Appalachian State University
Faculty Senate Minutes

October 9, 2017 (Unapproved)

The Faculty Senate meeting was called to order by Chair Howard, at 3:15pm in the William Strickland Conference Room, I.G. Greer room 224, on Monday, October 9, 2017. Senators Cheney, Collier, Dalton, Dunston, Forsyth, Frye, Hartley, and Xie were not in attendance.

I. Announcements

A. Chair Howard welcomed Senators and visitors to the meeting. Visitors were Heather Langdon (IRAP Director), Jeff Church (Center for Academic Excellence), Greg Simmons (Center for Academic Excellence), J.J. Brown (Vice Chancellor for Student Affairs), Willie Fleming (Chief Diversity Officer), Randy Edwards (Vice Chancellor of University Advancement), Phyllis Kloda (Dean, College of Fine and Applied Arts), Paul Forte (Vice Chancellor of Business Affairs), and Becky Gosky (Office of Human Resources).

II. Minutes

A. Chair Howard asked for a motion to approve the minutes from September 11, 2017. Senator Behrent moved and Senator Doll seconded the motion to approve the minutes. **Motion to approve the September 11, 2017 minutes passed. (Vote #1)**

III. Visitors’ Reports

A. Willie Fleming, Chief Diversity Officer, presented on the issue of unconscious bias. Senators watched a video, which can be viewed at: https://www.youtube.com/watch?v=8ABRIWybBqM&list=PLtZT6_P53kNZWtigKqeYzzHe6Vcec-yu, of a hidden camera type situation showing the differing reactions of people in a public park, as a white male or black male at different times, attempted to steal a bicycle. This showed how people respond differently and make different assumptions based on unconscious biases about others. Faculty need to consider their unconscious biases when working with students to make certain they are treating everyone fairly. Dr. Fleming stated that if we are to experience inclusive excellence as it relates to dismantling bias, we at ASU need to understand, change and predict bias behavior.

B. Paul Forte, Vice Chancellor of Business Affairs, assisted by J.J. Brown, Vice Chancellor of Student Affairs, presented on plans towards using Public Private Partnerships (P3) to build residential facilities. The 2015 University Master Plan called for renovating or replacing seven of the existing residence halls – East, Justice, Winkler, Bowie, Eggers, Gardner and Coltrane – which would cost at minimum an estimated 135 million dollars. This amount would exceed ASU’s debt capacity alone, and there are many other projects on campus that require
funding as well. Renovating the buildings was found to be too costly as the renovations would be extensive.

The P3 plan in development would allow ASU to hire private developers to build new residence halls through “off balance sheet financing” which effects the University’s credit, but not the University’s debt ceiling. Developers would replace Bowie, Coltrane, Eggers, Gardner, Winkler and Justice Halls, a total of 1,800 beds, with new residence halls totaling 2,100-2,200 beds. Residence halls would only be demolished after constructing sufficient replacement beds. This is part of an effort to have space to house more freshman, sophomore and transfer students.

Phase 1 will be to begin the request for proposal (RFP) process to request bids from private developers. Beginning as early as Fall 2018 they would like to start building on the Winkler Site and have it ready for occupancy by Fall 2020. A committee will be formed, which will include faculty and staff representation, who will assist with these plans.

Residence halls built through a P3 Partnership would be built and owned by a private developer, then leased by the university for a set period of time. Senators voiced concern regarding private developers owning residence halls on campus, and how that would affect employment opportunities in our small community. Mr. Forte stated that day-to-day operations of these buildings would still be conducted by state employees; that the housekeepers, basic maintenance workers, and residential assistants (RAs) would still be university employees. If a P3 Partnership building required a major repair, that would most likely be conducted by the private developer.

Senators voiced concerns regarding the cost of newer, more modern residence facilities for students. There were questions concerning whether students would get a choice of which residence hall they were placed in, and if newer rooms would cost more than older rooms or if the cost would be the same for all rooms. Senators also requested that student athletes be proportionally represented in newer and older residence halls, that they should not be placed only in newer halls in an unfair way. Mr. Forte responded that these are concerns that should be presented to the Office of Student Affairs, since he isn’t involved in those types of residence hall decisions.

