

Faculty Senate  
Minutes of February 20, 2004

**FACULTY ASSOCIATION OFFICERS**

Proxy

Bill Rowe – President (Fine Arts)	P
John Hall – Secretary / Treasurer (Education)	P
Bob Bennett – Immediate Past-President (Science & Mathematics)	absent
Debra Walden- Vice-Chair of the Senate	P
Bill Humphrey – Secretary of Senate	P
Dennis White- Parliamentarian	P

**AGRICULTURE (1)**

Bill Humphrey	P
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**BUSINESS (3)**

Dan Marburger	P
Jim Washam	P
Gauri Guha	absent

**COMMUNICATIONS (2)**

Jack Zibluk	P
Marlin Shipman	P

**EDUCATION (5)**

Cindy Albright	P
Kris Biondolillo	P
Dan Cline	absent
Charlotte Skinner	P
Amy Saleh	P

**ENGINEERING (1)**

Tom Parsons	P
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**FINE ARTS (3)**

Allyson Gill	absent
Ken Hatch	absent
Bert Juhrend	absent

**University College (1)**

Margaret McClain	P
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**HUMANITIES & SOCIAL SCIENCES (6)**

Ernesto Lombeida	absent
William Maynard	P
Mary Donaghy	P
Joe Sartorelli	P
Richard Wang	absent
Win Bridges	absent

**LIBRARY (1)**

Myron Flugstad

P

**MILITARY SCIENCE (1)****NURSING AND HEALTH PROFESSIONS (3)**

Judith Pfriemer

P

Troy Thomas

P

Debra Walden

absent

**SCIENCE & MATHEMATICS (4)**

William Burns

absent

David Gilmore

P

Jie Miao

P

Jeff Jenness

P

Minutes: The minutes of the February 6, 2004 meeting were approved as distributed without corrections.

**Old Business:**

D. Cox gave a report on the Strategic Planning process. He said that this process is very important to the future of ASU. All of the subcommittee reports are available on the ASU web page under strategic planning. All faculty should read them and if they have comments email them to D Cox. J Sartorelli said that he was concerned that the word faculty was not included in the proposed mission statement. D White feels that the mission statement is important for assessment, he thinks the proposed vision statement would be a better mission statement and the mission statement a better vision statement. The mission statement should say who or what we are, the vision statement what we want to become. J Hall reported that service does not appear in the mission statement, it has also been left out of the institutional distinctiveness list. W Maynard stated that the report from the subcommittee on Graduate Education and Research is incomprehensible and does not appear to address concerns in the 2003 consultants report on graduate education at ASU. One major issue is how graduate students are used (treated like student workers not graduate students). M Shipman hopes that this plan will last for a longer time than the previous one, it should be written so that it could survive a change of president.

B Rowe reported that the executive committee met with R Stripling to discuss the Post Office issue. Maynard has contacted Sen. Berry's office, his assistant met with the PO in Little Rock. They were given a list of seven questions, which they said they would respond to. They indicated that they are interested in keeping the State University PO operational. We should hear more next week. W Maynard made a motion to support a resolution written by R Wang (attached) to support continuation of the State University PO as a part of the ASU campus, B Humphrey seconded. J Hall said that it important that we maintain the PO as it is

a part of the ASU tradition. D Marburger said that the private sector will bid low to get the contract, once they get it they have a monopoly and will quickly find ways to modify the contract to allow for profit. J Jenness said that prices will probably increase even if the US Post Office gets the contract but not as much as if a private contractor gets the contract. He feels that maintaining the current State University address is important. Resolution passed unanimously.

M Flugsted reported on changes in the parking policy that deal with visitor and short term parking (attached). D Gilmore asks if any data had been collected on visitor usage to base this policy on. Why designate spaces when there is no data? Maynard suggested that we invite Jason Combs to make a presentation to the senate on parking policies at other universities.

