

CHAIRS' COUNCIL MEETING #4

Minutes

DATE 22 JAN 2024
TIME 3:00PM – 4:30PM
LOCATION ZOOM

COUNCIL BUSINESS

LATE DROP PROCESSING

Ron Henderson (*in absentia*)

- Some departments do not allow late drops from classes unless there are extenuating circumstances (policy appears on syllabi), but the university does not follow that policy and allows students to drop any time.
 - The question is: should this be a university policy or department-based?
 - How many departments allow students to drop a class at any time?
- Some of these no late-drop policies are because students can only retake a class so many times in certain programs (e.g., nursing only lets students retake a class once).
 - Nursing, no unless there are extenuating circumstances.
 - Physics and Astronomy, no unless there are extenuating circumstances.
 - Accounting, no unless there are extenuating circumstances.
- Issue: What about those students who are failing and want to drop simply because they are failing?
- Most leave to the discretion of faculty and program chair
- A university-wide or department policy helps protect the faculty from having to make those calls.

MERGER POLICY UPDATE

Amy Atchison, Chandra Story

- After they completed and wrote the report, they gave it to the faculty senate to help create an actual university-wide policy.
- We hope there is approval so that it can move on to the provost level.
- It is great that we are working with the faculty senate, as it shows a united front.

DUAL ENROLLMENT (DE) UPDATE

Matthew Duncan

- Met with Matt Hannah and Casey about DE.
- Issues addressed:
 - Low enrollment for those classes
 - The provost approves those. But chairs have to manage workloads.
 - DE students meeting in person on campus?
 - Impossible b/c the only schools that would work for are Central and Riverdale
 - DE at remote locations (e.g., Hendersonville).
 - We need more notice about that, and they said they are at the mercy of the new high schools added in those areas. Want DE to communicate with chairs as soon as they know.
 - Could there be a DE centralized location?
 - They had investigated that, but they would have to communicate with the high school partners.
 - Chairs not involved with instructors assigned to sections.

- They said that all of them were approved by some chair and some point and some time.
 - Lack of communication from DE office (slow responses, etc.).
 - They said part of the issue is that they don't get confirmation from the high schools until the last minute. They will encourage more communication. They will give us more information throughout the spring and summer to help with fall enrollment.
- Concern with accreditation issues. Do you send reviewers to the high schools to evaluate to ensure the coursework is comparable.
 - New policy document will be that new DE classes on ground will be observed once a year going forward.

MEETING WITH DEANS

Steve Severn

- Mon, February 5.
- 3:00 – 4:30PM
- Miller Ed Bldg. Conf Room (2nd floor)
- Will talk about graduate school concerns/issues.
- There will be cookies! 😊
- We want to be able to provide the provost a report at the end of the term regarding graduate school policies and procedures that says, “Here is what is going well, and here is what needs to be fixed.”

CHAIRS' COFFEE HOUR DATES

Steve Severn

- Wed Jan 31, Noon
- Tues Feb 20, 12:30
- Wed Mar 13, Noon
- Tues Apr 16, 12:30
- Voluntary – hang out in the KUC (outside cafeteria). Invites sent to email.

MERIT PAY UPDATE

Exec Council

- Chairs executive council (Ron Henderson, Steve Severn, Eric Oslund, and Mary Beth Asbury) with Mark in December before break.
- Merit pay is going to go forward.
 - Mark seems hesitant about it.
 - We will have to fundamentally change how we do evaluations.
 - Everything will have to be objective and operationalized – not just faculty evaluations but staff evaluations as well.
 - We don't know if it will be long term or short term.
 - We also don't know if it's a one-time bonus or if it becomes part of the salary.
 - Departments cannot opt out because it is being pushed by the Trustees.
 - The board comes from a business mindset and wants to reward performance.
 - Steve has worked at a university that did this previously, and it worked well. It ultimately helps raise salaries rather than waiting for market raises.
 - The president is putting together a campus-wide committee.
 - The provost is putting together a working group to work on the academics-side.
 - This year's faculty and staff evaluations will be the same as previous years.

- They hope to pilot the new evaluations next year (with no merit pay) and then implement them the following year (25-26).
- What will the stipulations be?
 - We need to bring in I/O psychologists and businesspeople who study and measure performance – we need to use their help with this process of developing an instrument.
 - It must be done well. We need to be watching this process closely. It could destroy our relationships with our faculty members.
- If faculty understand the way it's done, we can do it well. Could we base merit pay on two years instead of just one year?
- Concern – are we going to have a one-size-fits-all for evaluations. What about those departments that are very high on service?
 - There will be standard evaluations for categories (good, outstanding, etc.), but they should vary depending on the department.
 - P&T should be evaluated the same way they are currently evaluated.
- The issue is the timeline. We need to also know if it is recurring or not sooner rather than later because if we do not have a good evaluation system in place, we should just give it out equally.
 - But if we start with giving it equally and then go to a system, it will be an issue.
- This is determined by the board, so if this is going to happen, it's going to happen.
- But, when the market adjustment comes around, the people who got merit pay will be penalized.

DAC ACCOMMODATIONS

Steve Severn

- The accommodations that the DAC are approving and the methodology of which they determine them is questionable.
- Steve is meeting with Brian Hinote next week to come up with ideas and then will go to the provost.
- What should be considered a reasonable accommodation?
- Big issue – we should not have to change the fundamental modality of a class as an accommodation.
- Send Steve any concerns or issues you have with DAC by Friday, 1/26.

HIRING ISSUES

Steve Severn

- See link below for some concerns raised.
- If you have other concerns, add to the list below.
- The provost said that if we provide a specific list, they will consider it.

