The Faculty Senate meeting was called to order by Chair Koch at 3:16 pm in the William Strickland Conference Room in I.G. Greer on Monday, October 8, 2012. Senators Campbell and Shankland were excused. Senators Fisher and Spurlock were absent.

I. Announcements

A. Chair Koch welcomed senators and asked visitors to introduce themselves. Visitors were Dr. Michael Mayfield (Academic Affairs), Dr. Bobby Sharp (IRAP), Dr. Paul Gates (COM), Dr. Paulette Marty (Gen Ed), Dr. Nicole Bennett (CHEM), Mrs. Cathy Bates (ITS), Mrs. Kristen Hyle (Gen Ed), and Ms. Anna Oakes (Watauga Democrat).

II. Minutes

A. The September 10, 2012 Faculty Senate minutes were approved by the Senate. Motion passed. (Vote #1).

III. Visitors’ Reports

A. Chancellor Peacock thanked the Senators for their service to faculty governance. Chancellor Peacock discussed six efficiency measures which UNC President Ross has asked campuses to consider. The possibility of the UNC System performing student residency verifications is being discussed. The internal audit function of some smaller campuses, excluding Appalachian State, maybe consolidated. The UNC System is discussing the financial viability of discontinuing providing motor pool vehicles (excluding bus and van transportation) for travel and instead reimburse employees for mileage according to state guidelines. Another efficiency measure which is under consideration is enabling the UNC System to manage procurement services in order to have more purchasing power (i.e. buy in bulk). The UNC System is considering having a centralized subscription ordering process for e-journals, however, most campuses are not in favor of this initiative. The UNC System is looking at campuses advancement efforts in light of the fact that they feel donors want to give but haven’t been asked. Chancellor Peacock was pleased to report that the university received the largest gift in our history from an alumni earmarked for the Honors College and the university continues to receive scholarships for students.

B. Dr. Paul Gates, chair of the newly formed Due Process Task Force, delineated three major issues which are at the forefront of their discussions: (1) under what circumstances is involuntary administrative leave imposed, (2) who makes the
determination to take that step, and (3) the process to be followed to resolve the situation. Dr. Gates stated that they are developing provisions to permit early faculty involvement when a faculty member receives an involuntary administrative leave and timelines for investigations to “minimize reputational damage to the individual and prevent serious damage to academic freedom as a core university value”.

IV. Provost’s Report

Provost Gonzalez reported that the university’s Strategic Planning and Priority Council met on September 26 and faculty will receive an email tomorrow on what was discussed and who is serving on the Council.

V. Chair’s Report

A. Chair Koch stated that the General Education Open Forum has been scheduled for Tuesday, October 9, 2012 in IG Greer Auditorium from 4:00 pm – 6:00 pm.

B. Chair Koch provided an overview of the September 21, 2012 Board of Trustees meeting he attended.

C. Chair Koch received a positive response from senators when asked if they would be interested in inviting individual members of the Board of Trustees to visit their classrooms/labs, meet their students, tour the campus, and have lunch together, etc. so the trustees can experience firsthand what we do on a daily basis.

D. Chair Koch introduced the following resolution from the Faculty Senate Executive Board which would permit the Faculty Senate Chair to gain a permanent seat on the Chancellor’s Cabinet. Motion FS 12-13/10-01 passed. (Vote #2).

Whereas, Article IV., Section 1 of the Appalachian State Faculty Constitution states: “To provide an opportunity for direct participation in the process of decision-making affecting the life of Appalachian State University, there shall be a Faculty Senate” and

Whereas, Article IV., Section 2 of the Appalachian State Faculty Constitution states: “The purpose of the Faculty Senate shall be to participate in the formation, implementation, and review of University policy and to provide means for the faculty to act effectively on matters with which it is concerned” and

Whereas, The phrase “direct participation” implies participation at the highest levels of campus decision making, and
Whereas, The phrase “act effectively” implies having access to the most current and important information informing policy making on the campus, and

Whereas, Effective participation builds trust and promotes a spirit of cooperation between the faculty and the administration; therefore, be it

Resolved, That the Faculty Senate requests a permanent seat on the Chancellor’s Cabinet for the Chair of the Faculty Senate.

