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Faculty Senate Agendas and Minutes

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11-5-2018

### 2018 November 5 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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EAST TENNESSEE STATE  
UNIVERSITY

**Faculty Senate Agenda**

November 5, 2018

2:45 p.m. Lecture Hall, Building 60 VA Campus

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1. Introductions
2. Celebrations
3. Announcements
4. Approval of minutes from October. 22, 2018
5. Information item(s)
  - a. Dr. Bach, Provost – Questions / Discussion
  - b. Board of Trustees report – Dr. Alsop
  - c. Working Groups Report – Work Group Chair
    - Administrative Review– Dr. O’Neil
    - Shared Governance – Dr. Lyons
    - Campus Communications – Dr. Garris
    - Grants and Research – Dr. Peterson
    - Faculty Safety and Planning – Dr. Pealer
6. Action Item(s)
  - a. Committee on Committees – Dr. Epps
7. New Business
  - a. Introduction of motions for Faculty Senate By-Laws Revisions:
    1. Motion to approve By-Law revisions to Faculty Senate Attendance
    2. Motion to approve By-Law revisions to Faculty Senate procedures for election of faculty senate representative to the Board of Trustees
8. Old Business
  - a.
9. Comments from guests
10. Adjourn

Next meeting: November 19, 2018

Executive Committee Meeting: November 12, 2018

Executive Committee Meeting with Dr. Noland November 8, 2018 3:00 pm

ETSU



## FACULTY SENATE MINUTES

<b>Meeting Date:</b>	11/05/18	<b>Time:</b>	14:45 – 16:30	<b>Location:</b>	VA Campus, Building 60
<b>Next Meeting:</b>	11/19/18	<b>Scribe:</b>			Eric Sellers
<b>Present:</b>	Alsop, Fred; Blackhart, Ginette; Brown, Patrick; Burgess, Doug; Burns, Bracken; Byington, Randy; Cluck, David; Drinkard-Hawkshawe, Dorothy; Epps, Susan; Flora, Bill; Garris, Bill; Gray, Jeffrey; Hendrix, Stephen; Herrman, Andrew; Johnson, Jeanna Michelle; Livingston, James; Lyons, Renee; Mackara, Fred; Masino, Anthony; McGarry, Theresa; Mikdachi, Hana; Oh, Sunny; Olson, Nate; O'Neil, Kason; Owens, Bea; Peterson, Jonathan; Ramsey, Priscilla; Sellers, Eric; Sergiadis, Ashley; Stone, William; Taylor, Teresa Brooks; Trogen, Paul;				
<b>Absent:</b>	Anand, Rajani; Chakraborty, Kaniska; Emma, Todd; Fraysier, Donna; Gentry, Retha; Marek, Greta; Paul, Timir; Sargsyan, Alex;				
<b>Excused:</b>	Al-Imad, Leila; Elangovan, Saravanan; Ellis, Jon; Foley, Virginia; Hagemeyer, Nick; Hemphill, Bill; Holmes, Alan; Kim, Sookhyn; Kostrzewa, Richard; Pealer, Jennifer; Sarkodie, Olga; Short, Candice; Smith, Samuel; Walden, Rachel; Washington, Georgita				

### Agenda Items

Meeting called to order

1. Introductions

2. Celebrations

3. Announcements

4. Approval of Minutes

5. Informational Items

6. Action Items

7. New Business

8. Old Business

9. Questions on reports/summaries from committees/working groups

10. Other Items

11. Comments from Guests

12. Adjourn

### DISCUSSIONS

1. Introductions

None

2. Celebrations

None

3. Announcements

3.1 **Sellers** noted that ETSU has a crowd funding initiative for research and scholarly activity. You can fill out an



## DISCUSSIONS

application on the ETSU website: <https://www.etsu.edu/its/rcs/services/crowdfunding.php>.

### 4. Approval of Minutes-

**Flora** questioned whether there was an objection to approving the minutes from the 10/21 meeting.

**No Objection: Minutes Approved**

### 5. Informational Items

#### 5.1 Dr. Bach, Provost – Discussion / Questions

5.1.1 Budget - In the new budget model the distribution of funds to departments are more than ever before at the discretion of the college dean.

**Question:** Has the University provided any financial training, or established any guidelines to assist deans with this newly increased financial responsibility?

