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1991 September 23 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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FACULTY MEETING

NEXT MEETING: SEPTEMBER 23, 1991 AT 3:30 P.M., TENNESSEE ROOM

NOTES: TO DEPARTMENT CHAIRS: Please post or circulate among your faculty.
THANKS.

AGENDA

FACULTY SENATE MEETING
SEPTEMBER 23, 1991

1. Approval of the September 9, 1991 (enclosed).
2. Treasurer's Report
3. "Strategic Planning Process at East Tennessee State University:
Status and Future Directions" Dr. James Hales, AS & T
4. Announcements
 - a. CV's for potential presidential candidates are available
both libraries - Sherrod/College of Medicine
 - b. Executive Committee has rescheduled its meetings from
Monday's to Thursday's
 - c. Linda Good from the Alumni Association will address the
Senate on October 7, 1991.
 - d. Faculty Senate Committee chairs have been selected (enclosed
roster)
 - e. Minutes of President's Council of September 4, 1991 (enclosed)
 - f. Other
5. New Business
 - a. "Strategic Planning Process" at East Tennessee State University.
 - b. Report on Research Mission Issue - M. Woodruff
 - c. Update of TBR search process B. Riser
 - d. President's Council Meeting of September 17, 1991 - B. Smith
 - e. Consolidated retirement system - B. Fisher
 - f. Other

MINUTES OF THE FACULTY SENATE MEETING FOR SEPTEMBER 23, 1991

Beth Smith called the meeting to order at 3:38 PM, September 23, 1991, in the Tennessee Room. A quorum was present.

Approval of Minutes and Treasurer's Report. The minutes of the September 9, 1991 Faculty Senate meeting were approved. Subsequent to the approval of the minutes, two significant errors were reported by Bob Riser (Comp Sci). As reported in the September 9 minutes, all references to "Dr. Roaden, THEC" should refer to "Dr. Rhoda, Vice Chancellor, TBR." Secondly, Jean Flannigan (Library Admin) was omitted as a third representative on the Search Advisory committee through whom faculty can forward their presidential search comments to the Search Advisory Committee.

The treasurer's report was deferred until the next meeting.

New Business. (A) "Strategic Planning Process" at East Tennessee State University. Dr. James Hales (Dean, App Sci & Tech and Chair of Strategic Planning Committee) presented a draft proposal of a strategic planning model. He presented a short history of the strategic planning process at ETSU and indicated points of breakdown in the process. Dr. Bach, after being appointed as the interim president, implemented an extensive review of the total ETSU planning process. The Strategic Planning Committee (with broad campus-wide representation) appointed a subcommittee to formulate a strategic planning model. This draft model will be presented by the Strategic Planning Committee to the President's Council for approval and then to the ETSU President for adoption. The subcommittee is currently evaluating the present strategic planning model. (This model was presented as an enclosure to the Faculty Senate meeting on September 9, 1991). The major institutional constituencies (Faculty Senate, Staff Senate, Student Government, Department Chair,s Council, Dean's Council) will be given presentations of this model and then asked for their input and recommendations. Because ETSU is behind in the annual planning process, there is an urgency to adopt a planning process model.

The TBR planning cycle involves both an annual plan and a five-year plan that is updated annually. TBR directs certain issues to be included in the planning process such as the "Challenge 2000" project, minority reports or other issues. On the outcome side of the cycle, TBR planning system requires ETSU to report its assessment on meeting its goals and objectives.

Dean Hales then re-introduced the revised strategic planning model, but with a suggested time-line superimposed. [See attachments.] He explained the current timing constraints which need to conform to TBR planning requirements.

Dean Hales then presented a series of graphics that depicted the inputs, processes and outcomes of each of the major entities of the strategic planning model. [See attachments. These charts have been revised by Dean Hales to include feedback obtained during his Senate presentation]. He stressed that these graphics are draft proposals and that they are based on the current strategic planning model. He feels the current model is fundamentally sound with its incorporation of numerous feedback loops, but a better way of implementing the model needs to be devised.

A discussion about the various inputs, processes and outputs ensued. A central part of the discussion included the timing of the FAP/FAR/FAE process with several members indicating that FAPs should be initiated in the spring as the FAR/FAE is being prepared. Then the faculty can incorporate both departmental goals and professional goals, to include resources required, into the FAP and have it enter into the resource allocation cycle and budget planning cycles.

Several members asked questions about the role of the Strategic Planning Committee, about how this process might be viewed by a new president, and about concerns that the university administration might allow another strategic planning process to collapse.

