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Faculty Senate Agendas and Minutes

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9-14-2015

### 2015 September 14 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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## **Faculty Senate Agenda**

Sept. 14, 2015 @ 2:45 p.m.

Culp Center, Forum (Room 311)

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- I. Information session
  - a. Dr. Joe Sherlin, Dr. Jeff Howard, Dr. Dan Jones – Student Affairs/Counseling Center
  - b. Dr. Carla Warner – Undergraduate Student Success Specialist (USSS)
  - c. Coach Steve Forbes, head coach, ETSU Men’s Basketball
- II. Approval of minutes
- III. Updates
  - a. Interim University Council
  - b. Exec Committee meeting with Dr. Noland
- IV. Old Business
  - a. SAls
- V. New Business
- VI. Adjournment



## ETSU ITGC RESEARCH SUBCOMMITTEE MINUTES

|                      |  |              |             |                  |                          |
|----------------------|--|--------------|-------------|------------------|--------------------------|
| <b>Meeting Date:</b> | 09/14/2015   | <b>Time:</b> | 2:50 – 4:50 | <b>Location:</b> | Culp Center,<br>Room 311 |
| <b>Scribe:</b>       | Eric Sellers   |              |             |                  |                          |
| <b>Present:</b>      | Dilshod Achilov, Leila Al-Imad, Fred Alsop, Robert Beeler, Patrick Brown, Doug Burgess, Randy Byington, Jackie Church, Dorothy Drinkard-Hawkshawe, Joyce Duncan, Susan Epps, Lon Felker, Tavia Flanagan, Bill Flora, Nick Hagemeier, Katherine Hall, Tammy Hayes, Bill Hemphill, Stephen Hendrix, Howard Herrell, James Livingston, Fred Mackara, Mildred Maisonet, Anthony Masino, Tim McDowell, Theresa McGarry, Lorianne Mitchell, Sun-Joo Oh, Bea Owens, Peter Panus, Jonathon Peterson, Kerry Proctor-Williams, Deborah Ricker, Eric Sellers, Melissa Shafer, Paul Trogen, Craig Turner |              |             |                  |                          |
| <b>Absent:</b>       | Jessica Bragg, Lee Glenn, Tod Jablonski, Karin Keith, Koyamangalath Krishnan, Thomas Kwasigroch, Guangyu Li, Mary Ann Littleton, Shunbin Ning, Timir Paul, Darshan Shah, April Stidham, Liang Wang, Ahmad Wattad, Robert White   |              |             |                  |                          |
| <b>Excused:</b>      | Kathy Campbell, Erin Doran, Virginia Foley, Jerome Mwinyelle   |              |             |                  |                          |

| Agenda Items                                       | Responsible                  |
|--|------------------------------|
| Meeting called to order 2:50                       |                              |
| I. Information Session                             |                              |
| a. Student Affairs/Counseling Center               | Drs. Howard, Jones, and Byrd |
| b. Undergraduate Student Success Specialist (USSS) | Dr. Carla Warner             |
| c. ETSU Men's Basketball                           | Steve Forbes                 |
| II. Approval of Minutes                            |                              |
| III. Updates                                       |                              |
| a. Intermin University Council                     | Dr. Epps                     |
| b. Exec Committee meeting with Dr. Noland          | Dr. Epps                     |
| IV. Old Business                                   |                              |
| a. SAI's   | Dr. Epps                     |
| V. New Business                                    |                              |
| VI. Adjournment                                    |                              |

### DISCUSSIONS

#### I. Information Session

##### I.a. Student Affairs/Counseling Center – Drs. Howard, Jones, and Byrd

- a. If faculty have concerns call public safety – err on the side of caution. Faculty are advised to document all incidences in regard to public safety.
- b. Once faculty advises the counseling center of an issue, the Care Management Team will investigate the report.
- c. Care response is to assess and review the report, offer support, monitor students when necessary, have dual conduct, notify parents or hospitalize student if necessary.
- d. Resources include student conduct, counseling center, and safety sites.



## DISCUSSIONS

### QUESTIONS:

Dr. Beeler – A student has been sent to Student Affairs multiple times, at what point do we say enough is enough with this student, coming onto campus is trespassing? Why are we not more proactive?

