At 3:20 p.m., on October 11, 2004, Chair Moore convened.
I. ANNOUNCEMENTS

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

B. Chair Moore stated that the Chair searches listing is attached to the agenda. (Included)

C. Chair Moore announced the Chancellor’s Advisory Committee meeting dates and asked for volunteers to attend to represent Faculty Senate.
   Monday 10/18/04 2-4
   Monday 11/15/04 2-4
   Eric Marland, Martha Marking, and Rick McGarry will attend the Oct. 18 meeting.
   Eric Marland, Gayle Weitz, and Margaret Yaukey will attend the Nov. 15 meeting.

D. Chair Moore announced that there will be an Open Forum with Chancellor Peacock and Interim Provost Aeschleman sponsored by AAUP and Faculty Senate, Nov. 5, 2004. He encouraged attendance. Flyers were given to senators for distribution.

II. VISITORS REPORTS

Paul Gates reported on the Faculty Assembly meeting of October 1, 2004. (Included)
He stated that Mark Venable was not on the Faculty Development Committee, but on the Faculty Welfare and Benefits Committee. He pointed out that that committee is looking at the state health plan and a possible alternative to Blue Cross/Blue Shield. There will be a survey sent out to faculty concerning this and he encourages good participation as this is the first time there has been an option in the health care plan. He asked for items to be taken to the next meeting. There was discussion about the report. Chair Moore suggested to Dr. Gates that a web site be created for all Faculty Senates in the UNC system to post their minutes.
Next meeting is to be in Chapel Hill on November 5, 2004.

III. MINUTES
Chair Moore stated that there is a correction to the September 13, 2004 minutes: Holly Hirst (Math) should not have been on the nominee list for the Academic Policies and Procedures Committee.

It was moved and seconded that these minutes be approved as amended. Senator Simon added that in V. Provost’s Report the first question should be corrected to read: Senator Simon asked about Dean’s Searches. She also stated that there is some confusion about her reappointment to the Traffic Policy Committee. Senator Weitz, chair Committee on Committees will check into this.

Senator Kaenzig moved and Senator Marland seconded that these minutes be approved as amended.

VOTE - 1 Motion to approve the September 13, 2004 minutes as amended with two corrections.
YES 23 NO 0 ABSTAIN 0
The motion passed.

Available online at: <http://www.facsen.appstate.edu/Minutes/sept2004.html>

IV. NOMINATIONS:
A. The SGA proposed the following names for faculty representatives on the newly established Renewable Energy Initiative: Dennis Grady, Eric Marland, Tanga McDaniel, Chuck Smith, Dennis Scanlin, Jeff Tiller. By written ballot Senators nominated two of this slate to be recommended for service on the R.E.I.: Chuck Smith and Dennis Scanlin.

B. Chair Moore stated that the Provost has requested that the Senate provide 4-5 names of faculty who might serve on a provost-appointed committee to recommend policy concerning when and how to stop the tenure clock for leaves appropriate under the Family Medical Leave policy which does include domestic partners. He requested nominees. Margaret Yaukey agreed to be a nominee. Others will e-mail him with suggestions ASAP as he needs them this month.

V. PROVOST’S REPORT (Vice-Chancellor Burwell reporting for Provost Aeschleman):
Dr. Burwell presented a review of the Provost’s position allocation model that has been in discussion and use in the university. (See attachments) He explained that this is a data driven approach that is not perfect but will get better with input.

Budget questions were asked; so Senator Lambert, Budget Committee Chair, agreed for Dr. Burwell to comment on that committee report. (See attached report and Budget Summary) He stated that the Academic Affairs Budget Summary gives the big picture of where we are. He explained the figures and said that the tuition increase had strings attached and needs to favorably impact the classroom. In answering questions, he explained some ways that the tuition increases might be used. He showed examples of moving some positions from 1310 (faculty salary line) to 1110 (administrative salary line), which creates 34 FTE positions to be filled this academic year.

VI. COMMITTEE REPORTS:
A. Senator McCaughey presented the Academic Policies Committee (McCAUGHEY, Hueslman, McGarry/Staub, Marland) report. (Included)

B. Chair Moore stated that there is no report for the Agenda Committee (MOORE, Aeschleman, Cramer, Gates, McGarry/Staub).

