The Faculty Senate meeting was called to order by Chair Marking at 3:16 pm in the William Strickland Conference Room in I.G. Greer on Monday, April 30, 2007. Senators Horton, Johnson, Kaenzig, Lambert, and Tiller were not in attendance.

I. Announcements:

A. Chair Marking welcomed senators and asked visitors to introduce themselves. Visitors were Dr. Dave Haney (Academic Affairs), Dr. Patrick Rardin (P&R), Ms. Wendy Winn (ENG), Dr. Craig Fischer (ENG), Dr. Vicky Grube (ART), Dr. Connie Ulmer (LRE), Dr. Margaret Werts (LRE), Dr. Lynn Stallworth (ACC), Dr. Diane Sides (FL), Mr. Jason Radford (Graduate Student), and Mr. James England (SGA representative).

B. Chair Marking announced that the Faculty Senate and Staff Council sent flowers to Virginia Tech and she received a nice thank you email from the Staff Council President.

II. Visitors Reports:

A. Mr. Jason Radford gave a power-point presentation entitled “United Students Against Sweatshops Legislation: Appalachian’s Apparel Sourcing and Monitoring Practices”. Senator Ramsey, chair of the Welfare of Students Committee, moved to approve SGA’s legislative resolution. Motion FS 06-07/04-30-01 passed as stated below. (See Vote #1).

Whereas: Appalachian State University currently, uses the Fair Labor Association (FLA) to monitor labor conditions of the manufacturers of Appalachian State University copyrighted apparel;

And Whereas: the SGA has recently passed a resolution to formally request that ASU discontinue its use of the FLA, and, instead, switch to the Workers Rights Consortium (WRC) and the Designated Suppliers Program (DSP);

Therefore, Be it Resolved: that the Faculty Senate endorses the SGA in their Legislative Resolution to make the apparel sourcing switch to the WRC, and to include the adoption of the DSP.

Rationale:
This student initiated proposal was passed by SGA in early April, and the sponsors are now requesting that Faculty Senate consider endorsing this new policy for a change in the University’s apparel sourcing. The university’s costs are the same for either FLA or WRC. The ASU chapter of the United Students Against Sweatshops (USAS) conducted significant research into the matter, and they believe the FLA is not aggressive enough in addressing labor abuses in the apparel industry.

III. Minutes:

A. Chair Marking asked for a motion to approve April 16, 2007 Faculty Senate minutes as amended. Senator Ehnenn moved and Senator Felkel seconded. Chair Marking stated that the reference to Appendix A in Section I. Item F. should be deleted. This appendix is attached to today’s agenda as Appendix E. Chair Marking stated that Dr. Tyrie’s name should be corrected to read Carl Tyrie. Senator Strazicich stated that under Section VII. Item A, page 9, that the last sentence should read “Senator Strazicich offered several suggestions which included eligibility for fellowships and the possibility of gaining a flexible teaching workload.” Dr. Aeschleman stated that under Section IV. Items B and C should read as follows: “B. Dr. Aeschleman reported that the average salary increase for continuing faculty was 9.42% and the average for the UNC System was 8.53%. The average salary for 90% of the assistant and associate professor disciplinary ranks is at the 90th percentile of a benchmark group of 129 peer institutions. C. Dr. Aeschleman noted that, relative to the 2002-2003 and 2005-2006 academic years, teaching workloads, measured by student credit hours per FTE, were down approximately 10%. On average, this 10% decrease should convert to a reduction of approximately 2 students per section. The Provost explained that this was due primarily to the creation of 34 faculty lines from the campus based tuition increase in 2002-2003 and because 45 part-time teaching positions were converted to ¾ time.
Motion as amended to approve the April 16, 2007 Faculty Senate minutes passed. (See Vote #2).

IV. Provost’s Report:
A. Dr. Aeschleman reported that he approved Motion FS 06-07/12-04 regarding remuneration of assistant department chairs as stated below:

The assistant chair will receive a nine-month contract similar to that of the department chair. The assistant chair will receive an 8% increase to the current-year faculty–base salary and a $1,000 stipend for the responsibilities associated with assistant chair and summer availability for administrative work. In addition, during the nine-month contract period and on the basis of a 12-hour teaching load, ¼ time will be reassigned from teaching. At the conclusion of the departmental assistant chair term(s), the above described compensation for the position will cease to be part of the former assistant chair’s compensation and the respective salary will return to the base faculty salary including any increases to the base salary.