Rowe read a letter dated Nov. 21, 2001 from the NEA group (attached). J Pfriemer reported that the student health center is very limited in what they can do for faculty and that the pharmacy is open 13 hours /week and has a limited formulary. If faculty get sick or hurt at work they can go to the health center and see a Doctor, without first seeing their primary care physician.

Rowe read the letter, concerning the class action grievance, sent to Wyatt from the University Hearing Committee (attached). The Shared Governance Committee should meet soon on this issue. W Maynard read the opinion from D Mixon that was sent to Wyatt (attached).

### **New Business:**

Rowe reported that he is now on the NCAA Certification Steering Committee. They are to finish their report by April 2005, if you have questions the process call Glen Jones. People in athletics cannot serve on the committee. N Wiggins is the faculty representative to the NCAA, she was appointed by the President. Marburger stated that the NCAA does not require that the President appoint the representative, the faculty senate could elect one. N Wiggins will be asked to give a report to the senate. Hall asked that N Wiggins describe what the faculty NCAA representative's duties are when she reports to the senate. Marburger explained that playing a home game in Kansas City to get ASU's average home game attendance to 15000/game is a loophole in the regulations that several universities are taken advantage of so that they can stay 1A. This loophole will be closed soon.

Rowe reported that there was an incident where students were apprehended following an incident at a dorm that involved a gun. Apparently some of the students involved were athletes. University policy is clear that they should be expelled from the university if guilty. This situation should be watched to make sure no differential treatment occurs because of the status as athletes. He will contact R Lee to find out more.

Maynard reminded the senate that the proposal on change in the graduate school policy dealing with faculty status be labeled as senate draft 1 and posted on the faculty list serve

J Sartorelli raised the issue of how we suddenly went from a Honors Program (that seemed to be working well) to an Honors College that will require money to hire another administrator. Dr. Allen stated that most universities have an Honors College, at the moment no substantial change in program only a name change; in the future there will be change to enhance the program. D Reeves will chair the search committee to hire a dean for this college; this will be an in-house search. J Hall raised the question of how much faculty input went into the decision to make this change. Allen said she discussed it with the deans but not with the faculty; there was no intention to keep it a secret.

There being no further business, the meeting was adjourned by President Rowe at 4:45 p.m.

Resolution:

Arkansas State University, Independent Post Office (Political Science and History);

WHEREAS, the United States Post Office Department granted Arkansas State University (then Arkansas A&M) an independent post office in 1925; and

WHEREAS, since that date, full postal service has been available on the ASU campus complete with postal rental boxes and separate zip code; and

WHEREAS, the advantages that led President Reng to lobby for an independent post office on campus (convenience for students, staff, and faculty, and cost savings and efficiency for administrative units of the university, including the Faculty Association) remain today, and ASU students, staff and faculty continue to benefit today from the independent post office on campus, much as they have for nearly a century; and

WHEREAS, the Arkansas State University independent post office has given this university a national identity that is unique and after 79 years it has become a fundamental part of the heritage and tradition of this university; and

WHEREAS, since 1967 the identity of Arkansas State University has been proudly tied to its unique State University address; and

WHEREAS, in this age of a faceless array of competing institutions of higher education such a unique identity is a priceless asset to be preserved and not thrown away without consideration or campus wide discussion;

NOW, THEREFORE, BE IT RESOLVED, that the Faculty Senate by this resolution records it's strong support for the independent post office on the ASU campus; and

BE IT FUTHER RESOLVED, that the Faculty Senate calls on the ASU Administration to lobby the United States Postal Service, and if necessary to work with the state's congressional delegation, for the continued existence of an independent post office on the ASU campus, and we, the Faculty Senate express our interest in working with the ASU Administration, the state congressional delegation and students to this end.

**Graduate Faculty:**

The graduate faculty consists of faculty member who have qualified and been approved to serve according to a particular graduate faculty status. The categories of membership on the graduate faculty are Member and Temporary Member. General qualifications, appointment requirements and procedures, and privileges and responsibilities for each category are defined below.

