Appalachian State University
Faculty Senate Agenda
April 27, 2015 (First Session)

AGENDA SUMMARY:
(Full Agenda follows on next page)

3:15 pm  I.  Welcome and Announcements  INFORMATION

3:20 pm  II.  Approval of the April 13, 2015 Minutes  ACTION

3:25 pm  III.  Visitors’ Reports
             A.  Doug Gillin and Alan Hauser – Athletics Program
             B.  Edgar Peck – AP&P Handbook Changes

3:40 pm  IV.  Provost’s Report  INFORMATION

3:55 pm  V.  Chair’s Report
             A.  Recognition of Faculty Senators  INFORMATION
             B.  Call for Nominations for Faculty Senate Officers for 2015-2016  INFORMATION

4:25 pm  VI.  Committee Reports
             A.  Academic Policies Committee  ACTION
                  1.  Recommendation to add General Education to Ex-officio members of AP&P
                  2.  Zrull: Recommendations on changes to AP&P Handbook
             B.  Committee on Committees  INFORMATION
                  1.  Gates: Report

4:40 pm  VII.  Unfinished Business
             A.  Gates: Report from meeting with Terry Rawls
             B.  Presentations by the faculty to PTC

4:55 pm  VIII.  New Business

5:05 pm  IX.  Adjourn (time approximated)
I. Announcements
A. Welcome and Introduction of Visitors.

II. Minutes
A. Approval of April 13, 2015 Faculty Senate minutes. Available online at:

http://facsen.appstate.edu/sites/facsen.appstate.edu/files/Fac%20Sen%20Minutes%20April%2013%2C%202015.pdf

III. Visitors’ Reports
A. Doug Gillin and Alan Hauser – Athletics Program Report and Introduction of Doug Gillin, new Athletic Director
B. Edgar Peck – AP&P Handbook Changes

IV. Provost’s Report

V. Chair’s Report

B. Recognition of 2014 – 2015 Senate Officers: Chair Koch, Vice Chair Gates, Secretary Erickson, and Parliamentarian Aycock.

C. Acknowledgement of Appreciation for Outgoing Senate Representatives: Senators Reck, Flanders (Bentor), Murrell, Pollitt, Oliver, Everhart, Gosky and Gross. Senator Wangler will also be leaving after serving this year for Reeves Shulstad.

D. Announcement of Current Senators who were Re-elected: Senator Frye (RESPE), Senator Crepeau (GHY), Senator Villanova (MGT), Senator Wheeler (CHE) and Senator Zrull (PSY).
E. Announcement of Newly-Elected Incoming Senate Representatives: Michael Madritch (BIO), Shanan Fitts (CI), Cindy McGaha ((FCS), Beth Fiske (NUR), Mitzi Cook and Susan Doll (TED, which will be divided into two departments). (There will be names of additional Senators.)

F. Call for nominations for Faculty Senate Officers: Chair, Vice Chair, and Secretary. According to Faculty Handbook, Section 7.1.5 “At the last Senate meeting of the academic year, the Senate shall elect the officers…chosen from a minimum of two names for each position nominated from the floor…Officers may be re-elected each year for the duration of their tenure on the Senate.” The election of officers will be held during the Second Session of the Senate meeting. Please refer to the Faculty Senate Guidebook for complete details and responsibilities of the Faculty Senate Officers at the following website: http://facsen.appstate.edu/sites/facsen.appstate.edu/files/Faculty%20Senate%20Guidebook%202012%20-%202013.pdf

(4:25 pm) VI. Committee Reports (Committee Chair’s name is in bold print)

A. Academic Policies (Campbell, Crepeau, Ortiz, Osinsky, Wheeler, Zrull)

1. Recommendation to add General Education to the list of Ex-officio members of AP&P (Appendix A)

2. Zrull – recommendation on changes to the AP&P Handbook (Appendix B)

B. Agenda Committee (Koch, Aycock, Erickson, Gates, Provost Aeschleman)

No report.

C. Budget Committee (Dunston, Rice, Stallworth, Strazicich, Szeto)

No report.

D. Campus Planning Committee (Coffey, Frye, Hageman, Howard, Westerman)

No report.
E. Campus Technology Committee (Fenwick, Mitchell, Murrell, Reed, Spaulding, Wangler)

No report.

F. Committee on Committees (Gates, Everhart, Morehouse, Oliver, Villanova, Weddell)

1. Gates: Report

G. Faculty Governance Committee (Koch, Gates, Aycock, Hindman)

No report.

H. Faculty Welfare and Morale Committee (Erickson, Flanders, Pitofsky, Pollitt, Reck, Stoddard)

No report.

I. Welfare of Students Committee (Gosky, Hamilton, Peterson-Sparks, Phillips, Stanovsky, West)

No report.

(4:40 pm) VII. Unfinished Business

A. Paul Gates - Report from committee meeting with Terry Rawls
B. Presentations by faculty to the PTC

(4:55 pm) VIII. New Business

(5:05 pm) IX. Adjournment
Appendix A

7.3.4.2 Undergraduate Academic Policies and Procedures Committee

(a) Members on Committee: 17–15 faculty and 2 undergraduate students.

