

CHAIRS' COUNCIL MEETING #3

Agenda

DATE 20 NOVEMBER 2023
TIME 11:00AM – 12:30PM
LOCATION ZOOM

GUESTS

ED ARNING

Creative Marketing

- Introduced Christy O'Neal and Tracey– [MTSU BluePrint](#) (old name: Printing Services).
 - Even if printing services cannot do it, still contact them. They have a relationship with vendors that can help find what you need.
- In January, will launch a pod-casting network.
 - Have built a multi-cam studio.
 - Creating video and audio podcasts
 - Can distribute podcasts for you via streaming services Apple, Spotify, etc.)
 - Will distribute a sheet with info to chairs (See below).
 - Willing to come to our office to answer questions.

TREY MARTINDALE

[MTSU Online](#)

- Has checked in with department chairs.
- Link is for faculty for online learning.
- With the changes to MTSU website and program pages, MT Online's homepage will change. But this [link](#) will not change (same as above).
 - Has resources for teaching, including videos, and information about the course development process.
 - Also, the page has how to develop a fully online program information.
- Open to having new course types proposed (e.g., synchronous, hybrid, asynchronous, combination, etc.).
- Sharing a sheet about what is happening with MT Online (See below). Online programs are growing across the country.
- Hired an additional instructional designer (up to 4) – Tim O'Neal.
- Fee of \$10.00/credit hour will be reinstated next year.
 - Helps pay for FTTs and pay for faculty development of classes.

COUNCIL BUSINESS

TEXTBOOK SELECTION

Kristen West

- Use the Barnes and Noble bookstore request form for textbooks.
 - It helps librarians keep up with what is being offered and keep copies of high-demand, expensive books, specifically gen ed courses.
 - Exploring how to do that with e-book textbooks.
 - Have links for students to OER books to help save costs as well.
 - Information:
 - [OER Library Info/Resources](#)

- [Library Services Textbook Program](#)
- Contact for questions:
Kristen West, Interim Chair, Library User Services
k.west@mtsu.edu

Suzanne Mangrum, Acquisitions Librarian (Library Textbook Program)
Suzanne.Mangrum@mtsu.edu

Ginelle Baskin, Student Success & Open Education Librarian (OER course attribute)
Ginelle.Baskin@mtsu.edu

ACADEMIC SCHEDULING COMMITTEE UPDATE

Matthew Duncan

- New Hyflex course was approved by committee and sent to provost office. Course type is called “On-ground and Synchronous.” Class meets in person and students choose whether to attend in person or virtually throughout the semester based on their needs. There was some conversation about having students pick how they would attend and notify the instructor, but this did not fit the description of course type and would have to be another Hyflex course type. Course must meet in a room that meets the technology needs of HyFlex course.
 - College of Ed already does this, but they need to give information about what is expected, etc.
 - Hyflex is a lot – have to do three lesson plans for every class.
- 2028 academic calendar approved. No substantive changes.
- Short discussion on summer class times that overlap with Juneteenth holiday. Ultimately, the times stayed the same to meet the minimum minutes per credit hour and will revisit for 2027 when 6/19 falls on the weekend.

DROP BOX UPDATE

Steve Severn

- University phasing out support of Drop Box
 - Email will go out this week.
 - You can have a private account, but you should not store student data/information on it.

DEPT HEALTH CHECK-UPS UPDATE

Steve Severn

- They are not going to happen in the fall term.
- They are getting pushed back to spring.

SURVEY RESULTS & NEXT STEPS

All

- Data and individual response provided below.
- “What DO we want?”
 - We don’t really exist – do not exist in a university policy nor do we have a charter.
 - We can:
 - Be a support network for each other.
 - Be an advisory board for the provost.

- Be a voice like the faculty senate for the university as a whole (different perspective).
- What should come out of this meeting?
 - A report:
 - What are the issues?
 - Set of recommendations to fix them.
- Next steps:
 - 40% said they wanted to meet.
 - Report we produce will only carry any weight if we have met with all the players (i.e., the deans).
 - Will try to do this at the start of the spring semester.

