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### 1992 February 17 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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## FACULTY SENATE

Next Meeting: February 17, 1992  
3:30 P.M., FORUM

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

### AGENDA

#### FACULTY SENATE MEETING FEBRUARY 17, 1992

1. Approval of Minutes, January 27, 1992 meeting (enclosed).
2. Treasurer's Report - R. Nunley
3. New Business
  - a. Executive Committee Amendment of Section 1.9.2.4 of the ETSU Faculty Handbook (enclosed).
  - b. Executive Committee Resolution for dialogue between the Senate and University Physicians (enclosed).
  - c. Elections Committee Report on additional Senate Representation for the College of Medicine - E. Williams
  - d. "W/WF" Designation for late drops. Recommendations for change in policy (enclosed) - Academic Affairs.
4. Old Business
  - a. Update on Presidential Search - R. Riser
  - b. Other
5. Announcements
  - a. President's Council Minutes of January 22, 1992 (enclosed).
  - b. Academic Council Minutes of January 23, 1992 (enclosed).
  - c. Memorandum from Chancellor Floyd concerning campus post-tenure review procedures and plans for faculty development (enclosed).
  - d. Other

**MINUTES OF FACULTY SENATE FOR  
February 17, 1992**

Bob Acuff called the meeting to order at 3:36 p.m., February 17, 1992 in the D.P. Culp Center Auditorium. A quorum was present.

**NEW BUSINESS**

Bob Acuff welcomed all of the faculty in attendance and welcomed the Council of Academic Chairs who were also present. He announced this as a regular meeting of the Faculty Senate at the set time. He indicated, however, that in the last several days there have been some articles in the newspaper which the Executive Committee has discussed and wanted to present to the Senate before the faculty. Bob Acuff complimented the faculty and especially the Senate for its restraint on how it has handled these issues and in particular those addressed over the past several months. Faculty have been most supportive of the process for identifying potential candidate for the position of president at ETSU.

Acuff called on Bob Riser to enter into motion the following resolution originating with the Executive Committee of the Faculty Senate.

**(1) Resolution to Support TBR Presidential Search Process.**

Bob Riser (Past President of Faculty Senate) announced that copies of the resolution have been distributed. Riser then read a statement to introduce the rationale of the resolution.

"Immediately following Chancellor Floyd's June 7th announcement last summer of Dr. Beller's appointment as a Distinguished Regent's Fellow, the vast majority of faculty have been vitally and very actively interested in finding the best man or woman available as our next president. As an example, back in June and July, before the selection process was in place, before the Advisory Committee was named, and before there were any candidates for this presidency, the Senate hosted a couple of open forums for faculty and anyone else to discuss the qualities they would like to see in the next president. Many of you attended those forums, and many more called or wrote the Senate Executive Committee responding to those calls for the sorts of qualities we wanted to see. Since August, when the TBR approved search process was put in place, faculty have continued to respond to the Chancellor's call for continued participation. Faculty have closely examined resumes of applicants, provided input to those of us representing faculty on the Selection Advisory Committee, and have supported the process as it has moved toward bringing finalists to campus. I know, as well, that you are all prepared to continue your participation when candidates are brought to campus next week.

" Unfortunately, there have been other efforts, primarily from people external to the University, to circumvent the process. Those efforts were accelerated last week, as I'm sure you have seen in the newspapers, and included a delegation pressuring the Governor to ignore this process.

"In response, I want to introduce, on behalf of the Executive Committee of the Faculty Senate, the following motion for Senate consideration.

*The Executive Committee of the East Tennessee State University Faculty Senate brings the following recommendation to the Senate for consideration:*

The Faculty Senate:

- (1) Commends Governor McWherter on his past appointments of outstanding Presidents at the TBR universities and urges him to continue his support of the process and the leadership of Chancellor Floyd;
- (2) Renews its support for and confidence in the TBR approved process for the selection of our next president and the leadership of the Chancellor in that process;
- (3) Condemns continued efforts to circumvent the process and disregard the voices of the university community, to misrepresent the morale and position of the ETSU faculty, and to cause the additional loss of outstanding presidential candidates due to political interference, all of which are harmful to ETSU and the State of Tennessee;
- (4) Deplores the divisiveness of the continued efforts on behalf of the candidacy of Dr. Jack Campbell, despite the recommendations of the Advisory Committee and Chancellor Floyd;
- (5) Beseeches Dr. Jack Campbell as an alumnus who has the best interest of ETSU at heart, to announce publicly that further efforts to reinstate him for consideration as a presidential candidate are divisive and harmful to ETSU and to his personal integrity;
- (6) Reaffirms its resolve to seek the best qualified person for the presidency of ETSU.

"If passed, we suggest the above will be transmitted to The Honorable Ned Ray McWherter, Governor of Tennessee, Chancellor Otis L. Floyd, Regents of the Tennessee Board of Regents and members of the Northeast Tennessee Legislative Delegation.

A second was called for the motion.

The motion was seconded by Mike Woodruff (Medicine).

Ed Williams (Eng) moved that discussion be limited to 25 minutes. This was seconded. There was no discussion. This motion to limit discussion was approved by unanimous voice vote.

Senators desiring to speak on behalf of the resolution, either for or against, were invited to come forward.

