At 3:22 p.m. on January 10, 2005, Chair Moore convened the Faculty Senate meeting in the University Conference Room (224 I. G. Greer Hall).

I. ANNOUNCEMENTS

A. Chair Moore welcomed visitors and thanked them for being present.

(See visitors' names after voting sheet.)

B. Chair Moore stated that Rick McGarry, chair of the elections committee, began the election process, but is on leave this semester; so Susan Staub will conduct the elections. There are twelve openings on Faculty Senate for three-year terms and only seven volunteers to fill these. He stated that the elections are coming up soon and asked for any suggestions on how to accomplish this task.

Senator Rardin moved:

That the Faculty Annual Report document be modified to ask faculty to report on service For Faculty Senate.

Senator Waring seconded the motion.

After discussion on benefits of the motion, it was amended by Senator Weitz to read:

That the Faculty Annual Report Document be modified to ask faculty to report on service in faculty governance (Faculty Senate, Faculty Due Process Committee, Faculty Grievance Hearing Committee, Awards Committee, Graduate Council, and Teaching Enhancement Committee).

VOTE-1 FS04-05/01-01 Motion that the Faculty Annual Report Document be modified to ask faculty to report on service in faculty governance…

YES 22 NO 0 ABSTAIN 0

The motion passed.

Chair Moore asked for any other suggestions to encourage nominees for Faculty Senate. It was suggested to promote Public Relations on the accomplishments of current Faculty Senate to include: Motions/Resolutions being presented and acted upon. Chair Moore stated that he will write something to send out. He asked if any senators leaving after 2005 would consider running again for election. Bill Jones, Music; Monica Lambert, LRE; Allan Scherlen, Library; and Doug
Waring, Psychology volunteered. Senator Waring has served for some time and asked if there is a time limit on serving. There was a suggestion to send out another call for elections and Chair Moore said that he and Senator Staub will do this. He stated there is also a need to fill vacancies on four Faculty Committees: Awards Committee, Graduate Council, Faculty Grievance Hearing Committee, and Due Process Committee (filled). Senator Simon suggested the call state which departments have no Faculty Senators. In answer to Senator Waring’s question, she also said that the Faculty Handbook, Article 4, Section 4, states that a Senator can serve only two consecutive full terms.

II. MINUTES

A. Chair Moore called for approval of the December 6, 2004 Minutes.

Senator Waring moved and Senator Kaenzig seconded that these minutes be approved.

VOTE-2 Motion to approve the December 6, 2004 minutes.

YES22 NO0 ABSTAIN 0

The motion passed.

Available online at:

http://www.facsen.appstate.edu/Minutes/dec04min.html

III. PROVOST’S REPORT (Stan Aeschleman):

Provost Aeschleman stated that he was responding to various Faculty Senate Resolutions that have been forwarded to the Office of Academic Affairs. The following is a response to each:

FS03-04/04-01 - Motion on Computer Use Policy

Regarding the Appalachian State University Policy on the Use of Computers and Data Communications (see: http://www2.acs.appstate.edu/asucomputerpolicy.htm), the ASU Faculty Senate recommends that:

ASU employees be alerted to any new changes in the policy, in advance of the amended policy’s enactment; and

Special care be taken by policy makers to avoid any policy change that would adversely affect academic freedom, the ability to pursue one’s program of teaching and research responsibly and effectively, or students’ free expression and comfort with their instructors. In particular, employees should not be asked to waive their privacy rights in their computer files.

Response:
ASU employees will be informed of any substantive changes in the Policy on the Use of Computers and Data Communications prior to the implementation of such changes. ASU does not, and will not, examine material on University-owned computers on an arbitrary or capricious basis. However, legally mandated security requirements and the responsibility for administering the Policy on the Use of Computers and Data Communications make it occasionally necessary for appropriate University personnel to examine computers connected to the University network. Currently, the Policy on the Use of Computers is being revised, and I invite a member of the Faculty Senate to participate in that review.

**FS03-04/04-02- Motion from the floor in support of SGA action on campus-based domestic partner benefits**

The Faculty Senate supports the Student Government Association’s request for the establishment of definitive, written policies in relevant University documents that extend and include access for domestic partners and their dependents to university recreational facilities, and the university library and to allow faculty and staff to take sick leave in order to care for their domestic partner, and to extend access to group term life insurance policies to such domestic partners.

