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2015 February 9 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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Faculty Senate Agenda

February 9, 2015

Culp Center, Meeting Room 6

- I. Old Business
Approval of Minutes for January 26, 2015
- II. Information presentation
Kathleen Moore, Director of Sustainability
- III. New business
- IV. Old Business
- V. Updates
Senior Staff
- VI. Items for discussion
College Tenure Committees
- VII. Announcements/Other Business
Budget Process Committee —Randy Byington
Open Forum February 17, 2015
- VIII. Adjournment

2014-2015 Faculty Senate

MINUTES—February 9, 2015

Faculty Senate—East Tennessee State University

UPCOMING MEETING:	FOLLOWING MEETING:
February 23, 2015, 2:45 pm Forum, Culp Center	March 16, 2015, 2:45 p.m. Forum, Culp Center

Present: Leila Al-Imad, Fred Alsop, Beth Baily, Robert Beeler, Patrick Brown, Doug Burgess, Randy Byington, Dorothy Drinkard-Hawkshawe, Joyce Duncan, Susan Epps, Lon Felker, Bill Flora, Virginia Foley, Nick Hagemeyer, Jill Hayter Bill Hemphill, Helene Holbrook, Tod Jablonski, Karin Keith, Ken Kellogg, Dharendra Kumar, Fred Mackara, Anthony Masino, Tim McDowell, Bea Owens, Timir Paul, Peter Panus, Jonathon Peterson, Kerry Proctor-Williams, Judy Rice, Deborah Ricker, Eric Sellers, Melissa Shafer, Kathryn Sharp, Taylor Stevenson, Bill Stone, Kim Summey, Jim Thigpen, Paul Trogen, Craig Turner, Jennifer Vanover-Hall, Ahmad Watted, Robert White.

Excused: Tammy Hayes, Jerome Mwinyelle, April Stidham,

Absent: Kathy Campbell, Sharon Campbell, Daryl Carter, Lee Glenn, Koyamangalath Krishnan, Guangya Li, Mary Ann Littleton, Thomas Schacht, Darshan Shah, Liang Wang,

CALL TO ORDER: President Foley called the meeting to order at 2:47pm.

President Foley requested approval of the minutes from January 26, 2015. Senator Alsop moved to accept the minutes, Senator Epps seconded. The minutes were approved without dissent.

President Foley announced that the Director of Sustainability, Kathleen Moore, was scheduled to speak to the senate at 3:00pm. She said that Senior Staff had not met since the last senate meeting so there are no Senior Staff updates. She asked if there were any items for discussion until Director Moore arrives.

Senator Byington stated that at the next senate meeting we will need to review the proposed changes made to the Revocation of Tenure Procedure. The TBR procedure says that the selection of the revocation review committee defers to the local procedures selecting committee members. Senator

Byington said that we will need to put the ETSU Handbook section on committee selection process back into the handbook and bring it back for approval. President Foley summarized that what is currently in the handbook about the selection of committee is what we will be bringing back to the senate to have affirmed as our selection of a committee process and then the rest of the procedure will follow TBR's procedures. She said that we will plan on doing that on February 23rd and it will go to Academic Council for the March Academic Council meeting. She asked Senator Byington to send the amended policy to the senators before the next meeting.

President Foley moved to the Items for Discussion on the agenda. She said that at the last faculty senate meeting Senator Schacht brought several things forward for consideration for future faculty senate agendas. One was looking at the role of the College Tenure and Promotion Committee. She said that Senator Schacht was not in attendance today and asked if there was anything any one wanted to bring forward or do we want to table discussion until the next meeting.

Senator Beeler related that a colleague went up for tenure and promotion this last semester and the department's vote was overwhelmingly positive, the chair's recommendation was overwhelmingly positive and when it got to the College Committee, the College Committee voted yes for tenure and no for promotion. Apparently the reason they voted no for promotion was that they interpreted the Departmental Guidelines differently than the department. He said that there needs to be some guidelines for the College Committees. They need more direction.