Mike Woodruff (Medicine). "During our meetings that were held to discuss criteria that we would like to submit for this process, one of the things that came out repeatedly was that our next president, number one: should have extensive teaching experience; should have gone through the rank of full professor and tenure at a university; and two: should have no less than the kind of experience with programs that we present at this university. I have here a vita of one, Jack Eugene Campbell, and I can't really find that on here. Furthermore, at the last Board of Regents meeting, I think one of the Regents from another part of the state, specifically, and I think in line with what we said, said that he felt that we needed to have somebody that had experience, not just with doctoral level programs, but specifically on a campus that has a medical school. At this time, I think it is very, very important for the College of Medicine, and I will let others speak for the remainder of the University, that we have someone, not who is necessarily just effective at getting state money, rather someone that has had the experience and the vision to go out and get the kind of support that we need from institutes such as the National Institutes of Health, National Science Foundation and many of the large foundations. This takes somebody with that kind of experience and we need to stay with the criteria that were used by the Advisory Committee to the Chancellor, which includes that. To backtrack now will be to through us backwards and to keep the College of Medicine at the mercy of the state budget that fluctuates widely.

Ed Williams (English). "I'm Ed Williams, English department and I would like to speak in favor of the resolution. And while I am here, clear up, what I think are public misconceptions that are running around. One of them is the misconception that Jack Campbell is the one local candidate that has been mistreated and not given a fair shake. I know of at least four local candidates, all of whom of have had responsible jobs at ETSU, whose qualifications far exceed Dr. Campbell's, and they too have been eliminated. So I think it is a misconception to say there is one local candidate and he has been mistreated. The other misconception that I would like to address is the fact that Dr. Campbell is one of the best qualified candidates. I have read his vita. The most important thing that we do at a university is teach. Jack Campbell has not had one year of full-time teaching experience. He went from graduate school to

an administrative position at Calhoun State Community College. His most extensive teaching experience was as a graduate student. How is he going to understand the problems of faculty and students in the classroom?

"The second most important thing I think faculty and administrators do at a university is research, that we add to knowledge as well as simply convey it. At looking at his publications, there are no books. There are no articles in referred journals. Were he to come here as an assistant professor, he would not have qualifications to be promoted to an associate professor based on his research. Are we to ask the faculty to do something that the president did not have to do.

"Well, we might say that he has higher education experience. Certainly he has had twenty-five years of higher education experience, all at 2-year schools. I do not mean to disparage this as training. I am sure that there are a number of excellent university professors that have come from 2-year schools. But I would dare say that everyone of them as had some experience at a 4-year institution either as a chair or a dean or as a vice-president. Dr. Campbell went from graduate school to an administrative position in Alabama, and for twenty-seven years has been at that level. Then you say they are opposite. What is the difference between a 2-year school ... a community college, and a university? Let me just give you one example. At Walters State Community College they offer 3 associate degrees. ETSU offers, I think 10 associate degrees, sixty-four baccalaureate degrees, forty-four masters degrees and three doctorates. I think there is a sufficient difference in complexity. I think it is admirable that Dr. Campbell wants to come home. I just wish he had done a little better training before he made his homecoming. Thank you.

George Poole (Mathematics). "I am George Poole, Chairman of Mathematics Department and member of the Faculty Senate. My remarks are very brief. Having read the resolution that is before us, I would rather that we not speak to the candidacy of Dr. Jack Campbell, but rather to the document that simply defends and supports the search process. I think that is why we are here today which is to simply support and defend the process and I think that is what the resolution speaks to. What I urge the Faculty Senate to vote in favor of is just the fact that we defend and support the process and nothing more. We don't need to discuss Jack Campbell, he has already been dealt with as far as I am concerned.

Jim Pleasant (Computer Sci). "I am Jim Pleasant, Department of Computer Sciences. I have a very brief statement that I have been asked to read from one of our professors in Computer Science that could not be here today because of class, Dr. Donald Gotterbarn. This is his statement:

'We have a process which has identified the best possible candidates. We have rejected several candidates as not qualified. Anyone who advocates bringing back an unqualified candidate does not have the best interest of the University at heart.

'You can substitute "moderately qualified" for "unqualified" in the paragraph above and the same conclusion follows.

"I agree in spirit with this statement.

Beth Smith (President-Elect, Faculty Senate and Department of Nursing). "My name is Beth Smith and I think we have a very good resolution before us and I move its adoption. I would like to open the floor to other people who are here and suspend the rules if we may to allow for their contribution.

A second was called for to suspend the rules and open the floor to all faculty for further discussion. This motion was seconded by Jim Odom (Hist). This motion was approved by unanimous voice vote. The 25-minute rule for discussion will stay in effect. The Parliamentarian (Bill Campbell) ruled that discussion must alternate between for and against to stay within the time-limit rule.

Acuff called for anyone to speak against the resolution, and for that person(s) to come to the front. There was no response.

Acuff then called for anyone to speak for the resolution and to come forward. There was no response.

Seeing none, the question was called. This was seconded. Senators were called to vote by voice vote. It was a unanimous voice vote to support this resolution with two Senators abstenting.

The Senate then went into recess to allow the Council of Academic Chairs to address the same resolution.

After calling the Senate back into session, the following business was conducted:

**(3) Approval of Minutes.** The minutes of January 27, 1992 session were approved as distributed.

**(4) Treasurer's Report.** Rebecca Nunley (Dent Hyg) presented the Treasurer's Report identifying expenses for December 1991 and January 1992. Total expenses to date are \$1562.85. The remaining balance for the year is \$4887.87.

**(5) Executive Committee Amendment of Section 1.9.2.3 of the ETSU Faculty Handbook.** George Poole (Math) provided a short background on the current process of evaluating the Vice President for Academic Affairs and the Vice President for Health Affairs. This proposed change requires that all vice presidents undergo periodic review. The resolution follows:

Section 1.9.2.4 of the ETSU *Faculty Handbook* states that "the vice presidents for academic and health affairs will be evaluated by the President in consultation with appropriate deans, department chairs, and members of the faculty."