Dr. Aeschleman reported that he discussed with the Deans Motion FS 06-07/12-01, adding Section 6.5.4 to Faculty Handbook, and they voiced several concerns. The Deans requested that Assistant Chairs receive an initial term up to three years; that Assistant Chairs did not have to be tenured; and that specific responsibilities concerning signing routine forms and assisting with orientation of new departmental faculty should be listed under an “other” category. Dr. Aeschleman stated that he and Chair Marking will work on these changes over the summer break.

Dr. Aeschleman reported that he approved Motion FS 06-07/02-01 concerning the creation of the Intellectual Property Development Advisory Council and that this resolution will be presented to the Board of Trustees. Dr. Aeschleman noted that no action or approval on his part is necessary concerning reinstating the Faculty Voice. Moreover, Motion FS 06-07/12-02 to increase GPA requirements for Degrees with Distinction was referred to the AP&P Committee for review and discussion. Dr. Aeschleman reported that Motion FS 06-07/03-01 (clarifying that ex-officio members are non-voting members), Motion FS 06-07/03-02 (changes to Section 7.2.6 pertaining to Committee on Committees), Motion FS 06-07/03-03 (changes to Section 7.2.9 pertaining to Faculty Handbook Committee), and Motion FS 06-07/03-06 (to delete Section 7.3.4.14 pertaining to the obsolete University Community Committee) were approved. Dr. Aeschleman stated that he is waiting to receive a final report from Mr. Greg Lovins concerning Motion FS 06-07/12-03, the proposal on event parking. He added that the Vice Chancellors voiced their support of this proposal.

Dr. Aeschleman reported that Motion FS 06-07/03-09 (to allow faculty and staff to use Student Health Services) was not approved. Dr. Aeschleman stated that he needed more time to review Motion FS 06-07/03-10 (recommending Health Promotions hire a part-time medical doctor or nurse practitioner) and Motion FS 06-07/02-03 through Motion FS 06-07/02-14 (concerning the Ad Hoc Committee on Faculty Retirement recommendations). Dr. Aeschleman noted that Motion FS 06-07/03-11 through Motion FS 06-07/03-17 (concerning the restructuring of the Faculty Senate) will require faculty vote because it is a change in the Constitution.

V. Committee Reports (Committee Chair’s name is in caps.)
A. Academic Policies (HUELSMAN, Butts, Mamlin, Smith, Williams)
No Report.
B. Agenda Committee (MARKING, Arnold, Harris, Marland)
No Report.
C. Budget Committee (STRAZICICH, Marland, McBride, Scherlen)
No Report.
D. Campus Planning Committee (TILLER, Arnold, Kaenzig, Ramey)
No Report.
E. Committee on Committees (LAMBERT, Horton, Malloy, Mines)
Chair Marking asked for a motion to approve the Faculty Senate Spring 2007 election results (See Appendix A). Chair Marking stated that vote totals are available in the Faculty Senate office. Senator Malloy moved and Senator Mamlin seconded. **Motion FS 06-07/04-30-02** passed. (See Vote #3).

F. Faculty Handbook Committee (MARKING, Arnold, Gates, Marland)

**Motion FS 06-07/04-30-03** to approve adding Section 4.3.1.1 Evaluation of Faculty (Proposal #1) to the *Faculty Handbook*. Motion passed. (See Vote #4).

Proposal #1

Add Section 4.3.1.1 regarding **Evaluation of Faculty**:

In addition to the formal components of a faculty evaluation specified in 4.3.1, faculty must be aware of other factors, which may influence the annual review required by 4.3.2.1. Therefore, whenever any item is added to a faculty member’s file maintained by the chair, dean, or other administrators, regardless of its origin, the custodian of that file shall notify the faculty member in writing within 5 calendar days.

