Appalachian State University  
Faculty Senate Agenda  
December 7, 2015  

AGENDA SUMMARY:  
(Full Agenda follows on next page)

(3:15 pm)   I. Announcements   INFORMATION

(3:20 pm)   II. Approval of the Faculty Senate Minutes   ACTION

(3:25 pm)   III. Visitors’ Reports   INFORMATION

(3:30 pm)   IV. Provost’s Report   INFORMATION

(3:40 pm)   V. Chair’s Report   INFORMATION

(3:55 pm)   VI. Committee Reports

A. Academic Policies Committee   INFORMATION
B. Agenda Committee   INFORMATION
C. Budget Committee
   1. Report on Meeting with Tim Burwell   INFORMATION
D. Campus Planning Committee   INFORMATION
E. Campus Technology Committee   INFORMATION
F. Committee on Committees   INFORMATION
G. Faculty Governance Committee   INFORMATION
H. Faculty Welfare and Morale Committee
   1. Update on NTT Report   INFORMATION
   2. Addendum to NTT Report   INFORMATION
I. Welfare of Students Committee
   1. Resolution on Scholarships   ACTION
   2. Proposed Change to the Faculty Handbook   ACTION

(4:35 pm)   VII. Unfinished Business

(4:40 pm)   VIII. New Business
A. Equitable distribution of activity fees and tuition
B. Class cancellation for football games
C. Question re: Stipends
D. Proposed Faculty Handbook Changes re: Emeritus Status

(5:00 pm)   IX. Adjourn (time approximated)
Appalachian State University
Faculty Senate Agenda
December 7, 2015 3:15 pm
William Strickland Conference Room - 224 I.G. Greer
NOTE: All Faculty Senate meetings are recorded.

(3:15 pm)  I.  Announcements

A.  Welcome and Introduction of Visitors.

(3:20 pm)  II.  Minutes

A.  Approval of November 9, 2015 Faculty Senate minutes. Available online at:

http://facsen.appstate.edu/sites/facsen.appstate.edu/files/Fac%20Sen%20Minutes%20November%209%2C%202015Rev.pdf

(3:25 pm)  IV.  Visitors’ Reports

(3:30 pm)  V.  Provost’s Report

(3:40 pm)  VI.  Chair’s Report

(3:55 pm)  VII.  Committee Reports (Committee Chair’s name is in bold.)

A.  Academic Policies (Behrent, Crepeau, Ortiz, Osinsky, Waldroup, Wheeler)

No report.

B.  Agenda Committee (Aycock, Frye, Gates, Spaulding, Provost Kruger)

No report.

C.  Budget Committee (Dunston, Madritch, Schug, Stallworth, Strazicich, Szeto)

1.  Strazicich: Report on Meeting with Tim Burwell (Appendix A)

D.  Campus Planning Committee (Doll, Hageman, Hartley, Salinas, Stanovsky)

No report.

E.  Campus Technology Committee (Cook, Fenwick, Reed, Rice, Shulstad, Spaulding)

No report.
F. Committee on Committees (Frye, Morehouse, Villanova, Weddell)

No report.

G. Faculty Governance Committee (Frye, Gates, Howard, Koch, Rardin)

No report.

H. Faculty Welfare and Morale Committee (Albinsson, Erickson, Hester, McGaha, Peterson-Sparks, Pitofsky, Phillips)

1. Update on NTT Report
2. Addendum to NTT Report (Appendix B)

G. Welfare of Students Committee (Fiske, Gross, Hamilton, West, Westerman, Zrull)

1. Resolution on Scholarships (Appendix C)
2. Addition to Faculty Handbook: Creation of University Scholarships Selection Committee. (Appendix D)

(4:35 pm) VIII. Unfinished Business

(4:40 pm) IX. New Business

A. Fitts: Equitable distribution of activity fees and tuition

B. Fitts: Class cancellation for football games

C. Cook: Question re: Stipends

D. Spaulding: Proposed Faculty Handbook Changes re: Emeritus Status (Appendix E)

(5:00 pm) X. Adjournment
Appendix A

December 7, 2015

Subject: Budget Committee Meeting with Tim Burwell, Vice Provost for Resource Management

Date of Meeting: November 16, 2015

Present: Leigh Dunston, Lynn Stallworth, Mark Strazicich (Chair), Kin-Yan Szeto

Absent: Michael Madritch

The meeting began at 3:30 pm.

