APPALACHIAN STATE UNIVERSITY
FACULTY SENATE MINUTES (approved)
3:22 p.m. on April 19, 2004, Chair Gates convened the Faculty Senate meeting in the University Conference Room (224 I. G. Greer Hall).

I. ANNOUNCEMENTS
A. Chair Gates welcomed visitors and asked that they introduce themselves. (See voting sheet for visitors’ names.)
B. Chair Announcements –
   1.) Election Results - According to Gates, the Faculty Senate elections had been successfully completed. There were numerous write-in campaigns that filled several seats. The 2004 election ballot returns had increased, compared to the 2003 returns. Gates noted that newly elected Senator Kathy McKinney from the School of Music would be unable to fulfill her service to the Senate for the upcoming year due to class scheduling conflicts. Bill Jones would serve as her replacement 2004-05.
   2.) Senate resignation/replacement - Senator Del Pliego (FLL) had to resign due to class scheduling conflicts. Gates noted that an immediate replacement was needed to fill the one-year vacancy in order to keep the Faculty Senate fully staffed. He endorsed the appointment of Senator Moore. Even though Senator Moore had already fulfilled his maximum two three-year terms of service on the Senate, Gates pointed out that Moore remained eligible to serve as an appointee.
   3.) Chancellor Advisory Committee - Faculty governance was the key topic of discussion at the last CAC meeting, according to Gates. He recommended and hoped that senators would concentrate on faculty governance issues in the upcoming academic year. “In a nutshell we [Gates and the other members at the CAC meeting] decided that a ‘top-down/bottom-up’ approach was required – both at the same time. To work closely with the Deans who will then hopefully work closely with department chairs, to recognize the importance of the Senate and encourage service on the Senate [as well as] other faculty governance committees.” It was also brought to the CAC’s attention that a better job of reaching out to faculty was needed.
   4.) Faculty Senate reception Monday, April 26th, 4 - 6 p.m. – As a welcoming for new senators and a thanking for retiring senators, Gates invited everyone to attend the Faculty Senate’s upcoming reception held at the Integon Room at the Broyhill Inn.
   5.) Wine & Cheese reception for new faculty August 17, 2004, 4 p.m. – Gates encouraged senators to show support and attend the reception to welcome new faculty to Appalachian. The event was being hosted by the Hubbard Center and co-sponsored the Faculty Senate. He noted that the reception would take place at the Turchin Center.

II. VISITORS –
1.) Kendal McDevitt – SPARC (Study to prevent alcohol-related consequences) - McDevitt briefly informed senators about the SPARC study and talked about strategies currently
in the works regarding alcohol prevention on campus. She handed out a flyer about SPARC and invited senators to meet with her for more information and feedback.

2.) Report by Dr. Ward on the Revised Medical Leave Policy-
Dr. Ward reported that the Medical Leave Policy had been “re-visited, mostly at the request of the OP.” Most revisions were minimal, according to Ward. He noted that some of the members involved on the task force were: Senator Martha Marking; Dave Haney, Chair of the English Department; Mary Riechle, University Librarian; and Mark Estepp, Dean of the College of Fine and Applied Arts. Dr. Ward pointed out a couple of the major changes in the revised policy; 1.) The words, “domestic partners” were now included on the list of eligible caregivers under the policy; 2.) Three quarter-time faculty who are employed at least half-time at Appalachian for a minimum of one-year were now eligible to receive benefits. There was a brief discussion, mostly about Appalachian’s definition of “domestic partners” under the policy. Senator Hall wanted only the word “partner” listed and to delete the word “domestic”. Dr. Ward pointed out that the Deans Council had chosen not to define “domestic partners” yet, he re-assured senators that Appalachian had a “track record of liberality” and to assume that the University will take a liberal stance on such terms in the future. He noted that the revised policy would go into effect in the upcoming academic year.

Secretary Moore noted that a vote to adjourn the March meeting was in order and needed to be dealt with before continuing the meeting. He instructed senators to record their vote in column #15 on their vote sheet. He also noted that it would be recorded as the final vote and appended and recorded in the March Minutes.

Before the vote for adjournment had a chance to get underway there was a brief procedural debate about whether or not senators first must vote to approve Gate’s one-year term appointment of Senator Moore. Some discussion arose and Gates concluded that only the vote to adjourn was necessary at that point. As a side note, for purposes of clarification and for the record – A day later, after the meeting, it was revealed by a senator that in order to comply with Faculty Senate’s Constitution regarding voting on appointees, a vote was, indeed, necessary. Senators remedied the procedural breakdown by voting to approve Senator Moore through gathering in a special voting session via e-mail. Senator Moore was officially approved for the one-year appointment on 4/26/04.