**Response:**

The University has already taken the necessary steps to extend such benefits within its faculty leave policy but has no authority to extend coverage to domestic partners in some programs controlled by external entities (e.g., group insurance policies and the NC Flex Program). ASU’s Office of Human Resources has compiled a benefits spreadsheet indicating the status of each with regard to its availability to domestic partners (included below). This list is reviewed continually to determine which benefits not presently open to domestic partners might be made so.

**FS03-04/04-03- Motion on Religious Observance Attendance Policy**

Whereas, the student body at Appalachian State University has increased in regard to, among others, religious diversity, and

Whereas, the Faculty Handbook, encourages faculty to recognize students’ religious observances, and to allow students to make up assignments, exams, or other coursework without penalty,

Therefore, the Faculty Senate recommends faculty at Appalachian State University allow students of non-Christian backgrounds to be excused from class and to complete, within a reasonable time frame, course-related assignments or exams missed due to the religious observance. In addition, students will provide faculty members with appropriate advanced knowledge of said religious observance.

**Response:**
Such a policy seems not to appear in the Faculty Handbook but has been stated on many occasions through memoranda to the university community. While this resolution does not call for formal administrative action, the Office of Academic Affairs reaffirms support for its spirit and objectives.

It might also be noted that, as written, the resolution pertains exclusively to non-Christian religions and implicitly assumes that all significant Christian observances are already treated as official holidays. At least with regard to some Christian denominations and students, this may not be the case.

**FS02-03/03-01- Departmental written policies and procedures (as amended)**

All departments are to have written policies and procedures. These are to include department's criteria for promotion and tenure, the structure of the DPC, the departmental committees' structure and bylaws and other information the department might see fit to include. These policies and procedures are to be posted on the department's homepage.

**Response:**

Dr. Durham approved this resolution in a memo to Dr. Gates dated May 23, 2003 (see attached). I have reminded the deans that I expect compliance no later than May 1, 2005. At that time, Academic Affairs will conduct an audit of departmental homepages.

**FS 00-01/01-03 - Proposed Handbook Revision to Chapter 5, section 5.1.3.2 Class Load Equivalents**

**Response:**

Current resources are not sufficient to enable the implementation of these guidelines. Moreover, I have concerns that the guidelines are not related to how we are funded.

**FS 04-05/10-01 Resolution Concerning Staff Access to Computers**

Whereas, Staff Council has been concerned that some university employees do not have appropriate on-campus access to computers and time to use them,

Be it Resolved that the Faculty Senate strongly supports the position of the Staff Council that every employee at Appalachian State University must have guaranteed access to computers and thus to email and internet in order to at the minimum be able to learn about university issues, participate in university affairs, (be advised of university closings, restrictions of services,
campus announcements), communicate with others, and keep abreast of university policies pertaining to their jobs.

Response:

The Chancellor and all the Vice Chancellors endorse this resolution.

The Provost said that the university needs to revisit its web policy to ensure that all policies are included in the public access sections of every department’s website (Bylaws, DPC Bylaws, merit policy, personnel policy, etc.).

IV. NOMINATIONS

Senator Malloy nominated Christopher Curtin (ART) to replace Senator Margaret Yaukey for Spring semester 2005. Senator Harris seconded.

VOTE-3 Motion to appoint Christopher Curtin (ART) to replace Senator Margaret Yaukey for Spring semester 2005.

YES20 NO0 ABSTAIN 2

The motion passed.

V. COMMITTEE REPORTS

Chair Moore stated that only one committee requires action unless there are questions concerning attached reports. There being no questions, he moved to the Faculty Welfare and Morale Committee (FELKEL, Malloy, Waring). Senator Felkel presented the following motion:

That Article III Section 1 of the Traffic Manual be modified as follows:

Faculty/Staff –Evening/Time Zone Permits

Full-Time Part-Time

Annual $102 $51

Furthermore, Article II section 2 should be modified as follows:
Faculty/Staff-Evening/Time Zone Permits: Persons eligible for this parking permit shall be non-student faculty members and all permanent or temporary non-student employees. This permit allows parking, after 2:00 pm, in any legally marked space on campus that is not posted as being reserved.

Rationale:

Staff salaries have not seen sizable increases while insurance premiums and parking fees have been sizably increased over the last few years. This proposal gives evening faculty and staff an option to decrease their parking fee. This option could be quite important and/or attractive to financially strapped evening staff members. Students are given an evening option; therefore faculty and staff should be afforded the same opportunity.

There was discussion before the vote was called.