Dean Hales concluded his presentation by asking the senate to consider this model as a viable plan and to provide a strong endorsement of the plan to Strategic Planning Committee. Suggestions and input are encouraged. He stressed that Faculty Senators discuss this model with their constituents. A good job of university planning requires involvement from all constituent groups.

Beth Smith (Acting-President) indicated that discussion and action involving an endorsement would be an item of new business after members discuss this proposal with their constituents.

(B). Report on Research Mission Issues. Mike Woodruff (Medicine) reported on the discussion of the Crofts Report (*Improving the Research Climate at East Tennessee State University*) in a recent President's Council meeting. Woodruff reported on several discussion points of particular interest to the faculty to include:

- a. The management of indirect costs reimbursed to the university by granting agencies;
- b. The management of salary savings as generated by grant reimbursement;
- c. The management of a research equipment pool;
- d. Funding for the Research Development Committee;

- e. The management and evaluation of research release time;
- f. Reimbursement of research assistants, waiver of tuition, and the funding of waived tuition;
- g. Status of the *Manual on Grants Management*;
- h. The organizational placement and management of the Grants and Contracts Office;
- i. Status and problems of academic computing support;
- j. Status and problems of library support;
- k. The potential for liaison of the ETSU Foundation, community interests and resources with faculty research interests.

Mike Woodruff indicated that any member who wished to review the Crofts Report materials or provide input to research discussion could contact him directly.

(C). Update of TBR Search Process. Beth Smith (Nursing) read a copy of the letter Vice President Alfonso sent to the editor of the *Business Journal* in response to their recent article about the ETSU presidential selection process. (See attachment). Bob Riser (Computer Sci) reported that a total of 45 applications have now been received. Copies of the 13 most recent CVs were being placed in the libraries. The Search Advisory Committee will be meeting on Monday, September 30, 1991. Beth Smith urged that all senators and faculty members take the time to review these CVs and to provide comments to the committee representatives (Acuff, Riser, Flannigan) relating their assessment of the applicant's credentials to the senate's criteria for selection. Riser further indicated that a summary sheet has been prepared and placed in the library that indicates each candidate's name, highest degree, and current position.

(D). Report of the President's Council Meeting of September 17, 1991. This report is deferred due to the lateness of the hour.

(E). Consolidated Retirement System. Bill Fisher (Mgt & Mrktg) reported that ETSU did submit its report concerning the Request for Proposal for additional retirement system options.

There being no other new business, Faculty Senate was adjourned at 5:40 PM.

Respectfully Submitted

Kenneth D. James
Secretary

ATTENDANCE

PRESENT

Terry Countermine
Kenneth James
Jim Pleasant
Bob Riser
Scott Beck
Jeff Gold
Mark Holland
Dan Johnson
Linda Lawson
Anne LeCroy
Jim Odom
George Poole
Ed Williams
Bill Fisher
Mary Lou Gammo
Eddie Yasin
Al Lucero
Robert Davidson
Chris Ayres
Chip East
Rebecca Isbell
Mary Nelson
Marcellus Turner
Kenneth Ferslew
Sue McCoy
Ahmad Wattad
Mike Woodruff
Virginia Adams
Sally Crawford
Beth Smith
Creg Bishop
Mike Gallagher
Rebecca Nunley
Phil Scheuerman

ABSENT

Bill Campbell
Katie Dunn
Brad Arbogast
Bob Acuff
Elizabeth Williams
Carol Gordon

MINUTES - PRESIDENT'S COUNCIL

WEDNESDAY, SEPTEMBER 4, 1991, 9:00 a.m., President's Conference Room

PRESENT: Bach, Alfonso, Vaught, Barr (Lanza), Lenz, Stanton, Hales, Shelton, Spritzer, Ostheimer, Gehre (Manahan), Mackara, Bader (Stout), Osborn, Borchuck, Garland, Bettis, Nutter, Bailey, Burleson, Landrum, Sauceman, Acuff, J. Taylor, Essin

GUEST: Dwight Taylor

1. NON-SPONSORED RESEARCH

Ms. Burleson reviewed her August 27 memorandum (enclosure #1 on file) concerning the reporting of non-sponsored research dollars. It was the consensus of Council that there is evidence of under reporting, but insufficient documentation to achieve a change in THEC funding this year. ETSU will however, raise this issue at the upcoming THEC budget hearings.

