The March 9 Faculty Senate meeting was called to order by Chair Neufeld, 3:18 PM in the University Conference Room.

I. ANNOUNCEMENTS

A. VISITORS.

Neufeld welcomed visitors and asked that they introduce themselves. (See voting sheet for visitors' names.)

B. FACULTY ASSEMBLY REPORT.

Senator Zimmerman attended the February Faculty Assembly meeting in place of Neufeld. Zimmerman reported that the official inauguration for Molly Broad will be held April 29. Other items discussed at the meeting were post-tenure review, distance education, computer rights, an update on the funding model, effective governance, and grievance procedures and the number of grievances. Petschauer added that all Faculty Senators and faculty are invited to the inauguration on April 29 at 7:00 p.m. in Reynolds Coliseum. If anyone is interested in attending, get in touch with Neufeld, Zimmerman, or Petschauer.

C. PERFORMANCE REVIEW OF THE CHANCELLOR.

Neufeld reported that a review committee consisting of faculty, staff, and students has been formed. The Committee hopes that the review process will be completed by the end of the semester and that, time permitting, they will bring a copy of the review process to the Senate before it is actually done. Neufeld also reported that the General Administration is developing a performance review of chancellors on all UNC campuses.

D. LONG-RANGE PLANNING GUIDE (1998-2003). Neufeld noted that the new GA Long-Range Planning Guide is available at the Faculty Senate office for anyone to review. Neufeld also noted that the Guide will be on the web soon.

II. MINUTES

Moore noted that there needed to be an insertion at the end of IV.A.1.: "... This was referred to the Committee on Committees." Moore moved to approve the February minutes as written and Parks seconded.

VOTE 1 yes 25 no 0 abstain 0 The motion passed.

III. GUEST SPEAKERS
A. JAKE PARKER, ACADEMIC INTEGRITY COMMITTEE.

Jake Parker, SGA Vice-President and a student member of the Academic Integrity Ad-hoc Committee, spoke to and distributed to the Senate a draft of the proposed Academic Honor Pledge. The Pledge is designed so that all academic work at Appalachian is pledged. Each student is asked to pledge that, "I have not participated in, or witnessed, any violation of the Appalachian State University Honor Code." Discussion followed on the likes and dislikes of the Pledge. Parks noted that what Jake distributed was a small part of what is being proposed by the whole Committee. Jake invited senators to attend a forum that the Hubbard Center was sponsoring to discuss feedback from faculty on the current Academic Code--is the process OK as it is, etc.

B. COMPUTER USAGE SPEAKS PEOPLE.

Melissa Barth, Dayton Cole, Doug May, and Jeff Williams were present to answer questions from the Senate regarding computer usage rights of faculty at Appalachian. Wallace asked since packages, letters, etc. are viewed as private communications should e-mail not be treated likewise? Cole answered that North Carolina has a public records statute which prohibits state owned property for private use--a public citizen has the right to request to see the hard drive of anyone on campus. Though there is a federal statute that prohibits reading of one's e-mail, it exempts the provider from being prohibited. Since Appalachian is considered a provider, they have the right to read e-mail. Dobson responded that he thought he had read that the government has been determined to not be a provider. There was some discussion on whether or not something that comes addressed to a person at Appalachian is still private once it reaches the ASU Post Office. Cole noted that he did not know for sure if it was or was not.

Wallace also asked about the university collecting proceeds from faculty for creative endeavors written on university property. Since the university has never collected any proceeds in the past, is this not admission by the administration that such creative activity is private and should get a faculty member's permission before a review of their computer is performed? The response was that there is the Intellectual Property Law which is the right of the faculty to reap economic rewards for what they do but that this, however, is not a right of privacy.

Anderson asked what kind of wrong-doing is needed to start the process of an investigation and what role does the Equity Office have. Cole responded that any time the Administration receives a complaint, they have to look into it. Cole also noted that any faculty member can become an investigatory body. Barth responded that the Equity Office assists with the investigation to make sure that the investigation is a fair one. It does not determine guilt or innocence. The Office also make sure that facts are not weighted and plays devil's advocate.

Neufeld asked if e-mail messages are retrievable once you delete them. Both Williams and May noted that they were, though it would be a difficult task to retrieve one off of the Vax. Dobson asked if there was a policy against encryption. Cole replied that there was not.

The Senate took a break at 4:30 and reconvened at 4:45.
It was asked during the break that discussion continue on computer usage rights. Moore proposed and Anderson seconded that an ad-hoc committee on computer rights be formed and bring a report to the April meeting. Dobson proposed to call the committee the Faculty Privacy Rights Committee.

VOTE 2 yes 26 no 0 abstain 0 The motion passed.

IV. NEW BUSINESS

A. FACULTY CONCERNS

Hooping of Masters’ students at December graduation. It was noted that December graduations will be broken up, but to save time, masters’ students will not be hooded. Winek moved that the Senate endorse the hooping of masters’ students during the December graduation ceremonies and Domermuth seconded.

