FACULTY SENATE MINUTES

Meeting Date:	10/09/2017	Time:	14:45 – 16:30	Location:	Culp Center, Room 311
Next Meeting:	10/23/17			Scribe:	Eric Sellers
Present:	Al Balbissi, Kais; Al-Imad, Leila; Alsop, Fred; Brown, Patrick; Brooks Taylor, Teresa; Burgess, Doug; Byington, Randy; Chambers, Cindy; Cluck, David; Doran, Erin; Drinkard-Hawkshawe, Dorothy; Duncan, Joyce; Dunn, Andrew; Elangovan, Saravanan; Epps, Susan; Flora, Bill; Foley, Virginia; Hall, Katherine; Heidi Campbell; Hemphill, Bill; Hendrix, Stephen; Jennifer Pealer; Kwasigroch, Thomas; Littleton, Mary Ann; Livingston, James; Lowery, Ashley; Mackara, Fred; Maisonet, Mildred; Marek, Greta; Masino, Anthony; McGarry, Theresa; Mitchell, Lorianne; Mullins, Chrissy; Oh, Sunny; Olson, Nate; Owens, Bea; Panus, Peter; Paul, Timir; Pealer, Jennifer; Peterson, Jonathan; Ramsey, Priscilla; Sarkodie, Olga; Sellers, Eric; Short, Candice; Stone, Bill; Taylor, Teresa Brooks; Walden, Rachel				
Absent:	Chakraborty, Kaniska; Ning, Shunbin; Scheuerman, Eugene; Shah, Darshan; Turner, Craig;				
Excused:	Taylor, Teresa; Ellis, Jon; Gentry, Retha; Gray, Jeff; Walden, Rachel				

Agenda Items	Responsible
Meeting called to order	
1. Introductions	Epps
2. Celebrations	Epps
3. Announcements	Epps
4. Approval of Minutes	Epps

5. Informational Items
  5.1 Guest: Dr. Karen King – ITS
  5.2 Board of Trustees Report
  5.3 Motions
	King
	Alsop

6. Action Items 6.1 Committee on Committees	Foley
7. New Business	
8. Old Business 8.1 T&P appeals committee staffing status	Burgess
9. Questions on reports/summaries from committees/working groups	Epps
10. Other Items	Epps
11. Comments from Guests	Epps
12. Adjourn	Epps

DISCUSSIONS

1. Introductions
   Two pharmacy students were present for a class project.

2. Guests – Tom Schacht

2. Celebrations

DISCUSSIONS

2.1 **Hendrix** reported that two of his students were featured on the ETSU homepage for winning a competition to design a web app for the university.

2.2. Epps reported that this year's homecoming was the most attended homecoming since Dr. Noland has been president.

3. Announcements

3.1 **Hemphill** announced he will not be able to attend the TBR Faculty Collaborative meeting, which will be held on Friday, October 13. Flora is the substitute representative and has another commitment on that day. Please let Epps know if you would like to serve as an alternative.

3.2 Incident at the Dome on Saturday, October 11: **Epps** explained that the initial reports were not accurate. Social media reported that the comedian was making comments about president Trump and the comedian's comments spurred the threat. This is not true. The threat was reported prior to the comedian going on stage. At approximately 10 p.m. a lady reported that she heard two men talking about "shooting up the place" at 1030 p.m. By 10:20 p.m. the Dome had been completely evacuated. The investigation is still ongoing.

3.3 **Oh** reminded the group that the last day to RSVP for the Faculty Senate Dinner at Shelbridge is tomorrow night.

4. Approval of Minutes

Motion to Approve: Panus
Second: Hendrix
Minutes Approved

5. Informational Items

5.1 Guest: Dr. Karen King – Information Technology Services

5.1.1 The contract with Century Link for a 10 gig server has been approved. It costs half of what 1 gig costs using Net10.

5.1.2 A new refurbished computer policy has been implemented. Four-year-old computers are now being provided for $125. The expense covers the cost of the extended warranty.

5.1.3 The Information Technology Governance Committee has been replaced by the Information Technology Council, which has several standing sub committees. The committees include: Technical; Academic; Innovation; Web Technologies; Research Technologies; and Student Advisory. The subcommittees present items to the ITC at large and move to the University Council and President or LGB for final approval. The sub committees have wide representation from the campus and expertise in the respective areas.

5.1.4 An RFP for Client Relationship Management tool has been issued and a product will be chosen by November 2. The tool will be able to track all contact with students from when they submit their initial application all the way through when they become alumni. Admissions will be the driving force in the implementation of the system.

5.1.5 The student and faculty helpdesks have been combined and moved to the library. The helpdesk hours have been extended to coincide with the library hours. A service agreement with a third party contractor has been established to manage after-hours calls.

5.1.6 For the past year there has been a Chief Information Security Officer. The Banner development system has been moved to Amazon Web Services. Long term to move to such a service is very attractive financially. This provides us with improved security and redundancy.