IV. Provost’s Report

A. Provost Kruger notified senators that there are two searches being conducted by Academic Affairs this academic year, for the positions of Vice Provost for Research and Dean of the Graduate School. For the Dean of the Graduate School search they will be employing a search firm. For the Vice Provost of Research position, the search committee needs a volunteer to serve as a Faculty Senate representative. If any senators are interested, please let Chair Howard know.
B. In October, there was the unveiling of a marker, commemorating the over sixty members of the African American community buried in the city cemetery on campus. Also, in October, they unveiled the future site of the Panhellenic Council which will be located between the B.B. Dougherty administration building and Roess Dining Hall. The site plan includes plots with garden areas and benches for the nine historically African American fraternities and sororities. These are two tangible examples of the university’s underrepresented students inclusion and diversity efforts.

V. Chair’s Report
A. Chair Howard reported on the September 15th Faculty Assembly meeting she attended. The Faculty Assembly has been re-organized and delegates now serve on various committees in order to make Faculty Assembly more productive. The Chair of Faculty Senators Committee, which Delegate Barbara Howard serves on, has begun working on a white paper regarding the ways in which tenure is used, and threatened in this state.

The Governance Committee, which Delegate Thaxton serves on, has begun working on a document regarding shared governance. This includes on-going concerns regarding the Board of Governors (BOG) circumventing the NC public meeting rules and violating SACSCOC policies. There are also concerns with UNC President Margaret Spellings’ decision to set up a new taskforce focusing on budgets and funding, without a single faculty member representative.

The Student Success Committee, which Alternate Delegate Doll worked with at the September meeting, discussed the importance of having faculty input in BOG decisions regarding matters of definitions and metrics in systems of accountability.

During the Faculty Assembly meeting, there was a presentation by Harry Smith, Vice Chair of the Board of Governors, focusing on the cost of running institutions, debts, and consolidation across the system.

UNC President Spellings reported that she would be discussing with the BOG moving the General Administration (GA) from Chapel Hill to Raleigh. She has also been traveling in October with business leaders, and community leaders to ask constituents what they think the UNC system should be. She has been presenting the NC Future report at these meeting with business leaders, when it hasn’t yet been shared with university administrators.

Faculty Assembly Resolution 2017-9 On the Proposal to Bar UNC Centers and Institutions from Engaging in Legal Actions, in support of UNC Chapel Hill’s law center, unfortunately did not keep the BOG from voting to close the center.
The Faculty Assembly passed a resolution to support the North Carolina delegation to create a permanent legal status for Deferred Action for Childhood Arrivals (DACA) eligible individuals.

B. Chair Howard encouraged all senators to attend at least one Chancellor’s Advisory Committee meeting throughout the year. There will be a standing Chancellor’s Advisory Committee as specified in the Faculty Handbook as well. In the spirit of shared governance, faculty and specifically senators must make the time to serve on committees. Chair Howard appreciates all those that take time out of their day to serve.

VI. Vice Chair’s Report

A. Faculty Senate Vice Chair Shulstad serves on the Faculty Assembly Budget Committee as a delegate. Dr. Shulstad reported on the September Staff Senate meeting, Associate Deans/Enrollment Management Working Group and the Provost Council Meetings, which she attended as a Faculty Senate representative. Her report on each meeting can be viewed in Appendix A.

The Associate Deans/Enrollment Management Working Group has requested input from faculty regarding seat management, particularly for Fall terms. Students are enrolling in classes in mid-late Summer for the Fall semester and that is negatively impacting the university’s ability to manage enrollment, class availability, hiring of adjuncts, waitlists, etc. If faculty have any suggestions, please pass them along to Faculty Senate Chair Howard.

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

A. Welfare of Students Committee (West, Zrull, Udogu, Xie)
   1. Welfare of Students Committee Chair West presented the Food and Housing Insecurity Statement for Syllabus, as shown in Appendix B. Senator West requested that the senate approve this statement and allow it be sent to the Provost to be properly distributed. The Welfare of Students Committee is offering this statement as an optional recommendation for inclusion on class syllabi. They found at last year’s listening sessions that students would appreciate support and information on resources available to those with food or housing insecurity.