**Rationale:**
The faculty member must be made aware of all items that will be used for evaluative purposes.

**Motion FS 06-07/04-30-04** to revise Section 4.3.2 Annual Review of Faculty (Proposal #2) to the *Faculty Handbook*.

**PROPOSAL #2**

**Current:**

4.3.2. Annual Review of Faculty

4.3.2.1 Provision is made for the individual faculty member's participation in formulating plans and goals for that faculty member. During the spring term, departmental chairs are required to hold a conference with every member of the department who is to continue as a member of the faculty for the next year. The purposes of this conference are to plan the work of the faculty member for the next year and to evaluate work of the previous year. During this conference, the faculty member has the opportunity to express preferences concerning assignments. These preferences should include statements concerning teaching assignments and an indication of the faculty member's commitment to professional and/or scholarly activities. In this conference, the faculty member and the chair will jointly establish goals for the faculty member that are to be attained during the next academic year. Specific plans should be made and realistic goals set. For faculty members who are initial appointees, an additional planning conference in the late summer or immediately after the beginning of their first semester of service must also be held.

**Proposed:**

4.3.2. Annual Review of Faculty

4.3.2.1 Provision is made for the individual faculty member's participation in formulating plans and goals for that faculty member. During the spring term, departmental chairs are required to hold a conference with every member of the department who is to continue as a member of the faculty for the next year. The purposes of this conference are to plan the work of the faculty member for the next year and to evaluate work of the previous year. During this conference, the faculty member has the opportunity to express preferences concerning assignments. These preferences should include statements concerning teaching assignments and an indication of the faculty member's commitment to professional and/or scholarly activities. In this conference, the faculty member and the chair will jointly establish goals for the faculty member that are to be attained during the next academic year. Specific plans should be made and realistic goals set. For faculty members who are initial appointees, an additional planning conference in the late summer or immediately after the beginning of their first semester of service must also be held. **The faculty member shall have the right to be accompanied by a colleague, friend or other advisor as an observer during this review. If the faculty member has an observer the chair may have one as well.**

**Rationale:**
This change would reduce the possibility of later misinterpretation of discussion of issues or concerns raised and misapplication of agreements made during the conference.

Senator Ramsey moved and Senator Mamlin seconded to amend Proposal #2 by deleting the word “friend” and the preceding comma in the proposal. Motion passed. (See Vote #5). Motion FS 06-07/04-30-04 as amended to approve Section 4.3.2. Annual Review of Faculty (Proposal #2) to the Faculty Handbook as stated below. Motion passed. (See Vote #6).

Approved:
4.3.2. Annual Review of Faculty

4.3.2.1 Provision is made for the individual faculty member's participation in formulating plans and goals for that faculty member. During the spring term, departmental chairs are required to hold a conference with every member of the department who is to continue as a member of the faculty for the next year. The purposes of this conference are to plan the work of the faculty member for the next year and to evaluate work of the previous year. During this conference, the faculty member has the opportunity to express preferences concerning assignments. These preferences should include statements concerning teaching assignments and an indication of the faculty member's commitment to professional and/or scholarly activities. In this conference, the faculty member and the chair will jointly establish goals for the faculty member that are to be attained during the next academic year. Specific plans should be made and realistic goals set. For faculty members who are initial appointees, an additional planning conference in the late summer or immediately after the beginning of their first semester of service must also be held. The faculty member shall have the right to be accompanied by a colleague or other advisor as an observer during this review. If the faculty member has an observer the chair may have one as well.

G. Faculty Welfare and Morale Committee (FELKEL, Ehnenn, Harris, McKinney)

No Report.

H. Welfare of Students Committee (RAMSEY, Carpenter, Davison)

See Section II: Visitor’s Report, Item A for discussion.

VI. Unfinished Business

A. Chair Marking introduced the Proposed Post-Tenure Review Process revisions submitted by Dr. Larry Nielson, Provost and Executive Vice-Chancellor, North Carolina State University for discussion. (See Appendix B). Dr. Aeschleman commented that this proposal was submitted by the committee reviewing UNC Codes 603 and 604 which deals with faculty rights. This committee was not charged with reviewing post-tenure, however, they submitted this proposal. Dr. Aeschleman noted that the Faculty Senate had discussed the formal proposal at their last Senate meeting. A presentation to the Board of Governors about the original proposal has been delayed due to the submission of Dr. Nielson’s proposal.