Please provide additional items:

https://mtmailmtsu-my.sharepoint.com/:w:/g/personal/ssevern_mtsu_edu/EetwD8ZgFEhPrsCjpOQMrZkBZQ7V-JxF_7ZHfV14QUAb2g?e=OJghOl

P&T POLICY WORKING GROUP

Steve Severn

- The group was set up last summer. It is going to start working again.
- If you have thoughts about the current policies, please let the group know.
- The university wants to overhaul P&T policies.

FAC SEN OVERLOAD STUDY

Steve Severn

- See attached file.
- Often, departments that are having trouble hiring people have a lot of overloads. When you have that discussion with Mark about more faculty, you need to point to that document to advocate for more lines.

NEW BUSINESS

Steve Severn

- Is the provost considering doing something about adding instructor lines?
 - Not now.
 - They are not giving money for promotions or merit for instructors right now.
- Market adjustments – announced today from Becky. They were not high, especially for assistant professors.

CHAIRS' PROVOST MEETING
Attendants
January 22, 2023

	COLLEGE OF BASIC AND APPLIED SCIENCES	
x	Dr. Chaminda Prelis	Aerospace
	Dr. Jessica Carter, Director	Agriculture (School of)
x	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
	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
x	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
	Dr. Tim Greer	Information Systems and Analytics
x	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
	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
x	Dr. Amy Atchison, interim	Global Studies and Human Geography
x	Dr. Emily Baran	History
x	Dr. Chris Dye, Interim	Music (School of)
x	Dr. Mary Magada-Ward	Philosophy and Religious Studies
x	Dr. Amy Atchison	Political Science and International Relations
x	Dr. Brandon Wallace	Sociology and Anthropology
x	Ms. Kristi Shamburger, Interim	Theatre and Dance
	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	Michelle Conceison	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

Summary of Faculty Teaching Overload as Percent of Total Faculty, Three-Year Average

College	Department	Three Year Average	AY 2020-2021			AY 2021-2022			AY 2022-2023		
		% of Faculty teaching OVL	# of faculty teaching OVL	# of Faculty	% of Faculty teaching OVL	# of faculty teaching OVL	# of Faculty	% of Faculty teaching OVL	# of faculty teaching OVL	# of Faculty	% of Faculty teaching OVL
Basic & Applied Sciences	Aerospace	76%	16	18	89%	12	19	63%	15	20	75%
	Agriculture	8%	0	18	0%	2	17	12%	2	18	11%
	Biology	21%	10	40	25%	9	40	23%	6	40	15%
	Chemistry	5%	5	38	13%	0	35	0%	1	34	3%
	Computer Science	12%	1	15	7%	1	14	7%	3	13	23%
	Concrete & Construction Mgmt	7%	1	9	11%	1	9	11%	0	9	0%
	Engineering Technology	34%	3	13	23%	6	14	43%	5	14	36%
	Geosciences	69%	7	11	64%	8	11	73%	7	10	70%
	Mathematical Sciences	16%	7	42	17%	6	41	15%	7	40	18%
	Physics and Astronomy	8%	2	16	13%	1	16	6%	1	16	6%
	Total		22%	52	220	24%	46	216	21%	47	214
Behavioral & Health Sciences	Criminal Justice	51%	6	12	50%	6	13	46%	7	12	58%
	Health and Human Performance	64%	28	38	74%	24	38	63%	21	39	54%
	Human Sciences	33%	5	19	26%	6	21	29%	7	16	44%
	Nursing	38%	13	28	46%	13	25	52%	4	28	14%
	Psychology	5%	3	42	7%	2	41	5%	1	38	3%
	Social Work	6%	0	11	0%	0	13	0%	2	12	17%
	Total		33%	55	150	37%	51	151	34%	42	145
Business	Accounting	9%	2	23	9%	2	22	9%	2	21	10%
	Economics & Finance	10%	4	30	13%	3	28	11%	2	29	7%
	Information Systems & Analytics	9%	0	19	0%	2	19	11%	3	19	16%
	Management	5%	2	30	7%	2	32	6%	1	32	3%
	Marketing	7%	1	21	5%	2	19	11%	1	18	6%
	Total		8%	9	123	7%	11	120	9%	9	119
Education	Educational Leadership	10%	1	24	4%	2	24	8%	4	23	17%
	Elementary and Special Education	38%	4	19	21%	9	20	45%	9	19	47%
	Total		23%	5	43	12%	11	44	25%	13	42
Liberal Arts	Art & Design	81%	19	25	76%	23	26	88%	21	27	78%
	Communication Studies	28%	4	27	15%	10	23	43%	6	24	25%
	English	2%	1	76	1%	0	75	0%	3	73	4%
	Global Studies	13%	2	5	40%	0	5	0%	0	6	0%
	History	12%	8	43	19%	5	45	11%	3	47	6%
	Music	28%	13	36	36%	8	37	22%	9	36	25%
	Philosophy	4%	0	10	0%	1	9	11%	0	10	0%
	Political Science & International Relations	30%	6	14	43%	5	15	33%	2	15	13%
	Sociology & Anthropology	12%	0	22	0%	4	21	19%	4	22	18%
	Theatre & Dance	4%	1	18	6%	1	19	5%	0	18	0%
	World Languages & Literatures	15%	3	24	13%	3	23	13%	4	22	18%
	Total		19%	57	300	19%	60	298	20%	52	300
Media & Ent.	Journalism & Strategic Media	2%	0	21	0%	1	20	5%	0	20	0%
	Media Arts	49%	12	23	52%	12	23	52%	11	26	42%
	Recording Industry	19%	3	28	11%	6	29	21%	7	29	24%
	Total		24%	15	72	21%	19	72	26%	18	75
University Studies Total		39%	10	29	34%	12	30	40%	13	31	42%
University Total		22%	203	937	22%	210	931	23%	194	926	21%