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Faculty Senate Agendas and Minutes

Agendas and Minutes

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4-4-2022

### 2022 April 4 - Faculty Senate Agenda and Minutes

East Tennessee State University

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# EAST TENNESSEE STATE UNIVERSITY

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## Faculty Senate

*April 4, 2022, 2:45 p.m. | DP Culp Forum and Zoom*

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### **Faculty Senate Meeting Agenda**

1. Celebrations
2. Introductions of Guests
3. Announcements
  - a. ITS Minitab – Mr. Hendrix (Sharing on behalf of Mr. Vincent Thomas)
4. Guest Speaker
  - a. Dr. Ginni Blackhart – Watermark Faculty Success  
<https://www.etsu.edu/watermark-faculty-success/default.php>
5. Approval of Minutes from March 21, 2022
6. Action Items
7. Information Items
  - a. Handbook Committee Update – Dr. Epps
  - b. Board of Trustees Report – Dr. Foley
  - c. Standing Committee Need – Dr. Epps
  - d. College Elections for Vacant Senate Positions – Mr. Hendrix and Dr. McGarry
  - e. Faculty Senate Officer Elections – Mr. Hendrix
  - f. Notes from Meeting with Provost McCorkle – Mr. Hendrix
  - g. Reports from University Committees
  - h. Questions for President Noland and Provost McCorkle – Mr. Hendrix
  - i. Other Items of Discussion from the Floor – Mr. Hendrix
8. Old Business
9. New Business
10. Comments from Guests
11. Final Comments/Announcements from Senators
12. Adjourn



## FACULTY SENATE MINUTES

<b>Meeting Date:</b>	04/04/2022	<b>Time:</b>	14:45 – 16:30	<b>Location:</b>	Zoom
<b>Next Meeting:</b>	04/18/2022	<b>Scribe:</b>			Ashley Sergiadis
<b>Present:</b>	Beatty, Kate; Blackhart, Ginni; Burns, Bracken; Byington, Randy; Chakraborty, Kanishka; Cherry, Donna; Digavalli, Siva; Elangovan, Saravanan; Ellis, Jon; Epps, Susan; Fisher, Stacey; Foley, Virginia; Frye, Stephanie; Funk, Bobby; Garris, Bill; Gomez Sobrino, Isabel; Gray, Jeffrey; Harnois-Church, Patricia; Hawthorne, Sean; Hemphill, Bill; Hemphill, Jean; Hendrix, Stephen; Herrmann, Andrew; Hounshell, Jonathan; Johnson, Michelle; Kim, Sookhyun; Kruppa, Michael; Landis, Ryan; Lyons, Renee; Mamudu, Hadii; McGarry, Theresa; Nivens, Ryan; O'Neil, Kason; Park, Esther; Ramsey, Priscilla; Schroder, Laurie; Sergiadis, Ashley; Stevens, Alan; Thigpen, Jim; Trogen, Paul; Uddin, Mohammad; Walden, Rachel; Waters, Susan; Weyant, Emily; Youngberg, George; Zahner, Matt				
<b>Absent:</b>	Blackwell, Roger; Bray, Sheree; Daniels, Jean; Dowling-McClay, Karilynn; Fiuza, Felipe; Ecay, Thomas; Evanshen, Pam; Gentry, Retha; Hauldren, Kacie; Mackara, Fred; Prince, Richard; Tai, Chih-Che; Thompson, Beth Ann				

### Agenda Items

Meeting called to order
1. Celebrations
2. Introductions of Guests
3. Announcements
4. Guest Speaker
5. Approval of Minutes
6. Action Items
7. Information Items
8. Old Business
9. New Business
10. Comments from Guests
11. Final Comments/Announcements from Senators
11. Adjourn

### DISCUSSIONS

1. Celebrations <ul style="list-style-type: none"> <li>1.1 <b>Uddin</b> celebrated that Ramadan (holiest month for Muslims) started last Saturday. He will be fasting from dawn to dusk and conducting long prayer at night reciting the holy book.</li> <li>1.2 <b>Blackhart</b> announced that two Department of Psychology's graduate students received ETSU's Graduate School Teaching Excellence awards.</li> <li>1.3 Johnson celebrated that an ETSU student won the Goldwater scholarship, a competitive scholarship for graduating students in STEM. Only eight were awarded in TN, and only three from public institutions. This student also won the competitive Gilman scholarship.</li> </ul>
2. Introductions of Guests <ul style="list-style-type: none"> <li>2.1 Amy Johnson, Associate Provost for Faculty and Director, Center for Teaching Excellence</li> </ul>
3. Announcements <ul style="list-style-type: none"> <li>3.1 ITS Minitab – Mr. Hendrix (Sharing on behalf of Mr. Vincent Thomas)</li> </ul>



## DISCUSSIONS

Minitab (statistical software) is following the new trend of software vendors and moving to a type of licensing that requires each individual using the software to be identified. What this means is we need to know every class that teaches using Minitab. ITS has already reached out to many departments, but if ITS is unaware of class usage, your students will not be able to utilize Minitab this fall. Please contact Vincent Thompson if you are teaching with Minitab and have not already communicated with him. ITS will take care of the aggregation of student names in your classes; you will not have to send in class rosters every semester. We just need to know of each class's usage.