Senator Ehnenn requested clarification on Item 1 of the proposal concerning “the option of choosing to have a peer review or an administrative review” rather than going before a departmental personnel committee. Dr. Aeschleman responded by indicating that this proposal would allow faculty members to have the option of being reviewed by their department chairs. Senator Butts inquired about the meaning of “x, y, and z” in Item 7 “the faculty member’s right to subsequent review is limited to x, y, and z, but not to a review of the peer judgments...” Senator Butts stated that the burden of proof is on the institution when it is attempting to discharge a faculty member and not, as stated in Item 7, “on the faculty member.” Senator Mamlin stated that she felt Item 1 seems to change the purpose of post-tenure review into a punitive rather than a meaningful process. She stated that just receiving a satisfactory or unsatisfactory review without feedback diminishes the benefits of a formative review process. Based on her experiences, receiving feedback was formative and made the post-tenure review process a more meaningful experience. Senator Harris commented that if the review is perceived as formative or summative depends on whether a faculty member received a satisfactory or an unsatisfactory review. The perception of the process as punitive is more likely if the review had an unsatisfactory result. If this should occur, plans for remediation of problem area(s) should be developed without moving toward dismissal of the faculty member.

B. Ad Hoc Committee on Faculty Voting Rights (HARRIS, Ehnenn, Sides, Silver).
Senator Harris presented an updated copy of Faculty Voting Rights Proposal dated April 30, 2007 as stated below:

All members of the faculty (i.e., EPA employees of all categories who have an academic appointment), regardless of academic home, may participate in all university-wide faculty votes, and may serve on those university, college, and department committees and voting bodies to which they are invited, elected, or appointed, subject to the following conditions: (1) The faculty member is employed by the university at least ¾ time; (2) the faculty member’s typical workload includes an expectation of some amount of teaching, except for any department chairs who may not have teaching as a workload expectation, whether teaching is assigned traditionally (courses/credit hours), non-traditionally (not based on courses/credit hours), or through some combination of these; (3) The Tenure-track faculty of each academic department (including the Library) will determine the participation of its Non-tenure-track faculty in departmental governance activities (which activities, and whether in a voting or non-voting capacity). A written departmental policy in this regard must be included in each academic department’s policies and procedures, and made available to all members of the department’s faculty.

Senator Butts voiced his concern that this proposal states that faculty members who are employed by ASU at least “¾ time” instead of faculty who are teaching “more than six hours” and that it is allowing individual departments to determine whether or not to allow individuals in certain employment categories to be part of departmental governance. Senator Ehnenn responded that currently the policy grants voting and participatory rights to faculty who teach more than six hours if their title does not include the word “adjunct”. Departments should decide who participates in departmental decision making and there should not be a one-size-fits-all policy in terms of non-tenure track faculty participation. Senator Arnold stated his opposition to this proposal noting that tenure must be protected. Senator Ehnenn reiterated that non-tenure track faculty do not belong on departmental personnel committees. She added that a faculty member who is ¾ time is more committed to ASU than someone who teaches six hours. Senator Harris noted that clinical professors are not included in the current policy. Senator McKinney stated that ASU is the only university to allow non-tenure track faculty to serve on departmental personnel committees and he requested further investigation into this situation. Dr. Aeschleman replied that he will look into this further. Chair Marking added that according to the latest survey, tenure track faculty supported non-tenured tenure track faculty serving on DPCs. Senator Harris stated that their committee was not charged with discussing issues of participation on DPCs but only with faculty voting rights and who has access and under what conditions. Senator Ramsey explained that generally non-tenure track faculty do not have terminal degrees and he preferred that only tenure faculty serve on DPCs. Senator Malloy requested that the word “masters degree” be replaced with “appropriate terminal degree” in any proposal or policy.

Senator Butts moved and Senator McBride seconded to refer Faculty Rights Voting Proposal back to the ad hoc committee for reconsideration. Motion FS 06-07/04-30-05 passed. (See Vote #7).

C. Motion FS 06-07/04-06 was reintroduced for discussion (as a result of Faculty Senate meeting on April 16, 2007 to postpone until April 30, 2007 meeting) as stated below.