FACULTY SENATE RESOLUTIONS

Steve Severn

- Documents below
- Hiring a consultant regarding salary
 - Good thing to do, but when we call people in from the outside, we tend not to listen to any problems they suggest.
 - Would cost a lot of money.
 - The CIP Code is so wrong that they have arbitrarily put us in a lower-pay grade.
 - We should make an argument for the use of a correct CIP code for all faculty salaries.
 - The faculty senate would say that our CIP code needs to be confirmed by an outside consultant.
 - Not sure how the provost will respond.
 - The chair's exec council suggested that if they aren't going to do the study, they should come back with a counteroffer.
 - Perhaps instead of asking for a salary study, we should ask for justification as to why we are putting people in CIP Codes that are not correct.
 - Salary study would likely waste money and tell us what we already know.
 - Unless we were hemorrhaging faculty across the board, there is no need for the administration to raise salaries across the board.
- Teaching credit and compensation
 - Increase payment for faculty teaching overload classes.
 - We guess the provost will come back with a counteroffer that is not as high as suggested.

MERGER POLICY UPDATE

Steve Severn

- The document has gone to the faculty senate, and they are happy with it.
- We would like a joint resolution with faculty senate to put together a policy to go forward to the provost.
- Thanks, Amy and Chandra, for all of your work!

FACULTY COMPENSATION COMMITTEE UPDATE

Tom Nicholas

- Summer Salary
 - Wasn't equitable for number of hours chairs have to work over the summer.
 - At other institutions, they pay a stipend of one month.

- Want a discussion of two ideas:
 - Conversion from chairs to 12 months for all chairs
 - Talked about 4 years ago.
 - At the time, chair terms varied a lot, and he got no support for equalizing terms and 12-month salaries.
 - If not that, would using a percentage of salary be better and staying on 9-months?
 - We are at percentage of salary now.
 - Are we talking about adjusting the number of hours of compensation?
 - Not based on students taught previous year as it is done now.
 - If we could say, “Every chair should get x hours during the summer,” then that is a salary based proposition.
- Issue: when Chaminda was changed to a 12-month contract, they had no issue changing his faculty salary, but they are still having issues regarding his chair stipend.
- What is the level of support for 12-month contracts among the chairs?
 - Pro 12-Month contracts:
 - 12 month contracts at other institutions make taking leave easier.
 - At previous institutions, chair stipend increased when faculty salaries increased.
 - But even during our breaks, we are still replying to email because it gets so overwhelming if we don’t.
 - Do not want 12-month contracts:
 - Do not want them to control our lives than they already do.
 - What does this even mean? We need to see the advantages and disadvantages for both before we decide.
 - Fall break goes away, spring break goes away, must be in the office all holiday break.
 - Only get time off if you take annual leave.
 - There is no chair-stipend – would not get paid for teaching in the summer.
 - Do we get comp time with 12-month contracts?
 - It is somewhat flexible, but we are constantly on email.
 - The easiest way in the short-term is to get the summer formula worked out – equity and consistency across the board.
- If we want to go to 12-month contracts, we will need to be unanimous, and that leads us to reform summer.
 - Our only leverage is to work to the level they are paying us.
- Could we have an option on a case-by-case basis?
 - They won’t go for it – it needs to be all or nothing.
- Stipend tells us, “This is value of you being chair.”
 - If we stepped down, we wouldn’t really lose anything because we would trade it for freedom.
 - If we demonstrated that our turnover rate for the chair position is different than other TN schools, it adds more support to our argument.
 - We need some data.
- We are supposed to be getting more than just summer salaries – course releases, etc.