Tim Burwell took questions from the committee regarding current and expected future budgets at ASU and discussed issues such as faculty salary increases, tuition increases, new faculty positions, etc. He described how in 2008-2009 plans were in motion to increase faculty salaries to the 80th percentile of our peer institutions. At the time we were about $2 million away from this goal. However, after 2008-2009 we were mostly under a salary freeze with exceptions only for promotion and tenure. Operating budgets from 2010-2011 to 2011-2012 were cut by 35% and we are still trying to catch up. By 2013-2014 to get faculty salaries to the 80th percentile of our peer institutions would require close to $8 million. The committee noted that some recently hired faculty receive starting salaries above those of the current Assistant Professors and in some cases above those of current Full Professors, while examples of the later are infrequent. Tim Burwell noted that this outcome is due to a combination of rising market salaries that the university must pay to compete for new hires and the lack of raises from the state in recent years. He noted that the university is aware of these issues, but they are difficult to address completely in the current budget climate. Close to 50% of this year’s tuition increase was dedicated to addressing faculty salaries for this reason. Further details on faculty salary increases and other information can be found on the ASU web site in the IRAP facts book. One recent set of parameters used in determining the allocation of salary increase funds to the colleges was the amounts needed to get our Assistant and Associate faculty salaries to the 70th percentile and Full Professors to the 50th percentile of our peer institutions, respectively. A measurement will be undertaken again soon following this year’s salary increases to see where we now stand. This year we used about one-half of the 5% tuition increase to fund faculty salary increases. These funds provided a pool of about 2.2% for salary increases. We will do this again next year.

The determination of annual budgets begins with the Chancellor who decides how institutional state funds can be allocated to the divisions. About 80% of the university state budget goes to Academic Affairs. This budget is then allocated to the colleges and then to the departments. We are still using the position matrix to help determine allocations of new faculty positions based on credit hours generated, etc. We are hoping to announce the allocation of new faculty positions during the next few weeks. These new positions can be advertised to be filled during the 2016-2017 academic year. College deans will determine how these positions are assigned and filled. Tim Burwell noted that these are new positions and not the usual hires to replace faculty who have retired or left the university. Funding for these new positions will come from tuition increases and enrollment growth. He noted that funding generated by distance education is expected to decline next year due to a drop in such enrollment especially in the College of Education. We are continuing to expect overall enrollment growth on campus in the future.

The meeting adjourned at 5 pm.

Respectfully yours,

Mark Strazicich, Chair, Budget Committee, Faculty Senate, November 24, 2015
ADDENDUM TO NTT REPORT
21 November 2015

On September 4, 2015, Travis Erickson, the former chairperson of the University Non-Tenure Track Faculty Committee received an e-mail from Heather Langdon, Interim Director of Institutional Research, Assessment, and Planning in which she indicated that she had received inquiries regarding this report. Heather prepared all of the data for our committee, which required her to review old data sets and ensure that they were measuring SCHs consistently with this report. Specifically, she was asked “which faculty” and “which courses” were included in the data report she that provided to this committee.

She reviewed the data again, and discovered that there was some inconsistent coding which caused the 2014-15 data to not permit appropriate comparison to the previous years in the report. The inconsistent coding related to how faculty were classified. An example that she provided in her e-mail indicates that in the initial iteration of the data which she provided to this committee, administrators teaching courses, temporary/visiting, and Library faculty were included. In the previous years they were not. Prior years only included IPEDS/AAUP definitions of full-time and part-time faculty.

As such, Mr. Erickson has revised this report to accurately report usage of NTT faculty. The original data provided to the committee indicated that Non-Tenured Faculty taught 43.4% of all SCHs in 2014-15. The revised data puts this number at 40.7% which is the same percentage as it was in 2013-14.