   Discussion centered on there being stated resources for food insecurity, but none mentioned for housing insecurity. J.J. Brown, who was previously Dean of Students, responded that he encourages students with food or housing insecurities to contact the Dean of Students, as mentioned in the statement. The Dean of Students can assist students suffering from either or both insecurities.
Motion FS 17-18/10-01 from the Welfare of Students Committee to approve the Food and Housing Insecurity Statement for Syllabus, as shown in Appendix B, passed. (Vote #2)

B. Faculty Welfare and Morale Committee (Hester, Albinsson, Marshall, Villanova, Salinas, Waldroup)
   1. Faculty Welfare and Morale Committee Chair Hester reported that in January 2017 departments across campus were polled, regarding current internal review policies. It was found that departments thought the current policies were inconsistent, were being followed inconsistently across campus and that current policies were seen as too restrictive. A subcommittee of the Faculty Welfare and Morale Committee has been created - composed of non-senate faculty members and faculty senators – and tasked with developing new policies for internal peer observation.

   2. The Faculty Welfare and Morale Committee has determined that there should be a regular faculty morale survey every two or three years. This would allow data tracking and would provide a method to notice negative trends before a problem escalates. The Faculty Welfare and Morale Committee plans to begin reviewing previous faculty morale surveys performed at ASU and standardized surveys used by other institutions to determine questions for a faculty morale survey for ASU to use in an ongoing manner.

C. Faculty Governance Committee (Howard, Behrent, Gates, Rardin, Collier, Doll)
   No report.

D. Committee on Committees (Shulstad, Mohr, Dubino, Frye, Lee, Gambrel)
   1. Committee on Committees Chair Shulstad presented the University Committee confirmations as shown in Appendix C. Motion came from committee to confirm all the faculty members shown in Appendix C.

   Motion FS 17-18/10-02 to confirm Heather Dixon-Fowler to the Academic Integrity Board to serve 2017-2020, Hannah Pope to the University Bookstore Committee as a replacement for Rachel Fleming for her remaining term of 2017-2018, Denise Brewer to the Undergraduate Academic Policies and Procedures Committee as a substitute for Shanan Fitts for Fall 2017, Jon Carter to the Undergraduate Academic Policies and Procedures Committee as a substitute for Rene Horst for Fall 2017-Spring 2018, and Chris Yang to the Awards Committee to serve from 2017-2020, as shown in Appendix C passed. (Vote #3)

E. Campus Technology Committee (Fenwick, Spaulding, Hartley, Wilson, Cheney, Reed, Cook)
   No report.
F. Campus Planning Committee (Orkiszewski, Weddell, Ignatov, Spiceland, Crepeau, Thaxton)
No report.

G. Budget Committee (Sibley, Wright, Szeto, Dunston, Forsyth)
No report.

H. Academic Policy Committee (Wheeler, K. Williams, R. Williams, Fitts, Fiske, Dalton, Osinsky)
1. Academic Policy Committee Chair Wheeler presented a new version of the Faculty Survey of the ASU Textbook Rental System, as shown in Appendix D. This survey would not be meant to determine or suggest a new policy. The goal would be to obtain a current snapshot of how faculty engage with printed textbook materials, collect information about faculty preferences involving the constraints of the current system, and the future use of materials in the classroom. A summary of this survey would be presented at the next Faculty Senate Meeting November 15. If approved, the survey would be distributed on October 10 and would end October 20.

Senators discussed the survey and requested questions concerning Open Access Educational Resources. Senator Zrull moved and Senator Fenwick seconded to send the survey back to committee for them to determine additional question(s) regarding Open Access Educational Resources.
Motion to send the Faculty Survey of the ASU Textbook Rental System back to committee did not pass. (Vote #4)

Senator Wheeler moved and Senator Waldroup seconded to amend the survey by adding questions, “8) Are you aware of Open Educational Resources a) Yes b) no c) unsure 9) Do you use Open Educational Resources a) Yes b) no c) unsure”, as shown in Appendix E. After discussion of the amendment, Senator Shulstad moved to call the question and was seconded by Senator Zrull.
Motion to call the question passed. (Vote #5)

Motion to amend the Faculty Survey of the ASU Textbook Rental System by adding questions 8 and 9, as shown in Appendix E, passed. (Vote #6)

The Academic Policy Committee moved for the senate to approve the Faculty Survey of the ASU Textbook Rental System, as amended.
Motion FS 17-18/10-03 to approve the Faculty Survey of the ASU Textbook Rental System, as amended and shown in Appendix E, passed. (Vote #7)

VIII. Unfinished Business
A. Program Coordinators/Directors
Chair Howard has been looking into this issue since the September Faculty Senate meeting and has found that the Council of Chairs did review this issue, and then
sent it to the Deans Council. Chair Howard plans to create a working group of program coordinators and program directors from across campus in order to collect information and inform the Deans Council on the roles, responsibilities and duties of program coordinators and directors. If you are currently in a program coordinator or program director position, or know of someone in that position, please email his or her name to Chair Howard.