The Executive Committee of the Faculty Senate recommends amending Section 1.9.2.4 to the following: "*All vice presidents* will be evaluated by the President in consultation with appropriate deans, department chairs, directors, members of the faculty and others whom the President deems helpful in making the evaluation fair and comprehensive."

Further, since all vice presidents have been in place four (4) or more years, the evaluations should occur this semester.

Poole (Math) moved this resolution be adopted. It was seconded by Mike Gallagher (P&AH). Woodruff (Medicine) asked about the mechanism. It was explained this process is currently being done to evaluate Dr. Alfonso and that an evaluation instrument is in place. Institutional Research will tabulated the results. Fisher (Mgt & Mkg) expressed his concern about a past president not following the provision, and what mechanism will be involved to ensure that the next president will follow the provision. Ferslew (Medicine) asked about the time-table and frequency of the evaluations. The question was called. The resolution was approved by unanimous voice vote.

**(6) Executive Committee Resolution for dialogue between the Senate and University Physicians.** In response to a conversation with a ETSU staff member who questioned why the University Physicians would not accept "insurance only" as part of the ETSU benefits package, the following resolution has been submitted by the Executive Committee for adoption. Some physicians already, on their own, provide this benefit. This resolution does not indicate this will happen, only that it promotes a discussion with the budget and allocation committee of the Medical Education Assistance Corporation (MEAC) with the potential of incorporating this as a part of the benefits package at ETSU.

Whereas no preferred providers exist in Northeast Tennessee and since ETSU has a medical school and residency programs, we are recommending that MEAC consider an arrangement beneficial to both the University Physicians and ETSU Employees. We therefore resolve that the Faculty Senate through the President of the Senate, request a dialogue with the University Physicians' Practice Group (MEAC) in order to review the possibility of full-time faculty, staff, and their dependents



receiving medical treatment from MEAC at a rate compatible with insurance reimbursement (i.e., insurance only.).

This motion was seconded by Fisher (Mgt & Mkg). Ferslew (Medicine) identified himself as a member of MEAC and cautioned about the use of the term "insurance only." Any of the provider networks have a fee schedule that identifies what the insurance commission will pay for certain procedures. This should be re-worded as a provider discount or provider fee schedule. The term "insurance only" has an entirely different meaning, in some cases insurance will not pay any portion of the cost of certain procedures at all. This change in wording would be accepted as a friendly amendment. Gordon (Nurs) indicated this was a positive step. Fisher (Mgt & Mkt) indicated he called the state insurance commission. They wanted a copy of the document, they were interested in the proposal and supportive of the action. He did caution about potential problems with other state employees in the area. He thinks this is similar to an agreement that the city has with MEAC. The question was called. By unanimous voice vote, this resolution passed. The Executive Committee will alter the wording concerning the fee schedule to be compatible with insurance reimbursement.

**(7). Elections Committee Report on additional Senate Representation for the College of Medicine.** Williams (Eng and Chair Elections Committee) reported on the result of a request that the College of Medicine be considered for additional Faculty Senate representation. He indicated his difficulty in determining the number of full-time, tenured/tenure-track faculty actually assigned to the College of Medicine. Depending on the method of counting, the numbers range from 97 to 172 individuals. Based upon a complete roster and eligibility requirements, 132 individuals were identified as full-time 'faculty.' This number of 132 would require establishing one additional Faculty Senate representative from the College of Medicine. It is recommended this position be filled during the upcoming election process.

**(8). "W/WF" Designation for late drops. Recommendations for change in Policy.** Dr. Alfonso (VP Acad Affairs) referred a recommendation from the Assistant and Associate Deans concerning the use of "WF" for late drops to the Faculty Senate for consideration. Dr. Cynthia Burnley (Assoc Dean, A&S) presented a summary of this proposal and the rationale for recommending that the designation of "WF" be discontinued and only the designation "W" be used for withdrawal from a course. Considerable discussion followed. Dan Johnson (Biol) recommended this matter be referred to the Academic Matters Committee for them to propose a resolution for the Faculty Senate to adopt.

**(9). Recommendation to Dialog with Community Leaders about the ETSU Presidential Search Process.** Jim Odom (Hist) relayed a suggestion from Dr. Hales (Dean, AS&T) that ETSU make a concerted effort to meet with community leaders to help them understand the presidential selection process. Ferslew (Medicine) indicated that not only the lay community has misconceptions about how a president is selected, but that ETSU has not been kept well informed about the

process involved with the nine new candidates introduced by the search firm. Campbell (Univ School) indicated his home community (served by both Kingsport and Johnson City papers) is confused about what is happening because the papers do not tell the same story with respect to the search process. It was suggested that an ad hoc committee be formed to meet with community leaders and facilitate an understanding. Members nominated for this ad hoc committee include Ed Williams (Eng) as chair, Mike Woodruff (Medicine), Mike Gallagher (P&AH), and Linda Lawson (Math).

## **OLD BUSINESS**

(1) **Update on Presidential Search.** Bob Riser (Comp Sci) distributed a typical schedule to be used for the on-campus interviews of candidates. The list of candidates has not been released. The time period 3:30 pm to 5:00 pm will be hosted by Dr. Acuff, President of Faculty Senate and is the time for faculty and chairs to meet with the candidate. East (PE&R) asked about a code of conduct for Advisory Committee members, concerned about Committee members being at the recent meeting in Nashville. Riser indicated these ad hoc TBR members were in Nashville in their TBR capacity, the delegation went there to meet with them. Lawson (Math) asked if faculty are still to provide input to the Advisory Committee following these interviews and if this mechanism is through the ETSU representatives. This is correct. Riser indicated it would be helpful if a form was prepared that faculty could record their evaluation of the candidate following the interview. Johnson (Biol) suggested that each candidate be asked to provide a short, structured presentation about their scholarly interests and to demonstrate their ability to teach us something about themselves and their interests, rather than discuss how to fire faculty or grant incentive pay raises in the future. Poole (Math) asked for clarification about which sessions are "open" sessions to which the alumni and public have been invited. East (PE&R) requested that we formally advise each candidate that we request a short structured presentation of their interests, and then the session will be opened to structured question and answer. He also requested that an evaluation form be prepared. This task will be assumed by the Senate Executive Committee.

