The faculty senate meeting was called to order by Chair Moore at 3:20 pm in the William Strickland Conference Room in I. G. Greer on Monday, December 12, 2005. Senators Arnold, Ehnenn, Jones, Lambert, Pier, and Strazicich were excused their absences.

II. Announcements

A. Chair Moore welcomed senators and visitors to the meeting. Visitors were Dr. Wilber Ward, Dr. Robert Johnson, Dr. Tim Burwell, Dr. Peter Petschauer, Dr. Andy Koch, Ms. Kendal McDevitt, Mr. Clark Anderson, and Mr. Paul Funderburk.

B. Other Announcements – None

II. Visitors’ Reports

A. Ms. Kendal McDevitt from the Counseling and Psychological Services Center discussed SPARC (Study to Prevent Alcohol Related Consequences). The purpose of SPARC is “To implement and evaluate a comprehensive intervention that will affect culture changes on the campus and in the community to reduce the incidence of alcohol-related problems among college students”. Ms. McDevitt provided handouts to the senators and visitors. (Hard copy of handout is available in the Faculty Senate Office.) Ms. McDevitt answered questions posed by the senators and visitors. Dr. Koch voiced his concern regarding the use of college students as human subjects in SPARC. Dr. Robert Johnson said that SPARC activities involving human subjects had been reviewed and approved by the Institutional Research Board.

III. Minutes

A. The minutes from the November 14, 2005 faculty senate meeting were approved. Senator Malloy moved and Senator Felkel seconded. Motion passed. (See Vote #1).

IV. Nominations

A. Senators approved the appointment of Dr. Eric Groce (Curriculum and Instruction) to replace Dr. Diana Quealy-Berge on the AP&P Committee (term expires 2006). (See Vote #2).

V. Provost’s Report

A. Dr. Aeschleman reported that at the last Board of Trustees meeting all the changes that he had described in his report to the November Senate meeting were approved. The two most salient changes were approving the move from the 1-1-2-3 faculty contract to a 4-3 and explicit codification on negotiating credit toward tenure. Furthermore, cleaning up the chair review process and automatic time off from the tenure clock for family leave were passed. The provost added that a $400 tuition and $235 fee increase were approved.

Chair Moore added that the language in the paid family medical leave policy was clarified to include childbirth and pregnancy.

VI. Committee Reports
• Academic Policies Committee (HUELSMAN, Butts, Ehnenn, Mamlin) had no report.
• Agenda Committee (MOORE, Marking, Harris, Aeschleman) had no report.
• Budget Committee (STRAZICICH, Kaenzig, Pier, Staub) had no report. Chair Moore extended his appreciation to Senator Pier for his service to the faculty senate since he is leaving ASU.
• Campus Planning Committee (MARLAND, Jamison, McKinney) had no report. Senator Marland encouraged senators to email him if they had any questions or concerns about committee items that were presented during last month’s faculty senate meeting that were not fully discussed due to time constraints.
• Committee on Committees (MALLOY, Cramer, Jones, Lambert, McBride) had no report.

F. Faculty Handbook Committee (MARKING, Moore, Gates, Arnold) requested approval of the following motions:

FS05-06/12-01 Whereas, the Provost requested Faculty Senate to clarify the appointment and reporting of search committees within departments in Faculty Handbook section 4.1.4.2;

Therefore, Faculty Senate affirms that a new section 4.1.4.2.1 be inserted as follows:

“Search Committees that recommend to the departmental chair are established by the department or by the departmental chair with departmental approval. Search Committees that recommend to the DPC are established by the DPC, with departmental approval.”

Senator Felkel noted that there is already a section number 4.1.4.2.1. in the Faculty Handbook. Chair Moore responded that the numbering sequence needed to be changed. Motion was approved. (See Vote #3).

FS05-06/12-02 Whereas, the Provost has requested clarification of the committee(s) concerned with a chair search, including whether conducted internally or externally, in Faculty Handbook section 4.5.4

Therefore, Faculty Senate affirms that throughout section 4.5.4 the term “nominating committee” should be changed to “Chairperson Search Committee.”

