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Agendas and Minutes

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2020 April 6 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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EAST TENNESSEE STATE UNIVERSITY

Faculty Senate Agenda

April 6, 2020

2:45 p.m. Virtual Zoom Meeting

1. Celebrations
2. Introductions of Guests
3. Guest Speaker - Dr. Wendy Doucette – Presentation on Food Insecurities
4. Announcements
5. Approval of minutes from March 23, 2020
6. Information items
 - a. COVID-19 and ETSU Discussion/Comments – Mr. Hendrix
 - b. Notes from Exec Board Meeting with Dr. Noland – Mr. Hendrix
 - c. College Elections – Dr. McGarry
 - d. Discussion of Duties for Officers of Faculty Senate
 - Office of the President - Mr. Hendrix
 - Office of the Vice President - Dr. Gray
 - Office of Secretary - Dr. Sellers
 - Office of Treasurer/Chief Operating Officer - Dr. Brown
 - Office of Past President – Dr. Epps
 - e. Faculty Senate Officer Elections Update – Dr. McGarry
 - f. Handbook Committee Update – Dr. Epps
 - g. Board of Trustees Report – Dr. Foley
 - h. University Committees Report
 - Other Reports
 - i. Working Groups Report – Work Group Chair
 - Administrative Review – Dr. O’Neil
 - Shared Governance – Dr. Lyons
 - Campus Communications – Dr. Garris
 - Faculty Safety and Planning – Dr. Pealer
 - Paid Family Leave – Dr. Alexander
7. Old Business
 - a. Committee on Committees – Dr. Epps
8. New Business
9. Comments from guests
10. Adjourn



FACULTY SENATE MINUTES

Meeting Date:	04/06/20	Time:	14:45 – 16:30	Location:	Sam Wilson Hall room 230
Next Meeting:	August - Retreat	Scribe:			Eric Sellers
Present:	Alexander, Katelyn; Anand, Rajani; Blackhart, Ginette; Brown, Patrick; Burford, Mike; Burns, Bracken; Byington, Randy; Chen, Yi-Yang; Cherry, Donna; Collins, Charles; Drinkard-Hawkshawe, Dorothy; Dunn, Andrew; Ellis, Jon; Emma, Todd; Epps, Susan; Evanshen, Pam; Foley, Virginia; Fraysier, Donna; Garris, Bill; Gray, Jeffrey; Hagemeyer, Nick; Hemphill, Bill; Hemphill, Jean; Hendrix, Stephen; Holmes, Alan; Johnson, Mikki; Johnson, Michelle; Kim, Sookhyn; Livingston, James; Lyons, Renee; Mackara, Fred; Marek, Greta; McGarry, Theresa; Mitchell, Holly; Oh, Sunny; O'Neil, Kason; Owens, Bea; Park, Esther; Peterson, Jonathan; Ransom, Mark; Sargsyan, Alex; Sarkodie, Olga; Sellers, Eric; Sergiadis, Ashley; Smith, Samuel; Stone, William; Taylor, Teresa Brooks; Trogen, Paul; Walden, Rachel				
Absent:	Kostrzewa, Richard				
Excused:	Olson, Nate; Ramsey, Priscilla; Silver, Ken				

Agenda Items

Meeting called to order

1. Celebrations
2. Introductions
3. Guest Speaker
4. Announcements
5. Approval of Minutes
6. Informational Items
7. Old Business
8. New Business
9. Comments from Guests
10. Adjourn

DISCUSSIONS

1. Celebrations

1.1 **Epps** noted that Nikki Grubb, a softball player, was one of 10 recipients of a Southern Conference Graduate Scholarship, which is a huge honor for her and ETSU athletics.

1.2 **Sarkodie** noted that the QCOM department of OBGYN won the clerkship of the year for MD students in obstetrics.

2. Introductions

Dr. Amy Johnson

3. Guest Speaker

None.



DISCUSSIONS

4. Announcements

None.

5. Approval of Minutes

Hendrix questioned whether there was an objection to approving the minutes from the 03/23/20 meeting.

No Objection: Minutes Approved

6. Informational Items

6.1 COVID-19 and ETSU Discussion/Comments – Mr. Hendrix

6.1.1 **Peterson** noted that some programs do not accept online labs and questioned whether this requirement would be waived for students this semester. **Hendrix** replied that Peterson should email him the question and he will find an answer.

6.1.2 **Holmes** questioned whether we are required to have written permission to return to campus to retrieve materials from offices. **Hendrix** replied that he did not think so, but the chair and dean should be aware of why it is necessary to come to campus. Peterson added that he does have written permission to be on campus to care for his animals.

6.1.3 **Cherry** asked whether there are updates regarding May commencement. **Hendrix** replied that it has been canceled, but there may be a virtual commencement or celebration; there are no additional details at this time. However, May graduates have been invited to walk at the December ceremony.

6.1.4 **Trogen** asked whether people who were exposed to the two people at ETSU that were diagnosed with COVID-19 have been notified. **Hendrix** and **Gray** replied that the department of health would be following up with the people they have been in contact with.

6.1.5 **Collins** asked whether it is necessary to have a sticker on your car to access the VA campus. **Hendrix** replied yes.

6.1.6 **Jean Hemphill** asked whether faculty will lose vacation time if they go over 350 hours. **Hendrix** responded yes, and it is a state law that ETSU does not have the authority to change. Jean Hemphill also asked if it was true that we are not allowed to take vacation. **Hendrix** and **Epps** replied that we are still allowed to take vacation days.