**Blackhart:** I teach a Statistics course in Psychology. I do not use Minitab, but many students are familiar with it through Probability and Statistics. Would that prohibit them from using it?

Hendrix: It would. I would reach out to Vincent Thomas to see if there is a solution.

### 4. Guest Speaker – Ms. Ashley Sergiadis and Mr. Phil Smith

#### 4.1 Dr. Ginni Blackhart – Watermark Faculty Success

<https://www.etsu.edu/watermark-faculty-success/default.php>

##### 4.1.1 Blackhart provided updates on Watermark Faculty Success.

- Blackhart has trained faculty to enter their works into Faculty Success. Faculty will want to start thinking about entering their activities into the system after the spring semester, as most Faculty Activity Reports are due in the fall. Faculty will need to focus on adding activities from the current academic year before they submit their Faculty Activity Report.
- Sherrod Library and College of Pharmacy are considering using the system this summer. College of Medicine will begin using Faculty Success in spring 2023. The rest of the colleges will begin using the system for their Faculty Activity Reports in fall 2022.
- Blackhart is working on creating activity reports for each college. She will be reaching out to the deans in the next few weeks about the activity reports. Pharmacy's activity report is completed and in the system. The next one that needs to be completed is Sherrod Library.
- Originally, the deadline to enter activities was March 15th. This is no longer the deadline because ETSU is not using Faculty Success for the SACSCOC. The deadline is now whenever you need to submit your FAR. The deans and chairs were informed of this change and should have forwarded the information to their faculty.
- The Watermark Faculty Success at ETSU website has step-by-step instructions, video tutorials, FAQ, URL to log into the system (using your ETSU username/password), and a list of individuals in each college that can help.
- When you log in to Faculty Success, the page to import your activity will appear. One new change is the addition of the "Ongoing Research Activities" where faculty can list projects they are working on but have not published or presented on.
- Blackhart has been working on a creative activities section. She is waiting to hear back from faculty in those areas to create it.
- Any aspect of the system "Reports" will be ready for the fall and will be used for promotion and tenure dossiers. Any faculty member going up for tenure and promotion will need to have their activities entered for their evaluation period before they submit their tenure/promotion portfolio.
- Blackhart will be the contact until June, and then someone else in the Provost's office will take over.

##### 4.1.2 Blackhart answered questions from Senators.

**Sergiadis:** I am going up for tenure/promotion in the fall. How does that work with uploading documents?

**Blackhart:** Once we implement the Reports system, you will be able to upload those documents for both FAR and tenure/promotion. You will need to wait on that part of the system. I will put together some training videos over the summer for those going up for tenure and promotion.

**Digavalli:** Did you say that the system would generate the final dossier for the T&P?

**Blackhart:** You will initiate that yourself. Under Rapid Reports, there are many types of available



## DISCUSSIONS

reports. We have a general annual activity report. There will be a tenure and promotion report. It will create the report from the information you entered and then you can upload anything else that needs to be added.

### 5. Approval of Minutes

**Hendrix** questioned whether there was an objection to approving the minutes from the 03/21/2022 meeting. **Sergiadis** stated that Senators Epps and Nivens had minor corrections to the minutes.

**No Objection: Minutes Approved**

### 6. Action Items

None.

### 7. Information Items

7.1 Handbook Committee Update – Dr. Epps  
None.

7.2 Board of Trustees Report – Dr. Foley

The Finance and Administration committee met. They approved the 0% tuition/fee increases and discussed the salary pool. The governor mentioned a 4% raise but that is not fully funded by the state. The materials posted online explain where the gaps are. The Board of Trustees meets April 22, when they will make the final approval on the 0% tuition/fees increase and approve the salary pool.

7.3 Standing Committee Need – Dr. Epps

Faculty Senate's Executive Committee is staffing the Academic Freedom and Faculty Ethics Committee. They sent out a call and received some volunteers. They discussed at the last meeting that the Academic Freedom and Faculty Ethics Committee should be tenured faculty members. Another announcement will be coming out today about this tenure requirement. Epps contacted the people who already volunteered to let them know that the call was going out again to mention the tenure requirement but they did not have to do anything extra to be considered. The charge is on the ETSU website. The committee will most likely meet once a semester and then when a hearing requires them to meet (which does not happen often).