VOTE 3 yes 24 no 2 abstain 0 The motion passed.

B. EVALUATION OF HIGHER ADMINISTRATORS.
Neufeld suggested that the Committee on Committees work with the Academic Policy Committee to develop a plan to evaluate higher administrators for next year.

C. ROLE OF PART-TIME FACULTY ON CAMPUS.

Winsor reported that he asked Institutional Research and Planning to do a seven-year study (Fall 1991 to Fall 1997) of student credit hours by department taught by permanent and part-time/temporary faculty. The data shows that more of Appalachian's students, especially freshmen, are being taught by part-time/temporary faculty; the number of credit hours taught by part-time/temporary faculty increased over 8.5% (to 32.71%). After hearing the pros and cons of having part-time faculty, the issue was referred to the Academic Policy Committee. Durham noted that he is willing to serve on that Committee to help assist with the financial aspects.

WELFARE AND MORALE COMMITTEE.

Cherry had to leave so he asked that his report be moved up on the agenda.

1. Faculty awards for longevity. Cherry reported that Len Johnson sent him material on some ideas concerning longevity awards.

2. Cafeteria space for faculty. Cherry reported that he spoke to Ron Dubberly about cafeteria space for faculty. Dubberly thought that there was probably space in the West Wing of the cafeteria but that he needed to check with others.

V. OLD BUSINESS

A. FACULTY SENATE RESOLUTIONS ACTION REPORT.
Neufeld reported that the Chancellor approved the following resolutions recently recommended by the Faculty Senate.

1. Resolution regarding the appointment of a committee to recommend what is needed/desired in a new library.

2. Resolution regarding the creation of a Cultural Affairs Advisory Committee.

3. Resolution regarding the timeliness of the Faculty Senate's recommendations for changes in the Faculty Handbook being presented to the Board of Trustees.

4. Resolution regarding the change in the procedures for electing members of the Faculty Senate.

5. Resolution regarding staff representation on several University committees.

**B. FACULTY RAISES FOR PROMOTION AND TENURE REPORT.**

Sharp noted that this is still being looked at.

**C. FACULTY HANDBOOK CHANGES.** Durham noted that Cole has tried to contact the General Administration to see what the status is.

**VI. STANDING COMMITTEE REPORTS**

**A. ACADEMIC POLICY COMMITTEE**

Right of faculty to be accompanied by at least one person during meetings with chairs, deans, or other administrators. Anderson noted that the Committee decided to hear from Durham on the issue before they spent time on it. Durham reported that he has drafted a memo to faculty regarding the issue, but that he wanted to run it by the chairs first to see if they had any questions. The next Council of Chairs meeting is Thursday and Anderson said that she would attend. Durham also noted that it is a privilege and not a right for a faculty member to have a third part present.

**B. AGENDA COMMITTEE**

1. **Reviving the Public Education & Information Committee.** Neufeld noted that McGarry is willing to revive and chair the Committee.

2. **Faculty Senate Guidebook revisions.** Neufeld thanked those who helped with the review and changes. A copy of the draft revised changes was distributed to Senators to review and a vote on the total package will take place in April.

3. **Nominations for Faculty Senate officers.** Neufeld reported that nominations are now open for officers for the Senate. A short statement is desired. Submit confirmed nominations to Michelle and she will put them on the Faculty Senate listserve and web page.
C. BUDGET COMMITTEE.

Budget report. Campbell reviewed the report and delivered a written summary of it.

D. CAMPUS PLANNING COMMITTEE.

1. After hours parking policy. Winsor reported that the Committee met with Jake Parker, chair of the University's Traffic Management and Safety Committee (TM&SC) on February 25 to discuss the "after hours" parking policy. Several ideas were formed and Jake will take them to the next TM&SC meeting on March 25. The ideas were: (1) signage at the entrance of each of the parking lots notifying all visitors that they "are required to register their vehicles" and which also informs the visitor where he/she registers it; (2) only ticketing vehicles without parking decals parked in parking lots between the hours of 7:00 a.m. and 5:30 p.m.; (3) installing parking meters to serve the needs unregistered visitors and others; (4) insuring that when each person registers his/her vehicle he/she receives a "Basic Campus Parking and Traffic Regulations" booklet; (5) as one of reasons stated for enforcing this policy was to insure that when faculty or staff returned to campus after 5:30 p.m. they could find parking spaces, to increase the number of "24 hour faculty/staff only" parking spaces in parking lots adjacent to classroom buildings; and (6) seeking clarification whether the University has been as vigilant in enforcing the "after hours" parking policy and ticketing unregistered vehicles parked in university parking facilities while attending either Sunday or Wednesday services at the Boone United Methodist or Boone Baptist churches.

