

ASU FACULTY SENATE MINUTES
April 5, 2002

FACULTY ASSOCIATION

Bob Bennett, President (AS)
Jeff Bailey, Past President (LIB)
Bill Rowe, Sec/Treasurer (FA)

FACULTY SENATE

Bob Bennett, Chair
Bill Humphrey, Vice-chair
Debra Walden, Secretary
Michael Morrell, Parliamentarian

COLLEGE OF AGRICULTURE

Bill Humphrey

COLLEGE OF ARTS AND SCIENCES

Roger Abernathy absent
Jim Bednarz
Joe Sartorelli
Dick Freer
David Jimerson absent
Ernesto Lombeida
Bill Maynard
Victoria Spaniol
Richard Wang

COLLEGE OF BUSINESS

Dan Marburger
Clint Relyea proxy – Sonya Premeaux
Jim Washam
Chris Brown

COLLEGE OF COMMUNICATIONS

Jo Anna Grant
Lillie M. Fears absent

COLLEGE OF EDUCATION

Cindy Albright
Kris Biondolillo
Joe Justen
John Ponder
Karen Yanowitz proxy – John Hall

COLLEGE OF ENGINEERING

Charles Coleman absent

COLLEGE OF FINE ARTS

Bill Rowe
John O'Connell
Ken Hatch absent

COLLEGE OF Nursing & Health Professions

Terry Baggs
Steve Guffey proxy – Jacquelyn Gilbert
Debra Walden

UNIVERSITY COLLEGE

Polly Green absent

LIBRARY

Myron Flugstad proxy – Madeline Williams

MILITARY SCIENCE

Daniel Tiscareno absent

COUNCIL OF ACADEMIC DEANS

Jan Duggar absent

VISITORS

Cathy Hall, CNHP
Dr. Lynita Cooksey
Marlin Shipman – faculty
Grover Welch – Herald Reporter

Dr. Rick McDaniel
Lynn Howerton, Psy & Coun
Brian Thompson, Shannon Knebel
Bryan Ulmer, Jeannine Akers,
Melanie Polsgrove, Amanda Rogers
Hannah Keller, Jonathan Stanley

CALL TO ORDER

Senate Chair Bennett called the meeting to order at 3:03 p.m.

APPROVAL OF THE MINUTES

Minutes from the March 1, 2002 Faculty Senate meeting were reviewed. John Hall offered the following corrections:

Under the report on Distance Education, item # 2 should read-
Maximum course enrollment for Web courses should range from 10-20 students, depending upon the nature of the course and the discretion of the instructor and department chair.

Item # 3 should read-
On-line courses should begin and end on the same schedule as traditional courses.

A motion was made by Senator Humphrey and seconded by Senator Rowe to approve the minutes as amended. Motion carried.

REMARKS

Academic Affairs:

Chair Bob Bennett recognized Dr. Rick McDaniel. He addressed the senate regarding the current budgetary concerns. He acknowledged that the debate on campus regarding

budget concern as a sign that ASU is a mature institution. He noted that the administration is attempting to be open and has invited discussion related to budgetary concerns.

Dr. McDaniel stated that he would be sharing the results of budget cuts identified by program directors and chairs at the Academic Affairs Council. He is doing so in order that each department can see how other departments are fairing. He noted that the goal has always been to minimize effects on the institution. He offered his hope that we would be able to “backfill” accounts for supplies and services because the economy is slowly recovering. McDaniel stressed, however, that 2.13% of this year’s budget “will not flow” and indicated that this is currently a permanent situation.

Dr. McDaniel then fielded several questions from the senate. Senator Maynard asked about proposed loans to support athletic programs. McDaniel referred to the use of reserve funds. Senator Wang asked where the “reserves” came from, and if specifically from general funds, voiced his concern that transfer of educational funds violated the spirit of the Arkansas Code. McDaniel noted that he was not qualified to comment.

Chair Bennett suggested that loans to athletic programs might become an “on-going” cost born by the reserves that could be required each year. He noted that the athletic budget has grown in respect to salaries and scholarships.

