

East Tennessee State University

## Digital Commons @ East Tennessee State University

---

Faculty Senate Agendas and Minutes

Agendas and Minutes

---

2-24-2020

### 2020 February 24 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

Follow this and additional works at: <https://dc.etsu.edu/faculty-senate-agendas-minutes>



Part of the [Higher Education Commons](#)

---

#### Recommended Citation

Faculty Senate, East Tennessee State University, "2020 February 24 - Faculty Senate Agenda and Minutes" (2020). *Faculty Senate Agendas and Minutes*. 28.

<https://dc.etsu.edu/faculty-senate-agendas-minutes/28>

This Agendas and Minutes is brought to you for free and open access by the Agendas and Minutes at Digital Commons @ East Tennessee State University. It has been accepted for inclusion in Faculty Senate Agendas and Minutes by an authorized administrator of Digital Commons @ East Tennessee State University. For more information, please contact [digilib@etsu.edu](mailto:digilib@etsu.edu).



# EAST TENNESSEE STATE UNIVERSITY

## Faculty Senate Agenda

February 24, 2020

2:45 p.m. DP Culp Forum

---

1. Celebrations
2. Introductions of Guests
3. Announcements
  - a. TUFS meeting April 17<sup>th</sup> – 19<sup>th</sup>
  - b. Coming Home Bucky's Food Pantry Drive – Three Senates Food Drive 2,020.
4. Presentations
  - a. Ms. Bethanie Dye – Food Services
5. Approval of minutes from February 10, 2020
6. Information items
  - a. College Elections – Dr. McGarry
  - b. Handbook Committee update – Dr. Epps
  - c. Board of Trustees report – Dr. Foley
  - d. Faculty Sub Council Collaborative report – Mr. Hemphill
  - e. University Committees Report
    - Other reports
  - f. 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 Leave – Dr. Alexander
7. Old Business
  - a. Committee on Committees – Dr. Epps
  - b. Motion to approve changes to the Constitution of the Faculty Senate
  - c. Motion to approve changes to the Bylaws of the Faculty Senate
8. New Business
  - a. Elections Committee staffing – College Appointment
9. Comments from guests
10. Adjourn



## FACULTY SENATE MINUTES

<b>Meeting Date:</b>	02/24/20	<b>Time:</b>	14:45 – 16:30	<b>Location:</b>	Sam Wilson Hall room 230
<b>Next Meeting:</b>	03/09/20	<b>Scribe:</b>			Eric Sellers
<b>Present:</b>	Anand, Rajani; Blackhart, Ginette; Brown, Patrick; Burford, Mike; Byington, Randy; Chen, Yi-Yang; Cherry, Donna; Collins, Charles; Dunn, Andrew; Ellis, Jon; Emma, Todd; Epps, Susan; Evanshen, Pam; Foley, Virginia; Fraysier, Donna; Garris, Bill; Hemphill, Bill; Hemphill, Jean; Hendrix, Stephen; Holmes, Alan; Johnson, Michelle; Kim, Sookhyn; Livingston, James; Lyons, Renee; Mackara, Fred; Marek, Greta; McGarry, Theresa; Mitchell, Holly; Oh, Sunny; Owens, Bea; Peterson, Jonathan; Ramsey, Priscilla; Sargsyan, Alex; Sellers, Eric; Sergiadis, Ashley; Smith, Samuel; Taylor, Teresa Brooks; Walden, Rachel				
<b>Absent:</b>					
<b>Excused:</b>	Alexander, Katelyn; Burns, Bracken; Drinkard-Hawkshawe, Dorothy; Gray, Jeffrey; Johnson, Mikki; Hagemeyer, Nick; Kostrzewa, Richard; O'Neil, Kason; Olson, Nate; Sarkodie, Olga; Silver, Ken; Stone, William; Trogen, Paul				

### Agenda Items

Meeting called to order

1. Celebrations

2. Introductions

3. Announcements

4. Presentation

5. Approval of Minutes

6. Informational Items

7. Old Business

8. New Business

9. Comments from Guests

10. Adjourn

### DISCUSSIONS

1. Celebrations

**Brown** announced that he and his wife have adopted a son from the Philippines.

**Epps** noted that Yi-Yang Chen's concert last Friday evening was excellent.

2. Introductions

Esther Park (CAS) and Holly Mitchell (CON) are new senators.

3. Announcements

3.1 TN University Faculty Senate meeting April 17th – 19th



## DISCUSSIONS

**Hendrix** noted that Byington will be the ETSU representative; others are welcome to go and should send an email to Hendrix if interested.

### 3.2 Coming Home Bucky's Food Pantry Drive – Three Senates Food Drive 2,020.

The food drive will be held in the Culp next week. The goal is to replenish Bucky's Food Pantry and acquire an additional 2,020 items.

