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12-4-1989

### 1989 December 4 - Faculty Senate Minutes

Faculty Senate, East Tennessee State University

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#### Recommended Citation

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*Faculty Senate Agendas and Minutes*. 392.

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**MINUTES OF THE FACULTY SENATE MEETING**  
**December 4, 1989**

**CALL TO ORDER**

Dr. Hugh LaFollette, President of the Faculty Senate, called the meeting to order at 3:37 p.m. A quorum was present.

**APPROVAL OF PREVIOUS MINUTES**

The minutes of the November 20, 1989 meeting were approved without corrections.

**TREASURER'S REPORT**

There was no treasurer's report.

**ANNOUNCEMENT**

Dr. LaFollette announced that at the last meeting of the Academic Council, a plan for non-instructional assignments was approved. According to the plan, faculty members may apply for a semester off with pay in order to carry out an assignment which does not include teaching. The plan further specifies that each college will have a faculty committee that will screen applications and make a recommendation to the dean of the college who would make a recommendation to the Vice-President for Academic Affairs. The plan must be approved by the Board of Regents and the earliest date that it may go into effect is January 1991. The question was raised as to how the Senate Research Committee should proceed with its plans for making a recommendation regarding a non-instructional assignment policy. Dr. LaFollette replied that this Committee might continue its work in this area, particularly with respect to working out the details of a non-instructional assignment program.

**NEW BUSINESS**

Dr. LaFollette announced that Dr. Margaret Hougland had agreed to serve as chair of the Promotion and Tenure Appeals Committee for this academic year if the Senate will confirm her in that role. Dr. William Fisher moved that Dr. Hougland be confirmed as chair of this Committee. The motion passed.

**COMMITTEE REPORTS**

**(a) Report on Promotion and Tenure Procedures**

Dr. Saralyn Gold, Development and Evaluation Committee chair, moved that the 'Revised Executive Committee Report' concerning promotion and tenure procedures (enclosed with the November 20, 1989 minutes) be approved.

The following two amendments, proposed by Dr. Charles Johnson, were passed (The first item includes Dr. Margaret Hougland's amendment that the length of term be 3 years).

(1) Item I B of the report is to be changed to the following:  
I B. Members shall serve staggered 3-year terms.

(2) Item III (Minority Reporting) is to be changed to the following (note new heading):

III. Dissent Reporting:

Dissenters (from the majority opinion) may include their views in the committee report if they wish.

Dr. Kstie Dunn proposed as an amendment that the item

I A. Where feasible, promotion and tenure committees shall be composed of 6 to 14 members who are tenured, full-time faculty at professorial ranks, with at least 3 years service at ETSU.  
be changed to include the requirement that committee members must hold an appropriate terminal degree. After some discussion a vote was taken and this amendment failed.

Following a lengthy discussion of the following item, this matter was referred for further consideration to the Development and Evaluation Committee.

II B. Where feasible, members of the school or college committees who have already participated in the promotion and tenure decision for a particular faculty member, shall abstain from voting on a committee at a different level.

At this point Dr. LaFollette suggested that due to the lateness of the hour, the discussion proceed informally, with senators making suggestions for the Development and Evaluation Committee to consider in modifying the report. The Senate agreed and a number of suggestions were made for changes. Senators were asked to send any other suggestions for changes to Dr. Gold.

(b) Revision to the SAI (Student Assessment of Instruction)

Since there was no time to discuss this matter, Dr. Saralyn Gold asked that senators send any suggestions concerning the SAI to her so that the committee may consider these items when they begin their deliberations.

#### ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

#### Present

Bob Riser  
Jim Pleasant  
Mark Holland  
Scott Beck  
Christa Hungate  
Hugh LaFollette  
Colin Baxter  
Anne LeCroy  
Edwin Williams  
Alfonso Lucero  
Charles Johnson  
Bill Fisher  
George Granger  
Katie Dunn

Mary Nelson  
Bill Campbell  
Brad Arbogast  
Margaret Hougland  
Sue McCoy  
Clark Gillett  
Carol Gordon  
Virginia Adams  
Phil Scheuerman  
Deborah Fortune  
Saralyn Gold  
Gene McCoy  
Marie Tedesco  
Robert Davidson

#### Absent

Carroll Hyder  
Nancy Gruel  
Lattie Collins  
David Close  
Chris Ayres  
Ernest Bentley  
Charles Beseda  
Bob Acuff  
William Stone  
Rosemary Brown  
Richard Verhegge

## **REVISED EXECUTIVE COMMITTEE REPORT**

### **I. Committee Membership and Selection Procedures:**

- A. Where feasible, promotion and tenure committees shall be composed of 6 to 14 members who are tenured, full-time faculty at professorial ranks, with at least 3 years of service at ETSU;**
- B. Members shall serve for staggered 2-year terms;**
- C. The membership shall represent the various disciplines of the college or school;**
- D. At the first meeting the committee chair shall be elected from among the members of the committee.**

