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Faculty Senate Agendas and Minutes

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8-29-2016

### 2016 August 29 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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EAST TENNESSEE STATE  
UNIVERSITY

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Faculty Senate Agenda  
August 29, 2016  
2:45 p.m. Culp Forum

1. Celebrations
2. Announcements
3. Presentations
  - a. Michael Laws/Dan Vanzant-GoldLink
  - b. Karen King-Office 365
4. Approval of minutes
5. New Business
  - a. Ballot selection for faculty trustee (Brown, Hendrix, Epps)
  - b. Need a rep from Faculty Senate on the Institutional Self-Assessment Survey (ISAS) Planning Team
6. Action Item:
  - a. Motion to amend the by-laws indicating the following: Motions will be submitted to the Faculty Senate President via the form (to be) located on the Faculty Senate website to be placed on the agenda of the next meeting of the Faculty Senate as an information/first reading item and then as an action item at the subsequent Faculty Senate Meeting. Justification: To enable senators to get feedback and input from their constituents before voting. (Flora)
  - b. Motion to amend the by-laws, Section 1.5.4.5. Faculty Senate Selection of Faculty Representative to ETSU Governing Board – the election will be open for 14 days from the date the ballot is distributed to the faculty.
7. Reports from committees/working groups
  - a. Executive Committee
  - b. Academic Council
  - c. Strategic Planning
  - d. IUC
  - e. Budget
  - f. Academic Portfolio Review
  - g. Staff senate/SGA/Faculty Senate Presidents' meeting
  - h. Others
8. Comments from guests
9. Adjourn

*"We did not come here to fear the future. We came here to shape it."*

*~Barack Obama*



## FACULTY SENATE MINUTES

<b>Meeting Date:</b>	8/29/16	<b>Time:</b>	14:45 – 16:45	<b>Location:</b>	Culp Center, Room 311
<b>Next Meeting:</b>	9/12/16	<b>Scribe:</b>			Eric Sellers
<b>Present:</b>	Leila Al-Imad, Fred Alsop, Patrick Brown, Doug Burgess, Randy Byington, Heidi Campbell, David Champouillon, David Cluck, Erin Doran, Wendy Doucette, Dorothy Drinkard-Hawkshawe, Joyce Duncan, Saravanan Elangovan, Jon Ellis, Susan Epps, Lon Felker, Tavie Flanagan, Bill Flora, Virginia Foley, Katherine Hall, Bill Hemphill, Stephen Hendrix, Tod Jablonski, Karin Keith, Thomas Kwasigroch, James Livingston, Mildred Maisonet, Tim McDowell, Theresa McGarry, Lorianne Mitchell, Bea Owens, Peter Panus, Jonathan Peterson, Eric Sellers, Melissa Shafer, Darshan Shah, Candice Short, Bill Stone, Paul Trogen, Craig Turner, Ahmad Watted				
<b>Absent:</b>	Lee Glenn, Guangya Li, Mary Ann Littleton, Shunbin Ning, Timir Paul, Christy Smith, Liang Wang,				
<b>Excused:</b>	Fred Mackara, Anthony Masino				

Agenda Items	Responsible
Meeting called to order [Time]	Epps
1. Celebrations	Epps
2. Announcements	Epps
3. Presentations	
3.1 Michaele Laws/Dan Vanzant – GoldLink	
3.2 Karen King – Office 365	
4. Approval of Minutes	Epps
5. New Business	
5.1 Ballot selection for faculty trustee	Brown, Hendrix, Epps
6. Action Item(s):	
6.1 Motion to amend the by-laws indicating the following: Motions will be submitted to the Faculty Senate President via the form (to be) located on the Faculty Senate website to be placed on the agenda of the next meeting of the Faculty Senate as an information/first reading item and then as an action item at the subsequent Faculty Senate Meeting. Justification: To enable senators to get feedback and input from their constituents before voting.	Flora
6.2 Motion to amend the by-laws, Section 1.5.4.5. Faculty Senate Selection of Faculty Representative to ETSU Governing Board – the election will be open for 14 days from the date the ballot is distributed to the faculty.	Flora
7. Reports from committees/working groups	
7.1 Executive Committee	
7.2 Academic Council	
7.3 Strategic Planning	
7.4 IUC	



