

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
ACADEMIC AND STUDENT AFFAIRS COMMITTEE

MINUTES

February 22, 2019  
Johnson City, Tennessee

The East Tennessee State University Board of Trustees Academic and Student Affairs Committee met at 10:15 a.m. on Friday, February 22, 2019, at the Millennium Center.

I. Call to Order

Dr. Linda Latimer, chair of the Academic and Student Affairs Committee, called the meeting to order.

II. Roll Call

Deputy Secretary Mr. Nathan Dugger called the roll. Board members in attendance were:

Dr. Linda Latimer, Chair  
Dr. Fred Alsop  
Janet Ayers  
David Golden  
Scott Niswonger, Chair, Board of Trustees

Guests in attendance included: Dr. Bert Bach, Provost and Vice President for Academic Affairs; Dr. Wilsie Bishop, Vice President for Health Affairs; Dr. William Block, Dean, Quillen College of Medicine; Dr. William R. Duncan, Vice Provost for Research; Dr. Susan Epps, Professor, Allied Health Sciences; Dr. Bill Flora, President, Faculty Senate; Dr. Virginia Foley, Associate Professor, Educational Leadership and Policy Analysis; Dr. Mike Hoff, Associate Vice President for Institutional Research and Chief Planning Officer; Dr. Jeff Howard, Associate Vice President for Student Engagement; Dr. Jane Jones, Chief of Staff and Associate Vice President; Dr. Karen King, Chief Information Officer and Senior Vice Provost for Information Technology Services; Dr. Sam Mayhew, Assistant Vice President for Student Affairs; Pam Ritter, Vice President, University Advancement; Dr. Don Samples, Dean, College of Clinical and Rehabilitative Health Sciences; Dr. Joe Sherlin, Vice President for Student Affairs; students Hashem Al Sadah and Aziz; Nathan Dugger, Deputy Secretary; and Ms. Jennifer Hill of University Relations (taking minutes).

III. Approval of the Committee Minutes from November 16, 2018

Trustee Alsop made a motion that the minutes of the November 16, 2018, meeting of the committee be approved and submitted. Trustee Golden seconded the motion and the minutes were unanimously approved.

IV. Recommend Bylaw Amendment: Name Change for the Committee

Chair Latimer recommended amending the Bylaws to change the name of the Academic and Student Affairs Committee to Academic, Research, and Student Success Committee to more accurately reflect the committee's responsibilities, particularly in light of the recent Ballad Health merger and the emphasis on student success. Following discussion, Trustee Ayers made a motion to approve the recommendation. Trustee Golden seconded the motion, and the recommendation was unanimously approved.

V. Tenure Appointment with the Rank of Professor in the University Library for Mr. David Atkins

Dr. Bert Bach presented a recommendation to award tenure and the rank of full professor to David Atkins, who joined the university as Dean of University Libraries on Jan. 1, 2019, after serving as department head and professor of Branch Libraries and Collection Logistics at the University of Tennessee at Knoxville. Trustee Golden made a motion to approve the recommendation; this was seconded by Trustee Alsop and unanimously approved.

VI. Tenure Appointment with the Rank of Professor in the Department of Rehabilitative Health Sciences for Dr. Jeff Snodgrass

Dr. Bach presented a recommendation to award tenure and the rank of full professor to Dr. Jeff Snodgrass in the Department of Rehabilitative Health Sciences. Dr. Snodgrass came to ETSU from Milligan College, where he was Chair and Professor of the Department of Healthcare Administration and Occupational Therapy. Trustee Ayers made a motion to approve the recommendation; this was seconded by Trustee Golden and unanimously approved.

VII. Academic Action Notifications for the Period of August 1, 2018, through December 31, 2018

Dr. Bach presented a listing of academic actions submitted to the Tennessee Higher Education Commission (THEC), which included the establishment of a new

certificate program and new concentration and termination of older concentrations, name changes for programs/concentrations, program/concentration name changes, and change in the delivery mode of an existing program. He also presented a listing of academic action notifications to be submitted to the Board of Trustees. This listing primarily consists of updates to programs and changes in program admission requirements. Dr. Bach recommended approval of these notifications with the correction of one typographical error. No motion was required.

#### VIII. Graduate Medical Education's Annual Institutional Review, Executive Summary

In the absence of Dr. David Linville, Associate Vice President for Health Affairs, Mr. Nathan Dugger called the committee's attention to the executive summary in the meeting packet providing information on the Annual Institutional Review of Graduate Medical Education. He noted that this is presented to the Board for review as part of the accreditation component. Chair Latimer noted that committee members could review the report.

