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Faculty Senate Agendas and Minutes

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### 2001 February 5 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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**FACULTY SENATE AGENDA  
MONDAY, FEBRUARY 5, 2001  
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:** January 22, 2001

**OLD BUSINESS:**

**Committee Reports**

**Academic Matters (Tollefson)  
Committee on Committees (Martin)  
Concerns and Grievances (Hemphill)  
Development and Evaluation (King/Verhegge)  
Elections and Bylaws  
Research, Creative and Scholarly Activities (Kelley)  
Legislative Affairs (Patrick)**

**NEW BUSINESS:**

**Bylaws Amendment Proposals - President Steadman**

**Delaware Cost Study - Dr. Bert Bach**

**Academic Calendar - Paul Hayes**

**Equity Salary Adjustments - William Coleman**

**ANNOUNCEMENTS:**

**ADJOURNMENT:**

**PLEASE NOTE:** Next meeting, Monday, February 19, 2001, Culp Forum.

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

**MINUTES - February 5, 2001**  
Faculty Senate / East Tennessee State University  
Last updated: February 15, 2001

<b>UPCOMING MEETING:</b> February 19, 2001 2:45 PM Culp Forum Room	<b>FOLLOWING MEETING:</b> March 5, 2001 2:45 PM Culp Forum Room
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**Present:** Alavi, Anderson, Aston, Burgess, Butler, Chi, Collins, Deadman, Fisher, Grover, Hayes, Hemphill, Kelley, Kerley, King, Li, Logan, McKinney, Miller H., Miller P., Patrick, Poole, Price, Sluss, Stanley, Steadman, Stone, Tollefson, Varney, Verhegge, Williams.

**Excused:** Broome, Heath, Martin, Mehta, Reesman.

**Absent:** Burkett, Gallemore, Harvey, Mattioli, Mohon, Montgomery.

**Guests:** Dr. Bert Bach, Mr. Paul Hayes, Dr. Michael Clay, Mr. William Coleman, Ms. Diana McClay.

**CALL TO ORDER:**

With a quorum present, President Steadman called the Senate to order at 2:45 p.m.

**APPROVAL OF MINUTES:**

The minutes of the January 22, 2001 meeting were unanimously approved.

**OLD BUSINESS:**

• Standing Committee Reports.

1) Academic Matters - Tollefson reported that members of the Committee met and talked with representatives of Northeast State Technical Community College and Walters State Community College regarding the possible facilitation of transfer of credit from Associate of Applied Sciences programs in community colleges to ETSU. Concurrently, a Bachelor of Applied Science program was proposed by the Office of Continuing Studies and has been approved by the Curriculum Advisory Committee. The task undertaken by the Academic Matters Committee appears to be well along in the process of accomplishment.

2) Committee on Committees - Martin reported the vacancy on the General Education Advisory Committee has been filled. He also mentioned that the list of openings for University standing committees will be distributed to faculty sometime around Spring Break.

3) Concerns and Grievances - Stanley reported that no further information has been obtained regarding a matter at an off-campus site. She noted that several other issues would be brought before the committee in the immediate future.

4) Development and Evaluation - King reported that the committee will present a recommendation to the Senate in March regarding policies and procedures for awarding merit pay.

5) Elections and Bylaws - No report at this time.

6) Research, Creative and Scholarly Activity - Kelley met with Dr. Mike Woodruff, Vice Provost for Research, to discuss the issue regarding undergraduate student scholarly research at ETSU. Kelley asked Senators to identify students for this program and forward those names to the committee.

7) Legislative Affairs - Patrick and Fisher reported that they attended the meeting of the Faculty and Staff Benefits Committee of the UT Knoxville Faculty Senate. Fisher reported that the resolution addressing the retirement cashability option has been submitted to the state legislature. Fisher also reported it was disappointing that only 27 senators returned the survey distributed by the Chamber of Commerce.

- Treasurer's Report. Kerley delivered the Treasurer's report.