*VOTE 3 – Vote to adjourn the March 15, 2004 Meeting (as appended and recorded in the March15, 2004 Minutes as vote #3.)
16 YES 0 NO 0 ABSTAIN

III. MINUTES – March 15, 2004 – Postponed due to office computer breakdown.

IV. MOTIONS/RESOLUTIONS STATUS – Up-to-date and available online at: <http://www.facsen.appstate.edu/Resolutions/res03-04.html>
V. PROVOST’S BUDGET AND RESOLUTION STATUS REPORTS

Dr. Peacock distributed an outline of his report to the Senate. Under the category of “General Campus Information,” Peacock noted the following: A.) State Auditors on Campus - He noted that Information Technology was being audited for the next few weeks and that everything was going well. B.) Administrative responsibilities for Washington and New York properties - formally housed in ITC - had been moved to the Office of Academic Affairs under the direction of Harry Williams and maintained by Business Affairs. Peacock noted that both properties were now completely owned and operated by Appalachian. C.) Appalachian Consortium Update - Peacock revealed that although the Consortium remains a separate 501c3 and is housed on campus, the question of why its burdensome debt is accounted for in Appalachian’s Foundation budget is being re-evaluated and addressed. Dr. Ward mentioned that the Consortium carries a deficit of about $68,000. Peacock pointed out that the Consortium has had numerous issues to contend with such as not producing any publications since 1999, problems with books deteriorating, lack of proper and adequate storage facilities, and that there had been a drop-off of support from its member institutions in recent years. There was hope, however, that East Carolina University would step forward and help support the Consortium, according to Ward. D.) Graduate School Reorganization – Peacock reported that he had asked Dr. Baumhover, Interim Dean of the Graduate School, to look into how the program could be strengthened. Peacock also noted that he had no set plans regarding fate of the Graduate School but was open to input and improvements. The Technology Transfer Office and Economic Development were also being considered for inclusion in Graduate School reorganization, according to Peacock. E.) Land – Peacock reported that he had aggressively sought to purchase the old Lowe’s property - located on State Farm Rd. in Boone. He lost the bid because another unnamed buyer was in process of purchasing the property plus, the selling price was too high for what Appalachian could afford. F.) Interim appointments – Peacock noted that the process was underway to appoint an Interim Dean in the College of Arts & Sciences. He also noted that a committee would be formed for the Provost search. Under the outline heading “II. Financial Matters,” Peacock noted that there were space allocations for: health care promotions and the School of Music’s September taping of a PBS Special television broadcast. He also pointed out that there was money left over from the Chancellor search and it was rolled over into the space allocation fund. Burwell commented, regarding the budget that the goal was to “spend down” everything by the end of the fiscal year. Peacock also noted that the education and technology line item in the budget would be increased through money from campus-based tuition fees. Appalachian was lagging behind financially, compared to many other state institutions. Peacock pointed to a letter dated March 12, 2004 from the BOG to the Chancellor’s Office. Regarding the item that dealt with campus-based tuition increases, Peacock emphatically agreed with and read aloud: “it is the first priority of the Board that the revenues generated from the tuition increases be used to enhance the quality of the academic experience for students.” Peacock was especially concerned about the quality of students’ academic experience at Appalachian. Peacock also addressed questions raised regarding a deficit in the Intercollegiate Athletics Program. Peacock and Burwell explained and assured senators that, in fact, there were no funds flowing out of Academic Affairs and going into the Intercollegiate Athletics’ budget. There was a brief discussion and explanation about how and why accrual accounting methods were being used in the athletics budget. Senator McKinney mentioned the possibility of implementing parking fees at athletic events. Burwell briefly explained one of the handouts about the procedure used by OP
in selecting Appalachian’s peers in 1995 and in 1999. He also noted that the time was right to look at and re-evaluate Appalachian’s peer institution list. Peacock added, referring to Appalachian’s peer ranking, that the Delaware Study was not favorable for Appalachian’s ranking, nor was it true or even realistic. Peacock also noted that two repair and renovations projects looked favorable for construction: 1.) The Reich College of Education’s new facility and, 2.) Wey Hall’s building addition.

Peacock reported on the status of resolutions. He explained that a motion passed in January 2004 regarding including the Senate Chair on the administrative cabinet [*see: FS03-04/11-02-Motion on Senate Inclusion in Administrative Cabinet (as amended)- http://www.facsen.appstate.edu/Resolutions/res03-04.html] was now irrelevant and no longer applied because he was in the process of re-structuring an entirely new administrative cabinet. The status of another January motion that states the Chancellor requests the North Carolina Legislature to raise its allocation to Appalachian State University by $300 per student for each of 3 years and that this motion is to be forwarded to the Board of Trustees and the UNC Board of Governors [*see:http://www.facsen.appstate.edu/Resolutions/res03-04.html] had already passed through NC Legislature and that the allocation was approved for $225 per student. Peacock asked the Senate to bear with him for a response to the status of the motion on the Establishment of ad-hoc Committee on Graduate Education [*see: FS03-04/12-03- Establishment of ad-hoc Committee on Graduate Education- http://www.facsen.appstate.edu/Resolutions/res03-04.html]. He responded that he did not have a problem the Senate forming an oversight committee but asked that the Senate work with Interim Dean, Dr. Baumhover of the Graduate School. He also noted that the Graduate School was being restructured. Peacock was not in favor of the motion requiring the Chair of AP&P be a faculty member [*see: FS03-04/12-01-Require the Chair of the Academic Policy and Procedure committee (AP&P) be a faculty member and not the Provost (or his/her designee)-http://www.facsen.appstate.edu/Resolutions/res03-04.html]. Peacock was receptive to the motion regarding DPC reform [*see: Resolution on DPC Reform (as revised and amended)– http://www.facsen.appstate.edu/Resolutions/res03-04.html]. However, he noted that he wanted to discuss it with deans before making a final official response.

