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Faculty Senate Agendas and Minutes

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1-23-2023

### 2023 January 23 - Faculty Senate Agenda and Minutes

East Tennessee State University

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# EAST TENNESSEE STATE UNIVERSITY

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## Faculty Senate

*January 23, 2023, 2:45 p.m. | Culp Forum / [Zoom](#)*

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### **Faculty Senate Meeting Agenda**

1. Celebrations
2. Introductions of Guests
3. Announcements
4. Guest Speakers
  - a. Dr. Brian Noland, ETSU President – Update on Huron reviews
5. Approval of Minutes from November 21, 2022
6. Action Items
7. Information Items
  - a. Faculty Trustee nominations open through January 31
  - b. Board of Trustees Report – Trustee Foley
  - c. Reports from University Committees
  - d. Work group to address faculty annual evaluations and 3<sup>rd</sup> year reviews
  - e. Other Items of Discussion from the Floor
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> | 1/23/2023  | <b>Time:</b> | 14:45-16:30 | <b>Location:</b> | Culp/Zoom        |
| <b>Next Meeting:</b> | 02/06/2023   |              |             | <b>Scribe:</b>   | Ashley Sergiadis |
| <b>Present:</b>      | Beatty, Kate; Blackhart, Ginni; Blackwell, Roger; Blevins, Emily; Boa, Jen; Bray, Sheree; Burns, Bracken; Byington, Randy; Chakraborty, Kanishka; Desjardins, Matthew; Digavalli, Siva; Dowling-McClay, KariLynn; Easterday, Mary; Elangovan, Saravanan; Fisher, Stacey; Fiuza, Felipe; Foley, Virginia; Frye, Steph; Funk, Bobby; Garris, Bill; Gray, Jeffrey; Greene, Amy; Harnois-Church, Patricia; Hawthorne, Sean; Hauldren, Kacie; Hemphill, Bill; Hendrix, Stephen; Herrmann, Andrew; Hounshell, Jonathan; Kim, Sookhyun; Kruppa, Michael; Lyons, Reneé; Mackara, Fred; Mamudu, Hadii; McGarry, Theresa; Nivens, Ryan; O'Neil, Kason Landis, Ryan;; Ramsey, Priscilla; Schroder, Laurie; Scott, Dane; Sergiadis, Ashley; Stevens, Alan; Tai, Chih-Che; Thigpen, Jim; Trogen, Paul; Uddin, Moin; Walden, Rachel; Waters, Susan; Yampolsky, Lev; Youngberg, George; Zahner, Matthew |              |             |                  |                  |
| <b>Absent:</b>       | Daniels, Jean; Ecay, Thomas; Foreman, Robin Ann; Gentry, Retha; Thompson, Beth Ann; Weise, Constanze   |              |             |                  |                  |

### Agenda Items

|  |
|--|
| Meeting called to order                        |
| 1. Celebrations                                |
| 2. Introductions of Guests                     |
| 3. Announcements                               |
| 4. Guest Speakers                              |
| 5. Approval of Minutes                         |
| 6. Action Items                                |
| 7. Information Items                           |
| 8. Old Business                                |
| 9. New Business                                |
| 10. Comments from Guess                        |
| 11. Final Comments/Announcements from Senators |
| 12. Adjourn                                    |

### DISCUSSIONS

|   |
|---|
| 1. Celebrations   |
| 3.1 <b>Byington</b> is two years post-chemotherapy.                       |
| 2. Introductions of Guests  |
| 2.1 Karin Keith, Associate Provost for Faculty                            |
| 2.2 Two 4 <sup>th</sup> Year Nursing students with Senator Dowling-McClay |
| 3. Announcements  |
| None  |
| 4. Guest Speakers   |
| Dr. Brian Noland, ETSU President – Update on Huron reviews                |



## DISCUSSIONS

### Enrollment

- We have seen spring over spring growth. Last year, there were 11,834 students enrolled. This year, there is 11,942. The enrollment growth that we experienced in the fall held. Other Tennessee regional institutions are seeing spring over spring declines.
- Fall applications are up 7.4%. ETSU currently has 8,557 applicants in comparison to 7,966 applicants last year.
- Fall to spring retention is 88.7% for freshman.