## **ANNOUNCEMENTS**

(1) Fisher (Mgt & Mkt) announced that ETSU had made *The Chronicle for Higher Education*, first as ranking 295th in Foundation revenues, and secondly, a report that 350 faculty had signed a petition asking for the re-instatement of the interim president as a candidate in the presidential search process.

(2) President's Council minutes are enclosed with the mailing, and the attachments to the minutes will be placed in the Sherrod Library.

(3) Academic Council Minutes of January 23, 1992 are enclosed with the mailing.

(4) Memorandum from Chancellor Floyd concerning campus post-tenure review procedures and plans for faculty development is enclosed with the mailing.

There being no further business, the Faculty Senate was adjourned at 5:01 pm.

Respectfully submitted.

Kenneth D. James  
Secretary

#### ATTENDANCE

##### Present

Terry Counterline  
Kenneth James  
Jim Pleasant  
Bob Riser  
Scott Beck  
Jeff Gold  
Mark Holland  
Dan Johnson  
Linda Lawson  
Jim Odom  
George Poole  
Ed Williams  
Bill Fisher  
Mary Lou Gammo  
Eddie Yasin  
Al Lucero  
Robert Davidson  
Chris Ayres

Bill Campbell  
Katie Dunn  
Chip East  
Rebecca Isbell  
Mary Nelson  
Marcellus Turner  
Bob Acuff  
Kenneth Ferslew  
Ahmad Wattad  
Mike Woodruff  
Sally Crawford  
Carol Gordon  
Beth Smith  
Creg Bishop  
Mike Gallagher  
Rebecca Nunley  
Phil Scheuerman

##### Absent

Anne LeCroy (Proxy  
by Ed Williams)  
Brad Arbogast  
Sue McCoy (Proxy  
by Bob Acuff)  
Eliz. Williams (Proxy  
by Bob Acuff)  
Virginia Adams

East Tennessee State University  
Johnson City, Tennessee

**INTERDEPARTMENTAL COMMUNICATION**

**TO:** Dr. Robert Acuff, President, Faculty Senate  
**FROM:** Robert J. Alfonso, Vice President for Academic Affairs  
**SUBJECT:** W/WF DESIGNATION FOR LATE DROPS

February 3, 1992


Attached is a recommendation from the Assistant and Associate Deans concerning the use of the "WF" designation for late drops. Although there was not unanimity on this issue, they have recommended that the "WF" used for "late drops" be eliminated and that a simple "W" be used. I thought that this is an issue that the Faculty Senate might wish to be aware of or to discuss before I bring it to Academic Council. If you wish to have someone present at Faculty Senate to discuss the issue, please let me know.

RJA:ps

Attachment

MEMORANDUM

TO: Dr. Robert Alfonso

FROM: Cynthia S. Burnley, Associate Dean, Arts & Sciences 

SUBJECT: W/WF Designation for Late Drops

DATE: January 27, 1992

The Assistant/Associate Deans met Friday January 10, 1992 to consider the policy for late drops. Members present included J. Vaglia, C. Burnley, R. Yount, M. Alley, D. Wilkinson, M. Garland, M. Knight, D. Brown, P. Edwards, and G. Walters. The issue had been initially discussed November 15 and December 9, 1991.

Issue: Inequities exist from inconsistent application among ETSU colleges, schools, and departments in applying the W/WF designation for late drops from courses. After extensive discussion, the group voted 7-3 to drop the "WF" designation when a late drop is approved. I accepted the responsibility of presenting the recommendation to you and to Academic Council, at your request.

Points made in favor of dropping the "WF:"

1. Students who drop a course that they are failing before the eighth week of a term receive a "W." Students who drop after the eighth week receive a "WF," despite the fact that they have extenuating circumstances.
2. Instructors have different definitions of failing. If a passing student becomes ill and misses two tests, some instructors state that the student is failing. Other instructors recommend a "W" instead of "WF", ignoring tests missed because of illness.
3. "W" or "WF" is not a valid "grade." Instructors only report whether students are passing or failing while a course progresses.
4. "WF" is especially punitive to students who transfer or apply to law and medical schools because it is often interpreted as an "F."
5. Students who withdraw from the university receive "W's" in all courses regardless of passing or failing at the time of withdrawal.

Points made against dropping the "WF:"

1. Only instructors should assign "W" or "WF" because the designation counts as a "grade." The university catalog calls the designation a grade, and policy states that the instructor has a right to assign "W" or "WF." Dropping the "WF" infringes academic freedom of instructors by reserving the process of assigning the W to administrators.
2. The record should show whether students are passing or failing at drop dates.
3. Students sometimes deserve a "WF."