Senator Grant asked that since salaries are being frozen, what are the implications for equity and promotion increases. McDaniel stated that the money to cover these costs is available.

A discussion with Dr. McDaniel followed regarding several concerns expressed by members of the senate.

Higher Learning Commission of the North Central Association:

Chair Bennett recognized Dr. Lynita Cooksey. Dr. Cooksey announced that the dates for the accreditation visit will be March 3-5, 2003. She noted that many faculty are involved with committee activities in preparation for the self-study and visit. Copies of a timetable for preparation for the visit were provided the senate. Dr. Cooksey then described the process for developing the self-study. She noted that all academic and service areas will be reviewed. After the visit, highlights of the self-study report will be shared in an executive summary. A final recommendation on accreditation will take five months.

Dr. Cooksey stated that administration is concerned about the various departments projecting an image of “who they are”. She suggested that departments take the time to demonstrate this even in building environments. Departments and faculty were reminded to update websites because the visiting team will be “watching us” for the next ten months. In addition, she noted that there must be a copy of every course syllabus on file. Finally, Cooksey encouraged all faculty to read the draft of the self-study document, once it is available, and to respond to the document.

Bennett reminded the senate that one of the things that is required for the HLC visit is an up-to-date and current faculty handbook. He expressed his hope that the handbook would be ready for the visitation team.

REPORTS

HLC Steering Committee:

Bennett stated that he was on the steering committee for the HLC visit and felt that the outcomes of committee activities had been well reported by Dr. Cooksey.

UPC

Chair Bennett provided several documents summarizing information presented at UPC meeting. Information regarding budgetary shortfalls and tuition increases was provided at the last UPC meeting. In summary, tuition is going up 6.9%, faculty and administrative salaries are frozen and the academic affairs unit is receiving less money due to reallocation of resources. One memo included summarizes faculty student ratios. The ratio at ASU is 19 to 1. This is the highest student/faculty ratio of any four-year school in the state. Dr. McDaniel developed this document in response to a request from Jenus Burton. Bennett offered that the material was presented to demonstrate faculty "efficiency". Senator Rowe noted that the list of faculty includes all persons involved in instruction at any level. A discussion was held regarding the perception of administration regarding these figures. Bennett offered to scan this data and place it on the listserv.

Bennett noted that one of the documents was a tuition analysis and a budget analysis for academic affairs. Bennett announced that we are anticipated an increase in health care costs in January 2003. He noted that Dr. Wyatt has stated that the university will make every effort to take care of those increases. He also noted that Wyatt is also committed to enhancing the salary for graduate assistants.

Academic Affairs Council

Bennett informed the senate that he and Senator Humphrey had visited with Dr. McDaniel about the status of the faculty handbook. Bennett noted that the Dean's Council had expressed concerns about the "sweeping changes" in the faculty handbook. Bennett and Humphrey informed Dr. McDaniel that many changes came from constituent groups including policies and procedures that were offered by various administrators. At the meeting it was decided that Humphrey and Irene Martz would meet and color-code changes for clarity regarding what the senate had actually written. Dr. McDaniel supported this approach. Bennett noted that at one point the suggestion had been made simply to use the old handbook and insert new policies and procedures. Bennett stated that the senate would not agree to this action.

Senator Spaniol asked about the identity of the individuals who were uncomfortable with the changes. Bennett noted that McDaniel stated that concern came from the deans and at the meeting the dean with most criticisms was the dean of the Graduate School. Bennett noted that another issue that came up over spring break was the policy written for how the handbook should be revised. Bennett stated that he had given McDaniel a copy of our procedure for revisions weeks ago. In the policy written by the dean's council, the faculty senate was omitted from the procedure. Bennett pointed out this omission to Dr. McDaniel who stated that the procedures were very similar and that this matter could be "fixed". At this point, neither Bennett nor Humphrey has seen the revised procedure.