### Budget

- On January 12<sup>th</sup>, Deans and head of budget units received a budget call. Budget hearings are live streamed. Each unit has been asked how they can utilize internal resources to provide enhanced investments and salaries. In addition, they have been asked to justify any position that has been vacant more than six months. The Huron review showed the number of resources available to be reallocated from vacant positions.
- Last year, ETSU ended in a position that allowed revenues to return back to the colleges (\$2.5 million from fallout revenue and \$13.5 million in carry forward fee revenue).
- In the past year, ETSU added \$1.3 million dollars in reserves. Reserves in 2013 had \$9.8 million and this year reserves are at \$20.6 million in preparation for a downturn in the economy.
- Even though there are issues with the budget model, it is generally working due to these indicators (e.g., growth in reserves, investments in salaries and operating budgets).

### Huron Review

- ETSU partnered with the consulting firm Huron & Associates in 2022 to identify opportunities for program improvement and process improvements and efficiencies.
- ETSU already has implemented some of the recommendations (e.g., request to justify vacant positions).
- Many institutions that partner with Huron move towards rapid implementation during a period of crisis. Leadership intends to incorporate the recommendations slowly and methodically. Changes to the budget model were paused until the new CFO was hired. The new CFO Christy Graham will start in February.
- ETSU will implement the Huron recommendations in phases. Some of the changes will be implemented as we switch from Banner to Voyager/Oracle. For example, ETSU is making processes like onboarding and travel requests more efficient, which is both embedded in the Voyager transition as well as referenced in the Huron study. The finance part of Voyager will go live in September 2023 and HR will go live in January 2024. For more information on that transition visit: <https://www.etsu.edu/voyager/>

### Facilities

- Facilities worked for days, including Christmas Eve and Christmas Day, to minimize the damage from the winter freeze.
- Lamb Hall is on track for people to move back in during March.
- The Campus Center will be brought to the ground this summer. The new Academic Building will be ready for Spring 2025. The building will primarily be a classroom space with minimum office space that focuses on the Humanities and Social Sciences. It will be about three stories. Handicap access is on the back side of the building. It is in the final draft phase. The train museum is still looking for a new home.
- Brown Hall Phase 1 will begin Fall 2024. The entire project will be completed in Fall 2027.
- The Health Sciences Building will begin in Fall 2024 and completed Fall 2026.

### Other Announcements

- Festival of Ideas returns February 28-March 2<sup>nd</sup>.
- SACSCOC 10-year reaffirmation visit is April 4-6.
- Dr. Noland is looking forward to the general education revitalization, implementation of the QEP in community-engaged learning, and enhancements to ETSU's research portfolio and footprint.
- For the legislative session next month, Dr. Noland anticipates a 3-4% salary enhancement and funding for Brown Hall but is unsure what to anticipate for legislative agendas (possibly campus carry).
- THEC's Executive Director of the Commission stepped down. Dr. Noland is on the screening committee that will recruiting and identifying the finalists. This is an important role as THEC makes recommendations around tuition, budgets, and capital to the state.

5. Approval of Minutes from November 07, 2022



## DISCUSSIONS

**Blackhart** questioned whether there was an objection to approving the minutes from the 11/21/2022 meeting. **Sergiadis** noted that Senator McGarry submitted a few edits. There was one substantial change. The statement above the definition was left in the minutes by mistake and was deleted.

**No Objection: Minutes Approved**

### 6. Action Items

None.

### 7. Information Items

7.1 Faculty Trustee nominations are open through January 31. So far, there are three nominees. Dr. Foley will be having information sessions over Zoom.