#### IX. THEC Quality Assurance Funding Results and Overall Impact to ETSU

Dr. Mike Hoff delivered a presentation (PowerPoint slides included in meeting packet) on ETSU's results in the THEC Quality Assurance Funding Review. He stated that faculty create quality, and ETSU is doing a better job as indicated by its highest numbers ever in the 2015-2020 review cycle, going from 88 points in 2015-16 to 91 in 2017-18. The university received high marks in all categories; ETSU remained at or above levels from the previous year in the general education assessment, academic programs, institutional satisfaction studies and focus populations, and was down one point each in the major field assessment and adult learner success categories. Dr. Hoff noted that in academic programs, the university is working to achieve accreditation on a couple of programs. He pointed out that in satisfaction studies, ETSU benefits from its partnership with its own Applied Social Research Laboratory and is able to conduct four surveys per year; the university used the PEG Alumni Survey, which surveys alumni of all generations, and ETSU's alumni affinity score is up two points and is only one point from the overall university average. In speaking of the adult learner success category, Dr. Hoff noted that while the male population does not persist to graduation as well as the female population, ETSU is going in a good direction and is looking at success initiatives that would help both adult learners and incoming freshmen. Dr. Hoff's presentation outlined next steps in all of the review categories. In discussion, Trustee Golden expressed concern about the traditional terminology of "adult learners," because all college-age students are adults. Trustee Alsop questioned whether the university had been impacted by the Tennessee Reconnect program, and Dr. Hoff replied that it had not; he stated that while there was initially a lot of interest in the program, it has not yet yielded the hoped for results.

## X. Other Business

### A. Agenda Items for Upcoming Meetings

Chair Latimer stated that two permanent agenda items for the committee going forward will be Strategic Discussion and Enterprise Risk Management (ERM). These agenda items will address matters assigned specifically to the committee.

Following discussion, it was also determined that agenda items on Academics, Research, and Student Success will be added in the future.

### B. Open Discussion

Chair Latimer opened the floor for general discussion. Some of the items discussed included:

- **Budget.** Trustee Alsop noted that the campus is waiting to see Gov. Bill Lee's budget to learn about possible capital outlay for such projects as a new humanities building and the Lamb Hall renovation, as well as funding for STEM initiatives.
- **Enterprise Risk Management.** Trustee Golden defined ERM as a deliberate assessment of the risks in each operational silo of an organization and a ranking of all the risks across those silos to determine the most important things on which to focus. He noted that the Audit Committee is driving this process for the Board, and the items coming out of it will be distributed among the committees. He commended the audit director and the university committee for their work in this process.  
Some of the ERM risk items this committee may address include student success, attraction and retention of qualified faculty and staff, and succession planning. In discussion that ensued regarding the funding required for staffing, Chair Latimer requested that Dr. William Block and Dr. Wilsie Bishop identify a point person who could provide regular reports to the committee regarding the vision, goals, strategy, metrics and timeline that would be established by the committee.
- **Communication.** Trustee Alsop noted that silos exist on campus, where those in one college or department are unaware of the exceptional programs and activities in another college/department. Chair Latimer and Trustee Golden also noted instances in which recent visits to campus by nationally known speakers did not receive mentions in some regional newspapers. Committee members questioned how to grow awareness of the excellent things happening on campus and what ETSU means to the region.
- **Research.** Chair Latimer said the committee needs to break down research and get a greater clarification and understanding of ETSU's grant activity. She stated that vision, goals, strategy, metrics and timelines are needed. Trustee Ayers suggested benchmarking ETSU's research activity against top

research institutions. Chair Latimer suggested partnerships with other universities and private industry.

- **Student Assessments of Instruction (SAIs).** In response to a question from Board Chair Scott Niswonger regarding student satisfaction measurements that were referenced in the presentation on THEC Quality Assurance Funding, Dr. Hoff noted that SAIs are administered at the end of each semester. Discussion ensued on the uses of the resulting SAI data.
- **Civics testing for graduating seniors.** Trustee Niswonger suggested that ETSU create and implement a civics test to be administered to seniors prior to graduation, similar to one required in the state of Florida.
- **Corporate partnerships.** Trustee Niswonger discussed corporate partnerships that have enabled other universities to expand academic programs and offset tuition, and suggested that similar efforts could take ETSU into the future.

There being no further business, Chair Latimer adjourned the meeting at 11:35 a.m.

Respectfully submitted,



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David Linville  
Secretary of the Board of Trustees

Approved by the Board of Trustees at its April 26, 2019 meeting.