C. The Budget Committee (LAMBERT, Pier, Simon, Strazicich) report is included.

D. Senator Yaukey presented the Campus Planning Committee (YAUKEY, Jamison, Scherlen, Smith) resolution on staff computer availability. (See attached) There was discussion of physical access to computers and whether or not employees were allowed time to access available computers. The committee placed the following motion on the floor:

FS04-05/10-01 Motion to approve staff access to computers.
Whereas, Staff Council has been concerned that some university employees do not have appropriate on-campus access to computers and time to use them,

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

Rationale:
It is essential that we recognize the importance of appropriate on-campus computer access for all members of the campus community in order that each of us may have equal opportunity to fully participate in the campus community. Currently, there are members of the staff that do not have ready computer access. This motion is intended to provide support to the efforts of the Staff Council and others to ensure appropriate on-campus computer access for all staff.

VOTE –2 FS04-05/10-01 Resolution to support Staff Council on staff computer availability.
YES 22 NO 0 ABSTAIN 2
The resolution passed.

E. Senator Weitz presented the Committee on Committees (WEITZ, Cramer, Harris, Jones, Kaenzig) report with a motion to elect nominees to university committees. (Included)

We move to accept the following nominations for university service:

Awards Committee

Faculty/Staff Benefits Committee

Academic Integrity Board
Heather Waldroup (2005)

Since this resolution was presented by a committee, no motion or second was necessary.
VOTE –3 Motion to approve the nominations to fill university committee vacancies.
YES 23 NO 0 ABSTAIN 0
The motion passed.

F. Senator Marking presented the Faculty Handbook Committee (MARKING, Anderson, Gates, Moore) report. (Included)
She said she and
Tim Burwell were members of UNC Board of Governors committee on tuition increases. All sixteen campuses were represented on this committee. Marking asked Burwell to elaborate on the committee’s business. The views expressed by committee members ranged from having no increases to increases in line with the Consumer Price Index (about 2.2%).
Most student members were opposed to any increase and some administrators from the campuses were also opposed due to changes in other factors affecting cost of attendance. No consensus was reached. (Subsequent to these meetings and the Faculty Senate meeting, the Office of the President decided not to recommend an increase in tuition this year at any campus.) Senator Simon asked if this was initiated from an article written in The Daily Tarheel, which reported on students coming in with a four-year set tuition agreement. Dr. Burwell said no, that was not what was presented to his committee. Chair Moore will send a link to Senators to the publication.

G. Senator Waring presented the Faculty Welfare and Morale Committee (WARING, Felkel, Lintott, Olson) report. (Included) The SGA survey was mentioned and Chair Moore said that he will attend the SGA meeting Oct. 12 where the survey will be discussed. The committee hopes to encourage expansion of faculty appreciation tickets to adjunct faculty and families of faculty.

H. Senator Rardin presented the Welfare of Students Committee (RARDIN, Ehnenn, Malloy, Ramsey) report. (Included)
I. Senator McGarry reported for the Ad-Hoc Committee on Faculty Elections (McGARRY). He will send out to faculty “We Need You” announcement to invite nominations for Faculty Senators to fill terms that expire in 2005. The committee hopes to move the elections to the fall term. There was discussion on why this will be beneficial and why not. Senator Simon pointed to the Faculty Senate Guidebook Elections Procedures and said that the by laws will require change if the elections are moved to November. Senator McGarry was asked to commission a sub committee to write up the changes and present them to Faculty Senate.

VII. UNFINISHED BUSINESS:
There was no unfinished business.

VIII. NEW BUSINESS:
There was no new business.

VIV. ADJOURN THE MEETING:
Senator Kaenzig moved and Senator Weitz seconded to adjourn the October 11, 2004 meeting.

VOTE – 4 Adjourn the October 11, 2004 meeting.
YES 21 NO 0 ABSTAIN 0
The motion passed.

The meeting adjourned at 5:20 PM.

Respectfully submitted,
Beth Cramer
Faculty Senate Secretary

APPALACHIAN STATE UNIVERSITY
FACULTY PRESENT AND VOTING SHEET

OCTOBER 11, 2004

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

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Budget Summary for Academic Affairs
2004-05

Continuation Budget (2004-05)  $95,651,159

Budget Increases
EPA Salary Increase (includes benefits)  $1,709,598
SPA Salary Increase (includes benefits)  $362,575

Enrollment Increase (Main Campus)
- Faculty Salary (includes benefits) for 12.95 positions  $993,967
- Library Operating  $133,726
- Other Operating  $170,428
Total Enrollment Increase  $1,298,121

Campus-Based Tuition Increase
- Faculty Salary Increases (includes benefits)  $330,149
- Teaching Faculty Lines (includes benefits)  $2,569,673
- Other Operating  $51,805
Total Campus-Based Tuition Increase  $2,951,627