B. Development of Faculty Senate Goals
Chair Howard requested that senators email her any feedback they receive from their departmental colleagues, on the Faculty Senate Goals for 2017-2018, which can be viewed at: https://facsen.appstate.edu/sites/facsen.appstate.edu/files/FACULTY%20SENATE%20PROPOSED%20GOALS%20FOR%202017%20-%2080%93%202018%20ACADEMIC%20YEAR%20-%2081%20.pdf
Chair Howard plans to create a composite statement of three viable goals for the Faculty Senate and bring them for a vote at the November Faculty Senate meeting.

C. Chair Howard moved and Senator Reed seconded for the senate to vote on approving iClickers for continued use in the Faculty Senate to record votes, instead of using paper vote sheets.

**Motion to approve iClickers for recording votes at Faculty Senate meetings passed. (Vote #8)**

IX. New Business

X. Adjournment (at approximately 4:58pm)
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<tr>
<td>1</td>
<td>Motion to approve the September 11, 2017 minutes passed.</td>
</tr>
<tr>
<td>2</td>
<td>Motion FS 17-18/10-01 from the Welfare of Students Committee to approve the Food and Housing Insecurity Statement for Syllabus, as shown in Appendix B, passed.</td>
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<td>3</td>
<td>Motion FS 17-18/10-02 to confirm Heather Dixon-Fowler to the Academic Integrity Board to serve 2017-2020, Hannah Pope to the University Bookstore Committee as a replacement for Rachel Fleming for her remaining term of 2017-2018, Denise Brewer to the Undergraduate Academic Policies and Procedures Committee as a substitute for Shanan Fitts for Fall 2017, Jon Carter to the Undergraduate Academic Policies and Procedures Committee as a substitute for Rene Horst for Fall 2017-Spring 2018, and Chris Yang to the Awards Committee to serve from 2017-2020, as shown in Appendix C passed.</td>
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<td>4</td>
<td>Motion to send the Faculty Survey of the ASU Textbook Rental System back to committee did not pass.</td>
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<td>5</td>
<td>Motion to call the question passed.</td>
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<td>6</td>
<td>Motion to amend the Faculty Survey of the ASU Textbook Rental System by adding questions 8 and 9, as shown in Appendix E, passed.</td>
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<td>7</td>
<td>Motion FS 17-18/10-03 to approve the Faculty Survey of the ASU Textbook Rental System, as amended and shown in Appendix E, passed.</td>
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<td>8</td>
<td>Motion to approve iClickers for recording votes at Faculty Senate meetings passed.</td>
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## Faculty Senate Voting & Attendance Record for October 9, 2017

Y for Yes; N for No; A for Abstain

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Appendix A - October 9, 2017 Faculty Senate Meeting
Vice-Chair Report

Report on Staff Senate meeting, 9/12/17
The Staff Senate invited ASU General Counsel, Barb Krause, to speak to their group about Free Speech on campus. This presentation came right after Krause sent the memo regarding the Political Activities of Employees. The group basically wanted a refresher and an opportunity to ask questions. Krause brought up an interesting point that the Restore and Preserve Free Speech on Campuses bill does not include staff in its language. Her presentation encouraged staff involved in protests to do so as private citizens and not as representatives of the university.