Evaluations have been conducted and the student's behaviors have been documented. They have to have accurate proof of student conduct in order to take action, but they take a documented issue seriously.

Dr. Panus – How does state law affect guns on campus?

It does not, there are still policies prohibiting students, faculty, or staff to have weapons on campus.

Dr. Peterson – The website, etsu.edu/safety, does not have a link to care site or the care phone number.

The website will be updated.

Dr. Trogen – Are the reports confidential or anonymous? Can the report be kept confidential upon request?

It is possible to ask for a report to remain confidential; however, a confidential report cannot be acted upon because at that point it involves student interaction.

Dr. Masino – What protection do you offer to the faculty for possible court cases to protect them?

As a part of the university making the report as an employee, faculty are represented by university counsel. The counsel would defend the faculty members and their report because they were acting under the university. Nonetheless a personal attorney may be required in some circumstances.

Dr. Mitchell – To what extent do the various counseling offices communicate reports with one another?

The report is passed along to the office where the student is receiving care, which may be on or off campus. In turn, the clinic providing service reports back to the counseling center.

### I.b. Undergraduate Student Success Specialist (USSS) – Dr. Carla Warner

- a. Dr. Warner is the Director of the Office of Adult, Commuter and Transfer Student Services.
- b. The office helps students deal with personal life issues and offers resources to students.
- c. In collaboration with Social Work, the Graduate School implemented a Graduate Student Success Specialist approximately four years ago. Graduate students present issues such as food, housing, and day-to-day live issues. Committee of 125 suggested a similar program to address undergraduate needs. It is also a partnership with Social Work.
- d. Faculty can submit CARE reports for students who have needs other than clinical issues, for example: academic issues; housing; immunizations; clothing; bus schedules; help applying for scholarships; have interacted with a hospital to help a student pay bills.
- e. Many colleges around the country are adopting similar models to help students adapt to and succeed in higher education.

### Questions:

Dr. Peterson – Does the office assist with landlord issues such as poor living conditions?

The office does keep a list of off campus housing but has not recommended specific locations or a do-not-rent list.

### I.c. ETSU Men's Basketball – Steve Forbes

- a. Mr. Forbes requested to address the faculty senate to share his views on academics and athletics. He introduced himself and his background, where he is from, where he went to school, and where he has been employed. Mr. Forbes expressed his strong concern for



## DISCUSSIONS

academics first and athletics second – books first basketball second, “use basketball don’t let it use you.” The coaches have weekly meetings with students to discuss academic issues and his players are required to volunteer and participate in community activities. Mr. Forbes is open to visiting the Faculty Senate in the future if invited.

### II. Approval of Minutes

- a. Dr. Epps suggested to modify language in regard to the SAI report.
- b. Dr. Masino motioned to approve the minutes with corrections and Dr. Trogen seconded the motion; the minutes were approved.

### III. Updates

#### III.a. Interim University Council

- a. Dr. Collins discussed the Enterprise contract issues and the details of the contract are still in progress. We have already had three different account managers and there are still issues related to students under the age of 21 driving vans.
- b. Mike Hoff update: preliminary data 13,743 undergraduate and graduate enrollment not including medicine and pharmacy.
- c. Overall we are down 145 in undergraduate enrollment and up 66 in graduate enrollment. Although freshmen enrollment is down, retention rate in sophomores, juniors, and seniors is up.
- d. In state enrollment is down; however, out-of-state and border county enrollment is up, which has made up the difference and the FTE is up 0.4.
- e. ACT is up 0.5 for incoming freshmen.
- f. We will be participating in the Great Colleges to Work For survey. Dr. Hoff asked to make sure we encourage colleagues to participate.
- g. Dr. Noland presented on presidential priorities and strategic initiatives for 2015-2016: diversifying opportunities for students, such as the BLUE weekend in the spring; outreach to high schools; strategic budget planning.
- h. Mountain States/Wellmont merger discussions have continued to identify research opportunities and to gain legislative support for matching funds.
- i. Strategic objectives: enrollment of 18,000 with 3,500 out of state students and international students; 2000 transfer students; graduation rate of 60%; 12,000 application/year by 2025; mean ACT score of 25; 100 million in externally funded research; 25 million in annual giving; 15% alumni giving rate (it is currently 3%).
- j. ETSU is ranked 5<sup>th</sup> in the country in premed and 1<sup>st</sup> in the state for computer science.