2. Adverse weather policy. Winsor reported that the Committee met with Jo Anderson, President of Staff Council; Provost Harvey Durham; Jane Helm, Vice Chancellor for Business Affairs; Fernando Little, President of SGA; and Bill Ward, Associate Vice Chancellor for Academic Affairs to address Appalachian's "adverse weather policy." Ward noted that the use of common sense was of paramount importance, that the University does not want students, staff, or faculty to endanger life or limb. Ward also noted that the policy is a communication problem. Little noted that students do not know their responsibilities and that they will not be penalized if they use their judgment and stay home. He noted that some students feel they were penalized for using good judgment and stayed home but some faculty gave "pop quizzes" or attendance grades immediately following the snow of January 27 and 28. Little observed that there had to be a better system in place which would let students know when their classes are canceled.

The administrators admitted that they never considered the ramifications of Watauga Emergency Management imposition of a curfew which ran through 8 am Thursday. Some suggestions mentioned to resolve the issue were: (1) that the "University Adverse Weather Policy" circulated by the News Bureau in December 1997 needs to more explicitly state that professors have an obligation to let their department know when they will not meet their classes; (2) that if a professor has a class home page, a message informing the class that this class is canceled can be posted there. However some parts of Watauga County were without power for up to five days; (3) that in the College of Education each syllabus is required to include an adverse weather policy statement. Other colleges may want to adopt such a policy; (4) we could use the TRS, telephone registration system in which a student can dial in and ascertain if his/her classes are
canceled. It was noted though that perhaps neither the Registrars or Information Technology Services may have the capability of answering 3,000 phone calls to the TRS system at 7:30 am; (5) the College of Education purchased answering machines for faculty. This would avoid the swamping the TRS system; (6) as many of our students commute from the Piedmont, that if the University closes school the University needs to notify Piedmont radio and television stations such as WBTV; (7) The College of Education employs "telephone trees" in which if a professor cancels a class they phone three people in their class, each of whom in turn phones three other people in class; (8) the special phone line 262-SNOW which is maintained by ASU Police switchboard failed and, because it did not have a battery back-up, lost the message when the power failed; (9) having two "make-up" days built into the semester schedule also was discussed but may not be practical given that the academic calendar is set several years in advance and that some faculty feel that the current calendar is too long.

D. CHANCELLOR ADVISORY COMMITTEE.

Volunteers are needed for the March 16 meeting.

E. COMMITTEE ON COMMITTEES.

University Committees recommendations. The Committee recommended the following replacements for university committees. Their service will start at the beginning of the Fall 1998 semester and will continue until the end of the second summer session in the year 2001:

1. Academic Integrity Board - Robin Taylor (Management) will replace Stella Anderson (Management) and James Young (Geography and Planning) will serve another term.

2. Academic Policies & Procedures Committee - Holly Hirst (Math), Len Bliss (LES), and Dan Hurley (English) will replace Patricia Allen (Physics & Astronomy), Martha Marking (Theatre and Dance), and Richard Rupp (English).

3. Core Curriculum Committee - Ed Folts (Sociology & Social Work), Jean DeHart (Communication), and Eleanor Cook (Library) will replace Loren Raymond (Geology), Eric Reichard (Technology), and Susan Golden (Library).

4. Library Services Committee - Joe Daly (Management) and Marie Hoepfl (Technology) will replace Ed Folts (Sociology & Social Work) and Peter Reichle (IDS).

5. Registration and Calendar Committee - Bede Mitchell (Library) and Jean DeHart (Communication) will replace Joel Williams (Theatre and Dance) and Eric Reichard (Technology).

6. Non-tenure Track Committee - Pat Knight (CI) and John Turner (Sociology and Social Work) will replace Elizabeth Jordan (Music) and Bob McMahon (Marketing).

   VOTE 4 yes 14 no 0 abstain 0 The motion passed.
F. COMPUTER COMMITTEE.

No report.

G. WELFARE AND MORALE COMMITTEE.

See above.

H. WELFARE OF STUDENTS COMMITTEE.

No report.

Dorgan moved to adjourn the meeting and Winsor seconded.

VOTE 5  yes  13  no  0  abstain  0  The motion passed.

The meeting adjourned at 6:20 p.m.

/msh  Submitted by Dee Parks

APPALACHIAN STATE UNIVERSITY
FACULTY PRESENT AND VOTING SHEET
MARCH 9, 1998

VOTING SYMBOLS:  Y=YES  N=NO  A=ABSTAIN

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Harvey Durham, Ex-officio

VISITORS:  Edwin Arnold, English; Melissa Barth, Equity Office; Dayton Cole, University
Attorney; Len Johnson, Human Resource Services; David Larry, University Attorney; Doug
May, Academic Computing Services; Jake Parker, SGA; Peter Petschauer, History; Bobby
Sharp, Institutional Research; Bill Ward, Academic Affairs; Jeff Williams, Academic Computing
Services

VOTE  1: Approval of February minutes as amended
VOTE  2: Motion to form the Faculty Privacy Rights Ad-hoc Committee
VOTE  3: Motion that the Faculty Senate endorse the hooding of Masters' students during the
December graduation
    ceremonies
VOTE  4: University Committees recommendations
VOTE  5: Adjournment