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January 10, 2011 AASU Faculty Senate Minutes

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Armstrong Atlantic State University
Faculty Senate Meeting
Minutes of January 10, 2011
University Hall, room 158, 3:00 p.m.

CALL TO ORDER: Senate President LeFavi called the meeting to order at 3:07 p.m.
Please see **Appendix A** for a roster of attendees.

- I. Approval of the Minutes of Faculty Senate November 15, 2010 meeting. Those minutes are posted for viewing on the University Faculty Senate website ([Appendix B](#)). The motion was made and seconded to approve the November minutes. The motion passed.

REPORTS

- II. Dr. Thompson presented a report on Armstrong's Strategic Plan (SPARC), including statements on mission, vision, values, strategic goals, and the next steps in the process. A presentation to the campus is scheduled as part of the Spring Convocation on January 26, 2011.
- III. Dr. Thompson presented a report on the administrative response to the Summer Compensation Resolution. The administration has a commitment to developing a summer financial model that serves the needs of students, faculty, and the university, recognizing this is the first step in a growth process. For Summer 2011, there will be a 1.36 enrollment break-even point, along with revenue sharing going back to colleges and departments. Departmental and/or college averaging will take place between department chairs and deans with oversight from the VPAA. This will provide the opportunity for small-enrollment courses to be offered without reduction in faculty pay.
Discussions were related to individual faculty/course output verses departmental responsibility for enrollment numbers; the risk of one shifting hours from one semester to another; attention to the best interest of the student before financial interest of the department; summer operating costs; and charging mandatory fees.
- IV. Mr. Carson presented a report on the status of plans for a Library Extension, a \$5.7 million project. The CIS office and data center located in Memorial College Center will be moved to the Armstrong Center. The current CIS/MCC space and old bookstore will be converted to a staffed, late-night technology/research facility. The relocation of the data center to Armstrong Center should improve network functionality and security.

SENATE ACTION

- V. University Curriculum Committee Meeting, December 1, 2010. ([Appendix C](#))
The first item the UCC put forward to the Faculty Senate was a previously remanded item from the College of Science and Technology, (UCC Minutes 1.12.2010 linked above IV, F, 1). It was moved and seconded that a new course PSYC 1200 – Drugs and

Behavior be created and placed as an option in Core Area D, Option I for non-science majors, in sections 2 & 3.

Discussion points opposed to the motion included the type of content that belongs in Area D, the discipline-specific divisions inherent in Areas C – E, the potential for combining and cross-listing with another discipline, and parallel courses offered at other state institutions not offered in Area D.

Discussion points defending the motion included that this course contains bio-psycho-social components, offerings in Areas D2 and D3 fill quickly, and these areas could have broader content.

Motion to approve the creation of PSYC 1200 and its placement in Area D passed.

VI. University Curriculum Committee Meeting November 17, 2010. ([Appendix D](#))

The second item the UCC put forward to the Faculty Senate was from the College of Health Professions (UCC Minutes 17.11.2010 linked above II, F, 1) and proposes modification of the Program of Study for the Bachelor of Science in Rehabilitation Science.

The third item the UCC put forward to the Faculty Senate was from the College of Health Professions (UCC Minutes 17.11.2010, II, G, 1-2) and proposes modifications to the courses RADS 3531: Nuclear Medicine Clinical Education I and RADS 3503: Principles and Practice of Nuclear Medicine III.

The fourth item the UCC put forward to the Faculty Senate was from the College of Science and Technology (UCC Minutes 17.11.2010, IV, B, 1) and proposes a change to CHEM 1211: Principles of Chemistry I.

The final item the UCC put forward to the Faculty Senate was the charge from the Senate regarding investigation of Armstrong becoming an eCore institution (UCC Minutes 17.11.2010, Other Business, A). UCC rejects institutional participation in eCore by AASU.

Motion to accept this UCC report as submitted passed.

VII. Constitution and Bylaws Committee ([Appendix E](#)).

Dr. Skidmore Hess, chair of this committee, presented the Reapportionment Report. The intention of reapportionment is to ensure all faculty members have representation on the Senate; each faculty member should have at least one senator. The proposal is linked above.

It was moved and seconded to accept the reapportionment distribution (Constitution and Bylaws Committee, 16.11.2010, linked above). Discussion ensued regarding stand alone programs and programs which exist within departments. Motion to accept reapportionment passed.