E. Nominations for Faculty Senate Vice Chair were solicited to replace Dr. Botts, who resigned from this position due to her new role as interim chair of her department. Senator Stella Anderson was elected as Vice Chair. Nominations were then solicited to fill the vacant Secretary position on the Senate. Senator Sandy Vannoy was elected to serve as Secretary.

VI. Committee Reports (Committee Chair’s name is in bold print)

A. Academic Policies (Campbell, Crepeau, Alexander-Eitzman, Ehnenn, Martin, Shankland)

No new items to report. (See Unfinished Business).

B. Agenda Committee (Anderson, Aycock, Ehnenn, Koch, Provost Gonzalez)

1. Senator Anderson presented the following motion which was passed by the Senate. Motion FS 12-13/10-02 passed. (Vote 3).

“Recognizing the importance of Shared Governance to the mission of the University, the Faculty Senate at Appalachian State University endorses both the Faculty Assembly’s 2005 Statement on the Principles of Shared Governance and the 2012 request that President Ross affirm his commitment to those principles and communicate that commitment to the campuses of the UNC System. (Appendix A).

2. Chair Koch introduced the following resolution which supports greater faculty input in the UNC strategic planning process. Motion FS 12-13/10-03 passed. (Vote 4).

Whereas, The expertise of the faculty would be essential to the creation of a strategic plan that best serves the interests of students and the citizens of North Carolina; therefore, be it
Resolved, That the Faculty Senate endorses the resolution adopted by the Faculty Assembly regarding greater input by the faculty in the UNC strategic planning process. (Appendix B).

C. Budget Committee (Geary, McBride, McGrady, Murrell, Pollitt, Strazicich)

Senator McBride reported on the committees meeting with Dr. Tim Burwell on September 14, 2012. (Appendix C).

D. Campus Planning Committee (Everhart, Flanders, Lillian, Osmond, Smith, Stokes)

No Report.

E. Committee on Committees (Anderson, Coffey, Holcomb, Morehouse, Oliver, Puckett)

1. The motions to approve faculty members to serve on the designated university committees were presented for Senate approval. Senator McBride moved and Senator Ehnenn seconded to vote on these motions as one unit. Motion passed. (Vote #5). Faculty Senate approved the faculty appointments on university committees as indicated. **Motion FS 12-12/10-04 passed. (Vote #6).**

Dr. Drew Leslie (MUSIC) to serve on the University Awards Committee through Spring 2014 semester to replace Dr. Suzi Mills (MUSIC) who resigned.

Dr. Jim Westerman (COB) to serve on the University Awards Committee through Spring 2014 semester to replace Dr. Scott Hunsinger (COB) who resigned.

Dr. Scott Rice (LIB) to serve on the Registration and Calendar Committee through Spring 2015 semester to replace Dr. Kevin Zwetsloot (HS) who resigned.

Dr. Cheryl Claassen (ANT) to replace Dr. Marie Hoepfl (TED) and Dr. Gary Walker (BIO) to replace Dr. Elizabeth Cramer (LIB) on the Local to Global Faculty Coordinating Committee who are on OCSA for the fall 2012 semester.
F. Faculty Handbook Committee (Anderson, Aycock, Koch, Rardin, Vannoy, Provost Gonzalez)

1. A motion to approve a revision to the Faculty Grievance Process in Section 4.11.3.9 of the Faculty Handbook was presented. Senator Crepeau moved and Senator Rardin seconded to replace the word “may” with “shall” in the first sentence and to replace “may elect” with “shall be allowed” as indicated in bold print. Motion FS 12-13/10-05 as amended passed. (Vote #7).