The student membership (one-year term) shall include two undergraduate students as a voting member. The student member shall be selected by the Student Government Association.

The student will serve as liaison between the Academic Policies and Procedures Committee and the Student Government Association.

The faculty voting members of AP&P shall include at least one faculty member from each college or school (with the exception of the Graduate School and University College), the library, with additional faculty members based on the current proportions of full-time equivalent (FTE) faculty.

The ex-officio non-voting membership of AP&P shall include one person from each of the following areas: dean’s office in each college/school, one member from the Faculty Senate’s Academic Policy Committee, one member from the provost and executive vice chancellor’s office, Registrar, Distance Education, and Academic Advising, and General Education.

The provost and executive vice chancellor, or his/her designee, will convene the first meeting and facilitate the selection of a chair, or co-chairs, from among the voting members of the committee.

(b) the Undergraduate AP&P Committee will send out its agenda to all faculty at least 6 days prior to a meeting

(c) report to: the provost and executive vice chancellor;

(d) areas of responsibility: The major area of responsibility shall be the curriculum.

Other areas are: academic policies, advanced placement; graduation requirements; hearing appeals concerning academic matters from any college/school, department, member of the faculty, or students and matters referred to it by the provost and executive vice chancellor or the chancellor.
Appendix B

Proposals to edit the Academic Governance Handbook (AGH)
Faculty Senate April 27th, 2015

Academic Policy Committee Proposal

1. Propose deleting the following sections of the Academic Governance Handbook because they appear in other Appalachian State University governing documents (Faculty Handbook, Undergraduate/Graduate Bulletins, Policy Manual). You can see which document each section appears below. These changes have also been approved by the AP&P Committee.

Absences from classes and class attendance- appears in the undergraduate catalog and graduate catalog
Academic Standing- appears in the undergraduate catalog and graduate catalog
Advanced Placement Program- appears in the undergraduate catalog
Auditing Courses- appears in the undergraduate and graduate catalogs
Chancellor’s list- appears in the undergraduate catalog
Classification- appears in the undergraduate catalog
Course examinations- appears in the undergraduate catalog and faculty handbook
Credit by examination- appears in the undergraduate and graduate catalogs
Credit Limitations- appears in the undergraduate and graduate catalogs
Credit for Prior Learning- appears in the undergraduate catalog
Graduation with honors- appears in the undergraduate catalog
Dean’s List- appears in the undergraduate catalog
Grades and grade-point average- appears in the undergraduate catalog and graduate catalog
Grade Submission- appears in the undergraduate catalog and faculty handbook
Graduation- appears in the undergraduate catalog, graduate catalog, and faculty handbook
Graduation with honors for undergraduate students seeking second degree- appears in the UG catalog
Honorary degree policy and procedure- appears in the policy manual
Inclement weather policy and procedure statement- appears in the undergraduate and graduate catalog
Institutional Credit- appears in the undergraduate catalog
Internship- appears in the undergraduate and graduate catalog
Major Tests and Assignments Prior to Exams- appears in the undergraduate catalog and faculty handbook
Pass-Fail Grading Option- appears in the undergraduate and graduate catalog
Readmission- appears in the undergraduate and graduate catalog
Repeat Policy- appears in the undergraduate catalog and graduate catalog
2. Propose editing the following section of the Academic Governance Handbook to provide clarification for authors preparing curriculum proposals, and direct authors to the Policy Manual, which provides detailed information.

Contact time (Academic Governance Handbook-Existing)
The university requires the following amount of contact time per credit hour generated. Please remember that the amount of contact time remains constant, regardless of the academic term in question. One contact hour = 50 minutes.

One semester hour -- Minimum of 750 contact minutes (15 weeks x 50 minutes)
Two semester hours -- Minimum of 1500 contact minutes
Three semester hours -- Minimum of 2250 contact minutes
Four semester hours -- Minimum of 3000 contact minutes

Contact time (Academic Governance Handbook-Proposed)
A course must meet for a minimum of 750 minutes for every semester hour of credit. One contact hour = 50 minutes. The amount of contact time remains constant, regardless of the academic term in question.

One semester hour -- Minimum of 750 contact minutes
Two semester hours -- Minimum of 1500 contact minutes
Three semester hours -- Minimum of 2250 contact minutes
Four semester hours -- Minimum of 3000 contact minutes

The Appalachian State University Policy Manual (LINK) provides a thorough explanation of credit hour applications across different modes of instruction and contact time required including, but not limited to:
   Lecture or Seminars
   Web/Web Based Majority/Web Based Hybrid
Lecture/Laboratory Class Instruction
Combined Lecture/Lab or Studio
Clinical
Laboratory Class Instruction
Laboratory
Studio
Performance/Recital/Ensemble
Physical Education/Outdoor/Activity Based
Conversational Foreign Language
Lesson/Individual Instruction
Independent Study
Experiential, Research, Individual Study, Student Teaching
Continuing Education
Study Abroad/Study Away
Short Course/Conferences/Workshops