Shared Governance Committee

Dr. Chuck Carr chairs this committee. There is a concern that about a lack of information sharing related to committee activities. Bennett noted that "we are trying to

repair this.” Beginning in fall, the chairs of all committees will have their responsibilities clearly outlined. They will remind their members that they are responsible to their constituents. Bennett also suggested that schedules for committee meetings, as well as minutes of all meetings, be posted on the listserv. Bennett stated that he hoped that a more efficient and formalized reporting system would help to improve the shared governance process.

Elections

Bennett announced that he has formed a search committee to seek a candidate for the office of president-elect of the Faculty Association. The members of the committee are Jeff Bailey, chair, Kris Biondolillo and Debra Walden. We will anticipate their report.

Combined Faculty and Staff Senate Meeting

Bennett announced that Hope Phillips, the chair of the staff senate, and he had arranged for a joint meeting with Dr. Wyatt and Jenus Burton, April 13th at 2:00 p.m. The purpose is to go over the budgetary process. The meeting will be held in the library conference room and is open to all.

The Status of General Education

Senator Biondolillo provided the senate with copies of a summary of the final report submitted by the University General Education Committee to administration. The plan has been approved by administration. Included in the report is a timeline for implementation of the new general education program. The new program will be implemented fall 2002. The major changes in the new program are as follows:

1. the program is “goal” driven. The group has identified 10 goals that we think students should meet through their gen. ed. program.
2. the program is now a 46-49 hour gen.ed. program with a core 43 hour demand. Students will have the opportunity to take gen.ed. enhancement hours.
3. there is a much more formal approach to assessment of progress through the gen. ed. courses

Faculty discussed specifics of the plan including enhancement course requirements and assessment procedures. Discussion was also held regarding requirements for transfer students and the nature of enhancement courses.

Panel Discussion

Senator Maynard reminded the senate that the panel discussion on athletics and academics will be held April 16th at 4:00 p.m. in room 182 in the museum. He noted that Senator Grant and SGA president Andrea Smaleck have been working hard on publicity. Maynard noted that John Hall had helped to secure the services of Steve Barnes, from AETN “Arkansas Week”, to serve as commentator. KASU-TV will also be present to tape the discussion. Senator Rowe requested help in transporting the speakers to and from the Memphis airport. Maynard asked senators to energize their departments and students in an attempt to guarantee a large attendance. Senator Freer suggested that a special invitation be offered members of the Board of Trustees. Maynard noted that legislators had already been invited.

OLD BUSINESS

Bennett announced that a revised academic calendar was approved. This calendar will shorten the academic term by one week and add two additional days to the

Thanksgiving break. Bennett stated that it is hope that in the future the senate will be able to make a more timely impact on the work of the calendar committee.

NEW BUSINESS

Bennett referred the senate to the proposed resolution on the university budget attached to the agenda. He recognized Senator Wang who agreed to read the resolution into the minutes:

*Whereas Arkansas State University is facing budgetary shortfalls, and
Whereas, the University administration has required that such shortfalls be made up by budget cuts in academic affairs, student affairs and administration, and in addition, committed to increasing the cost of student tuition by 6.9 percent, and
Whereas, decreasing faculty and staff salaries contributes to low faculty and staff morale, the inability to attract quality professionals to the university, and the out-migration of current faculty and staff to other universities, all of which hampers the ability of the university to provide students with a quality education, and
Whereas, the university administration has made its intentions clear to increase the athletic department budget and, at the very least, partially cover the increase with a loan of unspecified terms from education and general funds, despite the fact that the university currently charges the highest athletic fee to students in the state of Arkansas, and
Whereas, we believe that such a loan not only degrades the ability of the university to provide its students with a quality education, but that is violate the Arkansas Code,
We the Faculty Senate of Arkansas State University stand resolved that:
The university should ensure that budget cuts due to any present or future fiscal crisis be distributed as equitably as possible across all university areas with a goal of ensuring the highest quality education for students.
The university, especially in light of current fiscal concerns should not transfer education and general funds, where in the form of direct transfer of loan, to the athletic department beyond the \$750,000 allowed by state law.
The university, by its proposed actions, violates its own mission that: We pursue and share knowledge with a caring community that prepares students in diverse and challenging ways to become more productive global citizens.*

Chair Bennett stated that there were a couple of avenues for approaching the resolution:

1. suspend the rule and proceed with discussion and resolution
2. discuss the resolution and complete business at the next senate meeting

Senator Maynard expressed his concern that there might be a need for additional input regarding the legal issues noted in the resolution. Bennett agreed that we needed to clearly understand any concerns related to the Arkansas Code. Senator Wang offered suggestions as to who might be contacted to offer input related to legal concerns. Bennett expressed his hope that we might be able to craft and even better resolution after the joint senate/staff meeting with Dr. Wyatt and Jenus Burton.