Approved as Amended to Faculty Handbook, Section 4.11.3.9:

Faculty members shall be allowed to be represented at a grievance hearing by an advisor-advocate of his or her choice as long as that person is not serving as the faculty member's attorney. If the faculty member chooses to be represented by an advisor-advocate, the respondent may likewise be represented by an advisor-advocate. The faculty member also shall be allowed to have an attorney present as an observer, and if the faculty so elects, the respondent may likewise have an attorney present as an observer. Attorney-observers are not, however, permitted to speak, although a party may consult with her or his attorney-observer during breaks in the hearing as well as at any other stage in the process aside from the hearing. Presence at the hearing is limited to the members of the FGHC, the grievant, the respondent(s), the parties' advisor-advocate(s) and/or attorney-observers, if any, and a designated recorder. The hearing shall begin with presentation by the faculty member or faculty member's advisor-advocate of evidence designed to support the faculty member's contentions.

G. Faculty Welfare and Morale Committee (Crawford, Cremaldi, Fisher, Gibbons, Liutkus-Pierce, Miller, Nash, Stoddard)

No Report.

H. Welfare of Students Committee (Cumbie, Gosky, Rice, Spurlock, Woods, Zrull)

No Report.
VII. Unfinished Business

A. Academic Policies (Alexander-Eitzman, Campbell, Ehnenn, Martin, Shankland)

(Motion FS 12-13/9-02 passed to postpone voting on the following seven motions until the October 8, 2012 Faculty Senate meeting).

Senator Ehnenn moved and Senator Zrull seconded to postpone voting on these motions (until the November 12, 2012 Faculty Senate meeting) since a Gen Ed Open Forum has been scheduled for Tuesday, October 9, 2012. Motion FS 12-13/10-06 passed. (Vote #8).

Faculty Senate will consider these motions at our November 12, 2012 meeting:

- A motion to accept the Gen Ed Advisory Group (GEAG) recommendations to drop the Perspectives, require only one theme (Appalachian Integrated Learning Experience) instead of three, add the 12 credit Liberal Studies Experience, and keep the Designations.

- A motion to accept the GEAG recommendation to change the Science Literacy requirement to 7 - 8 semester hours instead of 8 semester hours for transfer students.

- A motion to accept the GEAG recommendation to change the Quantitative Literacy requirement to 3 - 4 semester hours instead of 4 semester hours for transfer students.

- A motion to accept the GEAG recommendation to change the Science Literacy requirement to 7 - 8 semester hours instead of 8 semester hours for non-transfer students.

- A motion to accept the GEAG recommendation to change the Quantitative Literacy requirement to 3 - 4 instead of 4 semester hours for non-transfer students.

- A motion to accept the GEAG recommendation regarding First Year Seminar (pages 7 - 8) with the requirement that the administration supports the use of more tenure-track faculty (instead of Non Tenure Track faculty) in First Year Seminar by implementing points 1, 2, and/or 3 on page 8 of the GEAG Report which states: (1) Allocate new tenure-track lines to specific departments in exchange for a binding agreement that the department will provide tenured and tenure-track faculty to teach six sections of First Year Seminar each year in perpetuity; (2) For tenured and tenure-track faculty who teach First Year Seminar, provide 100% of backfill money directly to the department, rather than the college. If this is not feasible, departments should at least receive enough backfill money to pay a replacement instructor at the terminally-degreed adjunct rate; and (3) Provide overload pay to tenured and tenure-track faculty who wish to teach First Year Seminar in addition to their departmentally-assigned teaching duties.

- A motion to accept the GEAG recommendation regarding the Gen Ed administration and the Gen Ed course approval process (pages 8 -10, inclusive of Other Recommendations and Timeline).

Senator Ehnenn moved and Senator Rardin seconded that “The Faculty Senate respectfully requests that the General Education Council postpone their
meeting/discussion of the Gen Ed Advisory Group Report until after the Faculty Senate’s November 12, 2012 meeting”. Motion FS 12-13/10-07 passed. (Vote #9)

VIII. New Business

None.

