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2023 February 13 – University Council Agenda and Minutes

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AGENDA
University Council
Monday, February 13, 2023
East Tennessee Room
8:30 a.m. – 11:00 a.m.

1. Call to Order
2. Roll Call
3. Standing Items
 - 3.1. Approve minutes of the January 9, 2023 meeting (attachment)
 - 3.2. Review agenda
 - 3.3. Consent agenda items:
 - 3.3.1. Obsolete Policies (memo attached)
 - 3.4. Call for Voluntary Reports of UC-Essential Action Items from Governance Organizations
 - 3.5. Sub-Council Reports – Budget and Strategic Planning Committee – Margaret Pate
4. Action Items
 - 4.1. Old Business
 - 4.2. New Business
5. Information Items/Presentations
 - 5.1. Policy process update – Mark Fulks
 - 5.2. Update on Strategic Plan – Mike Hoff
6. President’s Report
7. Announcements
8. Adjournment

The next meeting is scheduled for March 6, 2023 at 8:30 a.m.

University Council
Monday, February 13, 2023
East Tennessee Room

1. Call to Order

Provost Kimberly McCorkle called the meeting to order at 8:30 a.m.

2. Roll Call

Jennifer Hill led the roll call. Members present were Dr. Ginni Blackhart, Mr. Jeff Blanton, Dr. Joe Bidwell, Dr. Bill Block, Dr. Cheri Clavier, Dr. Joel Faidley, Ms. Joy Fulkerson, Dr. Mark Fulks, Dr. Adam Green, Dr. Lisa Haddad, Dr. Nick Hagemeyer, Mr. Steven Hendrix, Dr. Mike Hoff, Dr. Leann Horsley, Dr. Keith Johnson, Ms. Candy Massey, Dr. Sam Mayhew, Dr. Kimberly McCorkle, Mr. Mason Mosier, Dr. Arpita Nandi, Dr. Brian Noland, Dr. Rob Pack, Dr. Tony Pittarese, Ms. Pam Ritter, Dr. Janna Scarborough, Dr. Joe Sherlin, Ms. Jessica Vodden, and Ms. Gina Osborne.

3. Standing Items

3.1 Approve minutes from the January 9, 2023, meeting

A motion was made to approve the minutes from the January 9, 2023, meeting. The motion was seconded; the minutes were approved.

3.2 Review agenda

There were no changes to the agenda.

3.3 Consent agenda items

One item was included in the consent agenda pertaining to obsolete Human Resources policies. A motion was made and seconded to approve the consent agenda. The motion passed.

3.4 Call for Voluntary Reports

Faculty Senate: Dr. Ginni Blackhart reported that the Faculty Senate has seen several helpful presentations. The Senate formed a work group to look at faculty evaluations and three-year reviews, and continues to work on the faculty handbook.

Council of Chairs: Dr. Lisa Haddad reported that the Council is finishing up work on the chair handbook and website. A chair training will be held related to faculty credentials.

Staff Senate: Ms. Joy Fulkerson reported that Staff Senate is working on its spring calendar and is beginning the annual Staff Awards process.

SGA: President Mason Mosier reported that SGA is excited about the Major Spring Concert in April featuring Jason Derulo and Rainbow Kitten Surprise and about Civility Week. Work on the

spring elections will begin soon. A few people have signed up for executive positions within SGA.

3.5 Sub-Council Reports

Budget and Strategic Planning Committee: Ms. Margaret Pate presented a financial report, highlighting changes in unrestricted educational and general revenue and expenditures. On the main campus side, revenue is up. The College of Medicine and Family Medicine revenues are down with medical residents' participation agreements down \$2.7 million, partially offset by state appropriates increase. Pharmacy is also down with a ripple in enrollments from prior years. Expenditures are up with salary increases and operation increases for all units. She also reported on all operating funds views – unrestricted state funds, self-supporting auxiliaries, and restricted grants and contracts, as well as expenditures for all operating funds.

4. Action Items

4.1 Old Business

There were no old business items to discuss.

4.2 New Business

There were no new business items to discuss.

5. Information Items/Presentations

5.1 Policy Process Update

Following an introduction by Dr. Mark Fulks, Ms. Kay Lennon-McGrew provided an update on the Policy Process Review that is underway. Ms. Lennon-McGrew noted that ETSU's policy process is governed by a Policy on Policies. Annual disclosure of policy to the Tennessee General Assembly is required, and there is a five-year review of policies. She said the role of the Office of University Counsel is to be the point of contact regarding university policies; it also provided analysis of Tennessee Board of Regents policies and others for consideration, and shepherds policy drafts through the process, from drafting by the policy sponsor and conducting legal review to getting feedback through the public comment period and presentation to the University and Academic councils. The office also created a centralized tracking system for university policies and is working toward updating its website.