The specific qualifications for each category reside with each department or program offering a graduate program. The graduate faculty\* of that program or department develop, compile and enforce the specific qualifications that a prospective member must meet in order to become a member of the Graduate Faculty. Department qualifications will be filed in the department or program, college, and Graduate School.

**A. Member**

## 1) Qualifications:

A Member of the Graduate Faculty must be a faculty member with a terminal degree. In exceptional cases, unique experience, specialized training, and professional competence may substitute for a terminal degree. Members must have documented evidence of scholarly activity and continued participation in graduate education at the course, committee and program levels.

## 2) Appointment requirements and procedure:

Application must include evidence of professional activity related to graduate education such as research, publication, exhibition or performance, membership in professional organizations, participation in regional and national meetings, and excellence in teaching. The applicant must meet the specific qualifications of the department or program. The appointment is the responsibility of the department or program graduate faculty.

## 3) Privileges and responsibilities:

A Member may teach graduate courses at any level, serve on the Graduate Council; direct research; and serve on and chair advisory, thesis and dissertation committees for students pursuing masters, specialist and doctoral degrees.

**B. Temporary Member**

## 1) Qualifications:

An individual with a terminal degree or documented knowledge and equivalent experience shall be eligible for appointment to the graduate faculty as a Temporary Member to teach specific courses and/or serve on committees over a specified time period.

## 2) Appointment requirements and procedure:

The appointment is the responsibility of the department or program graduate faculty. Recommendations must include specific qualifications as related to the course(s) to be taught or committee membership. An appointment is approved for a specified time period. At the end of the specified time period, a Temporary Member of the Graduate Faculty may reapply.

## 3) Privileges and responsibilities:

A Temporary Member may teach graduate level courses at the masters, specialist and doctoral levels and serve on student committees. A Temporary membership is only valid for the time frame specified and for the course(s) or activities approved on the application.

N.B. If a department has fewer than three graduate faculty members (excluding temporary), then graduate faculty from other departments in the applicant's college may be included to bring the department or program graduate faculty review committee to at least three. These members should be selected on the basis of the appropriateness of their fields. The selection of this committee is carried out by the department or program graduate faculty.

**ARKANSAS STATE UNIVERSITY SYSTEM  
GRADUATE FACULTY APPLICATION**

\_\_\_\_\_ Member \_\_\_\_\_ Temporary \_\_\_\_\_ Jonesboro-Campus \_\_\_\_\_ Other(Specify)

**A CURRENT VITA MUST ACCOMPANY THIS FORM**

NAME: \_\_\_\_\_ DEPARTMENT: \_\_\_\_\_

FACULTY POSITION: \_\_\_\_\_ COLLEGE: \_\_\_\_\_

**FOR TEMPORARY GRADUATE FACULTY, COMPLETE THIS SECTION**

COURSE PREFIX(es): \_\_\_\_\_

REQUESTED DURATION

NUMBER AND TITLE

(specify semester & year): \_\_\_\_\_

**OTHER EXPERIENCE AND QUALIFICATIONS (optional):** \_\_\_\_\_

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

**OTHER DUTIES:** \_\_\_\_\_

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

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THE DEPARTMENT OR PROGRAM GRADUATE, FACULTY HAVE REVIEWED THIS INDIVIDUALS CREDENTIALS IN RELATION TO THE SPECIFIC DEPARTMENT OR PROGRAM QUALIFICATIONS ON FILE IN THE DEPARTMENT/PROGRAM, COLLEGE, AND GRADUATE SCHOOL AND HAS APPROVED HIM/HER FOR GRADUATE FACULTY STATUS

Chair of Department Graduate

Faculty Committee: \_\_\_\_\_

Date: \_\_\_\_\_

**ASU PARKING SERVICES**  
**A Plan for Visitor and Short-Term Parking**

**DAYS ENFORCED:** Monday-Friday (except days ASU is officially closed for business as announced by the President's Office or ASU Public Relations)

**TIMES ENFORCED:** 8:00 a.m.-5:00 p.m.

**PARAMETERS:** Visitor parking is available only to persons who are not current faculty, staff, or students of the ASU system. Faculty, staff, and students of the ASU system who work or attend classes at locations other than ASU-Jonesboro are not considered visitors.