**VOTE-4 FS04-05/01-02 That Article III Section 1 of the Traffic Manual be modified…**

YES21 NO 0 ABSTAIN1

The motion passed.

Chair Moore stated that Tom Jamison is the new chair of Campus Planning Committee.

**VI. UNFINISHED BUSINESS:**

Chair Moore called for unfinished business. Dr. Peter Petschauer praised Bill Strickland who served on Faculty Senate and was admired by many. He died at the end of December. Chair Moore will have a presentation about Strickland at the February meeting.

**VII. NEW BUSINESS**

Chair Moore called for new business. Senator Staub expressed concern that the Library will be closed for six weeks at the end of the term while moving into the new building. Chair Moore said there is considerable faculty concern about this matter and asked the Campus Planning Committee to check into this and report at the February meeting. Senator Scherlen stated that hopefully they will not have to close for this length of time and that there will be ABC Express Service open.

**VIII. ADJOURN THE MEETING:**

There being no other business, it was moved by Senator Weitz and seconded by Senator Simon that the meeting adjourn.

**VOTE-5 To adjourn the meeting.**
YES 19 NO 0 ABSTAIN 0

The motion passed.

The meeting adjourned at 5:05 PM.

Respectfully submitted,

Chuck Pier for Beth Cramer

Faculty Senate Secretary

APPALACHIAN STATE UNIVERSITY

FACULTY PRESENT AND VOTING SHEET

January 10, 2005

Voting symbols: Y = yes N = no A = abstain

SENATORS 1 2 3 4 5 6 7 8 9 10 11
CRAMER, BETH EXCUSED
EHNENN, JILL Y Y Y Y Y
FELKEL, BRIAN
HARRIS, TIM Y Y Y Y Y
HUELSMAN, TIM
JAMISON, TOM
JONES, BILL Y Y Y Y Y
KAENZIG, REBECCA
LAMBERT, MONICA
MALLOY, MARK Y Y Y Y Y
VOTE TOTALS 22Y 20Y 21Y 21Y 19Y

2A 1A 1A

VOTE-1 FS04-05/01-01 Motion that the Faculty Annual Report Document be modified to ask faculty to report on service in faculty governance…

VOTE-2 Motion to approve the December 6, 2004 minutes.

VOTE-3 Motion to elect Christopher Curtin (ART) to replace Senator Margaret Yaukey for Spring semester 2005.

VOTE-4 FS04-05/01-02 That Article III Section 1 of the Traffic Manual be modified…
VOTE-5 To adjourn the meeting.

VISITORS:

Harry L. Williams, Academic Affairs; Tim Burwell, Academic Affairs; Peter Petschauer, Hubbard Center and History; and Dave Haney, Council of Chairs; and Bill Ward, Academic Affairs.

INCLUDED:

Domestic Partner Benefits

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Domestic Partners Eligible?</th>
<th>Campus Control?</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Plan</td>
<td>No</td>
<td>No</td>
<td>Would take legislative change</td>
</tr>
<tr>
<td>NC Flex</td>
<td>No</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Health Care Spending Acct.</td>
<td>No</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Dependent Care Spending Acct.</td>
<td>No</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Term Life Insurance (ING)</td>
<td>No</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Cancer Policy</td>
<td>No</td>
<td>No</td>
<td>Can name a domestic partner as beneficiary</td>
</tr>
<tr>
<td>Accidental Death/Dismemberment</td>
<td>No</td>
<td>No</td>
<td>Can name a domestic partner as beneficiary</td>
</tr>
<tr>
<td>Dental</td>
<td>No</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Supplement Medical (Kanawah)</td>
<td>No</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Prudential Life Insurance (campus based, term life)</td>
<td>No</td>
<td>No</td>
<td>Can name a domestic partner as beneficiary</td>
</tr>
<tr>
<td>Long Term Care Plan</td>
<td>No</td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>