Faculty who serve on the Faculty Senate for an entire three-year term will receive a one course (3 hour) reduction in teaching for the academic year following the completion of their term.

Rationale:
This would provide an additional form of compensation and, perhaps, more incentive to encourage faculty to run for election and serve on the Faculty Senate. As a result, a larger and more diverse pool of faculty might be encouraged. This may also create a higher regard for the Faculty Senate.

Senator Butts stated that service on university committees and Faculty Senate is an expectation of employment and he opposes this motion. Senator Marland recommended that this motion be considered after the restructuring of the Faculty Senate has been formalized. Senator Ehnenn suggested that a monetary reward in the form of a gift certificate to the university bookstore be given in lieu of a course reduction. Senator Felkel noted that granting course reductions for Faculty Senators would create an undue burden on departments. Senator Huelman noted that approving this motion would draw too heavily on departments’ resources. Senator Mamlin remarked that serving on other university committees is at least as time consuming as the Faculty Senate and, therefore, she does not support this motion. Senator Ramsey supported this motion commenting that a course reduction would serve as an incentive for participation. Senator Strazicich voiced his support of this motion noting that it is difficult to find faculty to serve on the Senate, therefore, supporting this motion would signal that service on the Senate is important and valued. Senator McBride called the question and Senator Felkel seconded. Motion passed. (See Vote #8). Motion FS 06-07/04-06 failed (See Vote #9).
VII. New Business

A. Chair Marking shared the following Faculty Handbook reminders with the Senators:

7.3.3 Faculty Handbook Duties of Committee Chairs
Constitution of committees and operating procedures, frequency of meetings, attendance, reporting and continuity files.

7.3.2.4 Every committee will select a chair, or co-chairs, from among the voting members, for the academic year at its first fall semester meeting.

7.2.5 Chancellor Advisory Committee
The Chancellor Advisory Committee meets four (4) times each academic year [two (2) times each semester]. The membership consists of: a. chair and vice chair of the Faculty Senate; b. two standing committee chairs; each standing committee chair attends at least once each academic year; c. four or five senators will attend one (1) of the meetings so that each senator, other than chair, vice chair, and standing committee chairs, attends once throughout the academic year; and d. Provost and Executive Vice Chancellor. The Chancellor Advisory Committee acts as an informal advisory committee on behalf of the faculty to provide information and discuss matters of faculty interest and concern with the Chancellor.

B. Chair Marking reported that Ms. Jeanne Mercer-Ballard (TEC) and Dr. Chris Badurek (GHY) have been appointed by the Faculty Senate via email voting to serve on the Renewable Energy Initiative Council.

C. Emeritus Faculty Procedure Ad Hoc Committee Report (MCBRIDE, Williams, Marking) (See Appendix C).

Senator McBride stated that the ad hoc committee developed procedures for awarding emeritus status and emeritus privileges in response to Motions FS 06-07/02-03 through FS 06-07/02-14 that had been approved by the Faculty Senate on February 12, 2007. Senator Malloy asked what constitutes “significant contributions to Appalachian State University”. Chair Marking responded that each department or program would determine it. Senator Butts asked why the committee recommended the creation of a new Emeritus Review Committee. Senator McBride replied that according to his research, this is a common model. Senator Williams indicated that departments initiate the emeritus status process but it is a university recognition. Senator Evans stated that the procedures seem restrictive because professors have to resign by February 15. Senator Huelsman interjected that retiring professors in good standing should be awarded emeritus status and this policy seems exclusionary. Chair Marking commented that the Ad Hoc Committee on Emeritus Status chaired by Dr. Michael Moore recommended that emeritus status be automatic and the Faculty Senate voted against that motion. Senator Harris recommended that this policy should be in agreement with other personnel policies. Senator McBride stated that the committee did not feel that this policy was tied to personnel decisions. Senator McBride added that the committee will present this policy for a vote at the next Faculty Senate meeting.

D. Chair Marking presented certificates of appreciation to Senators Ehnenn, Evans, Felkel, Harris, Huelsman, Marland, Ramsey, and Smith for their service to the Faculty Senate. Senators Horton and Kaenzig were not present to accept their certificates. Senator Mamlin was asked to deliver Dr. Horton’s and Senator Strazicich was asked to deliver Dr. Kaenzig’s.

