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1991 October 7 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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FACULTY SENATE

NEXT MEETING: October 7, 1991
3:30 p.m., FORUM

Note to Department Chairs: Please post or circulate among your faculty.

AGENDA

FACULTY SENATE MEETING OCTOBER 7, 1991

1. Approval of the September 23, 1991. Minutes (enclosed).
2. Treasurer's Report
3. New Business
 - A. Linda Good, President, East Tennessee State University
National Alumni Association
 - B. Discussion of the Catherman Chair in Humanities and the Honors
Program
 - C. Space Committee Report - Dr. Woodruff
 - D. Items from Committee
4. Old Business
 - A. Discussion of "Strategic Planning Process" at East Tennessee State
University.
 - B. Update of TBR Advisory Search Committee for President of East Tennessee
State University - B. Riser
 - C. Report of President's Council Meeting of September 17, 1991 (Minutes
Enclosed) - B. Smith
 - D. Other
5. Announcements

MINUTES OF THE FACULTY SENATE MEETING FOR OCTOBER 7, 1991

Bob Acuff called the meeting to order at 3:37 pm, October 7, 1991, in the Forum. A quorum was present.

First Item of New Business - Presentation to the Senate by Linda Good, President, ETSU National Alumni Association.

Linda Good was introduced by Fred Sauceman, Director of Alumni & Univ Relations.

Ms. Good stated the purpose of her presentation was to (1) review the purpose of the Alumni Association, (2) provide a brief over-view of the members of Alumni Association Board, (3) to indicate the goals of the Alumni Association for this year, and (4) open the discussion to questions about the presidential search process.

Purpose of the Alumni Association: To maintain strong ties with alumni and friends of the Institution and to be sure that the Alumni Association keeps in touch and keeps them involved. In all endeavors, the maintenance of these ties is foremost in mind.

Diversity of the members of the Board: Ms. Good provided a brief introduction of each member currently serving on the Alumni Association Board. She summarized by indicating this was a 'quality oriented' board, bringing a wide diversity of creativity and excitement.

Alumni Association goals for this year: Her purpose in sharing these goals with the Senate (and other groups) is to obtain input and validation of these goals.

(1) Strengthen the relationship of the Alumni Association to the University. As an example, if a decision is to be made that affects the entire university, the Alumni Association wants to be a part of the thought process in providing input to the decision making process. The Alumni Association believes this is happening. As evidence, two members of the Alumni Association as members of the Presidential Search Advisory Committee. A part of this positive relationship stems from the frequent visits of Ms. Good to the campus and her interaction with deans, administrators, faculty, and students.

(2) Improve the organizational make-up of the Alumni Board. Currently the Alumni Board has a good representation, but not all Schools and Colleges are directly represented. A suggested remedy would be to form an advisory board to the National Alumni Board that would be made up of recent graduates ('new blood') from each of the Schools and Colleges.

(3) Further the relationship between the Board and the Schools and Colleges. The Alumni Board currently works closely with the BUC Connection and student recruitment ... activities appropriate for an alumni association ... but desires further involvement in supporting its mission to maintain strong ties with alumni and friends.

(4) Fund raising. The Board already has a number of goals, but is discussing the possibility of establishing a second Committee of 1000 with the focus of this Committee to funding honors students and scholarships to honors students, and to raise the issue of academics from a fund-raising standpoint.

(5) Maintain and enhance the 'corporate image' of ETSU. To promote within the regional business community the benefits of utilizing ETSU graduates and to promote business sources of funds or other resources to ETSU.

In the discussion that followed, a number of senators offered congratulations to the Board for placing emphasis on scholarships and honors students. Because the current student population is diverse, with increased numbers of non-traditional students, the Board is considering making scholarships available to various 'categories' of students.

With respect to the presidential selection process, Ms. Good provided her personal opinion. She indicated she was not speaking on behalf of the Alumni Association, but rather as a member of the Committee.

"... the process that the Selection Committee [sic Advisory Committee] is going through is an excellent process. If at the end of the process, I feel that the process is a waste of time, I will be one upset person. Very upset person. So far I get no idea that that is the case. So far, I feel very strongly that the way the process has been set forth and the criteria that the Committee has set, which has not been published, and the criteria that the Chancellor and the Board of Regents has set, which probably has been published, and the criteria that came from you [the Senate]. We sit with those sets of criteria in the committee so don't feel like you weren't heard. Your criteria is certainly being used in the selection process. And we have gone through those lists of candidates, their resumes, and where we felt that the criteria was not met we moved the candidate aside, and where we felt the criteria was met, we kept the candidate in. That is as plain and clear as I know how to make it."

She did explain one of the additional selection criteria of the Committee. That is that the person who comes as president should have some experience in the decision making world in a very complex and diverse university, as complex and diverse as ETSU with all of things that are involved here. We have made some cuts based on that.