Senator Moore asked what restructuring the administrative cabinet might entail. Peacock responded that due to the hiring transition, he was still in process of restructuring and could not respond yet but it was a top priority.

Senator Simon asked Peacock about the status of the building resolution [*see, FS03-04/10-03- Resolution on Cooperation in Campus Planning (as amended)- http://www.facsen.appstate.edu/Resolutions/res03-04.html]. Peacock noted that he had not had time to review it, but he would look into it. A brief discussion followed about how to provide faculty a viable process for feedback and input on campus construction projects regarding building design, repairs and renovations and the “Building Shepard” concept. Senator Yaukey noted that faculty felt disenfranchised from the process because they were not being heard.

VI. COMMITTEE REPORTS
A. Academic Policy Committee (LAMBERT, McCaughey, Keasler, Weitz, Yaukey)
1.) 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.

Reasoning:
The Family Education Rights and Privacy Act (FERPA) demands that university employees be judicious about sharing information on their computers, as student information protected by FERPA is often saved on those computers.
The Electronic Communications Privacy Act (ECPA) of 1986 prohibits the intentional interception of electronic communications, and it is the primary statute relied upon by employees to challenge invasive workplace monitoring.
The Fourth Amendment protects state employees from unreasonable searches and seizures, including of their electronic files at work.
The U.S. Department of Justice Guidelines for police investigations of cybercrimes indicate that computer seizures and searches by law enforcement officers require a search warrant or the existence of specific and extreme circumstances.

Senator McCaughey introduced and read the motion on computer use policy. She noted that the proposal about privacy rights stemmed from concerns about possible abuse and misuse of individuals gaining illegal electronic access to private student records as well as other private documents. She referred to Family Educational Rights and Privacy Act (FERPA) [*see: http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html]. Gates noted that FERPA was also known as the Buckley Amendment. McCaughey noted that she was serving on ITAC and an official statement coming from the Senate would be useful for any future privacy policy issues. She reasoned that if a new privacy policy were to be implemented through ITAC in the future, the Senate would then have an official position on privacy policies on campus. Senator Waring noted that access to IRB research subject data was another concern to add to the list. Dr. Ward pointed out that the computer use privacy policies on campus must comply with State and Federal regulations. He also noted that the ITAC audit was mainly concerned with computer security issues. Senator McCaughey emphasized that the motion was not about changing the current computer use policy. Rather, the motion served as a statement that could be used if a new policy were to come up in the future. Senator Yaukey commented that the motion was a “good first step.” She also wanted to know who was responsible for writing the computer use policy and pointed out that, while it was understandable that policies needed to be in place for purposes of computer security, the issue of academic freedom had been neglected and a conversation between the policy maker(s) and faculty was crucial. Senators Anderson, Yaukey, McCaughey,
Waring, Moore and Dr. Ward talked about Federal and State laws, local regulations, as well as campus policies that affected computer use privacy rights.

Senator McKinney called for the question and Senator Simon seconded.

**VOTE 1.** Call for the question
16 YES 0 NO 0 ABSTAIN
The question passed.

**VOTE 2.** FS03-04/04-01 - Motion on Computer Use Policy
16 YES 0 NO 0 ABSTAIN
The motion passed.

**B. Welfare & Morale Committee** (MARKING, Arnold, Olson, Cramer)
1.) FS03-04/04-02 - Motion 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.

Rationale:
According to the Faculty Handbook, "Appalachian State University is committed to equality of educational opportunity and does not discriminate against applicants, students, or employees on the basis of race, color, national origin, religion, gender, age, disability, or sexual orientation. Appalachian also actively promotes diversity among students and employees." Despite this strong commitment to diversity, Appalachian State University does not offer domestic partner benefits for faculty and staff. Domestic partner benefits are generally defined as benefits that are granted to "members of same- or opposite- sex who are:
(a) sharing a residence,
(b) over the age of 18,
(c) emotionally interdependent,
(d) and intend to reside together indefinitely."

Additional requirements sometimes include demonstrable financial ties, such as a joint checking account, residing together for six months, and a signed affidavit attesting to the previously stated conditions (see Appendix A for sample affidavits).
At Appalachian State, domestic partners have access to counseling services through the Hubbard Center. They do not, however, have guaranteed access to recreational facilities, guaranteed library access, the ability to take sick leave to care for their spousal equivalent, and access to term life insurance policies.