Senator Epps added that if the department committee has already evaluated the tenure and promotion packet on the departmental criteria, the college committee should be used to confirm that that due process was followed. It should not be starting from scratch. Senator Beeler agreed that if the vote is negative then the college committee has a very definite charge to make sure that the candidate was given a fair shake. Senator Alsop stated that if a faculty departmental committee votes yes and the departmental chairman votes no or vice-versa, the guidelines now say that the dean is supposed to have a conference with both those parties and try to understand why there was a difference. That information is then brought forward. Senator Felker said that based on his experience on the college P&T Committee, he thinks that college committees do serve as a necessary check on what the chair and department recommend.

Senator McDowell stated that he would like to understand what the committee's directions are. It seems that there is a lot of variation between years and committees on how they behave. President Foley stated that she would like someone from each college to collect the guidelines that the college tenure committees followed this year. She said that if we could see what explicit guidelines the college tenure committees are given; it would be helpful in further discussions on this matter.

President Foley welcomed and introduced Kathleen Moore, the ETSU Director of Sustainability.

Director Moore thanked president Foley for inviting her to come today to talk about the ETSU Sustainability program. She said that she would like to start with a little history. In 2008 ETSU students decided they wanted to revamp the recycling program. At that time ETSU was just collecting office paper. The SGA created a sustainability fee to build a recycling center. Because of lobbying efforts by the

students, the administration hired a recycling coordinator. In 2009 the recycling center was built and ETSU expanded the items being recycled. In 2011-12, a recycling task force was created to look at ways to reduce the amount of trash ETSU sends to the landfill and to promote reducing waste and recycling. The recycling task force came up with a number of recommendations.

The first recommendation was to enhance communication and education. Director Moore said that they have placed posters around campus and on all of the recycling bins. They have held a number of informational meetings and have enhanced the Sustainability Website. One tenet (?) of the proposal was to increase personal responsibility and awareness of the waste that is generated by an individual. The new office bin system requires the one who generates the waste to be responsible for moving the waste. This will hopefully create an awareness of how much waste one actually produces. Director Moore said that there have been complaints about this and she has been monitoring how often she and others in Facilities are emptying their waste cans and what the problems are. She said she probably empties her bin once every two weeks and from what she has heard from other departments, it is similar. It really isn't a big deal if one is producing less waste. She said that they have not been tracking the waste stream scientifically – they do not have the staff to go through and measure all the waste from every building. They are taking bag counts and what they have found is the recycling rate increased from about 20% to 40% in the buildings where the new bin program was implemented. Director Moore stated that they are now tracking all of the recycling by commodity and she can tell what the poundage per month is in every one of the banks from fine metal, aluminum, cardboard and paper.

She said that they are assessing markets to increase the revenue stream. They would like to be revenue neutral or cost neutral. She said that they are getting close in the recycling program. They collect revenue from paper, cardboard, and all metal and are generating about 900-1000 dollars per month on things that are being sent to recycling. The biggest cost diversion is that 10 tons of material collected each month that is not going into the landfill.

Director Moore stated that there are 19 buildings that have converted to the new bin system. Pending funding, the next phase will place the system into the following buildings: Sherrod Library, Memorial Hall, Reece Museum, Campus Center building, Ball Hall, and Burlison Hall. The final phase will be the rest of the buildings on campus. She said that they are leaving Brown Hall for last. There is a lot of waste there that is very unusual and needs to be looked at very carefully with regard to health and safety and environmental safety. She said it is the same thing with the Quillen College of Medicine. They want to make sure they can capture as much as they can in a safe manner.

Director Moore stated another cost savings of about \$50,000 annually is that they have decreased use of plastic bags substantially. They are no longer putting the little plastic bags in the waste cans in offices. Custodians are using those up now and no more will be ordered. The waste can already in offices will be repurposed for recycling and then a small mini bin will be added that is for waste. She said that they found that in office areas, 10% of the waste is landfill and 90% of it is recyclable. It doesn't work in all offices and they can supply a bigger container for those.