IX. Adjournment

Senator Aycock moved and Senator Anderson seconded to adjourn the meeting. Motion to adjourn passed. (Vote #10). Meeting adjourned at 5:45 pm.
Faculty Senate Voting and Attendance Record for October 8, 2012
Y for Yes; N for No; A for Abstain

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<td>Motion FS 12-13/10-02 that the Faculty Senate endorses the Faculty Assembly’s 2005 Statement on the Principles of Shared Governance and the 2012 Request that President Ross affirm his commitment to those principles and communicate that commitment to the UNC system institutions passed.</td>
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<td>4</td>
<td>Motion FS 12-13/10-03 which supports greater faculty input in the UNC strategic planning process passed.</td>
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<td>5</td>
<td>To vote on the Committee on Committees recommendations as one item passed.</td>
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<td>6</td>
<td>Motion FS 12-13/10-04 to approve the appointment of faculty members to serve on university committees as presented passed.</td>
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<td>7</td>
<td>Motion FS 12-13/10-05 as amended to approve the revisions to the Faculty Grievance Process in Section 4.11.3.9 of the <em>Faculty Handbook</em> passed.</td>
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<td>8</td>
<td>Motion FS 12-13/10-06 to postpone voting on the seven motions regarding the Gen Ed Advisory Group Report until our November 12, 2012 meeting in lieu of the Gen Ed Open Forum being scheduled on October 9, 2012 passed.</td>
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<td>9</td>
<td>Motion FS 12-13/10-07 that the Faculty Senate requests that the Gen Ed Council postpone their meeting/discussion of the Gen Ed Advisory Group Report until after the Faculty Senate’s November 12, 2012 meeting passed.</td>
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<td>10</td>
<td>Motion to adjourn passed.</td>
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Appendix A
2012-02

Affirmation of Shared Governance
Approved by the UNC Faculty Assembly
September 21, 2012

RESOLVED that President Ross affirm his support for the principles of shared governance adopted by the faculty assembly in April 2005 and that he communicate his expectation that every chancellor honor it.

Standards of Shared Governance on the 16 UNC Campuses

Adopted by the Faculty Assembly of the University of North Carolina April 2005

Preamble

A strong tradition of shared governance is essential to the excellence of any institution of higher learning. This principle is embodied in Section 502D(2) of the Code of the Board of Governors, which makes it the responsibility of the chancellor of each constituent institution of The University of North Carolina to ensure that the institution’s faculty has the means to give effective advice with respect to questions of academic policy and institutional governance, with particular emphasis upon matters of curriculum, degree requirements, instructional standards, and grading criteria, and that the appropriate means of giving such advice is through an elected faculty senate or council and an elected chair of the faculty. To the end that chancellors may more effectively carry out this responsibility, the Faculty Assembly commends the following statement of essential standards of governance.

Definitions

As used in this document, the following terms have the meanings indicated:

1. “Faculty” includes all persons holding full-time tenure-track appointments in the institution and such other faculty members and librarians as may have been accorded voting privileges in faculty elections.

2. “Faculty senate” means the elective body, by whatever nomenclature, empowered by the faculty to exercise its legislative powers.

3. “Chair of the faculty” means the faculty member, by whatever nomenclature, elected by the faculty at large or by the faculty senate as the chief faculty officer and spokesperson.

The Faculty Senate

1. The faculty senate must hold regularly scheduled meetings throughout the academic year.

2. With few exceptions, voting membership of the senate must be limited to elected faculty representatives.

3. Members of the senate must represent the academic units of the institution and must be elected directly by the faculty of those units.
4. While it is the chancellor’s prerogative to preside over the senate, it is preferable and customary for the chancellor to delegate this privilege to the chair of the faculty, especially for those portions of meetings during which the senate is deliberating on questions of academic policy and institutional governance.

5. The officers of the senate must be elected by the membership of that body or by the faculty at large.

6. The structure, method of election, and powers of the senate must be specified in a document approved by and amendable by the faculty at large or its designated representatives.

7. Procedures for the operation of the senate must be established by reference to recognized authorities such as Roberts’ Rules of Order or in published bylaws adopted by the senate.

8. The senate must be given adequate resources to ensure effective governance, including:
   a. an adequate budget
   b. reasonable authority over its budget
   c. adequate office space
   d. adequate secretarial support

The Chair of the Faculty

1. There must be a chair of the faculty who is elected either by the faculty at large or by the faculty senate. The chair of the faculty shall be the chief spokesperson for the faculty.

