

Faculty Senate Agenda

May 3, 2021

3:30 p.m.

CALL TO ORDER

ATTENDANCE

APPROVAL OF MINUTES

April 5, 2021

PRESIDENT'S REPORT: Senator McFaddin

GUEST SPEAKERS:

- Jenna Smith – SGA Update (*tentative*)

UNFINISHED BUSINESS:

- (*if any*)

NEW BUSINESS:

- Policy Updates – Haley Norberg
 - Policy 8.3.2 – Nepotism and Amorous Relationships (*Information Only*)
 - Policy 3.2.1 – Intellectual Property (*Information Only*)
 - Policy 1.1.1 – Policy on Policies (*Information Only*)
- R&R Motion on Proposed Revision to Policy 4.7.4 – Faculty Grievances (**Action Item**)
- Report from Council on Academic Affairs – Associate Provost Wies
[See separate [PDF file](#) for the curriculum forms – 56 pages]
- Bookstore Update – Senator Winslow
- Other (*if any*)

REPORTS & QUESTIONS:

Executive Committee: Senator Ciocca
Faculty Regent: Senator Marion
COSFL Representative: Senator Woodruff
Provost: Senator Pogatshnik

STANDING COMMITTEES:

Academic Quality Committee: Senator Jones, Chair
Budget Committee: Senator Woodruff, Chair
Elections/University Nominations Committee: Senator McCardle, Chair
Information Technology Committee: Senator Nachtwey, Chair
Rights & Responsibilities Committee: Senator McKinney
Rules Committee: Senator Kay, Chair
Welfare Committee: Senator Gremp, Chair

AD HOC COMMITTEES:

Review Open Textbook Resources: Senator Woodruff (*reporting for Kelly Smith, Chair*)

ADJOURNMENT

FACULTY SENATE MINUTES

April 5, 2021

3:30 p.m.

The Faculty Senate of Eastern Kentucky University met on Monday, April 5, 2021, via Zoom. Chair Ciocca called the sixth meeting of the academic year to order at approximately 3:30 p.m.

The following members were absent: P. Kraska, J. LaPlante, C. Neumann*, C. Pinion, J. Pogatshnik*, A. Schilling*, L. Squicciarini, E. Styer*^, B. Woodruff*^

** Indicates prior notification of absence*

^ ALT Mengkun Yang attended for E. Styer

^ ALT Bob Houston attended for B. Woodruff

APPROVAL OF MINUTES:

Senator Crosby moved approval of the March 1, 2021 minutes as written, seconded by Senator Burns. **Motion carried.** (YES = 48 votes NO = 0 votes ABSTAIN = 1 vote) (See also: [Individual Votes](#))

REPORT FROM THE PRESIDENT: Senator McFaddin

Our students cannot reach their goals and dreams without you, and this holds true at any stage of the student life cycle. Those struggling with final assignments and projects need our support and encouragement to stay the course and button up these last few weeks to finish courses and degrees. Some will question their return to college and retention rates show some opportunities for intervention. Be mindful of the role we all play in keeping students here, returning students are an important piece of our enrollment picture. Summer term enrollment looks strong and has seen successful growth trends; please continue to encourage this option for students. The summer term is beneficial to the University in several ways.

We will continue to focus on student recruitment through the summer for our class of 2025. Next year's incoming freshmen class will come to us with distinct experiences and potential challenges due to the level of disruption they've seen in their high school instruction, transfers could face similar challenges. In addition to academic support, we should be mindful of the unique social and emotional needs related to pandemic adjustments and will continue to support the full student experience through wraparound services like ECU's Counseling and Student Success Centers. We will continue meeting students where they are, propping them up, and at times, pushing them forward. Giving students our support and personal attention is a signature piece of the Eastern experience, and they need it now more than ever. We see how it works in student after student. ECU changes lives, it changes families, it changes communities. When we celebrate the success of a student like Nick Koenig, Rhodes Scholar finalist, Goldwater Scholarship recipient, National Collegiate Honors Council (NCHC) Student of the Year, and student leader, that success amplifies the work we all do to offer opportunity.