Report from Associate Deans/Enrollment Management working group, 9/19/17
The Associate Deans and Enrollment management team are seeking input from faculty regarding seat management, particularly for the Fall term. The problem stems from, for a variety of reasons, a large number of students are not enrolling in the Fall term until the middle of the summer. Date from the past two years reveals that 2000+ students registered between June to August. That impacts enrollments, availability of classes, hiring of adjuncts, waitlists (who has them/who doesn’t), advising, degree completion, etc. At this point, the group is considering approaching the problem from four perspectives (with the realization that these areas overlap):
1. Advising/registration
2. Policies/procedures
3. Technology
4. Analytics
The group would like help in thinking through this problem to get to the true issues and how to solve them. If you have suggestions, please let the Faculty Senate chair know so they can be passed on to this working group.

Report from Provost Council meeting, 9/27/17
After a presentation by Bob Hill from the University’s Omsbud Office, Heather Langdon and Tina Hogan provided an Introduction to the Institutional Effectiveness Cycle at Appalachian. The primary reason for this presentation is due to the large number of new administrators at ASU. They provided a handout that describes the model and reveals how in influences the budget. If you would like a copy of this handout, please let the Vice Chair know and she will forward it to you.
The Provost ended the meeting with a discussion regarding the Timeline for Space Request Forms. He provided information regarding spaces that will become available and when as well as deadlines for requests.
Pertinent information from Provost's handout:
CHS Vacated Space: Completion Date July 2018
Tentative space availability:
Offices August 10, 2018—later if renovations are requested)
Classrooms ready for Fall Semester 2018
NOTE: LS Dougherty and Edwin Duncan may be used as swing space for Sanford Hall renovation (possibly Fall 2019 or Spring 2020)
Edwin Duncan—1st floor: 3 classrooms, 39 offices; 2nd floor: 9 classrooms/computer labs, 14 offices; 3rd floor: 2 classrooms, 31 offices
LS Dougherty—1st floor: 5 classrooms, 8 offices, 1 open office area; 2nd floor: 5 classrooms, 8 offices, 1 work area
DD Dougherty—11 offices (100 to 285 ASF), 2 office/reception areas (103 to 240 ASF)
University Hall—13 Offices (200+ ASF), 1 open office space (692 ASF), 1 meeting/classroom (973 ASF)
Holmes Convocation center—working with CHS to determine available spaces (possibly 4 offices and classroom space sharing)
Charleston Forge—8 offices (150 to 190 ASF), 1 open area (1900 ASF)
Deadlines:
October 2, 2017: Forms to Provost with Dean’s priority ranking
October 11, 2017: Provosts’ form with priority ranking to SMC
October 17, 2017: SMC meeting, review, and recommendations to Chancellor’s Cabinet
November 15, 2017: Chancellor’s Cabinet review and decision
Appendix B - October 9, 2017 Faculty Senate Meeting

Welfare of Students Committee

Food and Housing Insecurity Statement for Syllabus

Faculty wishing to include a statement about Food and Housing Insecurity might consider the following:

Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to contact the Dean of Students, 324 Plemmons Student Union, for a list of resources and support. The ASU Food Pantry and Free Store is a free resource with pantry and personal care items, located in the Office of Sustainability on the bottom floor of East Hall. Furthermore, please notify the professor if you are comfortable in doing so. This will enable him/her to assist you with finding the resources you may need.
Appendix C - October 9, 2017 Faculty Senate Meeting

Committee on Committees

Confirmations:
Academic Integrity Board: Heather Dixon-Fowler (COB MGT) to serve 2017-2020

University Bookstore Committee: Hannah Pope (LIB) to serve 2017-2018 (as replacement for Rachel Fleming)

Undergraduate Academic Policies and Procedures:
Denise Brewer (COE) to serve Fall 2017 (as a substitute for Shanan Fitts)
Jon Carter (A&S) to serve Fall 2017-Spring 2018 (as a substitute for Rene Horst)

Awards Committee: Chris Yang (FAA) to serve 2017-2020
Appendix D - October 9, 2017 Faculty Senate Meeting
Academic Policy Committee

Faculty Survey of the Appalachian State University Textbook Rental System
Distributed by the Academic Policy Committee of the Faculty Senate
Fall 2017

Purpose: To obtain faculty feedback concerning the University textbook rental system and to determine if the current textbook rental system is meeting faculty and student needs. All responses will be confidential.