7.4 College Elections for Vacant Senate Positions – Mr. Hendrix and Dr. McGarry

Everyone has submitted the names of the elected Senators except CBAT and COM. Their elections are in progress. Senators will receive a calendar invite to block a day for the faculty retreat.

7.5 Faculty Senate Officer Elections – Mr. Hendrix

We will be hosting the elections for the Faculty Senate officers (President, Vice President, Secretary and Treasurer/COO). The following nominations have been submitted: Ginni Blackhart (President), Alan Stevens (Vice President), Ashley Sergiadis (Secretary), and Ryan Nivens (Treasurer/COO). Nominations can be submitted up until the actual election. If Senators would like to self-nominate or nominate someone, send Mr. Hendrix an email or bring it to the floor.

7.6 Notes from Meeting with Provost McCorkle – Mr. Hendrix

**McGarry:** The notes mentioned tenure and promotion policy reforms starting in the fall. Is this something new?

**Hendrix:** We knew that this would come eventually. A committee had worked on it previously and Faculty Senate provided feedback. The Provost is looking to revive that process starting in the fall, including putting together a team to work through that process. It is more or less what we talked about before. It is looking at the policies and procedures. It is not a discussion of discontinuing tenure.

7.7 Reports from University Committees

7.7.1 ITS Governance – Mr. Hemphill

Tomorrow's ITS Governance meeting has been cancelled so probably no report expected for 4/18



## DISCUSSIONS

Senate meeting.

7.7.2 University Research Council – Dr. Herrmann  
No report

7.7.3 University Council – Mr. Hendrix  
University Council will be hearing and voting on the final report of 125 Chapter 2. Then it will move to the Board of Trustees.

7.8 Questions for President Noland and Provost McCorkle – Mr. Hendrix

**Randy:** We had a reception where we met with informally with the Provost. Could we schedule her to come in to visit in fall?

**Hendrix:** She is joining us on April 18<sup>th</sup>. I asked if others in her office wants to come as well. There were some recent announcements concerning the Vice Provost for Research and the Executive Vice Provost positions being filled. Since they will be coming in April, Executive Committee may not have their monthly meeting with her.

Senators can always submit questions through the Ask an Admin form:  
<https://www.etsu.edu/senate/askanadmin.php>

7.9 Other Items of Discussion from the Floor – Mr. Hendrix

7.9.1 Senators discussed the feedback they received from their constituents regarding the Expert Gallery and the potential move to an opt-out process.

**Blackhart:** I sent an email from the Dean's office in the College of Arts and Sciences and did not hear anything.

**McGarry:** I talked to one person. He thought it was a good idea, but asked that you be aware that people's research interests can change pretty significantly from when they first came to ETSU. It would be good to have a really easy mechanism to update their research interests because those can change.

**Sergiadis:** I am concerned about making sure we have the research interests updated because it is something that Faculty Success may not address. We can figure out subject terms, but we do not know everyone's special research interests. To change the research interests, faculty can either email us or access their profile and change it themselves.

**Herrmann:** I updated mine last week. It is a simple process.

**Schroder:** The DPT folks are all for it as long as they can see their page before it publishes.

**McGarry:** Will it work that way?

**Sergiadis:** Probably not. I have tried that before. What happens is people will never look at the profile and then it sits there in limbo. To review the page prior to its being public, they would have to login, which means creating an account login. What we would like to do is publish it and as soon as it is published, send an email with the link to the faculty member. If they do not like it, then we can take down.

**McGarry:** Where are the directions for updating?

**Sergiadis:** They are on the Sherrod website.

**Gray:** The College of Pharmacy voted at the last faculty council meeting. By faculty vote, 86% of faculty felt "opt in" was the best option.

**Sergiadis:** I will be presenting this to Academic Council at the end of April. I asked the Research Advisory Council if I could present there as well. If you have any feedback, please let me know. I will be mentioning the feedback at the presentation in Academic Council.