Retirement

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>TSERS</td>
<td>All of the retirements, 401 (K), and 403 (B)'s the employee can name whomever they wish as beneficiaries</td>
</tr>
<tr>
<td>ORP</td>
<td></td>
</tr>
<tr>
<td>TIAA</td>
<td></td>
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<tr>
<td>Lincoln Life</td>
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<td>VALIC</td>
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<tr>
<td>Fidelity</td>
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<tr>
<td><strong>401K</strong></td>
<td></td>
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<tr>
<td>Prudential</td>
<td></td>
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<tr>
<td><strong>403(b)</strong></td>
<td></td>
</tr>
<tr>
<td>13 Vendors</td>
<td></td>
</tr>
<tr>
<td><strong>University Based Benefits</strong></td>
<td></td>
</tr>
</tbody>
</table>
Access to Library  Yes  Yes  Contingent on approval by Office of University Recreation
Access to Quinn/Mt. Mitchell  Yes  Yes  As approved by Department of Athletics,
Discount on Athletic Tickets  Yes  Yes  ID Card Yes, Charging Priveleges No. A full-time
ID Card with Charge priveleges  Yes  Yes  Some health promotion events are sponsored
Access to Health Promotion programs  Yes  Somewhat the State Medical Plan guidelines.
Discount on Arts Series tickets  Yes  Yes  As approved by Cultural Affairs

1. SHEPHERDS
Continue work on developing a better process than the shepherding system. We have some in-put from folks that have acted as shepherds and need to start drafting a process to bring to Jane Helm, who is aware of our efforts along these lines, for in-put before it comes to Senate as a resolution. It was my inclination to keep Jane in the loop. The committee may not choose to do so.

2. UNIVERSITY AND TOWN JOINT PLANNING COMMITTEE
Looking at University - Town relations with respect to planning, development and construction is really just an expansion of the above listed agenda item. The River Street Median proposal and the way the town is reacting to University's planning policy and procedures, or lack thereof, points us back to the responsibility of Business Affairs to initiate and maintain communication before, during and after projects are undertaken.

We need a resolution that would address the need for formal two-way communication concerning university and town planning and development projects. We can no longer act independently from one another when proceeding with physical changes to our shared environment. Tom and I discussed an idea for a committee composed of more than one town rep.
Example: John Spear, Director of Planning and Development for the Town of Boone and a D.O.T. Person, Jane (ex officio), faculty, staff, student and
all presided over by Stan. Meetings could be held as open forums on occasion, could be open to the press. These things need to be worked out in committee. The force of the idea is the necessity to cope with the reality of our community’s growth, and to expect the university and the town to come to the table and lucidly deal with the fact that the land is reaching carrying capacity.

3. ADA COMPLIANCE

4. OFF CAMPUS FACILITIES ADVISORY BOARD (OCFAB) ISSUES.
   a. We need to question the use of these death trap vans. Many universities have discontinued their use and replaced them with smaller safer vehicles. We need to do the same. Though this may seem like a motor pool issue, it directly affects the way we perceive this to be an off campus facility.
   b. Need to continue pushing for the creation of research opportunities. Please consider the idea put forward last semester - "faculty may stay at the Loft at no charge in order to pursue professional development, or scholarly and creative activity providing they have the written support from their chair". The money to underwrite this would have to come from some place like the ....uh......FOUNDATION!
   c. We call it a remote campus, well... Let’s hold some classes. Let’s encourage some faculty to go up for a week, or two or three. They could be single credit classes that last a week. Let’s formalize that course listing for the DC/NYC Experience offered by Art. This has been done in the past.
   d. Need answers to the questions raised by Mark Malloy concerning university liability, student safety and faculty being left holding the bag if some parent decides to sue.

Committee on Committees Report January 10, 2005

No action items. We have investigated all of the University Committees and will be making recommendations.

Faculty Welfare & Morale Committee Report January 10, 2005

The Welfare & Moral Committee continues to investigate several issues with priority on faculty office hours and emeritus status for retired faculty. Issues that we wish to present now are as follows:

New Faculty Orientation:

There have been several volunteers from Faculty Senate to help with the planning of the next New Faculty Orientation. We hope to begin meeting with Kate Brinko this month.

Faculty Handbook Access:
Online access to the Faculty Handbook seems to have been resolved. All faculty should have received an email on December 17 regarding new access to the handbook. Faculty can access the most current version of the handbook at:

http://www.appstate.edu/www_docs/depart/facstaff/handbook/index.html

Faculty can also access this page from the Faculty & Staff section on the university home page.

Parking:

We would like to make the following motion:

The Faculty Welfare and Morale Committee moves that:

Article III Section 1 of the Traffic Manual be modified as follows:

H. Faculty/Staff –Evening/Time Zone Permits

Full-Time Part-Time

Annual $102 $51

Furthermore, Article II section 2 should be modified as follows:

O. Faculty/Staff–Evening/Time Zone Permits: Persons eligible for this parking permit shall be non-student faculty members and all permanent or temporary non-student employees. This permit allows parking, after 2:00 pm, in any legally marked space on campus that is not posted as being reserved.

Rationale:

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