Short-term parking is metered parking available to anyone.

**SIGNAGE:** Visitor parking will be clearly designated with ways-finding street signage, parking lot signage, and pavement insignias. Short-term parking will be designated with parking lot signage indicating the maximum time available for purchase at the meters.

**PERMITS REQUIRED:** All visitors will be required to display a Visitor permit which will be available for a fee. Visitor permits can be secured at pay stations located near visitor parking or other key locations on campus. The pay stations will provide for a "pay and display" format. Visitors will have the option of paying for a particular amount of time or for an all-day discounted permit. Pay stations will print two receipts, one for the customer's records and one to display as a permit. All-day visitor permits can also be secured from department offices or directly from Parking Services. Departments can secure all-day visitor permits from Parking Services by issuing an IDT for the designated fee.

Vehicles parked at unexpired meters in short-term parking will not be required to display a permit. Short-term parking will be provided at several locations on campus and at various maximum time limits.

**ENFORCEMENT:** Visitors displaying Current permits will be allowed to park in visitor parking, in faculty-staff parking, and in any otherwise unrestricted parking. Visitors will not receive "no permit" citations as long as the date and time of their permits are current. All campus parking regulations will apply to visitors. If visitors park in short-term metered parking, the meter must be paid even if a visitor permit has already been purchased. Visitors will be invoiced for any parking citations received. The online appeal process will be available to visitors.

**LOCATIONS:** Proposed locations for visitor parking are located on the attached page to this document. Short-term metered parking will be located at several key points on campus with the option of changing the location and number of metered spaces.

## **PROPOSED LOCATIONS OF VISITOR PARKING:**

Visitor parking will be assigned at locations designated by the way-finding system. Following the "Parking Lots" section of the proposed way-finding system, here are the proposed locations.

**SIGN #1**- Childhood Services (Lot PP). 10 Spaces

**SIGN #2**- Gravel Lot SS. No visitor parking.

**SIGN #3**- ABI Building - (Lot BB). We need 15 visitor spaces to serve this area; 10 for the ABI and 5 for Fine Arts/Computer Science/Math. The 10 ABI spaces should be placed in the lot directly in front of the ABI main entrance or in the large lot east of ABI. The remaining 5 spaces should be located in Lot T (east of Fine Arts) or at the northern end of Lot BB (east of Bioscience).

**SIGN #4**- Kays Field (Lot J/JW Projected lot completion: Fall 2004. When this lot is complete, we will need, 25 spaces to serve this area with 10 spaces each at the north and south entrances of the main lot and 5 spaces in the lot south of Agriculture.

**SIGN #5**- Same as above.

**SIGN #6**- HPESS/Military Science (Lot E). We need 5 spaces located at the east entrance of this lot.

**SIGN #7**-Kays/University Halls (Lot D). We need 5 visitor spaces at the University Loop entrance to this lot to serve this area. An additional 5 visitor spaces need to be located across from the lot on the south side of Aggie Road near the Administration Building. These additional visitor spaces will be indicated on primary vehicular way-finding sign #5 at the intersection of Aggie and University Loop West.

**SIGN #8**-North Parking Deck. This sign at the Dean Street entrance of the NPD will indicate that 22 Visitor spaces are located on the first level. The individual visitor spaces will have wall signage as well as the visitor insignia on the surface.

**SIGN #9**-North Parking Deck. This sign at the Caraway Road entrance of the NPD will indicate that 22 visitor spaces are located on the second level. The individual visitor spaces will have wall signage as well as the visitor insignia on the surface.

**SIGN #10**- Lot Z. No Visitor Parking.

**SIGN #11**- Future Post Office Lot (Lot F). Short-term metered parking only.

**FACILITIES MANAGEMENT/PROCUREMENT/ITS** - 10 visitor spaces.

**TOTAL VISITOR SPACES:** 119 (not including possible additions later)