Proxy John Hall made a motion to suspend rules to permit discussion. Senator Maynard seconded. The motion to suspend passed.

A lengthy discussion followed regarding specific aspects of the resolution. Senator Bednarz stated that he was not comfortable with the resolution and expressed his concern about the need to approach the administration first with questions regarding the legality of the proposed transfer of funds. Senator Brown noted that the state legislators have defined what amount of money can be transferred and that is \$750,000 dollars. He stated that he believed that it was incumbent upon the Board of Trustees to make a good faith effort to establish a budget for athletics that would not require a transfer not exceeding \$750,000 dollars. So the issue becomes whether or not the Board has been able to set a realistic budget for athletics. Senator Marburger offered his assessment of the interventions being made by administration in an attempt to meet the athletic budget deficit when compared to other Division 1A universities. He noted there is no set limit on student athletic fees and that ASU students pay 37 percent of the athletic department's budget while the average percentage for a Division 1A university is about 6 percent.

Senator Freer stated that the resolution we craft would not reflect only or needs as a faculty but should also consider the needs of staff members. Chair Bennett noted that a request has been made by classified staff to confine our discussion to faculty concerns only. He suggested that faculty senators should seek to support their constituents and allow staff governance groups to speak for them. Freer noted that he perceived a need for this community to stand together and that his concern was for the ASU community.

Following this discussion, Senator Rowe made a motion to table the resolution. Senator Justen offered a second and the motion carried.

Interlibrary Loans:

Senator Rowe announced that the problem with interlibrary loans has been solved. He encouraged any faculty having problem with interlibrary loans to see Jeff Bailey.

Health and Safety

Rowe also brought up the health and safety issue of how computers are being disposed of on campus. Rowe noted that the Physical Plant breaks up the computers and puts them in containers to be shipped to Little Rock for disposal. He stated that 70% of pollution in landfills comes from computers (i.e. lead, cadmium) and other out of date technology. There has been a recommendation that computer elements be recycled. Rowe expressed his concern that physical plant employees are being exposed to health hazards. He stated that there needs to be a policy to protect the health and safety of employees with regard to technology disposal. Chair Bennett offered to look into the problem.

Faculty Survey

Chair Bennett asked for volunteers to serve on an ad hoc committee to put together a tool to survey the faculty. He stated that he would prefer a tool that could be used annually and therefore permit comparison of data obtained. He asked any interested faculty members to contact him.

Appointments to Shared Governance Committees

Chair Bennett provided senators with a copy of the slate of committee appointments. The slate reflects appointments made by the Executive Committee to fill the slots for the term 2002-2004. The Academic Hearing Committee is one exception. Membership on that committee is for one year. He asked for senators to forward comments or concerns.

Diversity Office

Senator Wang noted that there had been an increase in the administrative budget to support an assistant to the president for diversity initiatives. Wang asked Chair Bennett to inquire as to the status of the new position. He expressed his concerns that a "hire" has been made without a search and that this action may violate accepted procedures for hiring on campus. Bennett stated that he was aware the Glen Jones from Arkadelphia had been present at the UPC meeting and was introduced at that time. Bennett stated that he had been assured that nothing was official and that he would be happy to look into this issue.

Letter to the Editor

John Hall offered the senators the opportunity to sign a letter to the editors of the Jonesboro Sun and the Arkansas Democrat-Gazette newspapers. He noted that the letter was also available on the listserv.

There being no further business the meeting was adjourned at 5:03 p.m.

Respectfully submitted,

Debra Walden, Secretary