Budget Decreases (recurring)
1.47% Flexibility Reduction
- Library Operating  ($450,000)
- Distance Education Operating  ($250,000)
- Other Operating  ($217,230)
Total 1.47% Flexibility Reduction  ($917,230)

Enrollment Decrease (Distance Education)
- Faculty Salary (includes benefits) for 0.41 positions  ($27,633)
- Library Operating  ($4,271)
- Other Operating  ($18,356)
Total Enrollment Decrease  ($50,260)

Authorized Budget (2004-05)  $101,005,590

The committee was provided a summary of the budget picture for this fiscal year. Currently, the authorized budget is approximately $101 million. The significant increases in the budget were due to legislative increases in salary for faculty and staff, enrollment increase funding, and campus-based tuition increases. The budget was reduced on a recurring basis by approximately $967,000, which was absorbed by reductions in non-personnel budgets.

Of particular note was the report on the use of campus-based tuition increases. The tuition increase will generate approximately $2.9 million in this fiscal year. Almost 87% of these funds were used to provide approximately 34 teaching positions available to enhance classroom instruction. Another 11% was used to address salary equity issues among current faculty and the remaining 2% was placed in non-personnel budgets.
Examples-Shifting Positions

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I. -B. From Academic Affairs:

CHAIRPERSONS REVIEWS/SEARCHES
2004-05
II. UNC Faculty Assembly
Chapel Hill
October 1, 2004

ASU Delegation:
Paul Gates -- Academic Freedom & Tenure
Randy Edwards -- Budget
Andy Koch -- Academic Freedom & Tenure
Mark Venable -- Faculty Welfare & Benefits

The primary news from the year's first Assembly session comes from the Faculty Welfare & Benefits Committee, which has created a 16-member steering committee to design a five-year pilot alternative program to the state BC/BS health plan. The emphasis of the new program will be on preventive care and will likely require the same premium payments. The committee will report to the Office of the President, which will forward the plan to the Board of Governors, and finally to the General Assembly.

A questionnaire about faculty and staff health insurance needs will be delivered by e-mail during the last two weeks of October, with telephone and paper mail follow-up to insure completeness of data collection.

Both the Budget and Faculty Welfare & Benefits committees are surveying the campuses to determine the uses of this year's campus-based tuition increase funds.

The Technology Committee is putting together a conference on the scholarship of teaching and learning with technology, March 30 - April 1, 2005 in Raleigh. Full details are available at http://conference.uncelt.org

The Academic Freedom & Tenure Committee is surveying campuses on faculty retention. The committee will be looking at the number of denials of reappointment at the various probationary contract points and at tenure. The committee will also look at reversals by decision makers at the various levels in the process.

The Assembly unanimously passed a resolution strengthening the faculty's role in athletics reform and oversight. The resolution recommends minimum standards in eight specific areas and provides for an
ongoing system of faculty involvement and input. Many of the recommendations are already standard practice at Appalachian.

The next meeting of the Faculty Assembly will be held on Friday, Nov. 5, 2004

Respectfully submitted,

Paul Gates
Delegation Chair

Academic Policies Committee Report
Faculty Senate Academic Policies Committee, October 11, 2004
Martha McCaughey (chair), Tim Hueslman, Eric Marland, Rick McGarry


So far we have considered the pros and cons of such committees and raised a number of questions about how these committees would be formulated and how they would function. Still to do: get feedback from faculty; look into ASU’s Peer Institutions and the UNC schools to see how many operate with college-level P&T committees; and make a recommendation to the Senate.

Our committee would like to know what the Senators think about the feasibility of College-level P&T committees.

Budget Committee Report
Report of the Budget Committee, October 11, 2004
Our committee met with Tim Burwell to discuss the following:
1. Assess competitiveness of faculty salaries with peer institutions.
2. Assess use of tuition fees collected from students 2004-5 according to the memo from Jeffrey Davies on 3/24/04.
3. Assess progress and plans for moving non-teaching support positions, such as Cultural Affairs and Advising, out of academic salaries. Many have been moved to 101-1110; but it is unclear how or when doing so will free up money (from where?) to fill faculty lines.
4. Monitor salaries, salary comparisons with peer institutions, progress toward goals, etc.
The Budget Committee would like to set up a time at one of the faculty senate meetings to have him present the new information he has on salaries. It will take approximately 45 minutes with questions included. We met with him last Monday and the committee feels that due to the in depth information and handouts he gave us it would be better for him to present the information.
We also have a meeting set up with Jerry Hutchins on October 18 to discuss creating a seat for a faculty member on the Appalachian Foundation Board.
Monica Lambert, Chair

Campus Planning Committee Report
Report of the Campus Planning Committee October 11.2004
The Campus Planning Committee offers the following Resolution:

Whereas, Staff Council has been concerned that some university employees do not have appropriate on-campus access to computers and time to use them,
*Be it Resolved that the Faculty Senate strongly supports the position of the Staff Council that every employee at Appalachian State University must have guaranteed access to computers and thus to email and internet in order to at the minimum be able to learn about university issues, participate in university affairs, be advised of university closings, restrictions of services, campus announcements, communicate with others, and keep abreast of university policies pertaining to their jobs.