8. Old Business



DISCUSSIONS
None.
9. New Business None.
10. Comments from Guests None.
11. Final Comments/Announcements from Senators  11.1 Funk announced that the Department of Theatre and Dance presents The Bluegrass Musical, BRIGHT STAR, written by Steve Martin and Edie Brickell, April 7,8, and 9 at 7:30 and April 10 at 2:00. Bert C. Bach Theatre. <a href="https://www.etsu.edu/cas/theatre/boxofficetab.php">https://www.etsu.edu/cas/theatre/boxofficetab.php</a>  11.2 Hendrix encouraged everyone to come to the Culp for the last Senate meeting of the semester. There will be a visit from the provost, officer elections, and cookies.
12. Adjourn  <b>Motion to Adjourn: Epps</b> <b>Second: ???</b> <b>Meeting Adjourned</b>

*Please notify Senator Ashley Sergiadis ([sergiadis@etsu.edu](mailto:sergiadis@etsu.edu), Faculty Senate Secretary, 2021-2022) of any changes or corrections to the minutes.*

*Note: Meeting minutes are not a word-for-word transcript. Statements and questions by Senators may be edited and summarized for clarity.*

*Notes from the Executive Committee meeting with Provost McCorkle will be attached in the final minutes.*

## Meeting with Provost McCorkle

03/22/2021

### Questions submitted by Senators

- Updates on the following searches:
  - CBAT Dean
  - CAS Dean
  - Vice Provost of Research
  - Executive Vice Provost

Searches for the CBAT and CAS deans are both underway. CBAT has received ~50 applications and CAS has received ~70 applications. The search committee will soon be narrowing the application pool to 10-12 for Zoom interviews. Then, 4 candidates in the CBAT dean search and 4 candidates in the CAS dean search will be invited for on-campus interviews. During on-campus interviews, there will be an open forum where all of campus will be invited to attend as well as a forum for faculty.

Searches for the VP of Research and Executive VP are concluding. Candidates are being contacted and an announcement will go out later this week.

Search for the QEP Director is underway. There are 2 candidates (1 internal, 1 external) who are visiting campus. Their visits will be more involved than the VPs' interviews. They will include meeting with community leaders, Student Life and Enrollment, Faculty Senate Executive Committee, etc. during the 1<sup>st</sup> week of April.

- A Faculty Senator raised a concern on behalf of a few faculty members concerning response times to emails to your office.

Provost McCorkle thanked the Senators for the feedback. She asked if this is referring to emails directly to her or the office email address. (Senators were unsure.) The office email address is monitored by a staff member who is fully remote. She suggested emailing her again if you do not hear from her. If you are emailing about curriculum issues, she suggests contacting Bill Flora. If you are emailing about faculty concerns, she suggests contacting Amy Johnson. There may be delays because her office is not fully staffed (i.e. Executive Vice Provost).

- With the announcement of the retirement of Dean Samples, what will be the plan for CCRHS? Will there be a national search? Do you anticipate an interim?

Dean Samples will retire this summer, but remain faculty for a year before retiring completely. There are no decisions yet. The plan was to have an interim appointment then conduct a national search for the new dean to start in January or the beginning of the academic year 2023-2024. They probably will be using a search firm. The search firm has been beneficial with the other dean searches because of their expertise on outreach and focus on a diverse candidate pool. Senator Hendrix commented that the search firm has also been helpful in prepping the committee on what types of questions or concerns candidates may have about ETSU. Senators asked if it would be possible to have Dean Samples remain dean until the December 2022 with the new dean starting January 2023. One senator also asked if the search firm could be hired to



start a search by the end of March for a new dean to start this summer. The Provost said she would explore these options.

- We welcome the opportunity to discuss the proposal concerning the Ombudsperson position at ETSU.

Provost McCorkle reviewed the proposal. The current plan is to hire existing faculty and staff as part-time ombudspersons. Training (ACE, mediation) could be provided. She will be discussing with Dr. Byrd what the interest level is for a ombudsperson for students. Discussion ensued on the importance of collecting data within the first couple of years to determine the level of demand and the types of issues faculty/staff are having. Senators mentioned that staff are more vulnerable than faculty so it would be best if the staff ombudsperson is a senior level staff who is not in HR. Provost McCorkle mentioned that staff could also choose to go to the faculty ombudsperson if they felt more comfortable. Senators suggested providing education to faculty around the purpose of an ombudsperson and what is the difference between a grievance, complaint, general dispute, etc.

## Other Notes

- Faculty who have been approved for tenure and promotion will be presented to the Board of Trustees in April. Provost McCorkle made an observation regarding the tenure and promotion review process. She noticed a large number of exceptions (i.e. faculty who went up early). There seems to be trends that this is more common in certain departments and colleges. Discussion followed regarding the need to change the ETSU tenure and promotion policy to address this discrepancy. For example, should the time requirement to go up for tenure and/or promotion be stricter or do we remove the time requirement all together?
- Provost McCorkle hopes to tackle general education and tenure/promotion policy reforms beginning in the fall semester. The intellectual property policy reform is hopefully concluding this semester.