- However, we are still getting emails and requests from the provost's office over the weekends that we must answer.
 - Is more of a university culture problem, overall.
- We should count the actual hours we work during the summer – log them – to show they are underpaying us for what we do.
- Whatever we do, we need to do it together.
- Road forward:
 - Have faculty compensation committee come up with a list of what we do in the summer that is beyond teaching-related (goes beyond dealing with what is being taught in the summer).
 - Assessment
 - Teaching
 - Recruiting
 - Faculty evaluations
 - Needs to be some level of compensation beyond that hourly formula
 - Put together a proposal to the provost in spring 2024 about what we would like.
 - Give the provost a chance to say yes or no.
 - If not, then we only do the work we are paid for.

CHROME RIVER DISCUSSION

Deana Raffo

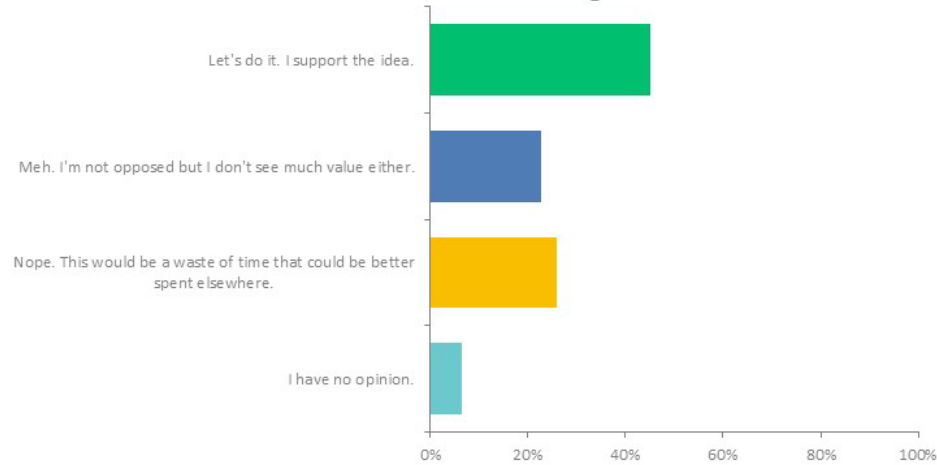
- Has run into issues with it – lots of confusion.
- The “delegate” option doesn't function as it should.
 - Only works if someone has not submitted the pre-approval or expense report.
 - Once submission is made, we cannot see a history as we did with dynamic forms.
- One solution – have the EA just do it.

MERIT PAY

All

- The board is pushing for this, but it's going to be voted on.
 - May be a pilot program.
- Worry/Concern:
 - Going to get told by the board that we are going to do merit pay and then thrown to us to make it work with no plan about how to do it.
 - We don't have a robust evaluation system, and we don't think the provost's office will push to come up with a detailed annual evaluation system that has a numerical component that is cohesive across the university to calculate actual merit.
 - If there is one unequal dollar, there will be a perception of favoritism – must have clear guidelines.
 - Ultimately, it will be only a little money, but there will be a lot of anxiety.
 - Also, is merit a salary increase or a bonus?
 - Where is this merit money coming from? Is this a way to prevent sustained raises?
 - \$2 million set aside at the behest of the board – no idea where it is coming from.
 - The first time, likely to be a one-time bonus.
 - Likely will decrease the across the board bonus.
 - If it's salary-based, it will disappear if they do an across-the-board increase.

Q1: What best describes your opinion about inviting the academic deans to discuss the current state of affairs with research and graduate education?



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If I am counting correctly, there are 8 deans, but maybe only 6 deans would be best to invite. Inviting all in one meeting might be too much (i.e., not enough time for people to speak). Groupings by two might work (e.g., CBAS and CBHS) if we have prepared questions to compare answers across meetings.
I don't really have a history of how this goes when we invite Deans to our meetings. I suppose I'm open either way.
I think it would be good to get their perspective and input. It may help to see where opportunities for support are.
This would be a giant waste of time. Maybe a couple of deans would listen, but most will only pretend to listen and say they support whatever the provost says.
I feel like this would be to provide another audience to hear our complaints. If we want help getting answers to specific questions, maybe in the future.

