Appalachian State University
Faculty Senate Agenda
October 11, 2010, 3:15 pm
William Strickland Conference Room - 224 I.G. Greer
NOTE: All Faculty Senate meetings are recorded.

I. Announcements
   A. Welcome and Introduction of Visitors.

II. Minutes
   A. Approval of May 10, 2010 Special Session Faculty Senate minutes. Available online at: http://facsen.appstate.edu/sites/default/files/FacultySenateMinutesSpecialSessionMay102010.pdf
   B. Approval of September 13, 2010 Faculty Senate minutes—forthcoming.

III. Visitors Reports
   A. Dr. Susan McCracken, Director, External Affairs and Community Relations, Budget update.
   B. Dr. Tony Carey (Vice Provost for Faculty Affairs), Quality Enhancement Plan for SACS (www.qep.appstate.edu).

IV. Provost’s Report

V. Committee Reports (Committee Chair’s name is in bold print)
   A. Academic Policies (Brown, Gonzales, McBride, Ramey, Smith, Winn)
      No Report.
   B. Budget Committee (Susan Anderson, Botts, Frindethie, Geary, Newmark, Rice, Strazicich)
      No Report.
   C. Campus Planning Committee (Aycock, Jackson, McCaughey, Salinas, Scharer)
      No Report.
D. Committee on Committees (Coffey, Rardin, Stephenson, Stoddard)

1. The Committee on Committee moves that the Faculty Senate approve the following resolution:

   Whereas, A member of the Teaching Enhancement Committee has reported that the committee has not met in the last three years, and

   Whereas, The Interim Director of the Hubbard Center recommends that the committee be disbanded, and

   Whereas, There is duplication of effort in that the Awards Committee is charged to recognize Faculty Teaching at Appalachian, and

   Whereas, There is duplication of effort in that The Hubbard Center has a Steering Council that advises it about faculty needs and improving teaching on campus; therefore, be it

   Resolved, That Faculty Senate abolish the Teaching Enhancement Committee.

2. The Committee on Committee moves that the Faculty Senate approve the following resolution:

   Whereas, It has been the practice of the Faculty Senate to conduct an election of faculty from the colleges, schools and units to fill vacant seats on the University Research Council, and

   Whereas, The Faculty Handbook states that “Councils are appointed by the administrative officer to whom they are responsible and to whom they report,” and

   Whereas, The Faculty Handbook states that the University Research Council specific duties include “recommend the University’s competitive research awards (elected members of the council will serve as the committee to recommend these awards to the full council),” and

   Whereas, The Faculty Handbook does not state the composition of the elected members of the council, and

   Whereas, The faculty whose grant applications are vetted by the University Research Council have an interest in the membership of the University Research Council, and
Whereas, The Dean of the Graduate School has advised the Committee on Committees that “should you decide to continue elections, you could amend the Handbook language to say something like ‘Voting representatives of the colleges and schools will be elected by their colleagues through the Faculty Senate election process; all other voting members will be appointed by the Chairperson of the URC’”, and

Whereas, The Faculty Handbook Committee maintains oversight of changes to the Faculty Handbook proposed by the Faculty Senate; therefore, be it

Resolved, That the Faculty Handbook Committee be charged with amending Section 7.5.22 of The Faculty Handbook with the following provisions:

1. The elected members of the University Research Council shall be composed of twelve (12) faculty members:

   College of Arts and Sciences
   1 Arts and Humanities member
   1 Social Science member
   1 STEM member

   College of Business
   1 member

   College of Education
   2 members (representing different departments)

   College of Fine and Applied Arts
   2 members (representing different departments)

   College of Health Sciences and Allied Professions
   2 members (representing different departments)

   School of Music
   1 member

   University Library
   1 member.

2. The Senate Elections Officer will conduct the election annually along with the election of members to the Faculty Senate, the Faculty Assembly, the Faculty Grievance Mediation Committee,
the Faculty Grievance Hearing Committee, and the Faculty Grievance Assistance Committee.

3. Members are elected from their respective college, school or unit as stated above.

4. The nomination process is open to faculty who are eligible to vote.

5. The elected members on the URC must understand external funding and research compliance.

6. Other members of the council are appointed by the Chairperson of the URC.

7. Both elected and appointed members of the URC will serve as voting members to recommend the University’s competitive research awards to the full council.

E. Faculty Handbook Committee (Stella Anderson, Ehnenn, Reesman, Lee, Baumhover)

No Report.

F. Faculty Welfare and Morale Committee (Atkins, Gagnon, Galvin, Koch, Mercer-Ballard, Miller, Wangler, Alexander-Eitzman)

No Report.

G. Welfare of Students Committee (Gross, Horst, Jennings, Napiorski, Pollard, Sanders)

1. The Welfare of Students Committee recommends that Faculty Senate adopt the proposed Religious Observance Policy to replace the interim policy dated August 10, 2010.

   **Current Interim Religious Observance Policy (August 10, 2010):**

   1. Students must be allowed a minimum of two excused absences each academic year for religious observances. Students are responsible for requesting excused absences for religious observances required by the faith of a student. Instructors are responsible for complying with this requirement. In classes in which attendance is taken and/or penalties are applied for student absences, instructors must document their compliance with the
religious observance policy by tracking student excused absences for religious observances.