7.5 Budget	
7.6 Academic Portfolio Review	
7.7 Staff Senate/SGA/Faculty Senate's Presidents' Meeting	
7.8 Others	
8. Comments from Guests	
9. Adjourn	

**DISCUSSIONS**

Meeting called to order [2:45 pm]

1. Celebrations

Epps: I wanted to congratulate some of you. Theresa for your promotion to Associate Professor. Karin for promotion to Associate Professor. Anthony for promotion to Associate Professor. For the College of Education, Karin won the teaching award. In College of Clinical and Rehabilitative Sciences, Bea won the award for service. In the College of Nursing, Christy won the faculty practice award. In the College of Public Health, Jonathon won the research award. Congratulations to all of you.

2. Announcements

Epps: You should be getting an invitation to a free lunch with coaches on Sept. 7<sup>th</sup>. You should have already received the invitation to dinner at Shelbridge on Sept. 6<sup>th</sup>. If you were not on senate last year this event is really fun. This event is just for the senators not a plus one.

3. Presentations

3.1 Michaele Laws/Dan Vanzant – GoldLink

Laws: I am here today to talk about Goldlink and improvements that can be made. It is a third party system so we don't have a lot of control, which has caused a negative experience for students when trying to fix problems. I am going to give you a preview of what the new system looks like. The tabs are now on the side and this makes it more user friendly. Once you log in you see that the tabs across the top have been moved to a more user friendly place on the left. You'll see a faculty page now instead of a tab. This is a mobile friendly facelift to the system and will make it more user friendly. Our target launch date for the new system is Sept.18<sup>th</sup> or 19<sup>th</sup>. We have received feedback from some students and faculty that have used the system and we are using that to tweak a few more things. You can also change colors and themes.

Drinkard-Hawkshawe: I had no problem with the system before so what were some of the problems you found with it to make you want to revise it?

Laws: Our main request was for the ability to use it on mobile devices. The other thing is that the current system is a third party system and we were going to need to upgrade from Luminous 4 to Luminous 5, which would be very expensive and it still would not work on mobile devices.

King: Isn't it true that if we would have gone with Luminous 5 it would have needed a whole other upgrade?

Laws: Exactly. They would have had to start from scratch.

McDowell: How does the university pay for these systems?

King: Goldlink and Banner are purchased by the university and not by student fees. There is an account that David Collins manages for big purchases like all this hardware. We are trying to make good use of the university's money that is why when Luminous 4 was coming to an end we didn't want to purchase 5 without it being more user friendly. We use a lot of virtual servers that Banner sits on. We have to have a lot of servers to handle the peak times like registration.

Hemphill: The Goldlink website doesn't allow you to get right to the main university, even though about 80% of the students attend the main university, but the website pops up something like pharmacy first.

King: I think it's alphabetical, but we will check on that and you are right the university should be listed first.

Peterson: Do you see us staying with Banner long-term?

King: It was an extensive process learning all about Banner. It took five years to figure out how to use it and get the system up and going. I don't think we will be leaving it anytime soon, but we are looking at storing data on the cloud so we don't have to spend so much money on hardware.

Hemphill: What is going on with the students who are enrolled but have zero credit hours. I know of three student athletes taking zero credit hours. Also, there have been many issues with transcripts with student's data being located in different places and having more than one transcript. Do we have a lot of workers that understand Banner that are there to help?

King: Not very many. We have very few workers for the entire university.



## DISCUSSIONS

### 3.2 Karen King – Office 365

King: Students now have Office 365 just like the faculty and Office can be downloaded to 5 devices. The students and employees will receive these for free until they no longer are students or employees. So it is not necessary to purchase personal copies of Office.

Panus: What happens when you retire? Do we lose that benefit?

King: Yes, emeriti faculty will be able to retain it because they retain the email account. I'm not sure what will happen about the 365 accounts but I believe they will be able to keep it as long as you're associated with the university. So this is a really big deal for our students to be offered all these benefits. Students used to have to pay \$200-\$300 dollars for the whole suite. The problem is getting students to switch to the new email. We can't take down the Goldmail since it's a google project. We're trying to sever the relationship with google. Another benefit, students can see your schedule if you're free.