E. Chair Marking opened the floor for nominations for Faculty Senate Chair, Vice Chair, and Secretary. Senator Mamlin nominated Senator Marking for Faculty Senate Chair. Senator Scherlen nominated Senator McBride for Chair but he declined the nomination. Senator Strazicich nominated Senator Arnold for Chair but he declined the nomination. Senator Malloy nominated Senator Ramsey for Chair but he had to decline since his term expires at the conclusion of the first session of April 30, 2007. Senator Arnold nominated Senator McBride for Vice Chair. Senator Evans nominated Senator Marland for Vice Chair. Senator Ramsey nominated Senator Scherlen for Secretary. Senator Harris nominated Senator Betsy Williams for Secretary. Chair Marking closed the floor for nominations.

Senator Harris moved and Senator Ehnenn seconded to reconsider the ad hoc committee on faculty voting rights motion. Motion failed. (See Vote #10). Chair Marking asked for a motion to adjourn the meeting. Senator Malloy moved and Senator Smith seconded. Motion passed. (See Vote #11). The meeting was adjourned at 6:00 pm.
### FACULTY PRESENT AND VOTING SHEET for April 30, 2007 First Session

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Vote #1: To approve **Motion FS 06-07/04-30-01** United Students Against Sweatshops Legislation.

Vote #2: To approve the April 16, 2007 Faculty Senate minutes as amended.

Vote #3: To approve **Motion FS 06-07/04-30-02** to approve the Faculty Senate Spring 2007 election results.

Vote #4: To approve **Motion FS 06-07/04-30-03** to approve adding Section 4.3.1.1 to the *Faculty Handbook*.

Vote #5: To amend Proposal #2 from the Faculty Handbook Committee.

Vote #6: To approve **Motion FS 06-07/04-30-04** as amended to approve Section 4.3.2 in the *Faculty Handbook*. 

Appalachian State University
Vote #7: To approve Motion FS 06-07/04-30-05 to refer Faculty Rights Voting Proposal back to the ad hoc committee on faculty voting rights.

Vote #8: Called the question.

Vote #9: To approve Motion FS 06-07/04-06. Motion failed.

Vote #10: To reconsider a motion from the ad hoc committee on faculty voting rights.

Vote #11: To adjourn the meeting.

Appendix A
Faculty Senate Spring 2007 Election Results

**Faculty Assembly**
- Susan Staub – Delegate
- Andy Koch - Alternate

**Faculty Due Process**
- Chip Arnold

**Faculty Grievance**
- Professor: Terry Cole
- Associate Professor: Ken Muir

**Faculty Senate At-Large and College Representatives**
- Pam Mitchem (at-large)
- Wayne Williams (at-large)
- Eric Marland (at-large)
- Jammie Price (at-large)*
- Craig Fischer
- Connie Ulmer
- Patrick Rardin
- Margaret Werts
- Wendy Winn
- Lynn Stallworth
- Vicky Grube

**Graduate Council**
- Neva Specht
- Chuck Dumke
- Alecia Jackson
- Lynn Stallworth
- Nancy Schneeloch-Bingham

**Research Council**
- Steven Hageman
- Cindy McGaha
- John Quindry

**Teaching Enhancement**
- Rahman Tashakkori
- Kay Taylor
- Connie Green
- Robin Byerly

*Chair Marking appointed Jammie Price as an at-large Faculty Senator to break the tie vote among the write-in nominations.

721 Election Ballots were mailed and 200 completed election ballots were received.

**Appendix B**

Proposed Post-Tenure Review Policy.
Revisions from Dr. Larry Nielson, Provost and Executive Vice-Chancellor, NCSU

Please refer to email from Faculty Senate Office dated **April 26, 2007.**
Appendix C

Emeritus Faculty Status Procedure
Emeritus faculty status may be awarded to honor a retired faculty member who has had a distinguished professional career and has made significant contributions to Appalachian State University.