6.1.7 **Lyons** asked whether we are supposed to be returning library books. **Sergiadis** replied that faculty and students are to keep library books until campus reopens for the main campus and medical libraries.

6.1.8 **Mackara** asked if non-faculty are still being paid their salaries. **Hendrix** replied that Dr. Noland is committed to paying all full-time employees their salaries and people who may not be able to work because the facility or location is closed, they are trying to reassign them to other duties.

6.1.9 **Hendrix** noted that Dr. Amy Johnson requested input from the Faculty Senate regarding whether SAIs should be conducted this semester. **Brown** replied that faculty in the CTE have been discussing this and think it would be a good idea to collect SAI data, but give the faculty the option as to whether they would include the results in the tenure and promotion dossier. [Several senators agreed with Brown.] **Byington** replied that he would like to see the SAI replaced or augmented with a more detailed look at the student experience, which may have little to do with the faculty member. He also added that the reliability of the SAIs is questionable.

6.2 Notes from Exec Board Meeting with Dr. Noland – Mr. Hendrix



DISCUSSIONS

No questions.

6.3 College Elections – Dr. McGarry

Elections are targeted to be completed by April 20. If any of the colleges are not going to be able to make this deadline they should let McGarry know. Each college should also send McGarry an email stating how the election will be held and that everyone has a chance to be nominated and adequate ability to vote. In addition, the election committee can also run the election for any college that would like the committee to do so.

6.4 Discussion of Duties for Officers of Faculty Senate

6.4.1 Office of the President - Mr. Hendrix

The president is elected for a two-year term, which is then followed by a two-year term as past-president. The president represents the Faculty Senate on several committees across campus and with the senate. There are monthly meetings with the President and with the Provost; the Academic Council meets one or two times per month; University Council meets once per month; and the budget advisory and strategic planning committee, which meets several times in the spring semester. The president is also asked to serve on several other committees; thus, the amount of time it takes to be president is significant. The president also oversees the bi-weekly Executive Committee meetings, sets the meeting agendas, and scheduled guests.

6.4.2 Office of the Vice President - Dr. Gray

The vice president has many of the same responsibilities as the president, serving on the Academic Council and being a part of the decision-making process. The VP also serves on the executive committee and meets with the provost and president monthly.

6.4.3 Office of Secretary - Dr. Sellers

As with the other positions, the secretary is a member of executive committee and meets on a monthly basis with the provost and president. In addition, the main role of the secretary is to keep up with attendance, the senate roster, and preparing minutes for each meeting.

6.4.4 Office of Treasurer/Chief Operating Officer - Dr. Brown

The main responsibility for the COO is to plan the annual faculty senate retreat, which is held in August. These duties including securing catering for the event and setting the agenda with the senate president. The COO is also responsible for the collecting the faculty census data. The treasurer is also responsible for managing a small courtesy fund for the senate.

6.4.5 Office of Past President – Dr. Epps

The duties of the past president are similar to those of the president: executive committee meetings; monthly meetings with the provost and president; serving on academic council; university council; and, the budget and strategic planning committee.

6.5 Faculty Senate Officer Elections Update – Dr. McGarry

Currently there is one person running for treasurer (Patrick Brown), one for secretary (Ashley Sergiadis), two for VP (Kason O'Neil and Ginni Blackhart), and one for president (Stephen Hendrix). **Hendrix** added that nominations will continue to be taken until the election on April 20.

6.6 Handbook Committee Update – Dr. Epps

No update.



DISCUSSIONS

6.7 Board of Trustees Report – Dr. Foley

The finance committee met last Wednesday. The committee proposed not to have a tuition or fee increase for students in the upcoming fall semester. The proposal will be voted on during the April 24 board meeting. The budget for next year will also be voted on at the April 24 meeting. The SGA rescinded their proposal to increase fees for mental health services. The governor cut allocated raise money for the university by 50%. The money the university does receive will be put in a reserve fund and raises may be revisited in January.

6.8 University Committees Report

6.8.1 **Jean Hemphill** announced that Dr. Bishop and Dr. Noland have convened a Community Engagement Task Force, of which she is a member. The task force is conducting a review of ETSU's community engagement and service learning activities. The task force wants to develop a definition of community engagement that will be descriptive and have meaning for the ETSU community at large. They plan to provide recommendations to support sustainable community engagement and outline community engagement initiatives. **McGarry** asked whether there are community members on the task force and **Jean Hemphill** replied there is not. **McGarry** expressed concern and suggested that community members be added to the task force.

6.9 Working Groups Report – Work Group Chair

6.9.1 Administrative Review – Dr. O'Neil

The working group should have a report at the next meeting.

6.9.2 Shared Governance – Dr. Lyons

No report.

6.9.3 Campus Communication – Dr. Garris

No report.

6.9.4 Faculty Safety and Planning – Dr. Pealer

No report.

6.9.5 Paid Family Leave – Dr. Alexander

No report.

7. Old Business

7.1 Committee on Committees – Dr. Epps

No report.

8. New Business

8.1 **Brown** announced that the CTE will continue to have TED talks every Friday afternoon through April, except for Good Friday. Anyone who is interested in attending should send an email to him for details.

9. Comments from Guests



DISCUSSIONS

None.

10. Adjourn

Motion to Adjourn: Brown
Second: Peterson
Meeting Adjourned

Please notify Senator Eric Sellers (sellers@etsu.edu or 9-4476, Faculty Senate Secretary, 2019-2020) of any changes or corrections to the minutes.