7.2 Board of Trustees Report – Trustee Foley  
None.

7.3 Reports from University Committees  
None.

#### 7.4 Work group to address faculty annual evaluations and 3rd year reviews

The Office of the Provost will be reviewing the Tenure and Promotion policy. Provost McCorkle asked Faculty Senate to create a work group to review the policies in the Faculty Handbook around faculty evaluations and third year reviews. Email President Blackhart if you are interested in serving on a work group to address annual evaluations and 3<sup>rd</sup> year reviews for all faculty at all levels. Faculty who are not on Faculty Senate can volunteer. Some of the issues the work group will address are: (1) Should third year reviews be mandatory? Currently, departments decide if they are required. (2) Are there any changes that need to be made to the annual evaluation process? Currently, not all chairs are following the annual evaluation processes such as meeting with the faculty after the evaluation process. (3) What changes to evaluations and 3<sup>rd</sup> year reviews would position our new faculty members to be most successful?

Senators expressed an additional concern that their departments are not completing the Faculty Activity Plan as part of the evaluation process. Keith mentioned that the group should review the timeline for the plan and creating teaching schedules. In addition, Watermark does not lend itself to meeting with faculty after the evaluation.

#### 7.4 Other Items of Discussion from the Floor

##### Watermark

**Fiuza** and **Nivens** asked questions on how to use Watermark Faculty Success. **Blackhart** and **Sergiadis** clarified those aspects of Watermark:

- Faculty can change their activities on the Activities screen if there is not a lock symbol. A lock symbol indicates that someone else (e.g., co-author) created that activity. Faculty would need to determine who created that activity and ask them to make changes. The system will not show who initially created the activity.
- Information in the Activities screen do not have to be re-entered year after year. They remain in the system. The only items faculty may need to add each year are documents like teaching evaluations, narrative, etc. These requirements will be different based on departmental criteria.
- After faculty submit their Faculty Activity Report in Watermark, they can recall their submission while it is pending approval by their chair. Once the chair responds, it requires a chain of “Recalls” and “Send Back” actions for faculty to change their FAR. In order to avoid this, it is very important that faculty check that the FAR is correct before submitting.

**Fiuza** stated that faculty need more training. **Blackhart** responded that the ETSU Watermark Faculty Success website (<https://www.etsu.edu/watermark-faculty-success/>) has everything that is included in the initial trainings with step-by-step instructions and videos. Ashley Sergiadis will be taking over Ginni



**DISCUSSIONS**

Blackhart’s role in Watermark this semester. You can reach both of them at [watermark@etsu.edu](mailto:watermark@etsu.edu) if you have any questions or requests for training. Tenure and Promotion will be done this fall in Watermark in addition to annual evaluations.

**O’Neil** asked if administrators (chairs and deans) enter their yearly information into Watermark. **Blackhart** knows that chairs submit their information to be reviewed by their deans but was unsure if the deans will submit their materials through Watermark to the Provost.

American Sign Language (ASL)

**McGarry** asked about the discussion last week regarding ASL. **Blackhart** stated that ASL is not a Faculty Senate issue since the Senate cannot dictate to any department to create a program. She has pointed SGA President Mason Mosier to talk to the chairs of Audiology and Speech-Language Pathology and Literature and Language.

**Byington:** Would it be appropriate for the Dean of the College of Clinical and Rehabilitative Health Sciences and the faculty who teaches ASL to attend a Faculty Senate meeting?

**Blackhart:** No. Faculty Senate cannot take actions regarding this topic.

**McGarry:** Is Faculty Senate allowed to have an opinion about which department the program should live? **Blackhart:** It is between the two departments/colleges to decide. Faculty Senate does not dictate curricular issues.

**McGarry:** Is Faculty Senate allowed to have an opinion whether ASL courses satisfying a language requirement?

**Byington:** This would be an issue for the General Education Advisory Council then the individual majors to decide.

8. Old Business

None.

9. New Business

None.

10. Comments from Guests

None.

11. Final Comments/Announcements from Senators

None.

12. Adjourn

**Motion to Adjourn:**

**Second:**

**Meeting Adjourned**

*Please notify Senator Ashley Sergiadis ([sergiadis@etsu.edu](mailto:sergiadis@etsu.edu), Faculty Senate Secretary, 2022-2023) of any changes or corrections to the minutes.*

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