We not only recognize student success but also faculty achievement. Each year our highest honors go to our Foundation Professors. Congratulations to the latest recipients, Dr. Myra Beth Bundy, and Dr. Jennifer Spock. Faculty leadership is always vital, and faculty will be an important voice as we head into our next strategic planning process. I thank those of you already involved in our various President's councils that are working to shape who we aspire to be as a university.

A campus message was sent out last week about a slight reorganization within the Student Success and Student Life Divisions. We've seen a few units moving out of what was the combined Student Success and Student Life Area to now reporting to Dr. Dannie Moore who has a very broad and very successful track record of leading in student success areas and student life areas.

We are excited to celebrate the success of our spring graduates May 7-8 with our first in-person commencement ceremonies in 17 months. There will be 5 ceremonies at Roy and Sue Kidd Stadium across Friday and Saturday. For those ceremonies, if the ceremonies are hosted outdoors, students will be allowed up to five tickets each. If the ceremonies are moved indoors, there will be no guest seating. The alternate location will be the Coliseum.

We have a more refined financial picture as we enter our budget building and planning phases. We are working diligently to overcome post-pandemic enrollment shifts and hope to continue closing gaps and yielding a strong class of new Colonels. In terms of legislative factors affecting our resources, the final budget bill does not change ECU's base general fund appropriation. Performance funding will see an overall 2% increase with \$17,307,100 available in FY 2021-22. Legislative changes to the performance-funding model call for new higher ed revenue to be applied through performance funding, while allocating base budgets through state general fund appropriations. This will be a much-improved performance funding model. With the passage of [House Bill 8](#), a total of \$8.9 million was allocated to cover ECU's KERS employer contribution increase in FY 2021-22. The bill also includes changes to the employer portion of the state pension liability, and we will continue to work to ensure ECU only assumes our assigned and accurate pension obligations for our personnel, without taking on liabilities from other state agencies.

As we push through to close out this semester, thank you for your adaptation and perseverance. Our goals as an institution remain the same, but how we reach those goals and seek to educate and innovate will continue to evolve as we respond to internal and external factors.

GUEST SPEAKERS:

Web-Based Trainings & Resources. Roshaon Tyter, ECU's account representative with Academic Impressions, shared [membership information](#) and gave a [presentation](#) on skill building resources available for faculty through web-based trainings. The trainings and resources are available to all full-time and part-time ECU employees.

Increasing Diverse Faculty. Dr. Roger Cleveland informed the Senate that preliminary discussions are underway on campus to increase diverse faculty at ECU and to develop a diverse faculty recruitment and retention plan. It should be noted that in order to increase diversity and create a culture that is inclusive, we must first have an infrastructure that really says that we're serious about this. That infrastructure is in place now.

He shared [information](#) compiled by CPE which shows that ECU has the lowest percentage of ethnically diverse tenured/tenure-track faculty of all public institutions in the Commonwealth. The question is why? Dr. Cleveland plans to visit with Senate and other groups on campus at a later date to solicit information, ideals, thoughts and strategies on ways to increase our diverse faculty.

Student Government Association. Eyouel Mekonnen announced that the SGA elections were held at the end of March. Jenna Smith was elected as the new SGA president with Kennedy Nguyen elected as Executive Vice President.

NEW BUSINESS:

[Policy 4.1.4 – Course Syllabi.](#) Senator Winslow moved to approve the revision to Policy 4.1.4, seconded by Senator Cizmar. **Motion carried.** (YES = 45 votes NO = 1 vote ABSTAIN = 1 vote)
(See also: [Individual Votes](#))

[Report from Council on Academic Affairs.](#) Associate Provost Wies presented the following curriculum proposals for approval and additional materials for review and notification.