### 4. Presentation – Ms. Bethanie Dye – Food Services

Ms. Dye is the Sodexo food services marketing manager. She indicated that the following stores are open: Steak 'n Shake, Starbucks, Chick-fil-A, Mein Bowl, and Roger's Buc Mart, which includes a Boars Head deli. For the grand opening there will be many small grand openings throughout the building. The dining hall has been renovated and faculty and staff meal plans that cost \$370 plus tax for 60 meals are available. The meals carry over from semester to semester and do not expire as long as the faculty/staff member is employed at ETSU. **Peterson** questioned if the Starbucks machine would remain in the dining hall. **Dye** responded that it should be back online by the fall semester. **Epps** asked whether ID Bucs can be used at all concession stands. **Dye** responded that she will find out. **Kim** asked if there is space allocated for faculty. **Dye** responded that there are some locations that are good for faculty to meet but there are no dedicated locations.

### 5. Approval of Minutes

**Hendrix** questioned whether there was an objection to approving the minutes from the 02/10/20 meeting.

**No Objection: Minutes Approved**

### 6. Informational Items

#### 6.1 College Elections – Dr. McGarry

CAS has filled one of the vacant seats and is looking for a person to fill the second seat.

#### 6.2 Handbook Committee update – Dr. Epps

No update.

#### 6.3 Board of Trustees report – Dr. Foley

The Board met on Friday. The following action items were approved: Process and Policy Development and Rule Making; Public Records Rule; Immunization requirements for students; tuition increases for COM and PHARM; housing and food services charges; public agenda was amended so that the Board could act on Dr. Masino's appeal and the appeal was denied. The next board meeting will be held on April 23.

#### 6.4 Faculty Sub Council Collaborative report – Mr. Hemphill

There was no meeting.

#### 6.5 University Committees Report

6.5.1 **Epps** reported that the CTE Advisory Committee met and looked at the CTE initial charge and goals for the future.

6.5.2 **Sargsyan** reported that the Day of Giving Committee met and the day of giving will be April 22.

6.5.3 **McGarry** reported that the Instructional Space Advisory Group is collecting input to make recommendations on the redesign of Lamb Hall.



## DISCUSSIONS

6.5.4 **Cherry** reported that she is the senate representative on the Academic Council online textbook subcommittee. This committee was formed in response to an SGA Resolution noting concerns about the cost of textbooks. The committee has met with representatives from Follett Bookstore and has meetings scheduled with several department chairs for input.

### 6.6 Working Groups Report – Work Group Chair

#### 6.6.1 Administrative Review – Dr. O’Neil

No report.

#### 6.6.2 Shared Governance – Dr. Lyons

6.6.2.1 Lyons reported that the committee has been looking at university committees associated with shared governance to identify the committees, discuss faculty roles and responsibilities, duties, tasks, meeting regularity, and how faculty impact decision making in the committees. A survey was developed and sent to the entire faculty. There were 72 responses to the survey. Based on discussions over the past 1.5 years and analysis of the survey data, the committee has crafted eight recommendations [see Appendix A]. Please direct any comments to: "Shared Governance" [sharedgovernance@etsu365.onmicrosoft.com](mailto:sharedgovernance@etsu365.onmicrosoft.com) and [lyonsrc@etsu.edu](mailto:lyonsrc@etsu.edu).

#### Discussion

6.6.2.2 **Bill Hemphill** noted that there is a need to balance institutional memory on long standing committees with bringing new people on to committees and training new people to pass along the institutional memory.

6.2.2.3 **Brown** noted that the recommendations will be treated as individual motions and they should be in a form that is actionable by the senate. **Mackara** requested feedback from the senate before the committee presents each recommendation as a motion. **Lyons** stated that the recommendations will be sent out to the full senate and requested a comment period. **Brown** added that the motion(s) would become a resolution that would be drafted by the committee and subsequently approved by the faculty senate. **Hendrix** noted that once adopted, the resolution would be forwarded to the appropriate administrators and committees.

6.2.2.4 **Foley** noted there is an opportunity to think about the structure of committees. It is often the case that committees want a representative from each college when it may not be necessary and this can place a burden on the resources of smaller colleges. **Lyons** agreed and added that this is why we need a shared governance division to develop guidelines for people to use when they are forming committees.

6.2.2.5 **Peterson** asked if there is a list of what committees are actually being looked at because some of the committees on the list [see Appendix A; Exhibit A] do not fit the definition of shared governance. **Byington** responded that there is not a list of the shared governance committees.

#### 6.6.3 Campus Communication – Dr. Garris

No report.

#### 6.6.4 Faculty Safety and Planning – Dr. Pealer

No report.

#### 6.6.5 Paid Leave – Dr. Alexander

The committee is scheduled to have a meeting on February 28 to review the staff senate resolution passed in 2019, review the proposal submitted by Dr. Leigh Johnson to HR, discuss the history behind



## DISCUSSIONS

past parental leave discussions, and evaluate parental leave benefits at peer institutions, Tennessee colleges/universities, and amongst major local employers. We anticipate having a motion to share sometime in March and will submit that for a future agenda.