The following additional changes were recommended:

1. Change the catalog copy on page 36, column 2, paragraph 3:  
from: "Verifiable extenuating circumstances may include illness, accidental injury, or other appropriate reasons."  
to: "Verifiable extenuating circumstances may include severe illness, injury, or other major personal crisis."
2. Change the catalog copy on page 36, column 2, paragraph 4:  
from: ". . . will receive a grade of "W" (Withdrawal) or "WF" (Withdrawn - Failing), as assigned by the instructor of the course. All approved petitions for late drops must be received in the Office of the Registrar no later than 4:30 p.m. two days before the end of classes for all academic terms."  
to: ". . . will receive a grade of "W" (Withdrawal). All approved petitions for late drops must be received in the Office of the Dean no later than 4:30 p.m. four class days before the published last day of classes (excluding exam week) and in the Office of the Registrar no later than 4:30 p.m. two class days before the published last day of classes (excluding exam week) for all academic terms."

If the above changes are approved, the A/A Deans will prepare a new "Petition for Late Drop".

The Executive Committee of the Faculty Senate brings the following recommendation to the Senate for consideration and action:

Section 1.9.2.4. of the ETSU Faculty Handbook states that "the vice presidents for academic and health affairs will be evaluated by the President in consultation with appropriate deans, department chairs, and members of the faculty." The Executive Committee of the Faculty Senate recommends amending Section 1.9.2.4. to the following: "All vice presidents will be evaluated by the President in consultation with appropriate deans, department chairs, directors, members of the faculty and others whom the President deems helpful in making the evaluation fair and comprehensive."

Further, since all vice presidents have been in place four (4) or more years, the evaluations should occur this semester.

The Executive Committee of the Faculty Senate brings the following resolution to the Senate for consideration:

Whereas no preferred providers exist in Northeast Tennessee and since ETSU has a medical school and residency programs, we are recommending that MEAC consider an arrangement beneficial to both the University Physicians and ETSU Employees. We therefore resolve that the Faculty Senate through the President of the Senate, request a dialogue with the University Physicians' Practice Group (MEAC) in order to review the possibility of full-time faculty, staff, and their dependents receiving medical treatment from MEAC at a rate compatible with insurance reimbursement (i.e., insurance only).

**MINUTES - PRESIDENT'S COUNCIL**

**WEDNESDAY, JANUARY 22, 1992, 9:00 a.m., Reece Museum**

**PRESENT: Bach, Norment, Bailey, Manahan, Acuff, Smith, Ostheimer, Alfonso, Borchuck, Bettis, Hales, Bishop (Stanton), Burleson, Lanza, Nutter, Garland, Osborn, Essin, Stout, Jordan, Murray (Shelton), Spritzer, Vaught, Landrum, Lenz**

**GUESTS: Neasman, McClay, Gehre, Ballard, Collins, Hodge**

**1. STRATEGIC PLANNING AND BUDGETING**

Dr. Manahan discussed a proposed schedule of events for strategic planning and budgeting. (enclosure #1 on file) Following minor corrections and additions, there was consensus of Council that this document satisfied concerns regarding a process for strategic planning and budgeting. Dr. Manahan also presented an outline of a proposed subcommittee and procedure for review of capital budget and campus renovation projects. (enclosure #2 on file) There was consensus of Council to accept this proposal as presented. With Council's approval of these two documents, President Bach indicated his intent to convey this information to the Strategic Planning Committee at its meeting on Thursday, January 23.

**2. SALARY SURVEY**

Dr. Manahan/Mr. Neasman presented the ETSU salary survey which is intended to serve as a document that would address all personnel compensation and related issues, and would serve as a guideline which would be supplemented with additional information when needed. (enclosure #3 on file) Mr. Neasman reported that some concern had been expressed regarding the need for more discipline specific information. There was consensus of Council that this document be accepted as a draft. President Bach requested Council members to provide any additional concerns or information to Mr. Neasman in one week and that this item be returned to President's Council agenda.

**3. UPDATE ON TELECOMMUNICATIONS/COMPUTER SERVICES ISSUES**

As an information item, Dr. Vaught provided an update on telecommunications/computer services issues. (enclosure #4 on file) Included on the handout for each prioritized project were estimated time lines,

costs, sources of funds and the related rationale. President Bach indicated that additional information regarding possible options and sources of funds would be forthcoming and would be placed on a future Council agenda.

4. UNIVERSITY SCHOLARSHIP COMMITTEE

- This item was returned to the agenda and Dr. Garland, as requested, provided a revised proposal for the University Scholarship Committee. (enclosure #5 on file) Following discussion, Council approved the proposal as presented.

5. STRATEGIES FOR RACE RELATIONS

Ms. Jordan presented a report on strategies for change from the open forum "Addressing Racism on a Daily Basis." (enclosure #6 on file) Relating to this issue, Dr. Stout distributed a Student Affairs preliminary suggestion list of response to the report on black student perception of the campus. (enclosure #7 on file) Following brief discussion, President Bach requested that Council members share this information with their constituents and be prepared for discussion at the next President's Council.

6. STATUS OF ACTIONS COMMITTED TO THROUGH PRESIDENT'S COUNCIL (JULY 1 - DECEMBER 31, 1991)

President Bach reviewed the previous President's Council minutes and identified the following items of unfinished business:

A report on centralized scheduling

The Vice President for Academic Affairs was requested to advise of additional needs and the current status of the project.

Part-time faculty (Dan Johnson report)

There were questions regarding the increase of 10% in FTE faculty for fall 1992, and a question regarding the policy on the use of part-time faculty. The Vice President for Academic Affairs to respond.

Performance funding

Question regarding changes in guidelines.



**Kingsport University Center status**

Dr. Osborn reported that the task force response would be available in a few days.

**Proposal for an Interdisciplinary Institute for Rural Health and Community Development**

Dr. Norment reported that the first meeting of the committee was scheduled this week.