**Dr. Bach Answer:** The administration has not set a lot of rules or guidelines because the rationale for the new budget model was that we would not do so. This model allows for colleges to operate without the restrictions of excessive rules and approvals, or central administrative guidelines. They are assuming the potential risk and reward that comes with that responsibility. As far as financial training, we should all be aware that the model is new and individual Deans and department chairs will see the need for particular types of training over time. A few training opportunities have already been provided: visiting peer institutions to look at strategies, individual colleges' employing fiscal officers, the Office of Planning and Decision Support has been revised to include a special assistant for institutional research for resource analysis, proficiency in use of Gold Link finance, training aimed at enhancing the enrollment growth agenda, and ETSU's acquisition of Academic Performance Solutions.

**Question:** Will dean evaluations be altered to include evaluation criteria addressing fiscal management and resource allocation issues since budget management has become a more central component of their job?

**Dr. Bach Answer:** Yes, over time they will be improved for all of us, with focus on appropriate criteria, reasonable timeliness, and a focus on enhancing the achievement of outcomes. The evaluation of academic administration, central administration, deans, and department chairs will, in the future, focus with greater precision on whether their leadership has grown resources to be distributed rather than them just handling the distribution of whatever resources become available.

**Question:** Is there or will there be an appeals system that chairs may use if they feel their department is being discriminated against with regard to the distribution of funds for departmental operations, staffing, or support of courses (the latter in winter and summer sessions specifically)?

**Dr. Bach Answer:** The shared governance at ETSU has been widely acknowledged. A part of the shared governance is the ability to have appeals at every level. We are trying to choose individuals who will do their jobs responsibly over time; thus those appeal will hopefully be infrequent. The opportunity certainly exists for any appeals.

5.1.2 The College of Arts and Sciences (CAS) is ~\$700,000 in debt since the change to the new budget model.

**Question:** Will this debt be subsidized by the university in some fashion?



## DISCUSSIONS

**Dr. Bach Answer:** The university recognizes that the model is new and it **may** be prudent on a one time basis to provide a model implementation fund. It is still being discussed, and the decision has not been made.

**Question:** Based on decreases in student credit hour production (SCH) it would not appear that the budget situation in CAS will get any better next year. If SCH production does not increase what is the contingency plan for next year and in the future?

**Dr. Bach Answer:** The original goal was to achieve transparency, to move responsibility and authority to the colleges, and to right size the ratios of resources to college needs based on the budget model metrics. I do not agree that current enrollment in the CAS requires next year's enrollment and budget not improve over the current year. To make that assumption and look for a contingency plan could become a self-fulfilling prophecy. I believe we should all build our programing and enrollments rather than assume we have to cut ourselves into a balanced budget. The budget model provides risks and rewards, and I hope we can all focus on an agenda that will yield the latter.

### 5.1.3 Faculty Workload

On multiple occasions, Dean Anderson has asked faculty to do everything we can to facilitate recruitment and retention and to come up with creative ways to do so. I see recruitment and retention as something that should be handled at the college and university levels. In general, faculty members do not have expertise in recruitment and retention; one could argue that this should be dealt with by experienced professionals.

**Question:** Do you feel that, in the future, this will become the norm and counted as required faculty service?

**Dr. Bach Answer:** ETSU and every university have recruitment and retention staff. I think the faculty and staff have a huge part in retention and recruitment.

**Sellers:** We are being asked now to go out to recruitment events and recruit students, but that isn't really part of our job description.

**Dr. Bach Answer:** I don't think that is a total faculty responsibility, most of it falls on the admissions office. Faculty can contribute heavily to recruitment and retention though.

### 5.1.4 Child Study Center:

While rumors abound about the alleged closing of the ETSU Child Study Center, the reason for the loss of the HEAD Start program, and the lack of fiscal leadership in the Child Study Center, Northeast State Community College (Thursday October 25, 2018) announced the opening of its Child Care program. The NECC is federally funded at \$729,000 for four years with an additional \$99,000 in FY 2019. Child-care is a recruiting tool, a staff faculty and student benefit, and a community expectation:

**Question:** What is being done to ensure that ETSU is a leader in the area of Child Care and Pre-school education?

**Dr. Bach Answer:** This has been a topic of discussion for many years. We developed graduate programs in that area, and we have tried to look at synergies, the relationship of the study center to Little Bucs and how those could be handled. There is an absolute commitment to those centers, \$150,000-200,000 in support for the centers.