At present, Appalachian State University uses a system of printed textbook rentals. All full-time on-campus students pay $144 per semester for access to their textbooks. Currently, this fee does not cover students’ purchase costs associated with workbooks, e-books, e-textbooks, or e-resources. Additional information about the current ASU Textbook Rental Policy can be found at: [http://policy.appstate.edu/Textbook_Rental_Policy](http://policy.appstate.edu/Textbook_Rental_Policy)

I am a faculty member in the __________.

a) College of Arts and Sciences  
b) Beaver College of Health Sciences  
c) Walker College of Business  
d) College of Fine and Applied Arts  
e) Hayes School of Music  
f) Reich College of Education  
g) The Honors College  
h) University College  
i) University Libraries  
j) Other

1) Which statement best describes your current use of classroom instruction materials?
   a) I use bookstore rental printed materials only.  
   b) I use fee-based electronic and print materials only (outside of the current rental system).  
   c) I use a mix of rental and fee-based print and electronic materials.

2) Does the current textbook rental system support or hinder your instructional pedagogy?
   a) supports  
   b) hinders  
   c) neither  
   d) unsure

3) Does the current textbook rental system support or hinder your academic freedom?
   a) supports  
   b) hinders  
   c) neither  
   d) unsure

4) Please provide any additional comments, suggestions or concerns you have about the current University printed textbook rental system.

5) I am supportive of ____.
   a) keeping the current textbook rental system without change  
   b) eliminating the current textbook rental system (going to a purchase only system)  
   c) modifying the current rental system to include e-textbooks and e-resources

6) If electronic resources / materials appropriate for your classroom instruction were available as part of the textbook rental system, would you use them?
   a) yes  
   b) no  
   c) unsure

7) Please provide any additional comments, suggestions, or concerns you may have about the use of fee-based e-books, e-textbooks, or other e-resources.

Thank you for your participation. If you have further information to contribute, please speak with your department’s faculty senator. Additionally, if you would like to participate/serve on a committee to discuss these issues, please send an email to the Faculty Senate at facsen@appstate.edu
Appendix E - October 9, 2017 Faculty Senate Meeting

Faculty Survey of the Appalachian State University Textbook Rental System
Distributed by the Academic Policy Committee of the Faculty Senate
Fall 2017

Purpose: To obtain faculty feedback concerning the University textbook rental system and to determine if the current textbook rental system is meeting faculty and student needs. All responses will be confidential.

At present, Appalachian State University uses a system of printed textbook rentals. All full-time on-campus students pay $144 per semester for access to their textbooks. Currently, this fee does not cover students’ purchase costs associated with workbooks, e-books, e-textbooks, or e-resources. Additional information about the current ASU Textbook Rental Policy can be found at: http://policy.appstate.edu/Textbook_Rental_Policy

I am a faculty member in the __________ .

a) College of Arts and Sciences
b) Beaver College of Health Sciences
c) Walker College of Business
d) College of Fine and Applied Arts
e) Hayes School of Music
f) Reich College of Education
g) The Honors College
h) University College
i) University Libraries
j) Other

1) Which statement best describes your current use of classroom instruction materials?
   a) I use bookstore rental printed materials only.
   b) I use fee-based electronic and print materials only (outside of the current rental system).
   c) I use a mix of rental and fee-based print and electronic materials.

2) Does the current textbook rental system support or hinder your instructional pedagogy?
   a) supports   b) hinders   c) neither   d) unsure

3) Does the current textbook rental system support or hinder your academic freedom?
   a) supports   b) hinders   c) neither   d) unsure

4) Please provide any additional comments, suggestions or concerns you have about the current University printed textbook rental system.

5) I am supportive of ____ .
   a) keeping the current textbook rental system without change
   b) eliminating the current textbook rental system (going to a purchase only system)
   c) modifying the current rental system to include e-textbooks and e-resources

6) If electronic resources / materials appropriate for your classroom instruction were available as part of the textbook rental system, would you use them?
   a) yes   b) no   c) unsure

7) Please provide any additional comments, suggestions, or concerns you may have about the use of fee-based e-books, e-textbooks, or other e-resources.

8) Are you aware of Open Educational Resources
   a) Yes b) no c) unsure

9) Do you use Open Educational Resources
   a) Yes b) no c) unsure
Thank you for your participation. If you have further information to contribute, please speak with your department’s faculty senator. Additionally, if you would like to participate/serve on a committee to discuss these issues, please send an email to the Faculty Senate at facsen@appstate.edu