Director Moore announced that they will begin a pilot program for composting on the campus this summer on a limited basis. She said a lot of our waste is compostable.

Director Moore asked if there were any questions.

Senator Hemphill asked if there are any plans to convert lighting in buildings to LEDs. He said that they are a lot of money at the front end, but have huge savings on the back end. Director Moore replied that there is a five year lighting plan to install LED's in eight buildings. She added that TBR made a choice to do a lighting upgrade across all their campuses because of the savings from LEDs.

Senator Turner asked to what degree are we incorporating sustainable practices into the actual design of the buildings? Director Moore replied that TBR has a policy that all new buildings and any renovations over \$100,000 have to build to LEED Silver Standards.

Senator Hemphill said that he had two comments. He asked if the university has considered increasing the times for recycling computers. He said that when things go wrong with a computer it is usually a minor thing like a hard drive. Instead of replacing the whole computer, wouldn't it make more sense to just replace the hard drive? He said the other thing would be to reduce the amount of waste that we generate through workflow. For example, he said we have to mail around packets of information sometimes that are 2-3 inches thick. Usually in the summer it goes from one office to the next, to the next. If someone is on vacation then a whole stack gets stuck someplace. Director Moore replied that the computer issue is under OIT's jurisdiction. With Dr. Bragg's retirement the administration is looking at restructuring the campus information technology system. She said that this past year during budget reductions they extended the replacement cycle of computers by a year. She added that the PASTA program recycles used computers for use in public schools and non-profits and it's a great program. Director Moore continued that ETSU is responsible with recycling E-Waste. She said ETSU collects about 20 pallets of E-Waste every 4-5 months that comes not only from ETSU but from other non-profits in the area. It is sent to a recycling center and they responsibly recycle the materials. That's done at no cost to ETSU. Apple has an agreement with ETSU and they send a truck to pick up materials at no cost to ETSU. Director Moore stated that she has filled out online forms and whenever it requests a hardcopy or fax, she will call that office and ask if they can work together to create an online form.

Senator Alsop asked what the status is of the solar panel that was to be installed on the CPA. Director Moore replied that it is actually a thermal wall and that it is up and running. They have \$100,000 set aside from the student fees to put in a solar array on Wilson Wallace that will actually tie to the grid and reducing the energy use on the campus as well as providing a teaching tool for the College of Business and Technology. She said that is their next project. Senator Hemphill stated he had one politically incorrect comment. The solar wall on the CPA would have made more sense if it was placed on the side of the building. Where it is located requires a motor that consumes energy to distribute the air but if it was located correctly, it would have been done convectively. It was an aesthetic decision because ETSU didn't want anything ugly on the side of the building. He said it should be an issue of what makes sense and what we can demonstrate as an educational institution.

Senator Trogen commented that aluminum food trays are not collected by the city. He asked if ETSU recycles them. Director Moore replied that ETSU takes all plastics 1-7, all wraps and films, and any type of aluminum, steel, lids, pans, anything like that.

Senator Proctor-Williams stated that Director Moore kind of skimmed over the amount of time it takes faculty to recycle. She said that you may only have to empty your bin once every two weeks, but you are also making a lot of trips away from your office to put things in the public bins because they won't fit in the office bin. There is a big expense in faculty time for doing this. She asked if that was considered in the cost effectiveness. Director Moore replied that it was not. She said that they were however, very strategic about where they placed the public bins so that if a person would normally go to the bathroom once, twice, three times per day or they'd be going out to lunch it would be a convenient trip for them. They have tried to put the bins in very convenient locations.

Senator Sellers said that we have the paper/plastic/trash bins and it says no cardboard. He said that he will put a lot of cardboard right next to the bins. He asked if it just gets thrown away. Director Moore said that it does not. There is a container in every building for cardboard or the custodians have a place to take it. That is their responsibility. She continued that cardboard is one of the more easily recyclable things and ETSU is paid three cents per pound for cardboard.