Guaranteeing access to recreational facilities would be a relatively simple matter. Currently, to obtain access, domestic partners must receive permission to have an AppCard issued from Human Resources. Afterwards, they pay six dollars to have the card issued and then pay the required $48.00 a year for dependant use of university fitness facilities. This procedure has been followed on at least one occasion to date. This policy also applies to married, permanent part time and full time faculty and staff. Domestic partners, however, are allowed access on a case-by-case basis. A definitive, written policy that extends access to those defined as domestic partners would be more equitable and less arbitrary.

Library access follows the same procedure, but obtaining library access does not require payment, aside from AppCard costs. Like athletic facility access, there is no written policy. Similar steps should be made in extending access to spousal equivalents through a definitive, written policy as well.

Faculty and staff also lack the ability to take sick leave to care for a domestic partner. Dr. Wilber H. Ward III, Vice Chancellor of Academic Affairs, is working on extending access for this purpose. As of this writing, he has the approval of the Dean’s Council and is taking the issue to the Council of Chairs in April. This extension would be a beneficial policy change for faculty and staff members of non-traditional marital status.

Other UNC schools also offer the hard benefit of term life insurance coverage, while Appalachian State University does not. UNC Chapel Hill and UNC Wilmington offer access to term life insurance policies for domestic partners. Chapel Hill established their policy by requesting that their life insurance provider include domestic partners. According to Karin Abel, UNC Director of Benefit Program Administration, many large employers already do this, so it should not be problematic if this University were to pursue this strategy.

Appalachian State University would benefit greatly by providing access to the aforementioned services. In recent years, ASU has undertaken many steps to become more diverse, in order to expose students to varying perspectives. This allows for a more comprehensive education. By providing domestic partner benefits for both homosexual and heterosexual faculty and staff, Appalachian State University would be more able to foster heterogeneity on its campus by hiring and retaining more diverse faculty and staff.
Furthermore, by possessing a more accepting environment, Appalachian State University would be able to advance its academic reputation as a progressive institution. The University of North Carolina at Chapel Hill and Duke University in Durham, both highly respected universities, have some form of domestic partner benefits. In fact, at least 198 colleges and universities across the country offer some form of these benefits.

Finally, offering these spousal equivalent benefits are essential for Appalachian State University to possess an equitable benefits program. As is stated in Appalachian State University’s Faculty Handbook, the institution is not to discriminate on the basis of “race, color, national origin, religion, gender, age, disability, or sexual orientation.” The National Gay and Lesbian Task Force has accurately observed that, “Failing to provide equal benefits to employee’s partners, regardless of sexual orientation, violates the nature of [this policy].”

Gates announced that Senator Marking could not attend the meeting and introduce the motion from the Welfare & Morale Committee, due to a death in her family. Gates presented the motion in her absence. Since the written motion had not been reviewed members of the Welfare & Morale Committee, Senator Arnold questioned how it could be presented in the first place. Gates announced he would present the motion from the floor since members of the committee did not have a chance to review and discuss it in committee. A brief discussion followed. Senator Hall asked that the words “homosexual” and “heterosexual” be replaced with the words “lesbian”, “gay” and “transsexual”.

Gates called for a vote on the motion as amended and Senator McKinney seconded.

VOTE 3. FS03-04/04-02- Motion in support of SGA action on campus-based domestic partner benefits (as amended)-
16 YES 0 NO 0 ABSTAIN
The motion passed.

**C. Welfare of Students Committee (MUIR, McKinney, Weiss)**

1.) 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. Senator Muir presented the motion and explained the rationale behind the motion. Senators were in agreement with the proposal. Senator Moore commented, “The motion simply restates what policies that are already in place [at Appalachian].”

**VOTE 4. FS03-04/04-03- Motion on Religious Observance Attendance Policy – 16 YES 0 NO 0 ABSTAIN**
The motion passed.

Gates asked senators to hand in their written final committee reports and any other important related documents to the Faculty Senate Office. Senator Simon asked that all final reports be attached with the minutes [see attachments]. Gates solicited for nominations of 2004-2005 Faculty Senate officers. Senator Anderson nominated Senator Moore for chair. Senator Simon nominated Senator Waring for chair. Senator McKinney nominated Senator McGarry for Vice Chair and Senator Cramer for Secretary. Senators Yaukey and McCaughy were also nominated for Vice Chair but both declined.

**VII. ADJOURN THE 2003-2004 FACULTY SENATE**

Gates called for the adjournment of the 2003-2004 Faculty Senate.

**VOTE 5 Adjourn the 2003-2004 Faculty Senate. 16 YES 0 NO 0 ABSTAIN**
The motion passed.

The meeting adjourned at 5:50 p.m.