2. For purposes of this policy, the term “religious observances” shall include religious holidays or holy days or similar observances required by a student’s religion and that require absence from class.

3. Students must be afforded the opportunity to make up tests or other work missed due to an excused absence for a religious observance.

4. Except in extraordinary circumstances, student requests for excused absences for religious observances must be submitted to instructors in writing no later than three weeks after the first class day of the term.

5. This policy on excused absences for religious observances must be referenced on all course syllabi.

6. This policy supersedes one part of Faculty Handbook section 5.5.1.1, which reads: “In addition, faculty members are encouraged to make reasonable accommodations for students requesting to miss class due to the observance of religious holidays.”

7. This policy amplifies another part of Faculty Handbook section 5.5.1.1, which reads: “Faculty, at their discretion, may include class attendance as a criterion in determining a student's final grade in the course. On the first day of class, faculty must inform students of their class attendance policy and the effect of that policy on their final grade; both policies must be clearly stated in the class syllabus.”

8. This policy also amplifies Faculty Handbook section 5.5.1.2, which reads: “A syllabus is to be prepared for each course and distributed at the first of the semester. The syllabus should include the following: an explanation of course goals and objectives, the name of the text and any other materials required of each student, the instructor's office hours, an explanation of how the grade is to be determined, and an explanation of any additional reading, papers, projects and examination which the instructor expects to give or assign.”

Proposed Student Religious Observance Policy

The new North Carolina Law [S.L. 2010-112 (HB357): Section 3] mandates that UNC system schools permit at least two excused absences each academic year for religious observances required by
the faith of a student. For purposes of this policy, the term “religious observances” shall include religious holidays, holy days or similar observances associated with a student’s faith that require absence from class. Any absences for such observances will be excused and the student will not be penalized provided that the instructor has been informed, in writing, at least two weeks prior to the religious observance. Students will be afforded the opportunity to make up tests or other work missed due to an excused absence for a religious observance.

2. The Student Welfare Committee moves that Academic Affairs create a consolidated policies page for all required policies which are to be included on faculty syllabi. Faculty can link to this page from their syllabus or provide the link to this page as part of their ASULearn course.

VI. Unfinished Business

A. Update on Provost Search.

B. Update on Ad Hoc Committee on Post-Tenure Review (joint committee with Council of Chairs).

C. Need Faculty Senators to volunteer to serve on Intellectual Property Advisory Council, University Bookstore Committee, Non-Tenure Track Faculty Committee, University Council on the Safety of the Campus Community, Traffic and Parking Committee, and three meetings of Chancellors Advisory Council.

D. The Ad Hoc Committee on the Faculty Senate Guidebook moves to approve adding the omitted committee description for the Faculty Handbook Committee to the Faculty Senate Guidebook (under III. Committees, Section A., Item 9) and renumbering the current Item 9 (Ad Hoc Committees) to Item 10. Proposed Section (Item 9) and Renumbering Change (Item 10):

“9. Faculty Handbook Committee (Faculty Handbook 7.2.9)

The Faculty Handbook Committee:

a. maintains oversight of changes to the Faculty Handbook proposed by the Faculty Senate and approved or modified by the Chancellor or the Provost and Executive Vice Chancellor;

b. informs the Senate about the progress of Faculty Handbook changes from the Chancellor to the Board of Trustees;
c. works with those responsible for publishing the *Faculty Handbook* to make sure it is widely and easily available to faculty and is up-to-date;

d. monitors, as well as advises and informs the Senate regarding all proposals for changes in the *Faculty Handbook*, from wherever they originate;

e. the composition of the committee includes the Chair of the Faculty Senate, the immediate past Senate Chair if he/she continues to be employed by the University, or a past Senate Chair who continues to be employed by the University who is willing to serve, and two additional faculty members (Senators included). The Provost and Executive Vice Chancellor (or designated representative) shall serve as an ex-officio non-voting member. The chair of the committee shall be the Chair of the Faculty Senate.

10. **Ad-hoc Committees (Faculty Handbook 7.2.10)”**

**VII. New Business**

A. Faculty feedback on Open House:

Dear Faculty Senate Colleagues,

I have attended the fall open house event for 20 years and have, for the most part, enjoyed working the event and meeting prospective students and parents. This year was a different story. We (faculty) were not allowed into the main arena and spent almost an hour and a half standing in a hallway waiting to get into the Convocation Center. Not fun and a waste of faculty time. The event planner needs to ask faculty to arrive a few minutes before they are really needed.

And, the event is now really crowded with ASU faculty, staff, students, prospective students, and families. It seems to me the focus of this event should be just on the academic programs (plus admissions, financial aid, and maybe housing) and not having every possible support unit on campus at the event. The event is too big, crowded, and confusing. I suggest a back to basics event where “support units” are not asked to give up a Saturday morning of their time. Sincerely, Mike Evans (MGT)

B. Request for Senators to obtain General Education feedback.

C. Open discussion with the Provost regarding the future directions for the university.

**VIII. Adjournment**