McGarry: Is there a way to hide that?

King: It doesn't say what you're doing just that you are busy.

McGarry: So what would I do for office hours because the students would think I was busy?

King: You can mark it as free. But anyway I would like to know if anybody is having problems with Office 365. If you're having trouble go to the helpdesk or contact me. When I look at the list of people that have logged into 365, it's surprising to see how many people have not logged in to Goldmail or 365.

Brown: I'm not using one drive how I want to because the file names are going to the cloud, and I was wondering if I have to go through and change all the names or that was going to be fixed because I don't really want to go through and change over 200 file names.

King: Hopefully there is a way that you don't have to change all the names. I would not change the names because they will probably fix that in the near future.

Elangovan: What do I do when using the account from home because it keeps kicking me off the system?

King: I would suggest changing your password at home because it will kick you off the server if you don't. That's what I have to do when I use it at home because if we left it open it can get a bit dangerous.

Hemphill: Why are we going away from XP?

King: We are not locking people out. We are just trying to make it easier for us, but yes we are going away from XP to have a better system.

Peterson: I got kicked out over a weekend and called public safety to get back on and was told call back on Monday.

King: I want to know who that person was and that is not a good response. We are getting a new service in place for a 24-hour line for people to call and have their accounts reset.

Laws: We are trying to get the new service and get help faster. It is going to be a technical phone service that will be answered by people that actually know how to reset an account. We are working on this process for the afterhours, instead of people telling you to wait until Monday.

Peterson: In the past I have heard OIT will not help with products that are non ETSU software.

King: Our first response should not be we cannot help. On the other hand, OIT cannot be expected to know about all software programs and problems.

King: There will be an annual report coming soon and we are trying to improve all the major issues.

4. Approval of Minutes McDowell wanted his name removed as the second.

**Motion to approve minutes; Brown: Second; Panus. Motion approved as amended.**

5. New Business: Ballot selection for faculty trustee

Epps: At this time, we will ask all of the nominees to leave the room. Patrick, Stephen Hendrix, and I are the elections committee so we will actually run the election piece but at this point we wanted to open the floor for any comments for the nominees.

Flora: We are an open public meeting and we are recorded so I would like to say that gossip should certainly be avoided when speaking for or against a candidate. Everyone can speak once.

McDowell: My comment is about my faculty. I circulated the bios and I was disappointed when my request for input resulted in only 2 of 16 biology faculty writing back. So I just wanted to mention although people have expressed being upset about the faculty senate, there are few people actually expressing an opinion when asked. I was curious as to what other faculty senators thought.

Drinkard-Hawkshawe: I too had a low response from my faculty. One of the reasons for this was because the information particularly the bios didn't go out to all the faculty. I know the representatives here can send them to the faculty but not in our department.

McDowell: The bios went out to the entire CAS because I forwarded them to our dean's office and the next day



**DISCUSSIONS**

they were forwarded to all CAS faculty.  
 Epps: Dorothy, part of the reason I did not send it to the whole faculty was because I didn't want there to be confusion that we were sending the bios for everybody to vote instead of the faculty senate and then the rest of the faculty will only be voting on the final three people.  
 [Nominees returned to the room.]  
 Epps: You can now vote for your first choice, put only one name on the paper. This is your first vote, and will go through this 2 more times."  
 Ballot collection

5.1 Ballot selection for faculty trustee  
 Epps: Fred Alsop is the first person to go on the ballot.  
 Another round of papers was passed out for the second vote  
 Epps: The second person to go on the ballot is Virginia Foley.  
 Another round of papers for the third vote  
 Epps: The third person to go on the ballot is Doug Burgess.  
 Epps: So now that we have the three for the ballot, we will send it out to the faculty at large for a vote.  
 Peterson: Are the results of the ballot be able to be shared now or not yet?  
 Epps: It can be shared since we are a public meeting.