Respectfully submitted,

Mike Moore,
Secretary

APPALACHIAN STATE UNIVERSITY
2003-2004 FACULTY PRESENT AND VOTING SHEET  
APRIL 19, 2004  

Voting Symbols: Y = yes N = no A = abstain  
Name of Senator 1 2 3 4 5  
ANDERSON, STELLA Y Y Y Y Y  
ARNOLD, EDWIN Y Y Y Y Y  
BUSH, ROBERT-exc.  
CRAMER, BETH Y Y Y Y Y  
GATES, PAUL Y Y Y Y Y  
HALL, KIM Y Y Y Y Y  
JAMISON, TOM-exc.  
KEASLER, TERRY Y Y Y Y Y  
KOCH, ANDREW –exc.  
LAMBERT, MONICA-exc.  
MARKING, MARTHA-exc.  
McCAUGHEY, MARTHA Y Y Y Y Y  
McGARRY, RICK Y Y Y Y Y  
McKINNEY, HAROLD Y Y Y Y Y  
MOORE, MICHAEL Y Y Y Y Y  
MUIR, KEN Y Y Y Y Y  
OLSON, GEORGE-exc.  
RARDIN, PATRICK-exc.  
SIMON, KATHLEEN Y Y Y Y Y  
STAUB, SUSAN Y Y Y Y Y  
WARING, DOUG Y Y Y Y Y  
WEISS, AMY Y Y Y Y Y  
WEITZ, GAYLE-exc.  
YAUKEY, MARGARET Y Y Y Y Y  

VOTE 1: Call for the question  
VOTE 2: FS03-04/04-01 - Motion on Computer Use Policy  
VOTE 3: FS03-04/04-02- Motion in support of SGA action on campus-based domestic partner benefits (as amended)-  
VOTE 4: FS03-04/04-03- Motion on Religious Observance Attendance Policy –  
VOTE 5: Adjourn the 2003-2004 Faculty Senate.  
VISITORS: Dr. Kenneth Peacock, Interim Provost; Dr. Tim Burwell, Interim Associate Vice Chancellor for Academic Affairs; Peter Petschauer, Hubbard Center; Dr. Harry Williams, Associate Vice Chancellor for Diversity; Dr. Bill Ward, Senior Associate Vice Chancellor for Academic Affairs; Kendal McDevitt, ASU SPARC Campus/Community Organizer
ATTACHMENTS:
2003-2004
SUBMITTED FACULTY SENATE COMMITTEE ANNUAL REPORTS:

- Campus Planning Committee
- ad hoc committee on Faculty Governance
- Faculty Handbook Committee
- Welfare of Students Committee

Faculty Senate Campus Planning Committee 2003-2004: Annual Report
Members: Kathy Simon (chair/reporter), Doug Waring, and Tom Jamison

Business Affairs/ Campus Planning Committee Forum set for October 21 in student union.
Ms. Helm told us specifically that she wanted to conduct the forum as soon as possible to answer
questions and to correct any misinformation that may be on campus.

B. At October 13, 2003 FS monthly meeting:
1. Committee Meeting of Sept. 30 reported to Senate (see 10/13/03 FS minutes for report and
discussion)
2. FS Agenda Committee proposal, amended during senate discussion, and voted on
(Copied from 10/13/03 FS minutes. See minutes for discussion and vote)

Faculty Senate Committee: Agenda Committee
FS03-04/10-03-Resolution on Cooperation in Campus Planning (as amended)-
Academic departments have not had a productive relationship with the Office of Business
Affairs. There have been repeated failures of communication and planning between these
departments and Business Affairs. These failures have adversely and unnecessarily affected the
academic mission.
The Faculty Senate requests that the Provost and Chancellor ensure that Business Affairs works
effectively with the affected departments so that reasonable planning and coordination of all
building and renovation activities can be assessed, and that those affected will know what is and
will be happening at each stage of the building project. This requires that academic departments
be involved directly in all decisions about space usage and available funds.
The Campus Planning Committee will provide active oversight and assessment of how well the
coordination of Business Affairs and the affected departments are working and will report bi-
monthly to the Faculty Senate.
Rationale
It is crucial that the incoming Chancellor have the legitimacy and trust that can be generated only through a process in which the faculty are engaged.

October 13, 2003: passed by Senate: 16 YES 0 NO 2 ABSTAIN
As of April 2004, the status of the proposal with regard to ASU administration response is still “pending.”
Comment: The original idea for a proposal to apprise the faculty of and get them more involved in the design and construction phases of new academic facilities and of renovation of older facilities come out of the Faculty Senate retreat held in September 2003. This was in response to concerns raised by several faculty at the faculty/staff campus planning forum, conducted by Vice Chancellor Jane Helm in April 2003, in regard to what they saw as particular problems associated with the decisions made by Business affairs and the Office of Design and Construction in the planning and construction of the two science complexes (CAP and Rankin Science). The original proposal published in the Oct. 13, 2003 FS meeting agenda came from the Agenda Committee as a result of a meeting of the FS committee chairs (few of whom showed up) called by Paul Gates on October 7. The October Faculty Senate Meeting was attended by two reporters of The Appalachian and resulted in three front page newspaper articles about the meeting’s resolutions. Two articles presented the points of view of senators (“Inquiries made into construction, Business Affairs” on 10/16 by David Forbes) and administrators (“Shepherd System links faculty, administration” on 10/21 by David Forbes) on the construction/communications proposal. At the time we were impressed with the initiative of the The Appalachian reporter who came to cover the Senate meetings. However, Forbes informed me that he was assigned to cover Senate meetings only when matters affecting Business Affairs are on the agenda.