2. The chair of the faculty must be allowed reassigned time commensurate with the duties of the office.

Faculty Governance Responsibilities

1. The legislative and consultative powers of the faculty must be codified in a published governance document approved by and amendable by the faculty or their elected representatives.

2. The university’s curriculum is the responsibility of the faculty. The faculty, acting as a committee of the whole or through representatives elected by the faculty or designated pursuant to procedures established by faculty legislation, must give approval to academic policies prior to their implementation, including but not limited to the following:
   a. graduation requirements
   b. the undergraduate curriculum
   c. the establishment, merger, or discontinuation of departments, schools, and colleges
   d. the establishment of new degree programs (including online programs)
   e. the establishment of or substantive changes to majors
   f. the elimination or consolidation of degree programs
   g. the establishment of individual new courses
   h. admissions policies
   i. attendance and grading policies
j. grade-appeal procedures
k. drop/add policies
l. course-repeat policies
m. policies for honors programs
n. honor-code policies

3. The curriculum leading to and policies with respect to the award of graduate and professional degrees must be established by the faculties of the schools or colleges that admit and certify candidates for those degrees.

4. The faculty, through its designated representatives, must be consulted on any proposal to adopt or amend campus policies of reappointment, tenure, and promotion, and of post-tenure review. It is expected that any such proposals will be initiated by the faculty, and that full opportunity for faculty analysis and discussion will be allowed before any modifications in such proposals are adopted.

5. The faculty, through its designated representatives, must be afforded full opportunity to review and approve faculty handbooks, academic policy manuals, and any institutional policy statements that affect the faculty’s teaching, research, or conditions of employment.

6. For joint committees on which the faculty is represented:
   a. Faculty representation must appropriately reflect the degree of the faculty’s stake in the issue or area the committee is charged with addressing.
   b. The faculty members of joint committees must be selected in consultation with the elected faculty leadership or by processes approved by the senate.

7. The granting of honorary degrees is a prerogative of the faculty. All nominees for honorary degrees must be approved by the faculty or its designated representatives before final approval by the board of trustees.

Administration-Faculty Collegiality

1. A collegial, candid, and cooperative relationship should exist between the administration and the faculty. When requested, administrators should appear before the senate and respond to questions.

2. It is expected that senior administrators will uphold the decisions of the senate in areas in which the faculty has primary responsibility, such as curriculum and tenure/promotion policies.

3. The chancellor and other senior administrators should consult in a timely way and seek meaningful faculty input on issues in which the faculty has an appropriate interest but not primary responsibility, including but not limited to the following:
   a. the university mission, emphases, and goals
   b. budget
   c. campus master plan or strategic plan
   d. building construction
   e. enrollment growth
   f. tuition policy
g. student discipline  

h. intercollegiate athletics  
i. faculty and staff benefits  
j. libraries and other research facilities

4. The chancellor should effectively advocate the principles of shared governance to the Board of Trustees.

5. The chancellor should typically sustain the recommendations of faculty tenure, hearings, and grievance committees. When the chancellor acts against the recommendations of such committees, the chancellor should meet with the committee or otherwise adequately communicate the reasons for not sustaining its recommendations.

6. The Board of Trustees should exercise due respect for the governance prerogatives of the faculty.

7. The faculty should participate meaningfully in the selection of academic administrators through membership on search/hiring committees and the opportunity to meet and comment on “short-listed” candidates before hiring decisions are made.

8. The faculty of each college, school, or department should be consulted in the appointment or reappointment of the dean or department chair either through majority membership on the search or evaluation committee or by direct consultation with the appointing administrator either in person or by other means approved by the faculty senate.

9. The term of appointment of academic deans and department chairs should not exceed five years. If appointed for an indefinite term, an academic dean or department chair should be formally evaluated for continuation in office not less frequently than every five years.