**Question:** Why has this issue not been addressed in the budget model transition as a valuable mission related program in need of fiscal support, change etc. and how will the university support this service in



## DISCUSSIONS

the future?

**Dr. Bach Answer:** It has been.

**Question:** How will transparency be assured as leadership overseeing the Child Study Center makes decisions on moving forward with this program?

**Dr. Bach Answer:** Meetings with parents have happened, and an advisory committee was developed to serve the center. 6 different committees were created and parents were asked to join them.

### 5.1.5 Human Resources:

**Question:** Is there any concrete, resourced plan to improve the timeliness of audit reviews in HR? We submitted one that took more than five months for a determination, only to have it rejected. This is frustrating for our staff, and I worry it will cause some people to look for jobs elsewhere. HR may need more people to work on this.

**Dr. Bach Answer:** The goal is to complete three audits per week and there are currently 67 requests awaiting audit. That will take about 22 weeks to complete. The overall reorganization is taking place, and if I said any more on the topic I would be saying more than I know.

### 5.1.6 Greek Life:

**Question:** With the recent fraternity suspension, are there any updates on the plan to move frats onto campus?

**Dr. Bach Answer:** They will move onto campus in a non-residential way in 2019. The homes will be structured in the same way as the house for The Well.

Motion to amend the agenda to discuss Committee on Committees out of the order listed in the agenda: **Epps**  
Second: **Hendrix**

Motion passes (see Section 6)

### 5.2 Board of Trustees Report – Dr. Alsop

No report, the next meeting is on Friday, November 16, beginning at 1pm. The meeting will be held at the Millennium Center and the agenda will be posted prior to the meeting.

### 5.3 Working Group Reports:

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

Great meetings, still in education and discovery phase.  
Reviewing the 4-year model to determine what is required for evaluation.  
Talking about new budget model and exploring 360 evaluations of Administrators.

#### 5.3.2 Shared Governance – Dr. Lyons

The group is in the process of analyzing the presence of faculty on governing bodies, editing, and approving the report.



## DISCUSSIONS

### 5.3.3 Campus Communications – Dr. Garris

The committee has met twice, identified many problems, and has recommended some solutions.

Send email with recommendation [garrisb@etsu.edu](mailto:garrisb@etsu.edu)

Emergency crisis communication is the primary focus. The first priority is to have clear instruction on how to respond in emergency situations. Solutions: Emergency protocol posters in classrooms, inventory of radio signal strength on campus, ensure there is good cell phone and radio signal, emergency drills, review efficiency of Public Safety webpage, improve audibility of the siren system.

### 5.3.4 Grants and Research – Dr. Peterson

No report.

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

No report.

## 6. Action Items

### 6.1 Committee on Committees – Epps

6.1.1 The committee met to discuss the nomination for the Commission on Women, and recommends that Rebecca Fletcher fills the vacant position.

6.1.2 The Concerns and Grievances Committee needs to be staffed with Senators.

CAS – Jon Ellis  
CBAT – Fred Mackara  
CCRHS – Randy Byington  
Clemmer – Virginia Foley  
CPH – Jonathan Peterson  
Library – Ashley Sergiadis

Representatives are still needed from CON, QCOM, and PHARM.

6.1.3 Tenure Promotions and Appeals – members are not required to be a Senator.

CAS - Thomas Crofts  
Clemmer - Don Good  
Library - Rebecca Tolley

Representatives are still needed from CBAT, CON, QCOM, PHARM, and CPH.

## 7. New Business

### 7.1 Introduction of motions for Faculty Senate By-Laws Revisions:

#### 7.1.1 Motion to approve By-Law revisions to Faculty Senate Attendance:

This motion adds more accountability for senators to be in attendance.

7.1.2 Motion to approve By-Law revisions to Faculty Senate procedures for election of faculty senate representative to the Board of Trustees:

The process to elect a new Faculty Representative to the BOT will begin in January. Please send questions or edits to Flora.



**DISCUSSIONS**

8. Old Business

None

9. Questions on reports/summaries from committees/working groups

None

10. Other Items

None

11. Comments from Guests

None

12. Adjourn

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

*Please notify Senator Eric Sellers ([sellers@etsu.edu](mailto:sellers@etsu.edu) or 9-4476, Faculty Senate Secretary, 2018-2019) of any changes or corrections to the minutes.*