Dr. Stanton requested clarification of item #2 of the Burleson memo which referred to matching of sponsored activities. In this regard President Bach indicated the need to have a clear institutional definition of "research." Dr. Alfonso indicated that he would present a draft definition as a part of item #7 on the agenda. President Bach requested that the ad hoc committee reviewing ETSU's Research Mission document, bring a proposed definition of research to the next President's Council for resolution/adoption.

In response to a question of Dr. Acuff, it was indicated that College of Medicine budgeting is accomplished through a system separate from the rest of the University and, therefore College of Medicine faculty released time for research would not be a factor here.

2. UNIVERSITY SPACE UTILIZATION AND ALLOCATION COMMITTEE

President Bach reviewed his August 28 memorandum which appointed a new standing committee designated as the University Space Utilization and Allocation Committee. The memorandum included the committee charge and membership. (enclosure #2 on file)

3. REVISED CHARGE FOR EQUALITY OF OPPORTUNITY COMMITTEE

President Bach discussed the University Equality of Opportunity Committee and an expansion of its charge/ membership. (enclosure #3 on file)

4. RECOMMENDATIONS ON RESOLVING ISSUES INVOLVING SIGNATURE FLOW

Dr. Alfonso provided a report (enclosure #4 on file) of the sub-committee with recommendations on resolving issues involving signature flow. It was consensus of Council to adopt the recommendations dealing with travel and requisitions.

Dr. Vaught was requested to convene an appropriate group of nonacademic units to address similar issues and to provide a recommendation for next President's Council.

Dr. Alfonso was also requested to continue the academic sub-committee to provide recommendations on signature flow for personnel and grant documents.

5. SUMMARY OF RESPONSES TO MASTER PLAN AND CALENDAR FOR RESOLVING PRESENTATION TO TBR (DECEMBER)

Dr. Gehre provided a review of the Campus Master Plan and related space allocation issues. (enclosure #5 on file) Since the Campus Master Plan utilized the THEC space formula in its projections, the ETSU space utilization reporting mechanism to THEC was discussed. Dr. Ikenberry, Institutional Research, is requested to report on this process to the next President's Council.

Discussion included the Campus Master Plan's addressing of short-term as well as long-term space needs. President Bach recommended accepting Dr. Gehre's report/analysis with the following provisions:

1. Consider the appropriateness of the current THEC space formula. If there are concerns, define a process to affect change.
2. Strategic Planning and Space Committees to proceed with addressing issues as outlined by Dr. Gehre's report.
3. Internal Audit is to evaluate the accuracy of the current space reporting process.

4. The Campus Master Plan Committee is to meet and incorporate space needs related to the current SACS self study. Proposed revisions will be returned to President's Council for discussion and adoption.
5. Any revisions of the Campus Master Plan should involve the Strategic Planning Committee and finally the President's Council.

6. EMERGENCY PREPAREDNESS PLAN

Dr. Gehre reviewed the Campus Disaster Preparedness Plan and the planned mock disaster to be conducted by the City of Johnson City during September. (enclosure #6 on file)

7. SUPPORT FOR ETSU'S RESEARCH MISSION: AN ANALYSIS OF IMPLICATIONS FROM CROFTS' REPORT

Deferred to next meeting.

8. GENERAL INFORMATION PUBLICATION

Mr. Sauceman reviewed a proposal to initiate a general information publication. The budget for this project is approximately \$2,000 and there was consensus of Council to proceed. Mr. Sauceman will allow the next two weeks for recommendations, additions or corrections to the draft. (enclosure #7 on file)

9. DECEMBER COMMENCEMENT SPEAKER

President Bach reported that Dr. John Stephenson, President of Berea College, would be unable to provide the ETSU December commencement address. Mr. Robert H. Brumley II was recommended and there was consensus of Council for him to be the December commencement speaker. (enclosure #8 on file)

10. INFORMATION ASSOCIATES TENNESSEE SOFTWARE SUPERSAVER

Dr. Vaught reported on an offer of Information Associates for ETSU to acquire additional software packages. Following discussion, it was consensus of Council that a decision to obtain these packages be deferred until the one time and recurring funding sources can be identified. (enclosure #9 on file)

11. OLD BUSINESS - none reported

12. NEW BUSINESS

A. Foundry Property

President Bach reported that there was a possible reduction in the cost of obtaining and cleanup of the Foundry property. Bottom line figures are to be obtained.