10. The chancellor or provost, in consultation with the faculty senate, should establish effective procedures that enable members of the faculty having voting privileges to regularly evaluate the performance of senior administrators. This evaluation should be in addition to and independent of the mandated periodic evaluation of administrators by the chancellor or the board of trustees.

**Compliance**

It is the responsibility of the faculty of each campus to advocate, seek, and monitor the campus’s adherence to the Standards of Shared Governance. When a campus is not in compliance with one or more standards, faculty should seek resolution through processes at the campus level. However, when the faculty’s sustained efforts to secure compliance have not been successful, the faculty, through its senate or the chair of the faculty, is encouraged to consult with the officers of the Faculty Assembly, who will bring the matter to the attention of the President and work with all parties to achieve a resolution.
Appendix B
2012-03
UNC Strategic Plan Input
Approved by the UNC Faculty Assembly
September 21, 2012

WHEREAS
The UNC System is initiating strategic planning process for 2013-18 to set current and future priorities, resource planning and allocation, program planning, review and refinement of academic missions reflecting the University’s deep commitment to help North Carolina respond to changing state needs and economic challenges, and

WHEREAS the Faculty of the UNC system have responsibility for developing, delivering, and assessing the curriculum, and

WHEREAS the Faculty develop, pursue, and publish original research expanding the knowledge foundation on which our future depends, and

WHEREAS the Faculty advise, mentor, and engage students in the activities that lead directly to their future occupations and improve their quality of life, and

WHEREAS all these components contribute immensely to both current job creation and our citizens’ preparedness for the future, and

WHEREAS the Charter of the Faculty Assembly provides “The Assembly shall, through appropriate channels, advise the Board of Governors of the University of North Carolina, the General Assembly, and other governmental agencies and officers on matters of University-wide importance, and The Assembly shall advise and communicate with the President of the University of North Carolina with regard to the interests of the faculties and other matters of university-wide importance.”

THEREFORE BE IT RESOLVED that the Faculty be informed of strategic planning activities and a mechanism be created to solicit input at the campus level throughout the process so as to achieve effective outcomes and the strong faculty buy-in, and

RESOLVED that in order to define and support measures that advance the quality of the University system representatives of the Faculty Assembly be informed during the strategic planning process, and that the President of the University, in collaboration with the Chair of the Faculty Assembly, create a faculty group to interact and collaborate with the Business/Political community advisory committee for the University's strategic planning.
Appendix C

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

The meeting began at 4:00 pm on September 14, 2012.

Tim Burwell described aspects of the current budget situation at ASU and some recent changes. In particular, he described the recent restructuring of student fees. Several fees were eliminated (Intramurals - $1.50, Gym - $7.50, Transcript - $1.50, Incidental - $3.00). Some of this revenue was offset by an increase in the Education and Technology (E&T) fee (increase of $37.00). In addition, the university will now be able to roll over unused fees from the current year for use in future years.

ASU received the tuition increase that was previously requested. It seems unlikely that we will get another similar sized tuition increase next year. In addition, we received state funds for enrollment growth, which was in doubt last year. Compared to last year, our enrollment growth funds decreased for distance education (including for online courses), but increased for on campus enrollment. On net, the funds received by ASU for enrollment growth were small.

Faculty will receive a 1.2% cost-of-living salary increase at the end of September retroactive to July 1, 2012. In addition, there will be a 1.8% market adjustment to increase faculty salaries to the 80th percentile of our peer institutions and correct for salary inversions among recent hires. The Board of Governors stills wants to get our (average) faculty salaries to the 80th percentile of our peer institutions.

The matrix to allocate new faculty positions is being revised. The new matrix is more graphical and will consider trends in credit hours and other factors for each department on campus rather than only static information. The new model starts at the department level and considers average class size and faculty work load as compared to our peer institutions. Department Chairs can utilize a simulator to see where they stand.

The meeting adjourned at 5:15 pm.

Budget Committee, Faculty Senate
September 27, 2012

Jeff McBride (Chair)
John Geary
Elizabeth McGrady
Zach Murrell
Phoebe Pollitt
Mark Strazicich