The committee commends Mr. Erickson for his continued service to this committee as a consultant during the reevaluation of the data from IRAP. This committee wishes to state that we appreciate the efforts of Heather Langdon and her work in clarifying and correcting conflicting coding systems. We respectfully request that IRAP provide the committee with the standard by which data reporting usage of NTT faculty is compiled and documented so that we may fully understand this process, and thereby continue to offer reports that are as accurate and complete as humanly possible.
Appendix C

Proposed Faculty Resolution re: University Scholarships (December 7, 2015)

Whereas, The Faculty Handbook states that Faculty, consistent with their profession’s ethics, “recognize the special responsibilities placed upon them” arising from the fact that “guided by a deep conviction of the worth and dignity of the transmission and advancement of knowledge” (3.5.1.); that “[t]heir primary responsibility is to seek and to state the truth as they see it” (3.5.1); that “[t]hey are expected to practice intellectual honesty”; that “[a]s teachers, faculty members encourage the free pursuit of learning in all students, holding before them the best scholarly standards of their discipline” (3.5.2); and that they must “make every reasonable effort to foster honest academic conduct and to attain a conscientious and fair evaluation of students” (3.5.2), and

Whereas, on the basis of the aforementioned principles, the selection of students for academic scholarships to the University is fundamentally a responsibility of the Faculty, and

Whereas, the primary responsibility of the Faculty in selecting students for academic scholarships is fully compatible with cooperation with relevant administrative units, including the Division of Enrollment Management, University Scholarships, and Admissions; therefore be it

Resolved, that the following changes for University scholarship administration be approved and implemented by the Provost effective the beginning of Spring Semester, 2016:

1. The University shall increase faculty governance in scholarship administration through the following means:
   a. The Faculty Senate shall create a University Scholarships Selection Committee (USSC) to address scholarships administered by Enrollment Management.
   b. The Scholarship Advisory Council (SAC) membership shall be expanded to include the Director for Wilson Scholars and a representative from the University Scholarships Selection Committee and to continue to include a representative from the Honors College and Chancellor’s Scholars.
   c. The faculty on the SAC shall elect a faculty member to serve as the chairperson of the SAC.
   d. Scholars Day will be improved through implementation of the following:
      i. The SAC shall meet monthly with the purpose of providing oversight of Scholars Day.
      ii. At least two weeks prior to Scholars Day, the Director of University Scholarships shall conduct a meeting with SAC members and scholarship committee chairs to review the schedule and plan for Scholars Day.
      iii. The Director of University Scholarships shall create a plan to communicate to all students the scholarships for which they will interview on Scholars Day and share this plan with the SAC at least one month prior to Scholars Day.
      iv. The Provost shall send letters of appreciation, with cc’s to chairs and deans, to faculty who conduct interviews on Scholars Day.
      v. A faculty speaker selected by SAC will be included in the Scholars Day Closing Luncheon.
      vi. Within one month after Scholars Day, the Director of University Scholarships shall conduct a meeting with SAC members and scholarship committee chairs to collect feedback for the improvement of Scholars Day.
   e. SAC operations shall be more transparent, to include:
      i. Posting agendas and meeting minutes to the SAC website.
      ii. Creating an archive of past meeting notes and materials, with confidential information removed or redacted, on the SAC website.
      iii. Adding SAC membership selection criteria to the faculty handbook.
   f. The SAC Chairperson or the SAC Faculty Senate representative shall provide an annual report to the Faculty Senate prior to the last meeting of the Faculty Senate.
2. The University administration and faculty shall abide by the following guiding principles with regard to the operation and function of committees awarding University academic scholarships. Those scholarships include: The Wilson Scholarship, the Chancellor’s Scholarship, and the academic scholarships awarded by the USSC.

a. The Directors of these three scholarship committees shall be faculty members selected as follows:
   i. The Wilson Scholars Director will be appointed by the Provost from eligible applicants. Applications shall be solicited from among all faculty.
   ii. The Chancellor’s Scholarship Committee: The Director of the Honors College shall serve as a non-voting director of the Chancellor’s Scholarship Committee.
   iii. The USSC shall be directed by a faculty member elected by voting members of the committee.

b. The Wilson Scholars Committee shall consist of at least 51% faculty. The Chancellor’s Scholars shall consist of at least 2/3 faculty with all colleges and schools as equally represented as possible. In the case of the Chancellor’s Scholarship Committee, current upper-class Chancellor’s Scholars shall comprise the remaining members. The USSC shall consist of 10 faculty out of 16 members.

c. Scholarship committee members shall be selected by the respective committee directors.

d. Committee directors of academic scholarships will work in collaboration with the Vice Provost for Undergraduate Education, but will ultimately report to the Provost.

e. The Director of University Scholarships will sit as a non-voting ex officio member on academic scholarship committees.

f. Academic scholarship committee directors will set the schedules and agendas for their respective committees.