#### **NEW BUSINESS:**

- Equity Salary Adjustments. Mr. William Coleman discussed the recent equity salary adjustment. He stated that a study initiated in 1997 through the Bureau of Business and Economic Research identified seventeen peer institutions (CUPA) for salary purposes. The current report was submitted to TBR in May 2000 and it was approved in Fall 2000. Twenty percent of the difference between a faculty member's adjusted salary and the CUPA mean for that person's rank and discipline was funded. Mr. Coleman said that faculty should have received a letter regarding the amount, if any, to be received under the adjustment. Mr. Coleman identified Dianna McClay as the contact person if faculty should have questions regarding specific adjustments. He said that questions regarding the process should be directed to himself. In response to a question, Mr. Coleman said the adjustment was related to equity and did not take performance into account, for which merit pay was previously awarded. Answering another question, Mr. Coleman replied that if the next increment is approved by the state, adjustments for faculty promoted in 2000 will be based on their new rank. Several senators expressed appreciation for administration's perseverance in pursuing the recent salary increases. (For more information, please contact Mr. William Coleman at x9-5825 or Ms. Diana McClay at x9-5890)
- Bylaws Amendment Proposals. Steadman presented a proposal to amend the Faculty Senate Bylaws under Section 1.5.3 of Article III of the Bylaws of the Faculty Senate. Under section 1.5.3.1. "[t]he By-Laws may be altered ... through a proposal supported by one-third (1/3) of the Faculty Senate members." If so supported, under Section 1.5.3.2. any such "amendments shall be ratified by a majority of faculty senators voting in an official Senate meeting to be held no sooner than one week after the initiatory procedure has been completed." Three proposals were submitted for support (language shown is as revised with amendments from the Senate):

### Proposal #1

**Tennessee Board of Regents Faculty Subcouncil Representative.**

**The Faculty Senate shall elect the representative from East Tennessee State University to serve on the Tennessee Board of Regents Faculty Subcouncil. Any full-time tenured or tenure-track faculty member can be nominated for the position.**

**Nominations shall be made in writing to the President of the Faculty Senate by April 1 of the year in which the term of the current representative ends. The election will take place during the regular election meeting of the Senate during spring semester.**

**The elected representative shall serve a three-year, non-renewable term that shall begin on August 1 of the year of election. An individual may serve more than one term, but not consecutive terms. If the elected representative is not a member of the Faculty Senate or the Faculty Senate Executive Committee, he/she shall be a non-voting, ex-officio member of both groups.**

**The effective date of this amendment shall be January 1, 2002.**

**By a show of hands, Proposal #1 was supported.**

### Proposal #2

**Release Time for Faculty Senate President.**

**The Faculty Senate president shall receive at least three hours of academic release time from his/her traditional load in the fall and spring semesters in which he/she serves as president.**

**By a show of hands, Proposal #2 was supported.**

### Proposal #3

**Representative to quarterly meetings of the Tennessee Board of Regents.**

**The Faculty Senate president shall be the official faculty representative to the quarterly meetings of the Tennessee Board of Regents. If the current president can not attend a meeting, the president-elect shall substitute for the president. If the president-elect can not attend, any other officer of the organization shall substitute for the president.**

**By a show of hands, Proposal #3 was supported.**

- **Delaware Cost Study. Dr. Bert Bach distributed a handout regarding use of the Delaware Study (the "Study") for academic benchmarking and addressed issues regarding the Study. Dr. Bach began by stating that although ETSU has plenty of data to compare with other institutions, it is virtually useless without qualitative information.**

Dr. Bach said the Study provides data about who is teaching what to whom at what cost and that an institution can determine how its faculty is performing in comparison with peers. Quantitative data on teaching loads and instructional costs and qualitative information regarding faculty activity are available for various institutional classifications. With this information, faculty performance can be measured against comparable institutions.

- **Academic Calendar.** Mr. Paul Hayes, Associate Registrar, addressed the proposed academic calendars for academic years 2002-2003 and 2003-2004. Mr. Hayes noted that the calendars did not have any changes in contact meeting numbers from past years. He also discussed an alternate proposal in which the Spring and Summer 2003 sessions would begin one week later. He said that a drawback to this alternative would be that the second summer session would be pushed rather close to the Fall 2003 semester. In response to suggestions from senators, Mr. Hayes said he would support moving the spring break to one week later. Steadman said he would propose the change at Academic Council. (For more information, please contact Mr. Paul Hayes at x9-4230)

#### **ANNOUNCEMENTS:**

- Kelley announced that a Research Forum will be held on campus April 10-12. The deadline is in February and faculty are encouraged to ask students to make submissions.
- Steadman thanked Senators for the good turnout at the SACS campus meetings on January 30.
- Logan announced that the Biennial Faculty Exhibition has opened at the Carroll Reece Museum and encouraged senators to attend. The Exhibition will remain open through mid-March.

#### **ADJOURNMENT:**

There being no further business, President Steadman adjourned the meeting at 4:27 pm.

*Please notify Michael McKinney ([mckinney@etsu.edu](mailto:mckinney@etsu.edu) or x9-5391) Secretary, 2000-01, of any changes or corrections to the minutes. Webpage maintained by Stephen Patrick ([patrick@etsu.edu](mailto:patrick@etsu.edu) or x9-6994).*