Failure of the resolution to be approved by the administration, particularly part 3 concerning the proposed oversight and assessment functions of the Campus Planning Committee, allowed CPC no formal mechanism for getting regular “reports” from the Business Affairs office or from individuals involved in present construction or renovation activities to pass on to the Faculty Senate. However, several campus and local newspaper articles since October indicate the willingness of Business Affairs to keep the campus and the community informed on the progress of specific construction projects.

C. Business Affairs/ Campus Planning Committee Forum:
The information forum was held October 21, 2003. V.C. Jane Helm and several Business Affairs department heads attended. Ms. Helm’s power point presentation highlighted most of the campus construction and renovation projects and future projects under the ASU ten-year master plan as well as the newly acquired Washington D.C. “App House.” During and after the slide show, numerous questions from the audience of staff, faculty and students were answered by either Ms. Helm or her staff. Reporters Frank Ruggiero from the Watauga Democrat (“University presents plan for future capital projects” 10/24 at p. 3A) and David Forbes from The Appalachian (“Construction forum brings campus Q & A,” 10/30 at p. 1) covered, respectively, (1) the status
of current and future projects, and (2) questions on the Faculty Senate resolution on
communications/building projects, current building delays, safety concerns and repairs, bringing
buildings up to code, and funding sources.
Comment: Ms. Helm and staff stayed beyond her scheduled hour to answer questions and clarify
misunderstandings. She was also scheduled to give a similar presentation to the Student
Government that night. She regularly addresses civic groups as well as the ASU Board of
Trustees and Staff Council.

Attending: Simon, Waring and Jamison
The following matters were discussed:
1. Shepherd system: Doug Waring, who is also the building shepherd for the Smith-Wright
renovations, said that the system is working very well in his building. Helms believes that it is a
workable system, unless for example the shepherd is not contacted because of a failure of
communication between the construction manager and a subcontractor. She suggested that we
contact other building shepherds (e.g., for Walker and Rankin) for their views on the system.
2. Parking matters: (a) Parking spaces across from Walker Hall that were lost as a result of the
student activities center being built on that site will be restored in full once the project is
complete. (b) Debt service had been met this year for existing parking deck, but we had trouble
meeting debt last year. (c) Another parking deck is in the master plan (site not identified and no
funding plans developed yet), however, Ms. Helm did point out that fewer parking permits were
sold in 2003-2004. She attributes part of this to individuals have opted to pay by the hour in the
parking deck because they don’t come to campus every day, or need to park for only an hour or
so. Other factors include that students who come on campus after five o’clock don’t have to get
permits anymore for evening parking, and more individuals are riding the bus. (d) Parking fees
are not likely to go down because of need to meet debt service on the parking deck as well as to
pay for parking lot paving and repairs that had to be postponed from last year and work that is
scheduled for this coming year. (e) To an inquiry of whether there could be restricted parking
under Duncan Hall for very large vehicles that tend to park in other smaller vehicles, Ms. Helm
said that it could be difficult trying to define what is considered “too large”.
3. Construction/student vehicles/Appalcart traffic issues: Two traffic problems near academic
buildings were discussed. (a) Problems of traffic flow exist beside the back entrance to Raley
Hall when students park along the building between classes waiting for riders to come out at the
same time traffic is coming out from parking areas near Volberg Theatre and near the Library.
An additional factor is that several times construction trucks have tried to go in or come out of
the construction site near Whitener Hall. This was referred to Barry Sauls. (b) A more serious
matter concerns the Appalcart turnaround in front of Raley Hall. People use the turnaround to
let out passengers or wait for people, which cause havoc for the busses and danger to bus and car
passengers. The entrance/exit gate for the Duncan Hall parking area is blocked when this
happens. Ms. Helm said she would look into this immediately.*
4. Renovation and Repair money: As a follow-up to a question asked at last fall’s campus
planning forum regarding the status of ASU’s renovation and repair requests being developed for
the state, Ms. Helm referred me to Mr. Robbins.*** A far as the past allocations, she said we
received $7 million over three years (primarily for Fire, Life and Safety related projects) and that
the first year’s money was spent on meeting safety, disability and codes requirements.
5. Washington D.C. App House and New York Loft: Ms. Helm told us that Assoc. Vice Chancellor for Diversity Harry Williams had been assigned responsibility for the administration of the two facilities by Chancellor Durham. She said that the new App House should be open in the Fall 04. Based upon input from faculty who had used the new Loft, it was going through some refurbishing this summer. Bookcases and a research work area were to be added to the Director’s apartment, the floors were to be re-sanded, and some new furniture purchased.

6. Another Forum: We asked Ms. Helm about the feasibility of holding another forum in April 2004 and she said that there was not enough new information at this time. Once the new chancellor is in place in July, she suggested that early Fall 2004 would be a good time to hold another forum.