g. Academic scholarship committee directors will determine the nature, content, and timelines of the communication they have with prospective scholarship students, consistent with University policies and based on consultations with the Director of University Scholarships and the Vice Chancellor for Enrollment Management.

h. Academic scholarship committee directors will be solely responsible for determining the schedule and format of all meetings with prospective scholarship candidates, including but not limited to “Scholars Day,” in coordination with the Director of University Scholarships and the Vice Chancellor for Enrollment Management.

i. Academic scholarship committee decisions will be final.
PROPOSED ADDITION TO THE FACULTY HANDBOOK:

University Scholarships Selection Committee (USSC)

- Members on Committee: 16 members consisting of 10 faculty (one from each of the five degree-granting colleges, the School of Music, and the Library), 3 staff (engaged in student development) and 3 graduate students. The Director of University Scholarships shall serve as ex officio non-voting member. The Associate Vice Chancellor for Enrollment Management will convene the first meeting and facilitate the selection of a chair, or co-chairs, from among the voting members of the committee.

- Report to: The Provost and Executive Vice Chancellor

- Areas of Responsibility: Define assessment criteria, review scholarship applications and identify award recipients for selected academic scholarships administered by the office of the Associate Vice Chancellor for Enrollment Management.

Rationale for the addition: Per a discussion with Faculty Senate leadership on 5/14/15, a need exists for a new University Scholarships Selection Committee. The University Scholarship Selection Committee would be a University Committee appointed by Faculty Senate. It will review the scholarship applications for selected scholarships administered by the office of the Associate Vice Chancellor for Enrollment Management. These scholarships currently include the following:

1. Academic Excellence (Freshman) - requires interviewing students at Scholars Day
2. Jack & Julie Allen (Freshman) - requires interviewing students at Scholars Day
3. Stick Boy Bread Company (Preference to Employees)
4. Nancy H. Jolly (Sophomore)
5. Academic Excellence (Transfer)
6. Josephus Daniels (Transfer)
7. Herbert W. Wey (Phi Theta Kappans/Transfer)
8. Warrior Fund
9. Firefighter
10. Blowing Rock Country Club (Employees) - requires summer (July) review

Additional Notes: Members should be appointed such that the first meeting could occur no later than December 1, 2015 as there will be planning responsibilities (i.e. review of scholarship application, creation of interview questions and rubrics, etc.). The committee members appointed will need to agree to interview students at Scholars Day (Saturday, February 20). A minimum of 14 committee members (with 16 total members recommended) are needed to interview students at Scholars Day. And, at least 2 committee members should be available in the summer (July). Ideally faculty representation would include one faculty member from each of the five degree-granting colleges, the School of Music and the Library Staff members (3) would include those engaged in student development. For example, staff members from CSIL, ACT, OIED, MSD, Dean of Students, LAP, or Academic Advising.
Appendix E

Proposed changes to Faculty Handbook re: Emeritus Status – December 7, 2015

Currently section 3.12 of the faculty handbook starts with this sentence:

"Emeritus faculty status may be awarded to honor a retired faculty member who has had a distinguished professional career and has made significant contributions to Appalachian State University"

Currently section 3.12.1 ends with this sentence:

“A letter of commendation and an emeritus faculty medallion shall accompany the emeritus faculty designation from the chancellor upon official notice of the faculty member’s full retirement from the University, i.e., at the end of any phased retirement service period or upon immediate, full retirement.”

I propose minor additions to each of these statements as follows:

The first sentence of 3.12 would read (highlights for discussion purposes only):

"Emeritus faculty status may be awarded to honor a retired or long-term disabled faculty member who has had a distinguished professional career and has made significant contributions to Appalachian State University"

The Last sentence of 3.12.1 would read (highlights for discussion purposes only):

“A letter of commendation and an emeritus faculty medallion shall accompany the emeritus faculty designation from the chancellor upon official notice of the faculty member’s full retirement from the University, i.e., at the end of any phased retirement service period, upon immediate, full retirement, or upon retirement due to long-term disability.”

Argument for the change:

- Long-term disability is not technically retirement. Faculty who have to go on long-term disability before retirement would not be allowed to apply for Emeritus status until retirement age.

- A faculty may be unable to teach after long-term disability, but may have made significant contributions over a substantial career at Appalachian State University.

- Faculty who meet all other criteria as outlined in section 3.12 are deserving of emeritus status if they so desire.

- None of the other requirements of emeritus status would be effected.