

University Council
Monday, November 8, 2021
Meeting conducted via Zoom

1. Call to Order

Provost Kimberly McCorkle called the meeting to order at 8:30 a.m.

2. Roll Call

Mr. Joe Smith called the meeting to order. Those in attendance were Mr. David Atkins, Ms. Bridget Baird, Dr. Bill Block, Mr. Scott Carter, Dr. Cheri Clavier, Dr. Susan Epps, Ms. Joy Fulkerson, Dr. Mark Fulks, Dr. Lisa Haddad, Dr. Nick Hagemeyer, Ms. Meghan Heimbach, Mr. Stephen Hendrix, Dr. Michael Hoff, Mr. Anthony Johnson, Dr. Keith Johnson, Dr. Chris Keller, Dr. B.J. King, Dr. Karen King, Dr. Sam Mayhew, Dr. Kimberly McCorkle, Mr. Mason Mosier, Dr. Arpita Nandi, Dr. Brian Noland, Ms. Pam Ritter, Mr. Jeremy Ross, Dr. Don Samples, Dr. Janna Scarborough, Dr. Joe Sherlin, Dr. Jeff Snodgrass, Ms. Jessica Vodden

3. Standing Items

3.1 Approval of Minutes of October 11 meeting

Dr. Susan Epps made a motion to approve the October 11 meeting minutes. Dr. Stephen Hendrix seconded the motion. No changes to the minutes were requested. The minutes were approved.

3.2 Review Agenda

Provost McCorkle noted that President Noland was away at a conference and would not be presenting his report (item 6). Dr. Epps clarified that the report coming from Dr. King is not on behalf of the University Governance Organization Sub-Council but rather the Budget and Strategic Planning Committee.

3.3 Call for Voluntary Reports

Faculty Senate: President Hendrix reported that resolutions are moving through related to COVID-19.

Staff Senate: President Fulkerson noted that the Holiday Food Drive is underway.

Council of Chairs: Dr. Jeff Snodgrass said an all-chairs meeting was held recently and that a one- or two-day retreat is planned for January.

Athletics: Director Scott Carter reported on an outstanding Homecoming weekend. Other updates on fall sports programs: men's and women's soccer have completed their seasons; both men's and women's golf have also completed their seasons and are nationally ranked; triathlon is competing in a national championship; volleyball is also

concluding its season; football is continuing to do well; and basketball season has begun.

SGA: President Mosier reported that Homecoming went very well.

3.4 Sub-Council Report – Budget and Strategic Planning Committee

Dr. B.J. King shared a summary report of first-quarter financial activities. This information will be shared with the ETSU Board of Trustees during its November 19 meeting. A copy of the four-page report was included with the board materials.

Highlights of the report:

- In terms of unrestricted E&G, revenues from Sept. 2020 to Sept. 2021 are up, driven by medicine and family medicine. Enrollment was up at Quillen College of Medicine, and the Medical Resident Participation Agreements were also reflected.
- Main campus is down due to decline in enrollment; slightly offset due to increase in state funding.
- Investment income is higher in the first quarter than last year.
- There was an increase in receipts from other activities due to the fact that campus is back up running and more activities are taking place that generate revenue.
- Expenditures were down on main campus and with the Gatton College of Pharmacy, mostly due to decline in enrollment.
- Scholarships are down with enrollment and the out-of-state tuition reset.
- Expenditures are up for medicine and family medicine for utilities, maintenance contracts and payments to medical residents.
- In terms of unrestricted E&G, tuition and fees were down \$3.9 million; the out-of-state tuition reset was a contributing factor to this.
- State appropriations are up.
- The ability to transfer to other funds has been lessened due to limited funds.
- Funding for research activity was down over first quarter from last year.
- Academic support has increased (led by carry forwards from main campus and College of Medicine).
- Auxiliaries are up due to increase in housing occupancy and participation in meal plans.
- Restricted funds are up; a significant driver was the HEERF funding that was distributed to students.

Dr. King concluded her report by stating that we need to continue pushing enrollment growth across campus.

4. Action Items

4.1 Old Business

There were no old business items to discuss.

4.2 *New Business*

4.2.1 *ETSU KPI and 125 Update*

Dr. Hoff reviewed the KPI groups that were first determined in 2014. These include Student Experience; Diversity and Inclusion; Empowering Employees; Excellence in Teaching; Research and Grant Activity; and Regional Stewardship. Data from the KPIs are used to demonstrate how the institution is performing and to devise strategies to improve performance.

Overall, Dr. Hoff feels that the institution is performing well in light of the fact that there have been challenges with enrollment. Recent outcomes from the Great Colleges to Work For survey are the highest ever.

4.2.2 *Letter of notification for the Master of Music*

Dr. Bill Flora discussed a letter of notification for the creation of a Master of Music program. If approved, the letter would be taken before the ETSU Board of Trustees. Dr. Janna Scarborough made a motion to approve the letter, and the motion was seconded by Dr. Susan Epps. The motion passed.

4.2.3 *Flex Time Policy*

4.2.4. *Leave Policy – Holidays*

4.2.5 *Leave Policy – Air Auxiliary Civil Air Patrol*

Kay Lennon-McGrew and Lori Erickson provided context for each of these policies. For the policy regarding holiday leave, Dr. Scarborough asked if clarification could be made for the University School holiday schedule and said she would email more information to Lori Erickson.

The University Council voted on each of these three policies separately.

- Flex Time Policy: Motion made by Dr. Don Samples, seconded by Mr. Hendrix; motion passed.
- Leave Policy: (Holidays): Motion made by Dr. Susan Epps, seconded by Mr. Atkins; motion passed.
- Leave Policy: (Air Auxiliary Civil Air Patrol): Motion made by Dr. Don Samples, seconded by Dr. Susan Epps; motion passed.

4.2.6 *Laboratory Closeout Policy*

4.2.7 *Contractor Workplace Health and Safety Policy*

Kay Lennon-McGrew and Dr. Mark Jee provided context for each of these policies. In response to a question, Dr. Jee explained that in some instances the college/department

may have to cover the costs for the removal of chemicals/waste from a lab that is closing.

The University Council voted on each of these two policies separately. Both policies passed.

4.2.8 Obsolete Policies

Kay Lennon-McGrew and Lori Erickson provided context for this policy which looked at policies at ETSU that are no longer needed. As Ms. Erickson explained, some of these policies being discussed are actually procedures.

Dr. Epps made a motion for approval that was seconded by Mr. Atkins. The motion passed.

5. Information Items/Presentations

Dr. Bill Flora reported on a master of applied data science program that is undergoing final revisions before it is submitted to THEC.

6. President's Report

Dr. Noland was unable to attend the council meeting to give the report.

7. Announcements

Dr. Epps shared the link to the University Governance Organization website.

Dr. Sam Mayhew shared news about the upcoming Open House event at ETSU.

Dr. Keith Johnson reported that recent climate survey data is available on the Equity and Inclusion website.

Dr. Karen King updated the council on upgrades to the residence halls. She also discussed a new status portal that has been installed.

Joy Fulkerson reminded everyone of the holiday drive.

Dr. Cheri Clavier thanked those who attended the recent SACSCOC kick-off meetings and reported on upcoming meetings with the writing teams and others involved.

8. Adjournment

Dr. McCorkle adjourned the meeting at 9:58 a.m.