And Whereas, consistency in using the same term requires changes to Faculty Handbook section 4.5.4.3.5;

Therefore, Faculty Senate affirms that section 4.5.4.3.5 should be changed as follows (bold shows additions):

4.5.4.3.5 When a search committee/departmental personnel committee Chairperson Search Committee conducting a search for a departmental chair has identified and voted to recommend candidates to the dean Provost, the committee may recommend that an appointment with tenure should be made search committee/departmental personnel committee members will attach additional recommendations to those names that an offer be made to the selected candidate for appointment with permanent tenure.

There was no discussion. Motion was approved. (See Vote #4).

FS05-06/12-03 Whereas, Faculty Handbook section 4.5.4.1.4 should affirm fair representation within departments;

Therefore, Faculty Senate affirms that section 4.5.4.1.4 should be changed as follows:

4.5.4.1.4 Departments with a multiple focus (such as Political Science/Criminal Justice) shall strive to have all areas fairly represented.

Discussion involved trying to define what was meant by departmental focuses. Motion was not approved. (See Vote #5).

FS05-06/12-04 Whereas, Appalachian is committed to diversity in its fullest expression;
Therefore, Faculty Handbook section 4.5.4.2 should be changed as follows (bold shows additions):

4.5.4.2 Charge to the Nominating Committee
Prior to the selection of the committee, the dean will meet with the department and charge it. In this meeting the dean will emphasize encourage the faculty to consider gender and race representation on consideration of the University’s commitment to diversity when electing representatives to the committee.

Motion was approved. (See Vote #6).

FS05-06/12-05 Whereas, Faculty Handbook section 4.1.2.2 needs clarification of who should chair the DPC in the absence of the departmental chair;

Therefore, Faculty Senate affirms that section 4.1.2.2 should be changed as follows (bold shows additions):

4.1.2.2 The departmental chair shall serve as non-voting chair of the personnel committee and preside at all meetings, except when the personnel action being considered involves the chair; in such a case the DPC will elect a chair from among its tenured members. The chair shall establish called meetings when two or more committee members make written request for a meeting of the DPC.

There was discussion about whether the role of temporary and regular DPC chairs was clear enough. Senator Butts moved and Senator Rardin seconded amending the text as follows:

4.1.2.2 The departmental chair shall serve as non-voting chair of the personnel committee and preside at all meetings. The chair shall establish called meetings when two or more committee members make written request for a meeting of the DPC. When the personnel action being considered involves the departmental chair, the DPC will elect for that action a chair from among its tenured members.

The amendment passed. (See Vote #7)

The motion as amended was passed. (See Vote #8).

FS05-06/12-06 Whereas, the Faculty Senate in motion 03-04/04-03 April 19, 2003 passed a resolution in support of students’ religious diversity being accommodated in classes, but did not request any specific policy be established and assumed the resolution to only apply to non-Christian religious observances;

And Whereas, the provost, in response to that motion, affirmed Academic Affairs’ “support for its spirit and objectives,”

And Whereas, section 5.3.1.1 of the Faculty Handbook needs to make more clear student attendance policy;

Therefore, Faculty Senate affirms the changes to section 5.3.1.1 as noted below (bold shows additions).

5.3 Student Absences From Class

5.3.1 General Attendance Policy:

5.3.1.1 It is the policy of Appalachian State University that class attendance is considered to be an important part of a student's educational experience. Students are expected to attend every meeting of their classes, and are responsible for class attendance. Regardless what reasons there may be for absence, students are held accountable for all academic activities, and faculty may require special work or tests to make up for the missed class or classes. In addition, faculty should make reasonable accommodations for students requesting to miss class due to the observance of religious holidays.

Faculty, at their discretion, may include class attendance as a criterion in determining a student's final grade in the course. On at least the first day of class, faculty must inform students in writing of their class attendance policy and the effect of that policy on their final grade; both policies must be clearly stated in the class syllabus. If class attendance is to affect a student's final grade, then a statement to this effect must be a part of the course syllabus distributed to each student.
Discussion revealed concern that by using the verb “should” might be thought a requirement that would cause such absences to be treated as absences for class and athletic activities as in the Faculty Handbook section 5.3.2.2.

Senator Mamlin moved and Senator Smith seconded to change “should” to “are encouraged to” so that the last sentence of paragraph one would read as follows: **In addition, faculty are encouraged to make reasonable accommodations for students requesting to miss class due to the observance of religious holidays.**

The amendment passed (See Vote #9 and Vote #10).