Director Moore stated that they are working to partner with other organizations and groups. There is currently a campaign in the library with the Department of Art and Design called the Do One Thing campaign. It asks for people to pledge to make one small change to reduce their carbon footprint. By the end of the semester they hope to have over 1000 pledges at the library. Another thing in the planning stages is collaboration with ETSU Outdoor Adventure, the Department of Mass Communications and RTVF, and two other non-profits. There will be a free Wild and Scenic Film Festival from 6-10 pm on March 31 in the Culp Center. It will be highlight two to three student films on the environment.

Director Moore announced that there is money remaining in this year's budget from the Campus Sustainability Fees. She said there is about \$40,000 to disburse for sustainability related projects, so if we have any ideas please go to the Sustainability website, fill out a form, and submit your idea. She said that the committee will be vote on funding on March the 2nd.

Senator McDowell asked if Director Moore could explain what the student involvement is. Director Moore said that the campus sustainability fee is \$5. That's about \$130,000 a year depending on enrollment. SGA actually just increased the fee by \$2 so this next year it will be \$7 per student. There is a student lead Sustainability Committee with 6 students and 4 faculty that votes on funding projects. That's separate from the student groups. She said that there are three environmental groups on campus. First is ECO, Environmental Conservation Organization. They work on activism and the environment and Kevin O'Donnell from English is their faculty advisor. Director Moore said she has a group that she works with and it is called CLEAR, Campus Leaders for Engaging in the Environment. They do outdoor adventure activities with an environmental component to it. Then there are the EcoNuts, student employees that are funded through student fees. There are 12 student leaders who live in the

residence halls and they provide outreach to the students in the residence halls talking with them about their energy use, water use, and recycling.

Senator Peterson asked if there are plans for a future campaign to introduce the 4 R's. Director Moore replied that they are kind of addressing it now but don't have an active campaign planned. She said there is a student program called the Trading Post at the Farmers Market where they are promoting reusing. It is a trading service where people can bring things in and/or take things away. It is part of the Do One Thing Campaign.

Senator Alsop asked if the university was still using coal. Director Moore replied very little. This last year it was 2% of our fossil fuels. The good news is that ETSU just got a grant to convert the boilers from coal to gas. She said that people think ETSU is producing electricity on campus, it is not. The boilers are producing steam to heat and cool and for hot water. All of ETSU's energy comes from TVA.

President Foley thanked Director Moore for her presentation. She moved on to the Announcements/Other Business in the agenda. President Foley announced that the Budget Process Committee is having their forum on Tuesday, February 17, at 3:00 in the Culp Auditorium. She encouraged the senators to attend.

President Foley said that she read that two senators were presenting forums on campus and asked if they would like to advertise their lectures. Senator Al-Imad said that she has an open forum on the Middle East this Thursday and it will be held in room 309 in the Sherrod Library. Senator Drinkard-Hawkshawe stated that she was lecturing on the forced sterilization of women of color on February the 10th at 4:30pm in 309 Sherrod Library.

President Foley announced that Dr. Bach will be at the next senate meeting on February 23rd. She asked if there were suggestions for items we would like for him to address on the 23rd.

Senator Al-Imad stated that Roger Stout is full of asbestos. She would like to ask if the vice-president would pay for the abatement. Senator Felker suggested we ask about Tennessee Promise how it will further impact us in the near and distant future. Senator Trogen stated that he wondered if Dr. Bach might have some insight on concerns about the education price bubble. The price keeps going up and availability of jobs does not. Senator Keith asked where the university is in terms of what is going to replace PIE? President Foley said that we will ask him about that. There should be training happening with that right now. Senator Brown said that Dr. Bach spoke to executive committee about changing the culture around teaching and the valuing of teaching but he never actually gave any suggestions for what he would like to see. Could we ask him to discuss this further?