### **II. Voting Practices:**

- A. The use of secret or open balloting shall be decided by the college, school or division committee.**
- B. Where feasible, members of the school or college committees who are voting in the tenure and promotion decision for a particular faculty member shall be eligible to vote at one level only. A committee member's decision not to vote at a particular level shall be recorded as a non-vote, not as an abstention.**

### **III. Dissenting Report:**

**The dissenters may include their views in the committee report.**

### **IV. Recordkeeping:**

**The chair shall submit to the office of the dean the committee records which shall be maintained for a minimum of 5 years.**

### **V. Reporting Forms and Standards:**

- A. Dossiers should be put together with a clear understanding of tenure and promotion guidelines established by departments and colleges, schools or divisions. Deans or their equivalents shall inform faculty of these guidelines at the time of hiring and one year before dossiers are due for tenure and promotion consideration.**
- B. At each stage of the process the candidate shall be informed of decisions made regarding his/her application for promotion and/or tenure, allowing the right of first appeal at the dean's level and second appeal at the vice president's level.**
- C. It is recommended strongly that the deadline be changed: i.e., the promotion/tenure committees shall be allowed until January 31 to forward dossiers to the dean of the college.**

**VI. General Comments:**

- A. Candidates applying for promotion and tenure simultaneously should only submit one dossier for both.**
- B. The chairs of the promotion and tenure committees shall meet during the third week of February with the executive committee of the Faculty Senate for a discussion of procedure, criteria, and other matters.**
- C. Because the Tenure and Promotion policies of East Tennessee State University do not address non-tenure track appointments, it is recommended that a non-tenure track policy be established.**
- D. Each faculty member and his/her supervisors (i.e., chairs and deans) will agree upon a written statement specifying expectations for that faculty member in teaching, research, and service. Any subsequent changes in these expectations will be provided in writing to the faculty member. Such statement(s) shall be included by the faculty member in his/her application for tenure and/or promotion.)**
- E. Relevant administrators involved in tenure and promotion decisions should support, in writing, these decisions and communicate such to the applicant.**
- F. In the event the university tenure and promotion appeals committee makes a recommendation on tenure and/or promotion, the chair of that committee will be informed of the final decision and its rationale, in writing, by the president/vice president.**

### **RESOLUTION**

**WHEREAS, a snow and sleet storm occurred during the afternoon and evening of December 12, 1989, causing driving conditions to be extremely hazardous in the area; and**

**WHEREAS, Final exams were scheduled for 4 pm and evening on that day; and**

**WHEREAS, in spite of such extremely hazardous driving conditions ETSU stayed open, and public media announcements stated that students unable to attend ETSU for their final exam during such period should contact their instructor to arrange for making such exams; and**

**WHEREAS, such communication between student and faculty member is difficult at such times and under such conditions, and little time is afforded during the Final Exam period for preparing and giving makeup exams, and doing the necessary grading by the deadlines imposed, thereby putting unreasonable burdens on both students and the faculty members involved; and**

**WHEREAS, such weather conditions as occurred on December 12, 1989, can be reasonably expected to occur at such time of the year; now; therefore,**

**BE IT RESOLVED that the period scheduled for Final exams at the conclusion of each Fall semester provide three (3) days following the last scheduled exam prior to the deadline for faculty members to submit grades for graduating seniors; and**

**BE IT FURTHER RESOLVED that the University administration be strongly urged to cancel exams when weather conditions pose serious hazards to faculty and students, and that such cancellation be promptly communicated to the media as prescribed in the "Inclement Weather Policy" with a statement as to when during the aforesaid three day period the exam is rescheduled.**

### **PRESIDENT'S COUNCIL**

**24 January 1990**

There was an extensive discussion about grade inflation at ETSU. According to a report submitted to the Council by the University Registrar, Richard Yount, 55% of all grades given for the past three years have been As and Bs while only 15% were Ds and Fs. Moreover, several administrators claimed that this doesn't indicate the true extent of the problem: there are wildly diverse grade distributions between and within colleges. For example, college grades vary from 72% As and Bs in Education to 47% in Business and 48% in Arts & Sciences. And the range within colleges is even more dramatic. In Arts & Sciences one department gives nearly 70% As and Bs while another gives fewer than 30.

Everyone seemed to agree that this was a problem, yet acknowledged that concern for academic freedom makes it difficult to directly remedy it. President Beller suggested that there were ways of alleviating the problem nonetheless: having chairs discussing the issue with professors who give unusually high or low grades, widely disseminating this data to make professors aware of the actual distribution, etc.

### **ANNOUNCEMENT**

The mainframe computer is now open 24 hours a day. For those who want additional information, please contact Dale Hilliard.