7. Community Council: When asked about the newly formed “Community Council,” (which brings together representatives from the Chamber of Commerce, the University, the Town and the County), Ms. Helm said she fully supported such interactions. Since the Council had not as yet had its first meeting, she could not give us any details on what matters might be discussed and what possible outcomes they hoped to achieve.

*Chairman Simon received a telephone call from Clyde Robbins a few days after our meeting with V.C Helm on March 30. He said that he had met at the Raley Hall bus turnaround site with Chris Turner (Director of Appalcart) and Barry Saul (Director of Parking and Traffic). They have plans to re-configure the turnaround to deal with the conflict. To prevent pick up and drop off, they plan to change the Duncan Hall gate location slightly.

**During the telephone conversation with Mr. Robbins (above), I asked him about the renovation and repair requests. He told me that it had not been made official yet, but that under the State Construction Office Facilities Condition Analysis, and upon forwarding more project details to the Office of Management and Budget, it looks like we may get under $8 million R/R money over 3 _ years. Until the past year or so the legislature separated out the UNC system R/R money from the rest of the state building R/R money. Now it comes from the same “pool” and makes it more difficult for the universities to get their share.

CPC Suggestions for 2004-2005

1. If there is a Faculty Senate Retreat in September, ask other senators for input concerning what matters might be considered by the Campus Planning Committee this academic year. Listen to student concerns regarding the issues relevant to campus construction and physical environment; they may reflect concerns of faculty and staff as well.

2. Plan to meet with Jane Helm, Vice Chancellor for Business Affairs, at beginning of school year shortly after the first meeting of the Faculty Senate in September. Schedule a Campus Planning Committee/Business Affairs forum for faculty, staff and students with her as soon as possible in October. This was her suggestion as of March 2004. Note problems or nature of concerns brought up at the forum and follow up on them through the year. Find out what is on the “Ten-Year Campus Plan” as of this year.

3. Find out the status of the October 13, 2003 resolution. If it has been put in place, then the Committee has at least one major bi-monthly investigating and reporting responsibility under
part 3.
4. Explore the possibility of asking one of the three Faculty Senate representatives on the University Parking and Traffic Committee to officially report any traffic or parking new business to the Senate through the Campus Planning Committee report. At present there is no mechanism by which the Senate hears what is going on in University Committees.
5. Be prepared to share in the Strategic Planning Commission long-range planning activities. The new strategic plan needs to be in place by 2005. The Chair of the CP committee serves on the Commission when it is called into session by the chancellor. However, when they get down to breaking up in to work groups, other CPC members may have opportunities for some input.

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**Final report from this year’s ad hoc committee on Faculty Governance**

Members: Gayle Weitz, Paul Gates, Andy Koch, Rich McGarry, and Doug Waring

Submitted by Gayle Weitz
March 30, 2004

**Academic Governance**
The initial charge (April 2002 faculty senate minutes) of this committee was to look at academic governance, specifically how curriculum change occurs at ASU. In the fall of 2003, this committee recommended changing the Chair of AP&P from an administrator to a tenure track faculty member. This recommendation was approved by the Faculty Senate. Other information and recommendations concerning academic governance are forthcoming from a subcommittee of AP&P, (which Gayle Weitz is chairing). A working draft of the document will be shared with the AP&P committee for feedback, further development, and eventual approval. (See forthcoming AP&P minutes for April 2004.)

**Faculty Governance**
The expanded charge of this committee (fall 2003) now includes an examination of faculty governance. So, after some discussion, recommendations for changes to the faculty governing body – the Faculty Senate – were made at the February 2004 Faculty Senate meeting, discussed by the Senate at the March meeting, and hopefully will be voted upon at the April meeting.

http://www.facsen.appstate.edu/Minutes/feb.9.2004min.htm

**University Committee Organization**
Academic governance and faculty governance tie into the larger committee structure in the university (colleges, schools, and departments). A survey of university and college committees (but not department committees) was done by Harvey Durham, Mike Moore, and Gayle Weitz in 2001. A list of these committees, their functions, memberships, etc. was compiled. In addition, the Faculty Handbook lists existing University Committees and existing Administrative Councils. After surveying these lists of committees, this ad hoc committee discerned five general types of committees and categorized the existing university committees and administrative councils accordingly.1. Administrative cabinets – groups whose major purpose is to advise a specific administrator. Most members are in key positions under that administrator.