Bill Fisher (Mgt and Mktng) indicated that he understood that the recent MTSU presidential selection committee was told that a community college president could not go to a four-year school. He asked if this Committee had been given this instruction. Ms. Good responded by saying that criteria was not a part of the TBR criteria. It was not stated as a criteria as Bill Fisher just stated it. Rather, it was presented as a criteria involving experience in a diverse and complex institution as ETSU.

Ed Williams (English) asked about the effect that editorials and articles appearing in the media was having on the Committee. Ms. Good responded by stating that because criteria has been established up front, and because there are procedural rules in place and they are being followed, this is not anticipated to be a problem from the Committee's perspective. She can't answer on how it will affect Dr. Floyd. Williams also indicated a concern about the nature of media reporting, making it appear that the faculty were being pitted against the Committee. Ms. Good responded by assuring that was not happening in the committee, but how to make the press aware of that was another issue.

Dan Johnson (Biol Sci) asked if the Alumni Association now understands the faculty's concerns of last May. The press at that time indicated the Alumni Association did not understand. She responded that she, personally, understood because she had seen the list, but when the Association responded, the list had not been reviewed by all Association members. Her personal concern was that the number of things that Dr. Beller had done for the good of the University had not been taken into consideration by the Faculty. She felt she has a more central view-point now and referred to the Association statement that was released to the press after Dr. Beller had left. In that statement, the Association indicated it was proud of the things that Dr. Beller brought to the University, and the Association supports the Interim President, and the Association feels that the selection process will produce a person of high quality to run this institution.

Anne LeCroy (English) commented about the dual role of university presidents that requires emphasis on both external and internal matters. Some universities have both a president and a provost and that Dr. Beller had made his choice on where to place his emphasis. Ms. Good responded with two analogies: the first being the current administration being pre-occupied with foreign affairs as opposed to domestic issues, and secondly, in management, this is a reason to keep going back to the mission statement and goals to be sure to cover all responsibilities.

Bob Acuff (Medicine) asked if she had any recommendations on how to improve communications between the Senate and the Alumni Association. She indicated that at National Board meetings she has invited two deans to make presentations. She herself makes regular visits to the campus, and certain board members have specific responsibilities to interact with student organizations. Other suggestions would be welcome.

Fred Sauceman (Alumni Relations) indicated that the *Alumni Quarterly* is sent to 40000+ alumni and does contain information about current university happenings.

Approval of Minutes and Treasurer's Report. The minutes of September 23, 1991 Faculty Senate meeting were approved. Rebecca Nunley (Dent Hyg) presented the Treasurer's report and identified one typographical error. The "\$2.90" for postal charges listed under the column "Total Expenses to Date" was an error, the correct figure is "\$8.99." Total expenses to date are \$365.72 with a current remaining balance of \$5864.56.

New Business (B) Discussion of the Catherman Chair in Humanities and the Honors Program. Dr. Bach has asked the Senate to discuss the use of the Catherman fund in support of an honors program. Acuff (Medicine) and Alfonso (VP Academic Affairs) provided a short history of the fund and indicated a concern that THEC/TBR may stop funding Chairs programs. There is a concern that our current chairs need to be filled by January 1, 1992. Following a discussion about role of academic chairs of excellence versus an honors program, the magnitude of the impact of each of these types of programs on the University, and funding considerations for these programs, the following motion was made by Chip East (Phys Educ). Moved (1) that the Faculty Senate support the use of these funds [Catherman gift] in support of an honors program, (2) that the Faculty Senate communicate its support of an honors program to the University. This was seconded. A short discussion following the call for the question included comments by Jeff Gold (Phil) Jim Odom (Hist) and Beth Smith (Nurs). Gold indicated his concern about the current struggling status of humanities, and in light of other large expenditures at the University, when a humanities program does receive some funds, they are then taken away. Odom indicated that he felt that a honors program would make a larger impact on the University than the funding of one individual humanities scholar. Smith indicated that additional sources of funds to support the humanities generally follow when a strong honors program is in place. By voice vote, the motion passed with one in opposition.

(C) Space Committee Report. Mike Woodruff (Medicine) reported that the Space Utilization Committee and University are considering the acquisition of a hardware/software system that is designed to assist in the management of efficient and effective classroom scheduling and utilization.

(D) Items from Committees. No committee reports were presented.

OLD BUSINESS (A) Discussion of "Strategic Planning Process" at ETSU. Dan Johnson (Biol Sci) proposed the following motion: (1) The Faculty Senate supports the concept of a unified planning process where our own FAP/FAR/FAEs are a part of the budgeting and planning process and (2) the Senate endorse the efforts of the Strategic Planning Committee as they develop a unified planning process without endorsing any specific plan itself at this point. The motion was passed unanimously by voice vote.