The motion as amended passed (See Vote #11).

**FS05-06/12-07** Whereas, the same principles for respecting religious diversity that apply to students also ought to apply to faculty;

And Whereas the Faculty Handbook in section 5.2 can be more clearly stated;

Therefore, the Faculty Senate affirms the following text replace the present text of section 5.2 in the Faculty Handbook:

5.2 Faculty Absence

Whenever a faculty member will be absent from class, she or he must notify the departmental chair. The departmental chair will make appropriate arrangements for the missed classes to be taught. Absences for observance of religious holidays should be accommodated and planned with the departmental chair. All absences from classes for any reason should be reported to the dean of the college/school by the departmental chair.

(-----Present FH text : 5.2 Faculty Absence In case of a faculty member's absence from class due to illness or other unavoidable causes, the departmental chair shall be notified. The departmental chair will make arrangements for these classes to be taught. Absences for all other reasons should be planned with the chair of the department and have the approval of the dean of the college/school. All absences from classes for any cause should be reported to the dean of the college/school by the departmental chair.)

The motion passed (See Vote #12).

**FS05-06/12-08** Whereas, The Faculty Handbook in the second paragraph (labeled as NOTE) of section 5.3.1.1 implies that all departments must have a policy regarding students’ absences from the first two class meeting days—see the reference “at the discretion of the academic department”;

Therefore, Faculty Senate requests the Office of Academic Affairs to ensure that all departments have such a policy and that it be included in published departmental policies.

5.3.1.1 (NOTE:-A student who does not attend a class during one of its first two meetings may, at the discretion of the academic department, lose her or his seat in that class. Further, if a class meets only one time per week --e.g., a laboratory or an evening class --the student must attend the FIRST meeting of that class or risk losing her or his seat.)

The motion passed (See Vote #13).

**FS05-06/12-09** Whereas, the principle of faculty governance of curriculum matters is essential, and that the Provost has recognized it by agreeing that the AP&P committee be chaired by a faculty member and not an administrator,

And Whereas, The Core Curriculum Committee should also be chaired by a faculty member and not by an administrator, even in a co-chair capacity,
Therefore, Faculty Senate affirms that the present Faculty Handbook section 7.3.2.4 be deleted and replaced with the following text: “Every committee will select a chair for the academic year at their first Fall semester meeting.”

The motion passed. (See Vote #14).

G. Faculty Welfare and Morale Committee (FELKEL, Harris, Horton, McCaughey) requested approval of the following motions:

**FS05-06/12-10** Observance of special events.
The Faculty Welfare and Morale Committee moves that the university announce a specific time during the university’s usual operating hours (i.e. 8 am - 5 pm), for any special university observance (e.g., for 9/11, Memorial Day, Veterans’ Day, etc.). Further, all faculty, staff, and students should be encouraged to observe a moment of silence at that time and reflect on the reason for the observance.

The motion was not approved. (See Vote #15).

**FS05-06/12-11** Access to recreation center
ASU faculty and staff be granted access to the new recreation center (at the corner of Bodenheimer and Rivers St.) without payment of a fee for its use.

Rationale:
Broome-Kirk gym is scheduled to be demolished and a student cafeteria and green space will take its place. The new recreation center is partially replacing the facilities at Broom-Kirk gym. Currently many faculty and staff use Broome-Kirk for basketball, swimming, and locker room space. We are requesting that these current benefits be transferred to the new facility.

The new recreation center will house the university’s only swimming pool. The Broom-Kirk pool is used as a classroom (PE 1000/1002/1003) and used by faculty and staff for physical fitness/exercise. Charging a fee could result in a “some faculty are more equal than others” sentiment if the fee is only waived for PE instructors, or it could result in faculty having to pay a fee in order to teach their class.

In addition, there has been a movement from the State Health Plan to promote healthier lifestyles and thus healthier state employees. Passage of this motion helps promote this campaign. Another fee could discourage people, who might be looking for an excuse, to quit their exercise routine or to think twice before starting one.

Also, even when a building’s initial construction costs are funded by student fees, other budget lines at ASU contribute significant amounts of money to its operation, day after day and year after year, whether for utilities, cleaning, staff, or equipment. In addition, these facilities are replacing facilities not funded by student fees. In light of these arguments an open-access policy is appropriate.

