



EAST TENNESSEE STATE
UNIVERSITY

Faculty Senate Retreat Agenda
Carnegie Hotel – Taylor Salon
Aug. 22, 2017

8:00-8:30 a.m. – Check in (snacks will be available throughout the day)

8:30 a.m. – Last meeting of 2016-2017 – Dr. Susan Epps

- Call to order
- Approval of Minutes from April 24, 2017
- Update of activities over the summer
- Action item(s):
 - Committee on Committees – Dr. Foley
 - Safety Committee
 - Disclosure Review Committee
 - Veterans Affairs Committee
 - IRB Committee
 - Sherrod Library Faculty Advisory Council
 - Campus Sustainability Fee Committee
 - Parking Committee
- Treasurer's Report/Courtesy Fund- Dr. Shafer
- Board of Trustee report – Dr. Alsop
- Recognition of outgoing senators and senators who have completed their terms
- Any old business
- Adjourn

9:00 a.m. – First meeting of 2017-2018- Dr. Susan Epps

- Call to order
- Welcome to Senate – Dr. Brian Noland
- Introductions
 - Officers
 - Senators
- Action Items
 - Elections/Standing Committees
 - Parliamentarian
 - Executive Committee At-large members – Dr. Foley to run
 - TBR Faculty Collaborative rep
 - Committee on Committees

- Faculty Senate Elections and Governance Committee
- Handbook Committee
- Faculty Concerns and Grievances Committee* - Chair
- Senate 101 – Officers
 - Charge of the Senate/Shared governance (what is and is not our business)-Epps
 - Constitution/Bylaws-Foley
 - Structure (exec committee, standing committees, and the role of *ad hoc* committees)
 - Where to find information (i.e. the web site) -Epps
 - General format of a scheduled meeting
 - Agenda-Epps
 - Minutes-Sellers
 - Attendance-Sellers
 - Basics of Robert’s Rules -Brown/Flora
 - How to get stuff on the agenda/make a motion-Flora
- College/unit break out session
 - Review of term expirations/adjustments
 - Communication with constituents
 - Gathering feedback from constituents on motions/action items
 - *Criteria for serving on Concerns and Grievances – who can/will serve

11:30 a.m. -12:30 p.m. – LUNCH!

Special Guests

Dr. Bach, Dr. Bishop, Dr. Sherlin, Mrs. Ritter, Dr. BJ King, Mr. Ross,
Ms. Stefanie Murphy, Dr. Janna Scarborough)

12:30 – Begin afternoon session

- Presentation – Jennifer Clements & Joe Smith, University Relations
- Break Out Sessions and reports
- Other business
- Reminders:
 - Faculty Convocation, Friday, Aug. 25 at 9:00 a.m. in the Culp Auditorium
 - Greeters – report by 9:00 a.m.
 - Student Convocation, Friday, Aug. 25 at 3:00 p.m. in the Dome
 - Greeters report at 2:30 to the Concourse level
 - Classes start Monday, Aug. 28
 - Next Faculty Senate meeting – Monday, Sept. 11 at 2:45 p.m. in the Forum
 - Senate Dinner at Shelbridge – date to be determined, likely in October

Adjourn by 3:30 p.m.