(B) Update of Advisory Search Committee. Bob Riser (Comp Sci) provided a copy of the press release from TBR announcing the 13 remaining candidates for the presidential search. George Poole (Math) indicated his concern about recent media reports concerning the removal of Campbell from the candidates list. He suggested that the Advisory Committee should exercise caution about how and when they release information and not preempt the prerogatives of the Chancellor.

(C) Report of the President's Council. Minutes were provided. Beth Smith (Nurs) made reference to two items. Item #7 concerning the need for proper signatures for travel/advertisement obligations, and secondly, the use/abuse of the voice-mail system. It was announced that Faculty Handbooks are currently at the printers, and shortly will be made available in administrative and departmental offices, and the library. The Faculty Senate will be receiving two copies. The report on Part-Time Faculty by the Academic Matters Committee is being reviewed by a sub-committee of the President's Council.

Announcements. Bill Fisher (Mgt and Mktng) made announcements with respect to the following.

(1) TBR release of enrollment figures.

(2) October 10 meeting at THEC concerning review of higher education budgets and the legislative process.

(3) We have local representation on the Tenn State House Higher Education Subcommittee to the House Education Committee.

(4) ETSU's representative on the TBR Personnel Committee is a student this year, Sarah Hollyfield (Bus).

(5) The financial report (June 30, 1991) from the Consolidated Retirement Board indicates a surplus of \$800 million.

(6) The schedule for implementation of the optional retirement program indicates it will now begin on July 1, 1992.

LeCroy (English) announced that the Academic Matters committee will meet next Monday (October 14, 1991) in Lamb Hall, 3:30 pm. Room 369.

Acuff (Medicine) announced:

(1) The University Council was dissolved on Tuesday, October 1, 1991.

(2) The Performance Funding Report has been published. Copies have been placed in the libraries. Dr. Cynthia Burnley will be invited to the Senate to discuss this report.

(3) Dale Hilliard (Comp Svcs) will be scheduled to address the Senate on October 21, 1991 about the Information Systems Three-Year Plan. Copies of this plan are being placed in the libraries for review.

There being no further business, the Faculty Senate adjourned at 5:04 pm.

Respectfully Submitted.

Kenneth D. James
Secretary

PRESENT

Terry Countermine
Kenneth James
Jim Pleasant
Bob Riser
Scott Beck
Jeff Gold
Mark Holland
Dan Johnson
Anne LeCroy
Jim Odom
George Poole
Ed Williams
Bill Fisher
Mary Lou Gammo
Eddie Yasin
Al Lucero

Robert Davidson
Chris Ayres
Bill Campbell
Chip East
Rebecca Isbell
Mary Nelson
Marcellus Turner
Brad Arbogast
Bob Acuff
Kenneth Ferslew
Sue McCoy
Mike Woodruff
Virginia Adams
Beth Smith
Creg Bishop
Mike Gallagher
Rebecca Nunley
Phil Scheuerman

ABSENT

Linda Lawson
Katie Dunn
Ahmad Wattad
Eliz. Williams
Sally Crawford
Carol Gordon

MINUTES -- PRESIDENT'S COUNCIL

TUESDAY, SEPTEMBER 17, 1991, 9:00 a.m., President's Conference Room

PRESENT: Bach, Alfonso, Bishop (Stanton), Nutter, Spritzer, Osborn, Lanza, Hales, Vaught, Ostheimer, Shelton, Manahan, Stout, Edwards (Lenz), Borchuck, Bettis, Garland, Smith, Woodruff (Acuff), Burleson, Sauceman, J. Taylor, Essin

GUESTS: Collins, Bray, Gehre, Dwight Taylor, Ikenberry

1. ISSUES INVOLVING INTERNATIONAL PROGRAMS

Dr. Bray presented a request to establish a standing committee on international programs and to transfer the international student adviser from Student Affairs to Academic Affairs (Office of International Programs). (enclosure #1 on file) Following discussion, Council recommended to the President that the standing committee be established and that the international student adviser be moved to Academic Affairs.

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

Dr. Alfonso reviewed his September 3 memorandum to President Bach (enclosure #2 on file) which summarized concerns and recommendations of the subcommittee which reviewed the Crofts' report Improving the Research Climate at East Tennessee State University. President Bach indicated his preference for Council to deal with the merits of the proposal first and budget implications at a later date.

Report Issue #1 Indirect Costs

President Bach summarized discussion with the following:

Possible allocation of 25% of indirect costs to a pool account

The need for review of the appropriateness of ETSU's indirect cost recovery rate

The need for institutional strategic planning to consider grants planning as a related issue

Report Issue #2 - Salary Savings

Following discussion, President Bach requested Dr. Alfonso (and the Crofts' report subcommittee) to expand recommendations in the September 3, 1991, memorandum. The committee review should include consideration of the College of Medicine model and end of year balances.