**Remedial/Development student enrollment**

Dr. Essin reported the issues regarding the accuracy of cut scores and the inflating enrollments were raised at the recent TBR meeting. R/D programs are reevaluating these issues.

**Washington Center Minority Leaders Fellowship Program**

Ms. Jordan reported that three students had been identified as nominees from ETSU.

**Honors Program prospectus: status and calendar for program development**

Dr. Manahan reported that the presentation to the Foundation was scheduled for January 23.

President Bach advised Council that unfinished business items would be returned to the next agenda.

7. OLD BUSINESS - none reported

8. NEW BUSINESS

A. Chancellor Floyd's visit to campus

President Bach indicated that Chancellor Floyd would be on campus on Friday, January 24, and that anyone having issues needing the Chancellor's attention should provide them in writing by Friday morning.

MINUTES OF THE ACADEMIC COUNCIL

THURSDAY, JANUARY 23, 1992, 9:30 A.M., ROOM 131, BROWN HALL

PRESENT: Alfonso, Bishop, Norment, Spritzer, Lanza, Nutter, Yount, Acuff, Bettis, Bailey, Ostheimer, Ellis, Osborn, Hales, Borchuck, Alley (Lenz), Essin, Stout, Garland

GUESTS: Carol Pullen, Beth Smith, Eduardo Zayas-Bazan

1. Curriculum proposals were presented as follows:

- 1.1. Department of Foreign Languages - Dr. Zayas-Bazan presented a proposal to revise the department's retro-credit policy statement in order to clarify and revise certain ambiguous and potentially discriminatory parts of the policy. The policy has been modified to extend eligibility for retro-credits to students who take civilization classes and to native speakers. Dr. Zayas-Bazan stated that this would be an incentive for students with a background in foreign languages.

A motion was made and seconded for approval of the proposal. Following a brief discussion, the motion passed.

- 1.2. School of Nursing - Carol Pullen presented proposals for a revision in the LPN/AAS Mobility Track, a new LPN/BSN Mobility Track and two new courses. Ms. Pullen explained that the LPN to AAS has been in place for several years and most students choose the shorter route (associate degree) and never get their BS. She indicated that the work component and the course challenge options are the basic differences between the two AAS options. These tracks provide flexible options for eliminating repetition of prior learning for the LPN pursuing an associate degree in nursing.

A motion for approval was made and seconded.

During the ensuing discussion reference was made to the new courses, ALNU 1040, Dosage Calculations, and ALNU 1071, Transition Practicum. Ms. Pullen stated that dosage calculations is already being taught as part of the Foundations course, but there is a need for it to be a separate course, available to traditional students as well as the LPN's. There was some discussion regarding the appropriateness of the title.

A motion was made and seconded for the adoption of the two courses; however, it was brought to the Chair's attention that another motion (to approve the LPN/AAS and LPN/BSN tracks) was already on the floor. The original motion and amendment were withdrawn thus clearing the table.

MINUTES OF THE ACADEMIC COUNCIL  
THURSDAY, JANUARY 23, 1992  
PAGE 2

At this point a motion was made to approve the two courses: ALNU 1040, Dosage Calculations, 1 cr. hr. and ALNU 1071, LPN Transition Practicum, 2 cr. hrs.

It was suggested that ALNU 1040 was misnamed and Ms. Pullen stated that the School preferred to keep the title as proposed. A question was raised regarding the listing of 1040 as a prerequisite -- not a co-requisite -- for 1071. Ms. Pullen responded that due to the clinical nature of 1071, students need to be able to do dosage calculations.

The motion passed with two abstentions.

A motion was made and seconded to approve the LPN/AAS and LPN/BSN Tracks. Discussion focused on the BSN track since the AAS tracks had already been reviewed. Attention was drawn to number 5 on the first page of the BSN track -- The word "medication" was included in the course title for dosage calculation and should be deleted.

The question was called; the motion passed.

2. Dr. Alfonso shared with the Council a resolution from the SGA regarding SAI written comments. He requested that the deans discuss the resolution with department chairs; Council will delay action until the Faculty Senate has an opportunity to review it.
3. Dr. Spritzer brought to the Council's attention the fact that the current computer system is incapable of informing us of students with honors.
4. Meeting adjourned.

  
\_\_\_\_\_  
Robert G. Alfonso, Chair

IT2



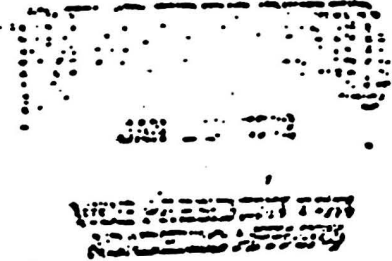
# Tennessee Board of Regents

1415 Murfreesboro Road - Suite 350 - Nashville, Tennessee 37217  
(615) 366-4400 FAX (615) 366-4464

*Copy to Council for Discussion*

*Rec'd at Regs Meeting 1/16/92*

*FYI [Signature]*



## MEMORANDUM

TO: All Presidents

FROM: Otis L. Floyd *O.L.F.*

SUBJECT: May 1 Submission of (1) Institutional Reports on Evaluation of Campus Post-Tenure Review Procedures and (2) Plan Describing Faculty Professional Development Programming

DATE: January 8, 1992

At the June, 1991 meeting, the Board approved the following operational assumption regarding institutional review of procedures for evaluating tenured faculty. The Presidents recommended this operational assumption as the outcome of a year-long System examination of the issue of post-tenure review:

Current Board policies and procedures are working well regarding long-term development of the vast majority of the faculty; therefore, no change of any Board policy is recommended. Each institution should develop a program(s) to assist those few faculty members who are identified as no longer performing at a level consistent with the current institutional mission. Board staff should help institutions find, within the System and elsewhere, faculty development programs and procedures which will motivate such persons to maintain a high standard of professional ethics and responsibility.

