |
|-----------|----------|
| Operating | \$584.68 |
| Travel | \$482.16 |

PRESIDENT'S REPORT:

1. The conversion of DAs to PhDs is moving forward. Reviewers will be on campus the following dates to visit these departments: April 14 – English; April 25 – Human Performance; April 28 – History. Dr. Walker has been assured that a request to convert the DAs to PhDs is scheduled for the June Board meeting.

2. During the March President's report, Dr. Miller announced that members of the Government Liaison Committee and she would be visiting key legislators in Nashville on March 15th. These visits were canceled due to the untimely death of a relative of Speaker Naifeh's. The plan is to reschedule these visits for later in April or the beginning of May. Ken Scherzer, chair of Government Liaison Committee B, is the primary organizer for these visits.

3. During the March President's report, Dr. Miller announced that members of the faculty and student body had contacted Dr. Haskew's office expressing concerns about the implementation of a plus/minus grading system for undergraduate students. After collecting data from other institutions using a plus/minus system and considering the input from different groups on campus, Dr. Haskew has decided to modify the proposed scheme to allow an "A" grade at the top of the scale to be followed by plusses and

consecutive years to the highest 3 years of the last 5 years taught. Through inquiries, Dr. Miller has learned that the current policy is State Law and that the only way to change it is through legislative action.

10. The Ad Hoc Committee on Outside Employment has concluded its discussions and has submitted a report requesting that a "Statement of MTSU External Employment Policy" be reviewed, adopted and implemented through the appropriate channels. Dr. Wendy Thompson and the P/VPAA's office are currently reviewing the proposed policy. The Senate office also has a draft.

Announcements

1. Dr. Miller formally thanked all members of the Nominating Committee for their work in compiling the slate for this year's officers. Members of this committee are: Don Campbell, Buddy Freeman, Ellen Donovan, Rhonda Armstrong, & Lee Allsbrook.
2. The Faculty Senate Retreat is scheduled for Thursday, August 17th at the Foundation House.
3. The reception for new senators and officers will be held on Tuesday, April 18th, from 1:00 – 3:00 p.m.
4. The next Liaison Committee meeting is Wednesday, April 12th. Please convey all items of concern to a Liaison Committee member or send an email to the Faculty Senate office no later than 10:00 a.m. tomorrow.
5. Department Chairs have been asked to schedule a faculty meeting during the week of April 10-14, this week, for the purpose of administering evaluations of chairs and deans. A tenured, senior faculty member in the department should administer the evaluations at each meeting. Chairs may participate in the dean evaluation, which should be conducted first, but should leave the meeting before the chair evaluation is administered. After each meeting, the envelope containing all evaluations should be delivered to Debra Trapp in the P/VPAA Office. Any written comments made on the chair questionnaire will be converted to typescript before being shared with a dean and a chair. A faculty member, who is unable to attend the department meeting, can complete evaluations by contacting the Faculty Senate Office.

COMMITTEE REPORTS: none

OLD BUSINESS: none

NEW BUSINESS:

Dr. Miller recognized outgoing senators and those who served as officers and members of the Steering committee for AY 1999-2000. Roll was called for newly elected senators.

Faculty Evaluation of Department Chairs – continued

1. Please complete the statement that follows by circling one of the two choices.

I DO / DO NOT recommend the retention of this person as department chair.