6. Action Item(s):

6.1 Motion to amend the by-bi laws indicating the following: Motions will be submitted to the Faculty Senate President via the form (to be) located on the Faculty Senate website to be placed on the agenda of the next meeting of the Faculty Senate as an information/first reading item and then as an action item at the next Faculty Senate Meeting. Justification: To enable senators to get feedback and input from their constituents before voting. **Motion submitted by Flora: Second; Alsop**  
**Vote: All in favor – three abstentions.**

6.2 Motion to amend the by-laws, Section 1.5.4.5. Faculty Senate Selection of Faculty Representative to ETSU Governing Board – the election will be open for 14 days from the date the ballot is distributed to the faculty  
**Motion submitted by Flora: Second; Trogen**  
 Peterson: I would like to insert the word 'calendar' before 14 days.  
 Everyone agreed.  
**Vote: All in favor**

7. Reports from committees/working groups

7.1 Executive Committee  
 Epps: The committee will meet with Dr. Noland. Will not meet again until after the holiday weekend.

7.2 Academic Council  
 Flora: An academic alert system for students who miss the first few classes or not turning in assignments should be put into place. There are students that don't go to class and the instructor should be alerted in order to encourage them to come or to see if they have personal problems. There are statistics that show that this system works. People that were not showing up in the fall semester but were contacted had a higher rate of returning to school in the fall.  
 McDowell: How did they collect the data as to how they are doing?  
 Virginia: There is D2L login info and attendance that can help the professor determine the students performing poorly or not showing up. I am surprised the faculty here is not already doing this. It is very effective and should be used.

7.3 Strategic Planning  
 We talked about enrollment and the email issues with students.

7.4 IUC  
 No update

7.5 Budget  
 Byington: We are trying to change the way people view different words and making the language as clear as possible. A number of faculty want to talk about their department budget. The budget on the academic side comes to the college level. Each college should have committee made up of faculty for guidance.  
 Foley: I think the fear in our college is that it will not get past the dean.



**DISCUSSIONS**

Byington: That is where the authority and responsibility of a decentralized budget lies on the academic side. If there is extra money somewhere the dean can add an extra line in department x, whereas before it was done at the provost level.

Foley: I would like for the committee to put that in writing.

Byington: It will be.

McDowell: There has been a standing problem with communication. Communication is essential. When we had a college meeting this semester, our dean said that our budget changes are now no longer being planned as a RCM model anymore and there is no longer a plan to do a uniform of tax or administrative overhead expenses percentage and that's been abandoned. The new process is now to have a departmental baseline cost.

Byington: College baseline cost. I would argue that it's still RCM. The responsibility and authority is delegated closer to the area in where the decisions should be made. It has gone from what people would call a true RCM model to almost like zero base budgeting that will be based on last years' actual models. For example, if your college budget last year was \$1,000, and you generated x number of more credit hours for the upcoming year so it's a \$1,000 plus we will say \$70 more and then a portion of that goes back to the new student credit hours.

Foley: One of the things that Dr. Noland said was that they will be doing a national search to replace Dave Collins and they were looking for someone with RCM.

Byington: RCM is a decentralized budget. There is no pure RCM.

McDowell: Are there estimates on the cost of changing?

Byington: There is a cost of changing but there is a cost of not changing.

McDowell: Well are those costs estimated? It is supposed to be such rational management.

Byington: They will be. Right now there will be a smaller group of more numbers people doing those tactical day to day decisions. There are a lot of details to be cost estimated.

7.6 Academic Portfolio Review  
No update

7.7 Staff Senate/SGA/Faculty Senate's Presidents' Meeting  
No update

7.8 Committee on committees:  
No update

8. Comments from Guests  
No guest comments

9. Adjourn

**Motion to adjourn; Brown: Second; Burgess. Meeting adjourned at 16:45**

*Please notify Senator Eric Sellers ([sellers@etsu.edu](mailto:sellers@etsu.edu) or 9-4476, Faculty Senate Secretary, 2015-2016, of any changes or corrections to the minutes. Web Page is maintained by Senator Doug Burgess ([burgess@etsu.edu](mailto:burgess@etsu.edu) or x96691).*