Each institution should examine its annual evaluation system to ensure that both formative and summative information are provided to determine which individuals should participate in appropriate faculty development program(s). Failure either to participate in a recommended program or to otherwise attain a required level of performance or credential may justify appropriate administrative action.

The purpose of this memorandum is to call to your attention the following procedures and calendar for ensuring compliance with the operational assumption approved by the Board:

- Austin Peay State University • East Tennessee State University • Memphis State University • Middle Tennessee State University
- Tennessee State University • Tennessee Technological University • Chattanooga State Technical Community College
- Cleveland State Community College • Columbia State Community College • Dyersburg State Community College
- Jackson State Community College • Motlow State Community College • Mississippi State Technical Community College
- Roane State Community College • Shelby State Community College • Volunteer State Community College
- Walters State Community College • Nashville State Technical Institute • State Technical Institute at Memphis

- (1) Each institution should, by May 1, 1992, examine its annual evaluation system to ensure that both formative and summative information are provided to identify any faculty who are not performing at a level consistent with the current institutional mission
- (2) Each institution should engage in a process in which the academic officer, working with the faculty, develops a proposal for programming to assist any faculty who are not performing at a level consistent with the current institutional mission. A clear description of the plan should be presented to the Vice Chancellor for Academic Affairs by May 1, 1992.

The TBR academic staff will facilitate distribution and discussion of institutional plans for the purposes of identifying models; it will likewise "help institutions find, within the System and elsewhere, faculty development programs and procedures which will motivate such persons [i.e., those no longer performing at a level consistent with current institutional mission] to maintain a high standard of professional ethics and responsibility." The assumption is that well developed programs will emerge from the May 1 submission as possibilities for replication.

The submission of institutional faculty evaluation reviews and professional development plans is the culmination of the intensive study of issues associated with the post-tenure evaluation of faculty undertaken by the Sub-Councils and the Presidents. The development of institutional plans should be regarded, therefore, as a significant campus activity and should reflect the judgments of all appropriate campus constituencies.

If you have questions about the institutional review procedures and calendar for compliance with the operational assumption, please contact Dr. Consacro.

cc: Chief Academic Officers

ROSTER - FACULTY SENATE 1991-92

7/1/91

SCHOOL	NAME	DEPARTMENT	TRM	PO BOX	PHONE	COMMITTEE
S&T	Terry Countermine	Comp&Infor Sci	94	70,711	6964	FACULTY CONCERN
	Ken James	Home Economics	93	70,671	4411	*ACADEMIC MATTER
	Jim Pleasant	Comp&Infor Sci.	94	70,711	6962	RESEARCH
	Bob Riser	Comp&Infor Sci.	92	70,711	5609	*FACULTY DEVELOPMENT
A&S	Scott Beck	Sociology&Anthr	92	70,644	6648	+FACULTY DEVELOPMENT
	Jeff Gold	Philosophy	94	70,656	5810	FACULTY DEVELOPMENT
	Mark Holland	English	92	70,683	926-4011	FACULTY CONCERNS
	Dan Johnson	Biological Sci	93	70,703	4359	RESEARCH
	Linda Lawson	Mathematics	94	70,663	6975	RESEARCH
	Anne LeCroy	English	92	70,683	5991	+ACADEMIC MATTER
	Jim Odom	History	94	70,672	6693	ACADEMIC MATTER
	George Poole	Mathematics	93	70,663	4349	*RESEARCH
Ed Williams	English	93	70,683	6626	+*FACULTY ELECTION	
Bus	Bill Fisher	Mgmt & Mktng	93	70,625	5304	FACULTY DEVELOPMENT
	Mary Lou Gammo	Accountancy	93	70,710	4599	FACULTY CONCERNS
	Eddie Yasin	Mgmt & Mktng	94	70,625	5877	RESEARCH
	Al Lucero	Office Mgmt	92	70,594	6986	ACADEMIC MATTER
Dev St	Robert Davidson	DevelopmentalMth	92	70,620	6690	COMMITTEE ON COM.
Educ	Chris Ayres	Phys Educ & Rec	92	70,654	5259	ACADEMIC MATTER
	Bill Campbell	University Sch	93	70,632	4333	FACULTY DEVELOPMENT
	Katie Dunn	Curr & Instr	92	70,684	5931	FACULTY CONCERNS
	Chip East	Phys Educ & Rec	94	70,654	5257	RESEARCH
	Rebecca Isbell	Hum Dev&Learning	93	70,548	4196	FACULTY ELECTI.
Mary Nelson	University Sch	94	70,632	4333	*COMMITTEE ON COM.	
Library	Marcellus Turner	Reader Services	94	70,665	5629	FACULTY CONCERNS
Medicine	Brad Arbogast	Internal Med	92	70,622	6289	FACULTY DEVELOPMENT
	Bob Acuff	Surgery	94	70,575	6257	
	Kenneth Ferslew	Pharmacology	93	70,577	6274	+COMMITTEE ON COM.
	Sue McCoy	Surgery	94	70,575	6264	ACADEMIC MATTER
	Ahmad Wattad	Pediatrics	92	70,578	6222	FACULTY ELECTION
	Eliz. Williams	Internal Med	93	70,622	6381	FACULTY CONCERNS
	Mike Woodruff	Anatomy	94	70,582	6244	+RESEARCH
Nursing	Virginia Adams	Family/Comm Nurs	92	70,676	6830	RESEARCH
	Sally Crawford	Adult Nursing	94	70,629	6786	FACULTY CONCERNS
	Carol Gordon	Adult Nursing	92	70,629	4388	FACULTY DEVELOPMENT
	Beth Smith	Profess Roles	93	70,658	4336	*ACADEMIC MATTER
P&AE	Creg Bishop	Environ Health	94	70,682	4268	ACADEMIC MATTER
	Mike Gallagher	Health Sciences	94	70,673	4468	FACULTY DEVELOPMENT
	Rebecca Nunley	Dental Hygiene	93	70,690	4434	+*FACULTY CONCERNS
	Phil Scheuerman	Environ Health	92	70,682	4408	RESEARCH