Rationale:
It is essential that the we recognize the importance of appropriate on-campus computer access for all members of the campus community in order that each of us may have equal opportunity to fully participate in the campus community. Currently, there are members of the staff that do not have ready computer access. This motion is intended to provide support to the efforts of the Staff Council and others to ensure appropriate on-campus computer access for all staff.

Committee on Committees Report
Report from the Committee on Committees (Beth Cramer, Tim Harris, Bill Jones, Rebecca Kaenzig, Gayle Weitz - chair), October 11, 2004
We came up with a list of tasks for this year:
1. Fill vacancies on university committees
2. Establish a list of volunteers:
3. Update web access to committees
4. Assess the work of university committees (including Faculty Grievance, Due Process, and Grievance Assistance committees
5. Review the curriculum process
6. Discuss whether to keep and fill or dump the Grievance Assistance committee.
7. Discuss committee/council structure at Appalachian
8. Establish ways for the Faculty Senate to work cooperatively with academic affairs, the chancellor’s office the board of Trustees.
9. Establish evaluation questions for Academic Affairs personnel
10. What is faculty rank/status? Who is eligible to serve on committees.

We established our meeting schedule for this semester:
September 13, 2004
November 15, 2004
November 22, 2004
November 29, 2004

We have begun to assess the work of university committees, which will be completed by November 15th.

*We move to accept the following nominations for university service:

Awards Committee

Faculty/Staff Benefits Committee

Academic Integrity Board
Heather Waldroup (2005)

Faculty Handbook Committee Report
Faculty Handbook Committee Report, October 11, 2004
The Faculty Handbook Committee Procedure Manual has been revised by a sub-committee of Mike Moore and Martha Marking.

Dave Haney, Council of Chairs, has been contacted regarding Assistant chair
responsibilities. Martha has contacted Ken Muir to get a copy of a survey that was completed last year by the Assistant Chairs as to their duties. She has contacted the COE, COB, FAA, School of Music and AS for more information. The College of Education, the College of Business and the School of Music do not have assistant chairs. There are two in FAA (Technology and Art) and five in AS (English, Biology, History, Math and Psychology). Duties will be clarified and submitted for inclusion in the Faculty Handbook.

Communication has occurred with Dave Haney about other matters of common interest between the Council of Chairs and Faculty Senate.

Martha Marking, Chair

**Faculty Welfare & Morale Committee Report**

The Faculty Welfare & Morale Committee met on Monday, September 27th at 3:15. Senators Waring, Lintott, Felkel, and Senate Chair Moore attended. Senator Olson was out of the country at the time of the meeting. The committees next meeting is scheduled for October 18th at 3:15. Consideration of "Office Hours" issue was put on hold until the related faculty survey results are available. The committee assigned other issues to be researched in the following manner:

Senator Waring
1. Review of Emeritas Status
2. Family and Medical Leave
3. Faculty use of Quinn, Mt. Mitchell, and new facilities (pool)
4. Time-off Tenure Clock
5. Representation on Committee dealing with AppHouse and the Loft.

Senator Felkel
1. New Faculty Orientation
2. Faculty/Staff Parking Fees (reduced fees for remote lots)
3. Difficulty accessing on-line version of Faculty Handbook

Senator Lintott
1. Salary Equity
2. Minimum standards for office space assignments.

Senator Olson
1. Faculty appreciation tickets to App. sports events.

Douglas A Waring, Chair

**Welfare of Students Committee report**

Report from Welfare of Students Committee, October 11, 2004

The Welfare of students committee was unable to schedule a meeting due to conflicts in teaching schedules. Agenda items for the year were assigned to individual committee members via e-mail. It is the agreement of the committee that meetings will be scheduled and held prior to the submission of substantive reports. The assignments of agenda items are as follows:

Senator Ehnenn: Academic Values; plagiarism, academic manners, class behavior, and campus life.

Senator Malloy: Student Fees for Sustainable Development Program.