**Athletic Council**

**Strategic Planning Commission**

**Council of Chairs’**

**Deans Council**

**Advisory Council to Academic Computing**
Library Administrative Council
Equity Office Advisory Board
Administrative Cabinet

2. Advisory boards – groups whose major purpose is to advise a specific administrator, area, or group. Most members are in key positions outside the university.
Each college/school has an advancement board
Most departments have an advancement board

3. Administrative councils – groups whose major purpose is to address a particular concern.
Most members are appointed by an administrator.
Traffic Management and Safety Committee
Cultural Affairs Advisory Board
Registration and Calendar Committee
Appalachian Summer Committee
Fringe Benefits Committee
Bookstore Council
Council of Arts
Financial Aid Advisory Council
ITAC
Assessment Committee
University Judicial Board
Health Services Advisory council

4. Faculty committees – groups whose major purpose is to address a particular concern. Most members are (or should be) elected or approved by the faculty or the Faculty Senate.
Awards Committee
Admissions Committee
Library Services Committee
Non-Tenure Track committee
Technology Transfer Committee
Teaching Enhancement Committee
Research council
Off Campus Facility Board
Academic Integrity Board
Conflict of Interest Committee
Space Committee
Board of Trustees Travel Selection Committee
Faculty Senate?

5. Academic committees – groups whose major purpose is to address an curricular matter – policies, procedures, courses, programs, or structures relating to academic matters. Most members are (or should be) elected or approved by the faculty of the Faculty Senate.
Academic Policies and Procedures Committee
Core Curriculum Committee
International Program Council
Study Abroad Committee
Graduate Council
Teacher Education Council
Summer School Advisory Council
Summer Reading Committee
University Advising
Learning Communities
Humanities Council
Each college/school has a curriculum committee
Each department has a curriculum committee
We suggest that the next Faculty Senate chair immediately appoint an ad hoc committee to continue this work on faculty governance. Some things that remain to be done are:
- Determine which committees are necessary? Which could be dissolved? Which could be combined? Are any new committees necessary?
- Determine the role (if any) faculty governance should play in regard to each committee. Should faculty senators serve on that committee? Should members of that committee be elected by the faculty? Should members of that committee be approved by the Faculty Senate? Should the business of that committee be monitored by the Faculty Senate?
- Determine how the business of each committee can be made more accessible to faculty (perhaps by a central web page?)
- Determine how to increase the value of service by faculty, administration, and in reappointment, tenure, and promotion criteria.
- Determine how to better educate faculty on the importance of shared faculty governance.

Annual report of the Faculty Handbook Committee:
We took up, but did not act on a proposal from the Council of Chairs regarding structures to deal with faculty members judged disruptive in performing their DPC duties.
We submitted to Senate numerous proposals for cleaning up language in the Handbook, and these were passed by Senate in October.
We submitted on behalf of the Graduate School its new proposed guidelines for graduate faculty that would become a part of the faculty constitution. The Senate did not approve them at its October meeting.
We have been given the charge to draft language for constitutional reform that is presently being considered by the Senate.
We should add a section to the Handbook that defines the duties and committee responsibilities of the Senate chairperson, since those are not now identified.
April 1, 2004
Michael Moore, Chair
Stella Anderson
Chip Arnold
Paul Gates
Gayle Weitz

Year-End Report, Welfare of Students Committee
Committee members: Harold McKinney, Ken Muir (Chair), Amy Weiss
It was a relatively quiet year for the Welfare of Students Committee as only one resolution was brought before the Faculty Senate. Because of on-going scheduling conflicts, the committee “met” via email a number of times during the year. Over the course of the year, the committee chair attended several Student Government Association meetings and met with the SGA leadership asking for guidance on issues of concern to students at Appalachian State. These conversations were not fruitful. It was surprising, for instance, that the SGA and many students were resigned to the fact that the state would increase tuition and did not think Faculty Senate support would be helpful.

Issues brought to the attention of the committee included a faculty member’s concern over what he perceived to be a decline in student respect toward faculty at Appalachian State University. Conversations between Student Government Association leaders, the chair of the Faculty Senate, and the committee resulted in a proposed “Faculty/Student Forum.” The matter will be further discussed at the Faculty Senate’s summer retreat.

Early in the spring semester Faculty Senator Chip Arnold and the chair of the committee met with the Student Government Association at its regular meeting. The meeting was the result of student concerns over the passage of a senate resolution calling for the elimination of mandatory office hours for faculty. The committee chair gave an approximately 10-minute presentation of the senate’s rationale for passing the resolution. Dr. Arnold and the chair then answered questions from the floor and engaged in a lively give and take with the SGA representatives. The most common misconception held by the SGA representatives was the Senate was calling for the elimination of office hours.

Dr. McKinney asked that the committee chair look into the possibility of the North Carolina Department of Transportation installing a traffic light at the intersection of US 105 and Poplar Grove. Increased student traffic at the intersection due to the construction of university housing on US 105 has also increased the number of accidents at the intersection. Conversations with the NCDOT yielded little in the way of tangible results. An NCDOT representative reported that a feasibility study would have to be conducted and the state had no such plans in the immediate future.

The committee chair also met with Kendal McDevitt, Program Director for SPARC (Study to Prevent Alcohol Related Consequences). Ms. McDevitt reviewed the program details with the chair and it was decided that Ms. McDevitt give a presentation to the full Senate.

The committee chair met on separate occasions with students to discuss issues of concern. The primary issue repeatedly mentioned was that of on-going construction on campus.

Respectfully submitted,
Ken Muir, Welfare of Students committee chair