It was moved and seconded to accept the proposed implementation plan. (Constitution and Bylaws Committee, 16.11.2010, linked above) Motion to accept implementation plan passed.

It was moved and seconded to accept the proposed amendment to the constitution. (Constitution and Bylaws Committee, 16.11.2010, II, linked above) The committee

proposes to amend the Senate Constitution in Article I, Section C, Voting Members of the Faculty. The following excerpt illustrates the friendly amendment to the proposal brought to the floor of the Senate.

"Each member of the faculty shall exercise ~~their~~ **his or her** voting rights through ~~their~~ **his or her** home department or program. No member of the faculty may be represented through more than one department or program."

Motion for amendment to the Constitution passed.

It was moved and seconded to accept the proposed amendment to the Senate Bylaws to reflect the current structure of the university. The motion passed.

- VIII. Wayne Johnson presented a report from the Educational Technology Committee on the availability of iTunesU (**Appendix F**). It was moved and seconded to accept the report from ETC. The motion to accept report passed.
- IX. Graduate Affairs Committee – Graduate Coordinator Compensation Report (**Appendix G**). Motion to move this item to February's meeting agenda. Strike the last statement in the last paragraph of that motion.
- X. Smoke-free Campus with Student Government. Motion to move this item to February's agenda

SENATE INFORMATION

- XI. Dr. Kraft presented a report on the General Education Council's denial of Armstrong's proposal regarding Student Learning Outcomes (SLO) and proposed a plan to expedite a revision and resubmission to the Council in February.
It was moved and seconded to accept the proposed process. The revised SLO's will come back to the Senate for review. The motion to accept this report and the resubmission plan passed.
- XII. Dr. Hampton presented an update on the Vice President for Academic Affairs Search. He referred all interested parties to the VPAA website to read the candidates' campus presentation schedules and curricula vitae.
- XIII. A concern regarding Armstrong faculty access to Scantron was brought to the floor. Further investigation was referred to the Educational Technology Committee.
- XIV. Dr. Mahan presented the Planning, Budget, and Facilities Committee report.
([Appendix H](#))

ANNOUNCEMENTS

- XV. Methods to bring items to the Senate. Individual faculty members can bring concerns to committee chairs, items may come through senators to steering committee, or senators can bring items directly to the senate floor.

- XVI.** Homecoming. LeKara Simmons, Chair of the Homecoming Committee, proposed a faculty/student basketball game as part of homecoming celebrations. The game is planned for 7:30 in the ARC on February 14, 2011.

ADJOURNMENT

The meeting was adjourned at 5:09 PM.

Respectfully submitted,

Pamela Z. Sears
Faculty Senate Secretary

Appendix A--10 January 2011, Full Faculty Senate Meeting Minutes

Senators Present

College of Education

Jackie Kim
Greg Wimer
Beth Childress
Michael Mahan

College of Health Professions

Robert LeFavi
Bryan Riemann
Laurie Bryant
Kathy Morris
Tonya Tyson
Carole Massey
Helen Taggart
Andi Beth Mincer
Laurie Adams
Rhonda Bevis

College of Liberal Arts

Pamela Sears
Stephen Primatic
Alison Hatch
Daniel Skidmore-Hess
Jason Beck
Mike Price
James Todesca
Ana Torres
Hans-Georg Erney
Teresa Winterhalter
Karen Hollinger
Kevin Hampton

College of Science and Technology

Austin Francis
Alex Collier
Scott Mateer
Catherine MacGowan
Suzanne Carpenter
Sean Eastman
Lorrie Hoffman
Sungkon Chang
Vann Scott
Priya Goesser
Tim Ellis

Senators Absent

College of Health Professions

Charlotte Bates

College of Science and Technology

Daniel Liang

College of Education

Linda Ann McCall

Guests

Wayne Johnson
Glenda Ogletree

Ex-Officio Present

Anne Thompson, VPAA
John Kraft, AVPAA
Dr. Linda Bleicken

ETC Charge: To evaluate the manner in which iTunes U has been implemented on campus and to recommend to the Senate any possible improvements.