NEW PROGRAM

COLLEGE OF HEALTH SCIENCES

Health Promotion & Administration

1. Minor in Substance Use Prevention

NEW CONCENTRATION

Educational Leadership and Counselor Education

2. Ed.D. Educational Leadership & Policy Studies
Create an additional concentration area in Curriculum Leadership for Social Justice

PROGRAM REVISIONS

COLLEGE OF BUSINESS AND TECHNOLOGY

School of Applied Sciences & Technology (AETM)

3. B.S. Aviation
4. Minor in Aerospace Management

School of Business (SBUS)

5. B.B.A. General Business
6. B.B.A. Risk Management and Insurance
7. Minor in Entrepreneurship

COLLEGE OF EDUCATION

Curriculum & Instruction

8. Rank I – Elementary and Middle Grade Education
9. Rank I – Secondary Education and P-12

COLLEGE OF HEALTH SCIENCES

Applied Human Sciences

10. B.S. Child and Family Studies

Exercise and Sport Science

11. M.S. Exercise and Sport Science
12. B.S. Sport Management
13. B.S. Public Health

14. Bachelor of Science (B.S.) & Master of Public Health (M.P.H) Public Health Accelerated 3 + 2 Dual
15. Minor in Public Health
16. Certificate in Public Health
17. Master of Public Health (M.P.H.)

School of Nursing

18. Master of Science in Nursing (M.S.N)

COLLEGE OF LETTERS, ARTS, AND SOCIAL SCIENCES*Communication*

19. B.A. in Broadcasting and Electronic Media
20. B.A. in Public Relations

Psychology

21. M.S. in General Psychology: Applied Behavior Analysis Concentration:
22. Minor in Veterans Studies
23. University Certificate in Veterans Studies

School of Music

24. B.M. in Music with an Emphasis in Music Industry-Recording Arts:

COLLEGE OF SCIENCE

25. Environmental Education undergraduate certificate
26. Environmental Education graduate certificate
27. Environmental Sustainability and Stewardship Undergraduate Certificate

Computer Science

28. B.S. Digital Forensics and Cybersecurity
29. Certificate in Cyber Security and Digital Forensics (undergraduate)
30. Certificate in Cyber Security and Digital Forensics (graduate)
31. M.S. in Computer Science

Action Items

32. Enrollment Management Memo: Non-Degree Seeking Language Update
33. Recommendations for Accreditation Language for Admissions and Transfer Credit

Information Item

34. **COLLEGE OF LETTERS, ARTS, AND SOCIAL SCIENCES**

Anthropology, Sociology, and Social Work

Memo: Departmental Reorganization

Separation and Creation of Dept. of Social Work

Senator Crosby moved approval of items 1 - 31, seconded by Senator Winslow. **Motion carried.** (YES = 49 votes NO = 0 votes ABSTAIN = 1 vote) (See also: [Individual Votes](#))

Items #32-34 were presented for information only.

Nominations for Faculty Senate Chair. Senator Bishop-Ross nominated Senator Crosby for Senate Chair for the 2021-2022 academic year. Election will occur at the May Organizational meeting.

Nominations for Faculty Senate Vice Chair. Senator Bishop-Ross nominated Senator Kay for Senate Vice Chair for the 2021-2022 academic year. Election will occur at the May Organizational meeting.

Senator and Committee Vacancies List. The senators were encouraged to review the list carefully and inform the Senate chair and secretary of any discrepancies and/or updates.

GENERAL & STANDING COMMITTEE REPORTS:

REPORT FROM SENATE CHAIR: Senator Ciocca

The Executive Committee met on March 22, 2021 at 3:30 PM via the Zoom Platform. Below are highlights from the meeting.