### 7. Old Business

#### 7.1 Committee on Committees – Dr. Epps

No report

#### 7.2 **Epps** motioned to approve changes to the Constitution of the Faculty Senate. The motion was seconded by **Peterson**

Discussion

7.2.1 **Lyons** questioned why article 3.5.a1 was removed. **Epps** replied that the information was removed from the constitution because it belonged in the by-laws. Article 4 of the constitution states that the senate should have at least one regularly scheduled meeting per month, but the details of the how the meetings would happen should be contained in the by-laws.

7.2.2 **Jean Hemphill** noted that the officer positions should be stated in the constitution. **Brown** stated that the current motion is up for adoption and anyone can move for amendments to re-insert sections that have been removed. **Garris** asked Jean Hemphill to elaborate on the value she sees in having the officers listed in the constitution. **Jean Hemphill** replied that most organizations list the officers required to govern the organization in their constitution and that it provides stability and recognition of the body at the administrative level.

27 in favor; 3 opposed – motion carries

#### 7.3 **Epps** motioned to approve changes to the Bylaws of the Faculty Senate. The motion was seconded by Collins.

Discussion

7.3.1 **Emma** asked what will happen if the motion does not pass. **Hendrix** replied that the current by-laws would remain as they are currently written. He also added that the changes are pending adoption of the proposed constitution changes that all faculty will vote on.

Brown moved to vote by acclamation. The motion carried.

### 8. New Business

#### 8.1 Elections Committee staffing – College Appointment

Hendrix requested that each college provide one senator that will serve as a member of the election committee.

### 9. Comments from Guests

None.

### 10. Adjourn

**Motion to Adjourn: Brown**  
**Second: Peterson**  
**Meeting Adjourned**



**DISCUSSIONS**

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



SHARED

## Memo

To: ETSU Faculty Senate Members; Stephen Hendrix, President

From: Shared Governance Sub-Committee

Date: February 24, 2020

***The Shared Governance Sub-Committee, upon analyzing survey responses from a Faculty-based survey instrument, and upon thorough discussion within the committee, makes the following recommendations to ensure Faculty are, and remain, a fully representative component of the shared governance process at ETSU.***

1. Each committee should determine term limits; however, in general, unless the faculty member is ex-officio or members cannot be recruited easily, faculty service term limits on any governance committee should be three years, with a one-time renewable option.
2. A definition of shared governance should be adopted by Faculty Senate, the same to mirror the terminology of the American Association of University Professors: *Shared Governance at ETSU is the initiating capacity and decision-making participation of all institutional components, differences in the weight of each voice to be determined by reference to the responsibility of each component for the particular matter at hand.*
3. Therefore, as a whole, Faculty Senate should ensure that shared governance committees formed for the purpose of curricular enhancement or instructional delivery be chaired by an appointed *faculty member*. (Caveat: an exclusion shall be any faculty member with administrative or evaluative oversight over any other faculty member.). Such committees include, but are not limited to, those found hereinafter as Exhibit A.





4. A permanent Shared Governance Division of the Faculty Senate should be instituted, appropriate campus space provided therefor. Such Division shall report to the entire Faculty Senate at least once a semester, informing the full F/S body as to progress in the evolution, proper organization, and standing of shared governance committees.
5. A “Point Person” from EACH college should be determined and appointed to ensure that Committee updates are provided to the Shared Governance Division (for purposes of transparency and updates to websites). Such point persons SHALL always inform the Division as to any NEW or DISBANDED governance committee.
6. Prior to the end of each academic year, the Shared Governance Division will review the listing of Committees online, ensuring updates are undertaken (to include membership, charge or mission statement, meeting minutes, schedules, and agendas), assuring such updates occur over the summer months. These updates shall also include distinguishing between governance and advisory committees and permanent vs. temporary committees. Each committee’s value should also be reaffirmed at intervals, in the vein of the sun-down provisions found within the TN State legislature.
  - a. As an example of the need to update, we found the Export Control Committee should be monitored. Many respondents noted the committee has not met in recent history. Is it statutory?
  - b. Another relevant issue is that the conduct, mission, and overall value of the General Education Advisory Committee was questioned by several faculty members.
  - c. Thirdly, Faculty Senate should conduct a self-evaluation symposium, as survey respondents had concerns about the mission, the politics, and the faculty grievance function of the body.
7. Committees should signify and/or adopt their own structure; nevertheless, the Shared Governance Division should monitor this selection process and write policy guidelines therefor. Member constituency should be updated on the Committee listing website annually, as mentioned above, to ensure



transparency and an opportunity for faculty purview. The Division will also consider and resolve any discerned or reported meeting frequency or faculty participation issues.

8. The Colleges of Medicine and College of Pharmacy should comply with Shared Governance Division and Faculty Senate policy/modes of conduct.



## EXHIBIT A

Academic Freedom and Faculty Ethics Standing Committee  
Faculty Senate  
General Education Committee  
Graduate Council  
Institutional Review Board ETSU Campus  
Institutional Review Board Medical Campus  
Instructional Development Committee  
Instructional Space Group  
Research Development  
Teacher Education Committee  
Undergraduate Curriculum Committee