In the meeting Monday, someone made a comment saying that such a meeting would not result in "what we want." What DO we want? Regardless, I support inviting the academic deans.

CHAIRS' NOVEMBER MEETING
Attendants
November 20, 2023

	COLLEGE OF BASIC AND APPLIED SCIENCES	
X	Dr. Chaminda Prelis	Aerospace
X	Dr. Jessica Carter, Director	Agriculture (School of)
	Dr. Dennis Mullen	Biology
	Dr. Amy Phelps, Interim	Chemistry
X	Dr. Medha Sarkar	Computer Science
X	Dr. Tom Nicholas, Director	Concrete and Construction Management (School of)
X	Dr. Kenneth Currie	Engineering Technology
X	Dr. Melissa Lobegeier, Interim	Geosciences
X	Dr. Chris Stephens	Mathematical Sciences
X	Dr. Ron Henderson	Physics and Astronomy
	COLLEGE OF BEHAVIORAL AND HEALTH SCIENCES	
X	Dr. Joshua Harms, Interim	Criminal Justice Administration
X	Dr. Chandra Story, Interim	Health and Human Performance
	Dr. Gina Pisut	Human Sciences
X	Dr. Jenny Sauls, Director	Nursing (School of)
X	Dr. Nancy Stone	Psychology
X	Dr. Cathy McElderry	Social Work
	Dr. Marie Patterson (director)	Physician Assistant Studies
	COLLEGE OF BUSINESS	
X	Dr. Kim Honaker, Interim	Accounting
X	Dr. Tim Greer	Information Systems and Analytics
	Dr. Stuart Fowler	Economics and Finance
X	Dr. Deana Raffo	Management
	Dr. Robert B. Blair	Marketing
	COLLEGE OF EDUCATION	
X	Dr. Eric Oslund	Elementary and Special Education
X	Dr. Donald Snead	Womack Educational Leadership
	COLLEGE OF LIBERAL ARTS	
X	Mr. Jimmy Mumford	Art and Design
X	Dr. Mary Beth Asbury	Communication Studies
X	Dr. Steve Severn	English
	Dr. Amy Atchison, interim	Global Studies and Human Geography

X	Dr. Emily Baran	History
	Dr. Chris Dye, Interim	Music (School of)
	Dr. Mary Magada-Ward	Philosophy and Religious Studies
	Dr. Amy Atchison	Political Science and International Relations
X	Dr. Brandon Wallace	Sociology and Anthropology
X	Ms. Kristi Shamburger, Interim	Theatre and Dance
X	Dr. Olaf Berwald	World Languages, Literatures, and Cultures
	COLLEGE OF MEDIA AND ENTERTAINMENT	
X	Dr. Katie Foss, Director	Journalism and Strategic Media (School of)
X	Marie Barnas	Media Arts
X	John Merchant	Recording Industry
	UNIVERSITY COLLEGE	
X	Dr. Matthew Duncan	University Studies
	WALKER LIBRARY	
X	Kristen West, Interim	User Services
X	Beverly Geckle Denise Quintel, Interim	Collection Development and Management

Office of the Faculty Senate
James Union Building, Room 100
P.O. Box 921
Murfreesboro, Tennessee 37132
Office: (615) 898-2582



Faculty Senate Resolution 2023/2024: Policy 223 Faculty Compensation for Teaching Credit Courses as an Overload

WHEREAS, Policy 223 provides “Faculty acceptance of overload assignments for instruction or other purposes is strictly voluntary. Overload assignments should be used only when situations arise that warrant such action and should not be used on a regular basis or in lieu of hiring qualified faculty or instructors. Supervisors must be careful to protect untenured faculty when making overload assignments and should make every effort to distribute overloads fairly as staffing needs allow;”

WHEREAS, many faculty members agree to teach overloads to ensure that student needs for classes are met;

WHEREAS, many faculty members agree to teach overloads to serve their departments during periods of time of understaffing;

