

ASU Faculty Senate Minutes
December 7, 2011
UC 203/204
3:00 PM – 4:45 PM

- I. Roll Call:
 - A. Senators Present: Martha Sleutel (Faculty Senate President), Andrew Siefker (Faculty Senate Vice President), Michael Butler (Accounting, Economics, and Finance), Valerie Reid (Aerospace Studies), Connie Kelley (Art & Music), Connie Russell (Biology), Bill Doll (Communication, Mass Media and Theatre), Edith Osborne (Chemistry-Biochemistry), Mark Crouch (Computer Science), Bruce Bechtol (CSS), Kim Livengood (Curriculum & Instruction), Nicole McDaniel (English), Jason Pierce (History), Steven R. Snowden (Kinesiology), Richard Lawrence (Management & Marketing), Andrew F. Siefker (Mathematics), María de los Santos Onofre-Madrid (Modern Languages), Joseph Satterfield (Physics), John Glassford (Political Science), Lynne C. Hughes (Physical Therapy), Tom Starkey (Psychology, Sociology & Social Work), Donna Gee (Teacher Education),
 - B. Senators Absent: Loree Branham (Agriculture), Russell Wilke (Ex-Officio)
 - C. Guests: Dr. Joseph Rallo (President), Dr. Brian May (Provost/Vice President for Academic Affairs),

Dr. Rallo addressed the following points:

- a. There have been four VPAA in the last five years. Dr. May is in an interim position as Vice President of Academic Affairs at this time. A national search will be conducted with Dr. Sleutel as the chair of a search committee primarily comprised of faculty. The search should be completed by May.
- b. One initiative to increase student enrollment will bring about 100 students a year for three years from Korea to earn an ASU degree. These students will complete some course work in Korea in preparation for classes on campus.
- c. The number one priority is faculty raises; with the growth in enrollment the hope is to announce the plan for raises in the spring.
- d. Need to determine the maximum number for distance courses. A plan that he has seen previously implemented provided for additional compensation for the faculty once the maximum number was exceeded. Then a trend of classes surpassing the limit would indicate the need for new faculty. The need for new faculty needs to be a continuum. We need to do a better job of this.

Dr. May addressed the following points:

- a. The HEAF allocations substantially increased so the priorities for the use of these fund were discussed. Some instructional enhancement funds will also be used for the classroom upgrades as part of the effort to shift more money back to academic affairs.
 - b. Efforts are being made to save now to budget for an eventual raise. Mr. Reed will eventually present the budget model to the Faculty Senate.
 - c. A new initiative for grow will be the program that will recruit Korean students. These students will be ASU student from the beginning, even while they while the take the 24 hours prior attending classes on campus.
 - d. Still looking to the faculty for new programs to keep the campus alive. Even though the headlines stated that five programs closed, another 22 programs were started.
 - e. The one dollar fee for undergraduate research will be available through an application process to fund undergraduate research including a stipend for the faculty member. The application process should end with the announcements of the recipients in March. Looking for more ways to add more salary for the faculty.
 - f. A limit for the size of online classes is being discussed. Dr. Miazga is head of the Distance Education committee who will examine this issue. We need to consider what is best for the students and the faculty. A limit should be in place by the fall. In some areas faculty lines will need to be added so that the faculty feel that they are delivering quality instruction.
 - g. Determining who will teach distance education courses will be on a case-by-case basis.
 - h. The CITR will support the faculty with software that meets the different needs of the different programs.
 - i. Each college will have course developers and specific online assistance to help.
 - j. In the future the university will have to address the 2 trends of increased focus on student learning outcomes and the decrease of fund. Initiatives developed to address these issues must be faculty driven.
 - k. The raises planned for the fall will be at step toward addressing the salary issues.
 - l. Recognize the benefit of having a course developers centralized as well as the benefit of having course specific developers, a blend of the two options is a possible proposal.
- II. Approval of previous meeting, November 8, 2011, minutes. Senator Snowden moved to approve and Senator Bechtol seconded his motion. All voted in favor.
- III. Standing Committee Reports
- A. Academic Affairs– Jason Pierce
 - B. By Law and Rules - Connie Russell

After discussing the use of the term districts rather than departments, the various concerns of the number of representatives and the number of faculty one senator can represent, and the function of the faculty senate, feedback from the entire senate has been solicited. All comments should be sent to Senator Russell.

- C. External Affairs – Connie Kelley
- D. Student Affairs – Mark Crouch
- E. University Affairs – Joe Satterfield

IV. Unfinished Business

Promotions Committee – Jason Pierce

- A. Met with tenure and non-tenure faculty to discuss ideas. Rather than two systems, merit and step, maybe easier with a merit system for all faculty. The amount would be a range and maybe determined from year-to-year based on evaluations. The merit increase would be a permanent increase.
- B. The elimination of a lecture position would result in only instructor and adjunct positions.
- C. The clinical faculty process needs to consider experience rather than just the completion of a terminal degree.
- D. The details will be discussed at the next committee meeting.

Party – Working with Staff senate to plan something for morale in January. Dr. Rallo has agreed to contribute to that.

Policy Committee – Jason Pierce

- A. Discussion concerning the motion presented last meeting about department heads continued.

That the faculty senate adopt the following changes to ASU OP 06.01 and instruct the select faculty committee to take these changes to the PVPAA for consideration as soon as possible, and in time for the review of this policy by that office in March 2012. These changes are wholly in line with our goal of meeting TTU policy compliance, and the following wording is in whole or in part taken from TTU OP 32.03.

New heading: OP06.01 Academic Deans and Department Chairpersons

Cut ASU OP06.01 Section 4. Page 3, and replace with TTU OP32.03, 3c Page 2, reads as follows;

Department Chairpersons

Instructional departments or areas are administered by chairpersons who normally are appointed for three-year terms by the PSVPAA on the recommendation of the dean of the appropriate college. The chairperson, in cooperation with the faculty, is responsible for supervising activities of the department/division/area, scheduling classes, assisting in faculty evaluations, preparing budget requests, initiating appointment recommendations, and developing the curriculum. Each chairperson is to report on her/his performance at least annually through a conference with the dean.

These individuals serve in their administrative capacities without tenure and at the discretion of the dean. Before a chairperson's term expires, the dean initiates an extensive review with the faculty. Reappointments as chairpersons may be recommended.

B. Senator Kelly made a motion for a friendly amendment to add "tenure of office" for clarification. Senator Siefker seconded the motion. All except for one voted in favor, one voted against.

V. New Business

Presidential Awards ad hoc committee - The process for the awards needs to be rewritten with consideration of the current organization so volunteers for this committee are needed.

Parliamentarian needs to be appointed for next semester. Senator Branham will be asked to consider serving.

Bill/Andrew close all
VI. Adjournment: Senator Doll moved to adjourn, and Senator Siefker seconded. All approved.