Finally, in light of minimal to effectively negative faculty/staff pay increases, eliminating fees such as this can be viewed as a token “pat on the back” for the effort that faculty and staff have shown to make limited budget dollars stretch.

The motion passed. (See Vote #16).

- Welfare of Students Committee (RARDIN, Ramsey, Scherlen, Smith) had no report.
- Ad Hoc Committee on Faculty Retirement (MOORE, Terry Cole (CMU), Marvin Hoffman (PS/CJ), Len Johnson (HRS), Harold McKinney (MUS), Susan Keefe (ANT)) had no report.
- Ad Hoc Committee on the Role of the Faculty Senate (ARNOLD, Gates) had no report.
- Chancellor’s Advisory Committee (MARLAND, Arnold, Malloy, Marking). See report from October 31, 2005 and report from December 5, 2005 below.
Report of the Vice Chair regarding Faculty Elections (MARKING). Senator Marking reported that the anticipated dates for distributing election ballots is the first week of classes during the Spring 2006 semester and election tabulations starting two weeks later.

VII. Unfinished Business

None.

VII. New Business

A. Whereas, there should not be conflicts between academic and athletic activities at Appalachian, and especially due to football post-season play;

And Whereas, commencement activities are of fundamental importance to the purpose of the university, and they must be planned to avoid foreseeable or potential time conflicts and to fully and faithfully represent the actual completion of a student’s academic requirements at Appalachian;

Therefore, be it Resolved, that the Faculty Senate requests the Chancellor to implement as soon as possible a commencement policy that holds the Fall semester commencement on a Sunday, and that both Fall and Spring semester commencements be held only after the last final grading deadline of the respective semesters, which may require other adjustments in the academic calendar necessary to making commencement a fully meaningful symbol for students and for faculty, both of whom have worked together to make possible granting the appropriate academic degree.

After discussion including whether a Sunday should be required for fall commencement and concerns with style the motion was amended to read:

Motion FS05-06/12-12: “Whereas, there should not be conflicts between academic and athletic activities at Appalachian, and especially due to football post-season play;

And Whereas, commencement activities are of fundamental importance to the purpose of the university, and they must be planned to avoid foreseeable or potential time conflicts and to represent the actual completion of a student’s academic requirements as Appalachian;

Therefore, be it Resolved, that the Faculty Senate requests the Chancellor to implement as soon as possible a commencement policy that holds both Fall and Spring semester commencements occur after the last final grading deadline of the respective semesters, which may require other adjustments in the academic calendar necessary to making commencement a fully meaningful symbol for students and for faculty, both of whom have worked together to make possible granting the appropriate academic degree.”

The amendment to the motion was approved. (See Vote # 17).

The motion as amended was approved. (See Vote #18).

Chair Moore asked for a motion to adjourn the meeting. The motion was moved and seconded. (See Vote #19).

The meeting was adjourned at 6:00 pm.

Appalachian State University
FACULTY PRESENT AND VOTING SHEET for December 12, 2005

Y = Yes N = No A = Abstain

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Vote #1: To approve Faculty Senate November 14, 2005 minutes.
Vote #2: To approve the appointment of Dr. Eric Groce to replace Dr. Dianna Quealy-Berge.
Vote #3: To approve Motion FS05-06/12-01.
Vote #4: To approve Motion FS05-06/12-02.
Vote #5: To approve Motion FS05-06/12-03.
Vote #6: To approve Motion FS05-06/12-04.
Vote #7 and #8: To approve Motion FS05-06/12-05.
Vote #9 and #10: To approve Motion FS05-06/12-06.
Vote #11: To approve Motion FS05-06/12-06 as amended.
Vote #12: To approve Motion FS05-06/12-07.
Vote #13: To approve Motion FS05-06/12-08.
Vote #14: To approve Motion FS05-06/12-09.
Vote #15: To approve Motion FS05-06/12-10.
Vote #16: To approve Motion FS05-06/12-11.
Vote #17: To approve Motion FS05-06/12-12 as amended.
Vote #18: To approve the amended Motion FS 05-06/12-12.
Vote #19: To adjourn the meeting.