- Executive  
- Committee

+ - Chair of Committee

East Tennessee State University  
Johnson City, Tennessee

**INTERDEPARTMENTAL COMMUNICATION**

**TO:** Dr. Robert Acuff, President, Faculty Senate  
Robert J. Alfonso, Vice President for Academic Affairs

**SUBJECT:** W/WF DESIGNATION FOR LATE DROPS

**DATE:** February 3, 1992


Attached is a recommendation from the Assistant and Associate Deans concerning the use of the "WF" designation for late drops. Although there was not unanimity on this issue, they have recommended that the "WF" used for "late drops" be eliminated and that a simple "W" be used. I thought that this is an issue that the Faculty Senate might wish to be aware of or to discuss before I bring it to Academic Council. If you wish to have someone present at Faculty Senate to discuss the issue, please let me know.

RJA:ps

Attachment

MEMORANDUM

TO: Dr. Robert Alfonso

FROM: Cynthia S. Burnley, Associate Dean, Arts & Sciences 

SUBJECT: W/WF Designation for Late Drops

DATE: January 27, 1992

The Assistant/Associate Deans met Friday January 10, 1992 to consider the policy for late drops. Members present included J. Vaglia, C. Burnley, R. Yount, H. Alley, D. Wilkinson, M. Garland, H. Knight, D. Brown, F. Edwards, and G. Walters. The issue had been initially discussed November 15 and December 9, 1991.

Issue: Inequities exist from inconsistent application among ETSU colleges, schools, and departments in applying the W/WF designation for late drops from courses. After extensive discussion, the group voted 7-3 to drop the "WF" designation when a late drop is approved. I accepted the responsibility of presenting the recommendation to you and to Academic Council, at your request.

Points made in favor of dropping the "WF:"

1. Students who drop a course that they are failing before the eighth week of a term receive a "W." Students who drop after the eighth week receive a "WF," despite the fact that they have extenuating circumstances.
2. Instructors have different definitions of failing. If a passing student becomes ill and misses two tests, some instructors state that the student is failing. Other instructors recommend a "W" instead of "WF", ignoring tests missed because of illness.
3. "W" or "WF" is not a valid "grade." Instructors only report whether students are passing or failing while a course progresses.
4. "WF" is especially punitive to students who transfer or apply to law and medical schools because it is often interpreted as an "F."
5. Students who withdraw from the university receive "W's" in all courses regardless of passing or failing at the time of withdrawal.

Points made against dropping the "WF:"

1. Only instructors should assign "W" or "WF" because the designation counts as a "grade." The university catalog calls the designation a grade, and policy states that the instructor has a right to assign "W" or "WF." Dropping the "WF" infringes academic freedom of instructors by reserving the process of assigning the W to administrators.
2. The record should show whether students are passing or failing at drop dates.
3. Students sometimes deserve a "WF."

The following additional changes were recommended:

1. Change the catalog copy on page 36, column 2, paragraph 3:  
from: "Verifiable extenuating circumstances may include illness, accidental injury, or other appropriate reasons."  
to: "Verifiable extenuating circumstances may include severe illness, injury, or other major personal crisis."
2. Change the catalog copy on page 36, column 2, paragraph 4:  
from: ". . . will receive a grade of "W" (Withdrawal) or "WF" (Withdrawn - Failing), as assigned by the instructor of the course. All approved petitions for late drops must be received in the Office of the Registrar no later than 4:30 p.m. two days before the end of classes for all academic terms."  
to: ". . . will receive a grade of "W" (Withdrawal). All approved petitions for late drops must be received in the Office of the Dean no later than 4:30 p.m. four class days before the published last day of classes (excluding exam week) and in the Office of the Registrar no later than 4:30 p.m. two class days before the published last day of classes (excluding exam week) for all academic terms."

If the above changes are approved, the A/A Deans will prepare a new "Petition for Late Drop".



The Executive Committee of the Faculty Senate brings the following recommendation to the Senate for consideration and action:

Section 1.9.2.4. of the ETSU Faculty Handbook states that "the vice presidents for academic and health affairs will be evaluated by the President in consultation with appropriate deans, department chairs, and members of the faculty." The Executive Committee of the Faculty Senate recommends amending Section 1.9.2.4. to the following: "All vice presidents will be evaluated by the President in consultation with appropriate deans, department chairs, directors, members of the faculty and others whom the President deems helpful in making the evaluation fair and comprehensive."

Further, since all vice presidents have been in place four (4) or more years, the evaluations should occur this semester.

The Executive Committee of the Faculty Senate brings the following resolution to the Senate for consideration:

Whereas no preferred providers exist in Northeast Tennessee and since ETSU has a medical school and residency programs, we are recommending that MEAC consider an arrangement beneficial to both the University Physicians and ETSU Employees. We therefore resolve that the Faculty Senate through the President of the Senate, request a dialogue with the University Physicians' Practice Group (MEAC) in order to review the possibility of full-time faculty, staff, and their dependents receiving medical treatment from MEAC at a rate compatible with insurance reimbursement (i.e., insurance only).