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2000 October 9 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

FACULTY SENATE AGENDA
MONDAY, OCTOBER 9, 2000
2:45 PM / Culp Center - Forum Room

NOTE TO DEPARTMENT CHAIRS: Please share the Senate agenda, minutes, and any other enclosures with your faculty prior to the scheduled meeting. Senate meetings are open to ALL faculty. Agendas, minutes, and attendance rosters are available on the Faculty Senate website at "http://www.etsu.edu/senate/" .

AGENDA FOR SENATE MEETING

CALL TO ORDER: President Steadman

APPROVAL OF MINUTES: September 25, 2000

OLD BUSINESS:

NEW BUSINESS:

   Operations of Office of Business and Finance - Jim Bowman

   Faculty and Administrator Evaluations - Dr. Bert Bach

ANNOUNCEMENTS:

ADJOURNMENT: adjourn to committees

PLEASE NOTE: Next meeting, Monday, October 23, 2000, Culp Forum.

Send information and notices of non-attendance to Michael McKinney (mckinney@etsu.edu or x9-5391), Secretary, Faculty Senate, 2000-01.

MINUTES - October 9, 2000
Faculty Senate / East Tennessee State University
Last updated: September October 12, 2000

UPCOMING MEETING:	FOLLOWING MEETING:
October 23, 2000 2:45 PM	November 6, 2000 2:45 PM
Culp Forum Room	Culp Forum Room

Present: Anderson, Aston, Broome, Burgess, Butler, Chi, Collins, Deadman, Fisher, Grover, Harvey, Hemphill, Kelley, Kerley, King, Li, Logan, Martin, Mattioli, Miller H., Patrick, Price, Reesman, Sluss, Stanley, Steadman, Tollefson, Varney, Verhegge, Williams.

Excused: Alavi, Hayes, McKinney, Miller, Montgomery.

Absent: Burkett, Gallemore, Heath, Mehta, Mohon, Poole, Stone.

Guests: Dr. Bert Bach, Mr. Bowman, Mr. Coleman, Mr. Collins, Mr. Gregg, Ms. Kelly, Mr. Rasnick.

CALL TO ORDER:

With a quorum present, President Steadman called the meeting to order at 2:48 p.m.

APPROVAL OF MINUTES:

The minutes of the September 25, 2000 meeting were approved by voice vote.

OLD BUSINESS:

NEW BUSINESS:

- **Operations of Office of Business and Finance.** Steadman introduced Jim Bowman, Vice President for Business and Finance, who in turn introduced the heads of the various departments under his direction. These included Physical Plant, Comptroller, Purchasing, Health and Safety, Human Resources, and Budget.

  Bowman indicated that the purpose of their visit was to hear from senators regarding any complaints and concerns that we might have heard from our constituents. Issues that were raised included routinely scheduled maintenance (or the lack of it in some instances), some way of providing an early paycheck for new faculty, increased parking for bicycles (thus encouraging more use of clean, green, and healthy vehicles), improved signage for visitors to campus, foot traffic to the new AVL lab across State of Franklin once classes begin there in Spring semester, and levels of withholding on summer pay and longevity pay.

  Mr. Bowman indicated that he would like to make this kind of visit an annual event. He also noted that a new web site (under administration on the ETSU homepage) will be available. He said that his division had, as its primary goals, improved safety, improved service, and improved communications for everyone in the university

community and that these goals are an integral part of their continuous improvement efforts. (For more information, contact Mr. Jim Bowman at x9-5884)

- **Administrator Evaluations.** Steadman introduced Dr. Bert Bach, Provost and Vice President for Academic Affairs, who introduced a revised policy and process for periodic evaluation of administrative personnel. Department chairs, assistant and associate deans, deans, assistant and associate vice presidents, vice presidents, and the provost would be covered by the new policy.

  Dr. Bach indicated that changes occurred on three broad areas of administrative performance: a new focus on the success of the unit or office the administrator oversees, the degree to which the officer completes her/his work in compliance with our institutional core values, and avoiding conflicts of interest in the evaluative process. Discussion followed and included a concern for anonymity of evaluators who will subsequently answer to the administrator being evaluated.

  Moved (Tollefson) and seconded (Verhegge) to approve the policy with the understanding that concerns that had been expressed be carried forward to the Academic Council by President Steadman. Discussion revealed that many senators felt they had insufficient time to review the policy, having seen it for the first time at this meeting. Tollefson suggested that, given this concern, a tabling motion would be in order. Motion to table was made by Martin.

ANNOUNCEMENTS:

- **Dr. Rich Ranker announced that the Microsoft Campus Agreement is in force. The agreement gives faculty and staff access to many of Microsoft's most popular software products for installation on university-owned computers. It includes software for both PCs and Macs. The agreement goes further in allowing employees to purchase software for personal use at home. A duplication fee of $5.00 per cd is the only cost.**

  Ranker noted that OIT is unable to provide support for the installation or use of software used on home personal computers, and Collins said that Microsoft is not supporting software acquired through this program either. Thus, the user will be on his or her own, having to rely on printed manuals for advice.

  More information can be obtained from OIT at 439-4648 or <oithelp@etsu.edu>.

- **Steadman made announcements regarding upcoming meetings, and secured Bill Hemphill's agreement to serve on the newly established Web Site Policy sub-committee of the Information Technology Governance Council.**

- **Fisher made an announcement related to upcoming insurance and retirement meetings.**

ADJOURNMENT:

The Senate adjourned to standing committee meetings at 4:08 p.m.

Respectfully submitted,

David G. Logan, substitute secretary

Please notify <u>Michael McKinney</u> (mckinney@etsu.edu or x9-5391) Secretary, 2000-01, of any changes or corrections to the minutes. Webpage maintained by Stephen Patrick (patricks@etsu.edu or x9-6994).