5.2 Update on Strategic Plan

Before speaking on the Strategic Plan, Dr. Mike Hoff addressed the results of the recent Campus Climate Survey that is required by the General Assembly every two years. He said the university got a good response representing a "pretty accurate view of the campus" with a good demographic sample. He said both faculty/staff and students largely feel they can express themselves on campus without pressure and without it affecting their jobs or grades, but students are more positive regarding the climate than faculty.

In discussing the Strategic Plan, Dr. Hoff said that based on positive feedback on dashboards on enrollment and application, he has added university KPIs to the plan and will present it to the Board of Trustees this week. He said this provides more access to data underlying ETSU's KPIs. He noted that ETSU's market position is strong in a competitive external environment with an increasingly recognized academic portfolio, and research is going up. He said the QEP is going to provide more opportunity with the community, and Moon Shot for Equity will provide significant connections and a positive impact on students. Dr. Hoff said that once the new CFO is in place, a review of recommendations around the budget model will take place.

6. President's Report

Dr. Brian Noland provided a legislative update. He reported that in his State of the State address, Gov. Bill Lee signified the single largest investment in capital projects for the TCATs in the history of the state. He said this was atypical in that the top capital projects recommended by the Tennessee Higher Education Commission – with the second half of ETSU's Brown Hall renovation project at number 1 – did not move through the process. However, he said there are significant investments in operations for higher education. Funds will be set aside to provide a 5% salary pool for post-secondary education. The state will cover half of that, and the institution must cover the other half. He said this will necessitate a fee increase or an adjustment in bottom-line resources; he noted that ETSU has not raised fees two times in the past four years in spite of inflationary costs, and a modest fee increase will be taken to the Board of Trustees to primarily cover salary and inflationary costs for Housing and Residence Life and Food Services. Dr. Noland said there is also sufficient funding to cover an approximate 7% increase in inflationary costs, and looking at the total budget, there will be almost \$8 million in operating funds for the main campus. He said this is a wonderful budget from an operating perspective, but there are challenges on the capital side. He expressed confidence that the second half of the Brown Hall project will eventually be funded.

President Noland congratulated ETSU head volleyball coach Benavia Jenkins, who has accepted a new position at the University of Michigan. He also mentioned that the baseball season begins Friday, and encouraged Council members to both enjoy the upcoming spring weather and to get tickets to see "CATS" and "Chicago" in the Martin Center for the Arts' current Broadway series.

7. Announcements

Dr. Cheri Clavier gave an update on the SACSCOC process. The site visit is coming up in the first week of April. Three off-campus instructional sites in Chattanooga, Sevierville, and Pellissippi State will be visited on April 3, and meetings will be held on the main campus on April 4 and 5 before the site visit team tells ETSU officials its evaluation on April 6. One more set of materials will be submitted on February 20.

Dr. Keith Johnson said the Office of Equity and Inclusion is hosting two equity and inclusion events in the next month, including a Students of Color Symposium on February 20, and the second Moon Shot for Equity workshop by Dr. Shaun Harper of the USC Race and Equity Center, "Engaging in Productive Conversations about Race and Racism," on February 28.

Dr. Joe Sherlin reported that candidates are on campus this week for interviews for the position of director of International Student and Scholar Services.

8. Adjournment

Provost McCorkle adjourned the meeting at 8:58 a.m.



TO: University Council

FROM: Lori Erickson, Assistant Vice President for Human Resources
Kay Lennon-McGrew, Associate University Counsel and Policy Counsel

DATE: February 7, 2023

RE: Human Resources Obsolete Policies

I. Introduction.

Pursuant to Procedure G of the ETSU Policy Development and Administrative Rulemaking Policy, staff, faculty, or students may recommend that a policy be removed. The sponsor of the policy is advised of the recommendation and reviews the suggestion with the Office of University Counsel. After a legal review and review with appropriate parties, a written recommendation stating the reason the policy or procedure is obsolete is made to either Academic Council or University Council. The applicable council votes to either approve deletion of the obsolete policy or deny the proposed deletion.

II. Obsolete Policies Recommended for Removal.

The Office of Human Resources recommends removal of the obsolete policies listed below. The Office of University Counsel reviewed these policies and agrees with the recommendation from the Office of Human Resources.

Current Policy Number	Current Policy Title	Reason for Deletion
PPO-06	<u>PPP-06 Resignation and/or Termination</u>	PPO-06 is a TBR policy. University Council previously approved the Voluntary Separation from Employment Policy and the Involuntary Separation from Employment Policy. These policies cover the subject matter that was previously governed under PPP-06.
PPP-42	<u>PPP-42 ETSU Health and Safety Program</u>	PPO-42 is a TBR policy. It outlines the requirements under the Tennessee Occupational Safety and Health Act. As this reiterates state law, we recommend removing it from a redundancy standpoint. In addition,

		other institutional policies address the content of this policy. ETSU's Director of Environmental Health and Safety has reviewed this recommendation and agrees with this proposal.
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