B. Definition of Research at ETSU

Since agenda item #7 was deferred, Dr. Alfonso distributed a draft definition of research. Council members are to be prepared to discuss at the next meeting. (enclosure #10 on file)

ROSTER - FACULTY SENATE 1991-92

7/1/91

SCHOOL	NAME	DEPARTMENT	TRM	PO BOX	PHONE	COMMITTEE
AS&T	Terry Countermine	Comp&Infor Sci	94	23,830A	6964	FACULTY CONCERNS
	Ken James	Home Economics	93	22,630A	4411	*ACADEMIC MATTER
	Jim Pleasant	Comp&Infor Sci	94	23,830A	6962	RESEARCH
	Bob Riser	Comp&Infor Sci	92	23,830A	4312	*FACULTY DEVELOPMENT
A&S	Scott Beck	Sociology&Anthr	92	21,820A	6648	+FACULTY DEVELOPMENT
	Jeff Gold	Philosophy	94	22,180A	5810	FACULTY DEVELOPMENT
	Mark Holland	English	92	24,310A	926-4011	FACULTY CONCERNS
	Dan Johnson	Biological Sci	93	23,590A	4359	RESEARCH
	Linda Lawson	Mathematics	94	22,390A	6975	RESEARCH
	Anne LeCroy	English	92	22,990A	5991	+ACADEMIC MATTER
	Jim Odom	History	94	22,660A	6693	ACADEMIC MATTER
	George Poole	Mathematics	93	22,390A	4349	*RESEARCH
	Ed Williams	English	93	22,990A	6626	+*FACULTY ELECTION
Bus	Bill Fisher	Mgmt & Mkting	93	24,471A	5304	FACULTY DEVELOPMENT
	Mary Lou Gammo	Accountancy	93	23,800A	4599	FACULTY CONCERNS
	Eddie Yasin	Mgmt & Mkting	94	21,250A	5877	RESEARCH
	Al Lucero	Office Mgmt	92	20,320A	6986	ACADEMIC MATTER
Dev St	Robert Davidson	DevelopmentalMth	92	21,100A	6690	COMMITTEE ON COM.
Educ	Chris Ayres	Phys Educ & Rec	92	22,120A	5259	ACADEMIC MATTER
	Bill Campbell	University Sch	93	21,460A	4333	FACULTY DEVELOPMENT
	Katie Dunn	Curr & Instr	92	23,020A	5931	FACULTY CONCERNS
	Chip East	Phys Educ & Rec	94	22,120A	5257	RESEARCH
	Rebecca Isbell	Hum Dev&Learning	93	18,940A	4196	FACULTY ELECTION
	Mary Nelson	University Sch	94	21,460A	4333	*COMMITTEE ON COM.
Library	Marcellus Turner	Reader Services	94	22,450A	5629	FACULTY CONCERNS
Medicine	Brad Arbogast	Internal Med	92	21,160A	6289	FACULTY DEVELOPMENT
	Bob Acuff	Surgery	94	19,750A	6257	
	Kenneth Ferslew	Pharmacology	93	19,810A	6274	+COMMITTEE ON COM.
	Sue McCoy	Surgery	94	19,750A	6264	ACADEMIC MATTER
	Ahmad Wattad	Pediatrics	92	19,840A	6222	FACULTY ELECTION
	Eliz. Williams	Internal Med	93	21,160A	6381	FACULTY CONCERNS
	Mike Woodruff	Anatomy	94	19,960A	6244	+RESEARCH
Nursing	Virginia Adams	Family/Comm Nurs	92	22,780A	6830	RESEARCH
	Sally Crawford	Adult Nursing	94	21,370A	4360	FACULTY CONCERNS
	Carol Gordon	Adult Nursing	92	21,370A	4388	FACULTY DEVELOPMENT
	Beth Smith	Profess Roles	93	22,240A	4336	*ACADEMIC MATTER
P&AH	Creg Bishop	Environ Health	94	22,960A	4268	ACADEMIC MATTER
	Mike Gallagher	Health Sciences	94	22,690A	4468	FACULTY DEVELOPMENT
	Rebecca Nunley	Dental Hygiene	93	23,200A	4434	+*FACULTY CONCERNS
	Phil Scheurman	Environ Health	92	22,960A	4408	RESEARCH

* - Executive
 * - Committee Chair

+ - Chair of Committee

23 SEP 91

ROSTER - FACULTY SENATE 1991-92

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	SM Sue McCoy	Surgery	94	19,750A	6264	ACADEMIC MATTER	
	AW Ahmad Wattad	Pediatrics	92	19,840A	6222	FACULTY ELECTION	
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