5.1.7 Our research computing clusters are both out of warranty and the choice has been made to move

computing to Oak Ridge. We will have state of the art computing and services for $1200 per year for each faculty member.

5.1.8 ITS has been beta-testing a feature that adds a warning message to emails that come from an external source. This is being tested in order to reduce the number of phishing emails that are being received. Currently 1 million messages per day are being blocked.

5.1.9 **Peterson** inquired as to how we should handle phishing messages if we receive them. **King** replied that they can be forwarded to the help desk or ignored. If the messages get to the helpdesk, the server can be searched for the message and the message can be deleted before it reaches everyone. Discussions are underway to determine if ETSU should not allow messages to be automatically forwarded to an outside email account; prohibiting this will improve security.

5.1.10 Four people received Online Masters Teachers awards. The people were nominated by the online liaisons. The group spent 1.5 years developing the criteria and process to determine who would receive the awards. Nominations are currently being taken for next year's awards. The major purpose of the initiative is to improve the quality of online teaching. The faculty incentive MOU for online course development goes from $2000 - $3500, depending on the score of the application.

5.1.11 **Elangovan** inquired about the design of the website and if we have a website management company. **King** responded that a review of the website is being conducted; however, there is not a web design consultant.

5.1.12 **Byington** asked if we have a universal system to schedule appointments for the health sciences clinics. King responded that this would be a long-term goal, but it will not happen in the near future.

5.2 Board of Trustees Report – Alsop
The BOT has not met since the last meeting of Faculty Senate; thus, there is no new information to report.

5.3 Motions

5.3.1 Motion made by Drinkard-Hawkshawe:
A Faculty Senate Committee should be organized to review ETSU's requirement for students' assessment of faculty and courses. Further, the Committee should make recommendations for change. Rationale: Students are not familiar with correct teaching methods, they use their grades and personal feelings for judging faculty and courses, and many do not have regular attendance. Thus, many are not capable of rating courses.

5.3.2 **Motion made by Drinkard-Hawkshawe:**
A Faculty Senate Committee should be organized to review the Student Grade Appeals process. A group meeting--student, faculty, Chair--should be required before a student can appeal a grade. Rationale: A student requested to meet with me, without giving a reason after I requested a reason three times via e-mail. After meeting with the student, he still did not give the reason that he gave the Dept. Chair. He lied and filed an Appeal.

Epps suggested that senators request feedback from their constituents in regard to the motions. The motions will be action items on the next meeting of the full Senate.

6. Action Items

 6.1 Committee on Committees

 6.1.1 Foley reported that two terms on the Faculty Sick Leave Bank Committee expired. The positions were held by Karen Brewster and Jim Lampley. They are both willing to continue serving on the committee.
 Foley motioned to affirm the appointments of Karen Brewster and Jim Lampley.
 Byington made a motion to suspend the rules to allow for a vote on Foley's motion. Byington's motion was seconded by Flora. The motion passed

DISCUSSIONS

> **Subsequently, Hemphill seconded Foley's original motion. The motion to reaffirm passed.**

7. New Business

None.

8. Old Business

8.1 Tenure and Promotion appeals committee staffing status

8.1.1 **Panus** inquired whether clinical faculty who have not been promoted can use the T&P appeals committee. **Schacht** explained clinical faculty can be employees or volunteers. **Epps** clarified that clinical track employees are allowed to use the appeals process; volunteers are not allowed to use the process. **Panus** suggested that the T&P Appeals Committee should be changed to allow clinical faculty to serve on the committee. **Brown** commented that Associate Professors cannot sit on a committee to evaluate faculty members going up for Full Professor. The question is whether only tenured faculty are allowed to make decisions about the awarding of tenure. **Burgess** responded this is correct. **Panus** explained that it is a college level decision where clinical track faculty of a higher rank are allowed to sit on committees to evaluate lower ranking faculty in the College of Pharmacy. **Littleton** asked Burgess how many appeals are upheld and he replied that about 60% of the appeals are upheld. **Littleton** also stated that the time frame for appeals is very short. **Burgess** replied that the faculty member has the ability to appeal at the college level or to the president. Thus, there is actually additional time to make an appeal. **Epps** added Dr. Bach explained that the only thing required for an appeal is to state the grounds on which you appeal and this can be done quickly. Thus, the short time frame is not critical.

9. Questions on reports/summaries from committees/working groups

None.

10. Other Items

None.

11. Comments from Guests

None.

12. Adjourn

Motion to Adjourn: Brown
Second: Marek
Meeting Adjourned

Please notify Senator Eric Sellers (sellers@etsu.edu or 9-4476, Faculty Senate Secretary, 2017-2018) of any changes or corrections to the minutes. Web Page is maintained by Senator Doug Burgess (burgess@etsu.edu or 9-6691).