WHEREAS, many faculty members feel duty-bound to teach an overload to avoid harm to the department and/or students;

WHEREAS, many faculty members teach subjects for which hiring adjunct faculty is not feasible or possible;

WHEREAS, the current compensation to faculty for teaching courses as an overload is inadequate and far below their existing salary rate that accounts for their experience and expertise;

NOW THEREFORE,

BE IT RESOLVED: The MTSU Faculty Senate recommends that Policy 223 be revised such that faculty teaching credit courses as an overload shall be compensated at the rate of \$1,650 per 1 WU; and

BE IT FURTHER RESOLVED: Faculty may elect in lieu of overload payment to bank the overload instructional load consistent with MTSU Guidelines for Determining Faculty Workloads; and

BE IT FURTHER RESOLVED: The Faculty Senate requests amending the Workload Guidelines to allow the banking of increased instructional load to meet department needs for faculty who already have been granted a course release for any reason, including, without limitation, research or service to the University, so long as the obligations and outcomes of the course release are satisfied. In addition, we request amending the current workload guidelines to allow a faculty member to redeem the banked WUs within a three-year period to reduce instructional load, providing more time for department needs to be met. If department needs do not allow the faculty member to redeem the banked hours, the faculty member will be compensated for that additional course at the overload rate; and

BE IT FURTHER RESOLVED: To facilitate greater compliance with Policy 223, the MTSU Faculty Senate recommends that overload use by departments, and equity of overload use, be monitored annually using the annual departmental check-up or wellness process, and departments who are using overloads on a regular basis or in lieu of hiring qualified faculty or instructors be directed to provide an action plan to the appropriate Dean and Provost for alignment with Policy 223; and

BE IT FURTHER RESOLVED: Each fall semester, the university will provide a status report of overall compliance with Policy 223 and the Workload Guidelines to the Faculty Senate President which includes, but is not limited to, annual and trend data of faculty overloads, faculty requests for workload releases, granted workload releases, net workload, and other data which indicates department health and wellness. In addition, the university will provide department faculty with the annual check-up or wellness information data for their assigned department and college; and

BE IT FURTHER RESOLVED: By Fall 2025, if a department is in continuous violation of Policy 223 such that more than 25% of the faculty in that department are teaching overloads of 3 or more WU for more than two consecutive semesters, the faculty teaching overloads for the third consecutive semester will receive additional overload compensation of \$500 per WU.

Passed by a majority of the MTSU Faculty Senate November 6, 2023

FACULTY SENATE PROPOSAL

Submitted by:

Date: November 6, 2023

I. Proposal: **Salary Study Proposal**

Overview:

The proposal recommends that MTSU commission an independent salary study.

Proposal

1. A salary study [that includes tenured and tenure track faculty, adjunct faculty, full-time temporary faculty, and instructor faculty lines] will be conducted by an independent firm selected by the Faculty Senate and MTSU Administration. The study will be completed before the end of the 2025-2026 academic year. It will be funded by non-salary pool funds. The study will be disseminated to the Faculty Senate, the Office of the President, and the Office of the Provost. Communication with the independent firm before and during the study period will include the Faculty Senate President, President-Elect, and the Chair(s) of the Senate Finance Committee.

Rationale

MTSU has not conducted an outside, independent salary study since 1993, a thirty-year period of time. A new study is long overdue. The university is grappling with decisions related to the creation of a merit pay system, alleviation of salary compression and inversion, bringing faculty salaries up to 2020-2021 market rates, and market rate hiring of faculty from a wide variety of academic disciplines in both traditional academic and applied fields. Prudent decision making related to salaries and benefits requires data, including comparative and longitudinal data from peer institutions, that identifies weaknesses within the existing salary structure and salary policy strategies. A salary study would help to identify problems and needed reforms in the existing salary structure and with current salary policy strategies. It would provide decision makers with essential data with which to reform existing practices related to faculty salaries.

Passed by a majority of Faculty Senate

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