Senator McDowell said that he would like to ask him about the university's commitment to maintain faculty lines and not reduce them. ETSU is at a demographic point where there are going to be people retiring from many different departments and if the university is going to try to use that as an opportunity to cut costs, then it's going to impact the quality of our programs. Senator Alsop said he was thinking along the same line but also how involved he is in the restructuring of the budget process since a lot of the funds for the academic side go through his office. Senator Holbrook said that she would tie

into that too because the associate dean in the College of Nursing called a meeting of the Workload Committee. The discussion involved what the needs of the college are and what it entails to teach. She said she assumed he was talking from a budgetary standpoint. The college would become more of a silo, a self-sustaining budgetary entity. What we make, we spend. What was interesting was the approach to how it was all a business model. It reflected this is the number of faculty we have, this is the number of classes they're teaching. She said that we do a lot more than just teach. Somehow that didn't get factored in. She doesn't know if that is something Dr. Bach would want to address or discuss.

Senator Duncan stated that one of her colleagues asked her to bring up a situation she experienced. Her colleague has been selecting videos and film clips to illustrate an online course. She has been using this collection for a couple of years and at the beginning of August she went into D2L to try to copy her courses and all of her videos had disappeared. She was moved from office to office to office much like a freshman trying to get financial aid and went through academic technology, OIT, the library, and back again. She ultimately found out that the problem was there was insufficient space on the ETSU server and was told that problem is not going to be rectified. She wanted me to recommend that if you have videos that you have a storage, in a cloud or some kind of device like that, that would back up your video collection before they disappear. Senator Sellers added that one of the grad students in the Psychology Department had all of her data on her student drive and wasn't backed up. Everything she had worked on since July was lost, including all of her thesis. This may be something that the senate should look into. Nobody is held accountable for that. She just got the run around and "Sorry".

President Foley stated that with the retirement of Mark Bragg, Dr. Noland has commissioned a committee to make recommendations to him about how OIT might be restructured. That is on the agenda for executive committee to talk to him about this Friday. She said we will bring both of these examples forward to him as another piece of information.

Senator Holbrook commented that there was a notification via email that Adobe Connect was being discontinued. It was the same type of thing where a number of our professors at the College of Nursing had used Adobe Connect as a part of their platform and all of their videos associated with Adobe Connect were essentially not accessible once this began. She said at whatever level that decision was made, it was made independent of faculty. It was another loss without input.

Senator Sellers stated that the Information Technology Governance Committee meeting is tomorrow morning. He will find something out. Senator Taylor offered that this sounds like something that would be good for your college liaisons to deal with. Senator Flora said that he wanted to add to what Senator Duncan brought up. He said at first our colleague was told it was a copyright matter and she pursued that further because she had the permission for the videos. It later led to the more robust and complete explanation that it was a server space issue. The other issue that a lot of us have been hearing this afternoon is that her videos were removed without giving her any forewarning. It just happened. Perhaps with two or four weeks of time she could've made other plans and adjusted, but the fact that it happened without telling her in advance was deeply unsettling. Another comment was that decisions are being made without faculty input. When we get notified, we get our communication after the decision is made, not beforehand.

President Foley said that the president talked about communication being a problem on campus but it's not just him being responsible for communication, it's through all levels of campus. We all have to be responsible for improving that communication by asking questions like this when these things surface. She asked Senator Trogen about how the Library Advisory Board functions. Senator Trogen replied that so far they have had one meeting. One of the things that they heard is that the library budget is such that they are not ordering any new books unless it is needed on reserve for a class. They were looking at having a space where faculty could get together in the library. President Foley said that one of the questions we may want to ask Dr. Bach is about library funding. Dean Van Zandt came to one of our early faculty senate meetings and said that their budget has been flat for ten years. They've lost positions that they haven't been able to fill. The cost of databases have gone up while they have no more new money.

President Foley asked if there was a motion to adjourn? Senator Brown moved to adjourn. Senator Alsop seconded.

ADJOURNMENT: The meeting was adjourned at 4:15 p.m.

Please notify Senator Melissa Shafer (shaferm@etsu.edu or 9-5837, Faculty Senate Secretary, 2014-2015, of any changes or corrections to the minutes. Web Page is maintained by Senator Doug Burgess (burgess@etsu.edu or x96691).