#### III.b. Executive Committee Meeting

- a. If it is approved it will only be supported with opt in or opt out. Privatizing the facilities is not likely to happen at ETSU.
- b. Mike Hoff has provided preliminary enrollment numbers. Colleges and community colleges in the southwest part of the state numbers are drastically down. APSU and TSU are both eligible for TN promise because they offer associate degrees; thus, they may be getting more students than us. ETSU budgeted for a decline of 200 students and we are only down 75, which can be thought of as a net gain of 125.
- c. The director of Financial Aid will be retiring in January.
- d. Dr. Noland informed us that no final decisions have been made regarding space in the Performing Arts Center. The hope is that the auditorium will seat 1200 people.
- e. Music and Theatre met with the Performing Arts Center design team. The team will have a budget and diagram by September 24.
- f. GA stipends have been increased across the board by \$200/year.



## DISCUSSIONS

- g. Mike Hoff suggested that a comprehensive gender equity survey be conducted and the results will be submitted to the salary equity committee.
- h. The Presidential Fellows have been announced; Bethany Flora, Darrell Carter, David Linville, and Wally Dixon.
- i. Several faculty have expressed interest in going to high schools to recruit potential students.

### IV. Old Business

#### IVa. SAI report

- a. All suggestions and comments have been addressed.
- b. Students will not be required to answer all of the questions if they do not want to.
- c. Summer courses have been blocked into three different time periods.
- d. The new questions will be sent out for approval before the Senate meeting on September 28.

#### IVb. Brief TUFS report – Dr. Byington

- a. Currently there is little input at THEC from faculty members and faculty should provide more input in the future.
- b. Enrollment is down even with TN Promise. A discussion was had with state senators in regard to the barriers keeping TN residents from accessing higher education.
- c. The next meeting will be held at UTK on April 1 - 3. Dr. Byington is the TUFS President Elect.

#### IVc. Reminders

- a. Do not forget to use early alert for freshman.
- b. The Faculty Senate reception at Shelbridge will be held on September 30 at 6PM.
- c. The AAUP has granted ETSU the classification of category I – doctoral.

### V. New Business

- a. Dr. Beeler suggested that we invite other athletics coaches or AD to address the Senate.

### VI. Adjournment

- a. Motion Dr. Beeler, second Dr. Peterson, approved – meeting adjourned at 4:50

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).

## SAI Questions

**Instructor Evaluation questions:** (This section is required for Tenure and Promotion processes.)

- Responses for each item in this section are Strongly Agree (SA), Agree (A), Disagree (D), Strongly Disagree (SD)
1. The instructor made course expectations clear (e.g., objectives, policies, and assignments).
  2. The instructor was well prepared.
  3. The instructor managed course time effectively.
  4. The instructor clearly explained course content.
  5. The instructor showed interest in my learning.
  6. The instructor helped me increase my knowledge and/or skills in the content of this course.
  7. The instructor provided me with meaningful feedback.
  8. The instructor was helpful when I had questions and sought assistance.
  9. What suggestions do you have to improve the instructor's effectiveness? (Comment box)

**Course Evaluation questions:**

1. The course content was consistent with the course description. SA A D SD

*Comment boxes for the following:*

2. Please identify what you consider to be the strengths of the course:
3. Please identify areas where you think the course could be improved:
4. What advice would you give to another student who is considering taking this course?

**Self-reflection questions:**

1. I expect to earn the following grade in this course: A, B, C, D, F
2. I devoted \_\_\_\_ hours per week either in class, online, or preparing for this course. 0-1, 2-4, 5-7, 8 or more
3. I completed the assigned preparatory class activities (readings, videos, discussions, etc.): All of the time, Most of the time, Some of the time, None of the time
4. How satisfied were you with your effort in this course/section? *Very Satisfied, Satisfied, Unsatisfied, Very Unsatisfied*
5. I could have done the following to improve my performance in this course:

Optional questions: (to be added in the future)