President Bach requested Dwight Taylor to review report issues #1 and #2 and provide information concerning possible budgetary impact for the October 91 revision.

As an information item, Dr. Alfonso reminded Council of the membership of his subcommittee to be: Acuff, Bettis, Lenz, J. Taylor, Garrity, Gallagher, Bishop, Dwight Taylor, Woodruff.

President Bach requested a report from the subcommittee at the next Council meeting.

Report Issue #5 - Released Time

President Bach requested the subcommittee to consider the implications of this issue to the institution's reporting of non-sponsored research efforts.

Report Issue #6 - Research Assistantships

Mr. Collins reported on how other Board of Regents institutions are administering graduate assistantships.

Report Issue #9 - Grants/Contracting Accounting

Following discussion, President Bach requested the subcommittee to address this issue in its report.

President Bach summarized this agenda item as follows:

Dr. Alfonso and the subcommittee to continue a review of the report and to provide a document for the next President's Council which clearly defines proposals and related costs for the October 91 revision. The committee's report should include both short- and long-term recommendations. Mr. Dwight Taylor indicated that the committee on non-sponsored research issues would need more time for its report.

3. MEETING AGENDA AND SELECTED EMPHASES FOR THEC APPROPRIATION DISCUSSIONS

Dr. Manahan presented a suggested meeting agenda for the THEC Appropriation Discussions. (enclosure #3 on file) President Bach indicated this information should be made available to any and all.

4. PART-TIME FACULTY

President Bach reported receiving a report on part-time faculty from Dr. Dan Johnson, Chair, 1990-91 Faculty Senate Academic Matters Committee. (enclosure #4 on file) Academic Affairs along with Institutional Research was requested to review the document and to provide an analysis of the data by department and by level. This item will be returned to the agenda at a later date.

5. MOVING EXPENSES

Dr. Manahan presented revised TBR Policy No. 4:03:03:00 on moving expenses. (enclosure #5 on file) Following discussion of the implications of this TBR policy change, a committee was established to review and make recommendations for implementation. Committee membership is as follows: Collins, Dwight Taylor, Bettis, Roberts, Elkins, Browder, and Ikenberry.

6. BURGIN E. DOSSETT HALL ASBESTOS ABATEMENT UPDATE

Dr. Gehre provided an update on the upcoming evacuation of Burgin E. Dossett Hall. (enclosure #6 on file)

7. SIGNATURE AUTHORITY

Dr. Manahan reviewed his September 13 memorandum to President's Council concerning his review and comment on the proposed streamlining of signature authority for travel requests and departmental requisitions in Academic Affairs. (enclosure #7 on file) Following discussion, President Bach approved the Academic Affairs recommendation and requested the item be returned to the agenda in 6-8 weeks for review and evaluation.

8. SIGNATORY AUTHORITY: REQUEST TO ADVERTISE AND REQUEST TO HIRE

Dr. Alfonso presented a draft recommendation for signature authority revisions dealing with request to advertise and request to hire processes. (enclosure

#8 on file). Council was requested to review the proposal and provide comments or recommendations in writing to President Bach. Item will be returned to next agenda.

9. VOICE MAIL

Dr. Alfonso expressed concern about what appeared to be excessive/unnecessary use of the voice mail system as a telephone answering machine during normal working hours. While his concerns are primarily with academic units, there was consensus of Council that all units should refrain from the use of the answering machine feature during normal working hours.

10. FACULTY HANDBOOK

Dr. Alfonso announced that a revised faculty handbook had been completed and that copies would be distributed to the President, Vice Presidents, Deans, Chairs, and the Library.

11. RENUMBERING OF POST OFFICE BOXES

Mr. Collins announced the changing of post office boxes for administrative offices. (enclosure #9 on file)

12. APPROPRIATENESS OF CURRENT THEC SPACE FORMULA - deferred to next meeting

13. OLD BUSINESS - none reported

14. NEW BUSINESS

A. Conflict of Interest

Dr. Bach presented a 8/28/91 TBR proposed conflict of interest policy. (enclosure #10 on file)
Council provided no additions or corrections.

B. ETSU 1990-91 Financial Report

As an information item, Dr. Manahan distributed copies of the ETSU 1990-91 Financial Report. (enclosure #11 on file)

C. Library Automation Project

Dr. Borchuck provided an update on the library automation project. He indicated that one of four responding vendors had withdrawn and that the three remaining would be on campus to demonstrate

their software functions. By mid-October the review committee intended to have a recommendation regarding technical review for the President.

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 CONCERN
	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 Scheuerman	Environ Health	92	22,960A	4408	RESEARCH

* - Executive
Committee Chair
+ - Chair of Committee