Criteria for Candidacy
Successful candidates for consideration to the Emeritus rank will have:

1. At least twenty-five years of service within the specific discipline and at least ten years of continuous full-time employment at Appalachian State University prior to retirement. This standard will apply to all academic ranks including Lecturer.
2. A consistent record of quality performance as demonstrated by one or more of the following:
   a) A substantive record of scholarly achievement commensurate with national and international standards within the specific discipline.
   b) A recognized record of outstanding teaching and educational contributions.
   c) Clear evidence of service to the University and significant service to the respective discipline

Procedure
The candidate, department chair or dean, initiates application for Emeritus status no later than September 15th in the year of consideration. A letter will be submitted to the appropriately designated Departmental Personnel Committee with supporting documentation including a comprehensive curriculum vitae and record of the faculty members achievement and contribution to the University and the appropriate discipline. The Committee will review the application and make approval or non-approval as provided for other personnel decisions to the department chair. The Department Chair forwards her/his recommendation, with the supporting materials, to the Dean. The Dean forwards her/his recommendation, with the supporting materials, to the Vice Chancellor for Academic Affairs by December 15th.

Early in the spring semester, the Vice Chancellor for Academic Affairs will convene the Emeritus Review Committee (ERC). The Emeritus Review Committee operates under the jurisdiction of the Faculty Senate who will elect a representative from its membership to be Chair of the Committee. The Committee will also include one representative elected at-large from each college or school to three year terms. The function of the ERC is solely to provide recommendations to the Vice Chancellor for Academic Affairs and Provost. This Committee will consider the application and will deliver its recommendations to the Vice Chancellor for Academic Affairs by February 1st. After its deliberations, the Chair of the ERC will report briefly to the Faculty Senate on the operations and recommendations of the Committee.

The Vice Chancellor for Academic Affairs will then forward the Committee’s recommendations and his/her own to the Provost by February 15th. The Provost, after his/her review will forward his/her recommendation as well as the recommendation of the other reviewing individuals/bodies to the Chancellor. Upon approval of the Chancellor, the Provost will submit the candidate’s documentation to the Academic Affairs Committee of the Board of Trustees for consideration at the spring semester meeting.

Candidates whose Emeritus rank has been approved by the Board of Trustees are notified promptly. The Chancellor will confer the rank during the August annual meeting of the University. A letter of commendation and an emeritus faculty medallion shall accompany the emeritus faculty designation from the Chancellor upon official notice of the faculty member’s full retirement from the University, i.e. at the end of any phased retirement service period or upon immediate, full retirement.

Emeritus Privileges (As per recommendations from 2/12/07 Senate Meeting  Motions FS 06-07/02-03 - FS 06-07/02-14)
The privileges awarded in accordance with the rank of Emeritus are as follows:

1) Lifetime listing indicating the rank of Emeritus in the University Telephone Directory, Undergraduate Bulletin and other appropriate forms of information.

2) Plaque on display in the designated area of the Belk Library and Information Commons and other appropriate displays within the College and/or Department. The plaque will include the emeritus faculty’s name, department, dates of service at Appalachian, and notation of other distinctive Appalachian/UNC awards earned by the faculty member.

3) All library privileges including designated parking spaces reserved for emeritus faculty near the Belk Library and Information Commons.

4) Phone number and voicemail continuation for a period of one year and renewed annually in consultation with the department chair.

5) Lifetime membership eligibility, with fees assessed at the faculty rate, for use of the University Student Recreation Center.

6) Participation in University ceremonies including commencement, convocation and other such events.

7) Use of office and/or lab space, and other campus facilities to support scholarly work and/or educational activities including on-campus technology services for electronic equipment, as available upon approval of the department chair, the dean, and the Provost.

8) The authorization to serve on thesis and dissertation committees or engage in other research or educational activities within the University with permission of the department chair and the dean.

9) Teach courses, on or off campus, online or otherwise, in the regular and summer terms with negotiation and approval by the department chair. Graduate teaching responsibilities will be contingent upon approval by the department chair and dean. Pay will be commensurate with status and experience.

10) The possibility to serve as the director of the Appalachian House and Appalachian Loft and be included by the Office of International Education and Development in programs and events.

11) Departments will include professional activities of emeritus faculty in departmental annual reports.

12) Access to discounted services and other perquisites and amenities accorded to regular faculty such as tickets and special promotion to Athletic or cultural events.

13) Retention and maintenance of faculty identification card.