3 DEC 2010

CIS iTunes U Link: <http://tiny.cc/aasuitunesu>

Background:

1. Reported faculty issues with service:
 - a. Service implemented after fall semester 2010 started (example of poor planning)
 - b. Lengthy paperwork for each course every semester to take advantage of iTunes U.
 - c. CIS will accept email requests, but then you must enter all of the requested information by hand!
 - d. Unnecessary level of bureaucracy may be significant enough for some not to try it or to stay with it. It almost seems designed to fail. This has implications for teaching and efforts to modernize campus technology.
2. Armstrong iTunes U came into existence not because faculty requested it, but was instead implemented by CIS to meet the needs of faculty wanting to stream media from Armstrong servers. Hosting the media on iTunes U servers illuminated the burden on Armstrong network resources while still meeting the needs of faculty.

ETC Recommendations:

1. **The current process to set up a course on iTunes U is an efficient, uncomplicated and reasonable approach.** A single page pdf form is available on the web to request an iTunes U course. It can be (re)modified, saved, and emailed to the CIS Helpdesk each semester as necessary. The form must be submitted each term so CIS can properly populate any security settings requested by the instructor. This does not have to be repeated if the user wants the iTunes U page to be open to the public rather than a specific group.
2. **CIS needs to specify the minimum time required to set up a course using iTunes U. Faculty should receive confirmation of the request and be notified when course material can be added to the site.**
3. **iTunes U is not a required pedagogical tool, but can be utilized by faculty to enhance a course and engage a vast, online audience beyond Armstrong. It is the responsibility of the faculty (e.g., ETC) to promote these tools, not CIS.** The ETC is currently taking steps to improve awareness and faculty use of iTunes U (e.g., ETC blog, iTunes U panel discussion).
4. **Faculty should be made aware that a faculty PC station equipped with video and sound editing software is available in the library.**
5. **Faculty should be made aware that Ms. Jennifer Incorvaia (CIS) provides technical support for iTunes U.**

Ad Hoc Committee on Graduate Coordinator Compensation

Answering the charge of Senate President Robert Lefavi to investigate compensation for graduate coordinators, the members of the Graduate Affairs Committee wrote descriptions of their duties and contacted people at cohort institutions with programs similar to theirs and asked them to provide the following information:

- responsibilities as graduate coordinator
- number of students taught (undergraduate and graduate) during a typical semester
- kind of compensation received as graduate coordinator.

The data collected was sent to an ad hoc committee consisting of two graduate coordinators from each of the four colleges. The members included:

College of Education—Regina Rahimi, Joan Schwartz
College of Health Professions—Maya Clark, Bryan Riemann
College of Liberal Arts—Becky da Cruz, Christopher Hendricks
College of Science and Technology—Ray Hashemi, Stephen Jodis.

The members met to discuss and analyze the data. (See Appendix)

After lengthy discussion and examination of the collected data, the members of the ad hoc committee drew several conclusions.

- While the study shows a wide range of compensation for graduate coordinators, the evidence is clear that with its standard four/four teaching load, Armstrong Atlantic has the highest base workload of all the schools surveyed. Even with lower base teaching requirements, graduate coordinators at other institutions still receive compensation for their administrative responsibilities. All coordinators, including those in undergraduate programs, should receive some form of compensation for work they do beyond the typical areas of teaching, scholarship, and service.
- Because of the inherent differences in programs and duties, no one type of compensation is applicable in every situation. Compensation should be determined at the college level.
- Ten-month employees whose programs involve student recruitment, acceptance, orientation, etc., and requires them to perform duties in the summer months, should receive additional compensation for the time involved. It may be appropriate to extend these positions to twelve-month contracts.
- Compensation for coordinator duties during the fall/spring terms may take different forms, including course releases and financial remuneration. For programs with limited numbers of faculty where course releases would mean classes are simply not taught, an appropriate stipend should be added to the coordinator's salary. In such situations, strong consideration should also be given to providing administrative support beyond work study students to aid the coordinator.
- Coordinators must have clearly delineated duties in writing which should be a consideration in the tenure and promotion process.

- With the end of the School of Graduate Studies, the new decentralized scheme has meant additional work for many coordinators. Academic Affairs should look into removing some of the burden, assigning duties to administrative offices where appropriate.

The lack of compensation for some graduate coordinators at the university is serious. In the last year, Armstrong Atlantic has lost two young, talented faculty members in the Colleges of Education and Health Professions, who left for other institutions in large part because of this very issue.