2. Explain your choice.

3. How do you expect data drawn from this question to be used?

Faculty Senate Membership 1999-2000

| | June | July | Aug. | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | Mar. | Apr. | May |
|------------------------------|--------------|-------------|-------------|----------------|---------------|----------------|---------------|----------------|---------------|---------------|---------------|-------------|
| Lee Allsbrook | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ab | |
| Warren Anderson | a | | | abx | ab | ab | | ab | ab | ab | ab | |
| Rhonda Armstrong | a | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ab | |
| Thomas Berg | ✓ | | | abx | ab | abx | | ✓ | ✓ | ✓ | ✓ | |
| Nancy Boone | ✓ | | | ✓ | ex | ab | | ✓ | ✓ | ✓ | ab | |
| Jerry Brookshire | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| James Bush | abx | | | abx | ab | abx | | ab | ab | ab | ab | |
| Mark Byrnes | a | | | abx | ab | abx | | ab | ab | ab | ab | |
| Jimmie Cain | ✓ | | | ✓ | ✓ | ✓ | | ab | ✓ | ✓ | ✓ | |
| James Calder | abx | | | abx | ab | abx | | ✓ | ✓ | ab | ✓ | |
| Don Campbell | ✓ | | | ✓ | ab | ab | | ✓ | ✓ | ✓ | ✓ | |
| Judy Campbell | ✓ | | | ✓ | ex | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Yuan-Ling Chao | a | | | abx | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| James Cook | ✓ | | | abx | ab | abx | | ✓ | ✓ | abx | ab | |
| David Carleton | ✓ | | | ✓ | ab | ab | | ab | ✓ | abx | ✓ | |
| Peter Cunningham | a | | | abx | ✓ | ab | | ✓ | ✓ | ✓ | ✓ | |
| Ellen Donovan | ✓ | | | ✓ | ab | ✓ | | ✓ | ✓ | abx | ✓ | |
| Jennifer Dooley | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Boyd Evans | a | | | abx | ab | ✓ | | ab | ab | ✓ | ✓ | |
| Margaret Fontanesi-Seime | ✓ | | | ✓ | ✓ | ab | | ab | ab | abx | ✓ | |
| Bill Ford | ✓ | | | ✓ | ✓ | ab | abx | abx | ✓ | abx | ✓ | |
| Gordon Freeman | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Jacqueline Gilbert | ✓ | | | ✓ | ex | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Jeannette Heritage | abx | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Rush Hicks | ex | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Ed Kimbrell | ✓ | | | ✓ | ex | ✓ | | ✓ | ab | ab | ab | |
| Terrence Lee | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Rosemary Kew | abx | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Mary Magada-Ward | ✓ | | | abx | ab | ab | | ab | ab | ab | ✓ | |
| Kathy Mathis | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Dale McGilliard | a | | | ✓ | ab | abx | abx | abx | ✓ | ✓ | ✓ | |
| Linda McGrew | ✓ | | | ✓ | ✓ | abx | | abx | ✓ | ✓ | ✓ | |
| Lorne McWatters | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Larry Morris | a | | | ✓ | ✓ | ✓ | | ab | ✓ | ✓ | ✓ | |
| Al Nagy | a | | | ✓ | ✓ | ✓ | | ✓ | ✓ | abx | ✓ | |
| Paul O'Farrell | a | | | ✓ | ab | ab | | ab | ab | ab | ab | |
| Dennis Oneal | a | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ab | |
| Kendall Nash | a | | | abx | ab | ab | | ab | ab | ab | ab | |
| Michael Rutledge | abx | | | ✓ | ab | ✓ | | ✓ | ✓ | ✓ | ab | |
| Kevin Smith | abx | | | ✓ | ✓ | abx | | ✓ | ✓ | ✓ | ✓ | |
| Catherine Stogner | a | | | abx | ✓ | abx | | abx | ab | ✓ | ab | |
| Tanya Tavel | a | | | abx | ✓ | abx | ab | abx | ab | ab | ab | |
| Beryl West | ✓ | | | abx | abx | ✓ | | ab | ✓ | ✓ | ✓ | |
| Jacqueline Wyatt Bill Grashy | ✓ | | | ✓ | ✓ | ✓ | abx | abx | ab | ✓ | ✓ | |
| Sondra Wilcox | abx | | | ✓ | ✓ | ✓ | | ✓ | ✓ | abx | ✓ | |
| Sung Yoo | a | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ab | |
| Barbara Young | a | | | abx | ex | abx | | ab | abx | ✓ | ab | |
| Jan Zijlstra | a | | | ✓ | ✓ | abx | | ✓ | ✓ | ✓ | ✓ | |
| Gail Zlotky | a | | | ✓ | ex | ✓ | | ab | ex | abx | abx | |
| Jean Nagy | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Nuria Novella | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Hazel Miller | ✓ | | | ✓ | ✓ | ✓ | | ab | ✓ | ✓ | ✓ | |
| Diane Miller, President | ✓ | | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |

Diane Miller : dmiller

(615) 888-2513 l.d est
back by July 26