- *Policy Update – Haley Norberg*
 - Policy 4.3.5 – Drop or Withdrawal from Courses, which was approved by Faculty Senate in March, was posted online for public comments this morning and will remain available through April 5.
 - Senator Crosby moved to present Policy 4.1.4 – Course Syllabi at the April Senate meeting for action, seconded by Senator Woodruff. Motion carried unanimously. Immediately following the XC meeting, the policy was distributed to the senators to share with their colleagues to gather feedback for discussion at the April Senate meeting.
 - Two policies (Academic Credit and Intellectual Property) are currently under review and revisions should be completed by the end of the semester. The policies should be ready for vetting in the fall semester.
- *Policy Commenting Period for administrative Policies*
Administrative policies are listed for information only on the Senate agendas so that faculty are aware of policy changes that may have an effect on employees. As administrative policies are not action items for Senate, paperwork for those policies will not be available until they are posted online for the 14-day commenting period. If available, Ms. Norberg will attempt to post administrative policies for the 14-day commenting period as close to Senate meetings as possible.
- *2021-2022 Senate Schedule*
It is anticipated that in-person meetings will be possible next year. With that in mind, a tentative schedule of Senate meetings and XC meetings was shared. The tentative list will be included in the May Senate packets for the organizational meeting.
- *Senator and Committee Vacancies*
A tentative list of senator and committee vacancies was shared. The information has been shared with all chairs asking that replacements be named in time for new members to attend the May organizational meeting.

Chair Ciocca reminded senators of the following:

- Make sure to forward all committee minutes for fall and spring to our secretary for posting on the website.
- Inform the chair and secretary if you will be on sabbatical or other leave in the fall or spring and who your Senate replacement will be for the time that you are out.
- Forward information on new senators and alternates to our secretary.

REPORT FROM FACULTY REGENT: Senator Marion

The Board of Regents met on Thursday, March 4th. The next meeting is scheduled for June 17th. The most recent meeting can be streamed on the [EKU E-Presence YouTube page](#). Included in the meeting were approvals related to the Board Innovation Fund applications and Board's support of an agreement to join the ASUN conference in athletics. A brief synopsis of the meeting and a recap of some follow-up that occurred after the meeting is described below. Additionally, some CPE-related news items are also provided.

Board of Regents Meeting Summary

The meeting agenda from March 4th is available at <https://regents.eku.edu/agendas-0>. The Board received an update regarding enrollment and student progress ([video link](#))

- *Enrollment & Student Progress Update*
 - For Spring 2021, e-campus enrollment was up 5.2% (n = 3,440) and graduate enrollment was up 2.7% (n = 2,366). Also, new freshman and transfers were up 7.2% (n = 534).
 - Total enrollment (N = 12,211) was down (-3.2%); however, some of the decline for the year was already anticipated and budgeted.
 - In student life, signature event planning is on-going for closing out the spring term with a program to enhance the student life experience for students on-campus and in the community.
 - Downward statewide trends in FAFSA application rates and college-going student rates are requiring that the University remain vigilant in engaging everyone in an all-hands-on-deck approach related to enrollment, recruitment, and retention goals.
- *University Budget:* The university budget was designed to be smaller going into this year due to anticipated enrollment projections and while the amount of revenue from tuition and fees is lower than the previous year, expenses were also reduced, and the university remains on budget. The financial update report can be [viewed here](#).
- *Strategic Planning Process Update:* The Board was apprised of the ongoing work of the strategic planning co-chairs (Drs. Jennifer Wies and Bethany Miller) and the Board also received an update on the timeline for the adoption of the next strategic plan. ([View here](#))
 - Phase I (done in 2020) indicated that EKU stakeholders are committed to “school of opportunity” mission including service to the EKU service region and first-generation college students.

- The creation of draft materials related to the mission, values, goals, and how to integrate reporting metrics remains on-going (Spring 2021) with the intent that in Fall 2021 a draft plan will be able to be released for stakeholder feedback.
- The planned timeline is that the new strategic plan will be finished/approved and launched in August 2022.
- *Legislative Update:* Ethan Witt and President McFaddin gave updates related to ECU's position on a KERS-related pension bill, while also highlighting that ECU has identified at least \$15 million of assigned pension liability that is presumably incorrectly assigned to the university. Ethan Witt also provided information on the status of a bill to revise the performance-based funding model to a model that received consensus support of the university presidents. The new model sets a base floor for each school and new funds coming into the system, would be able to be provided through performance incentives rather than using the performance funding model to remove funds from university base budgets to re-allocate elsewhere in the system.
- *Board Innovation Funds:* Dr. Tom Martin provided an introduction and gave a recap of the proposals reviewed by the Board Innovation Fund committee. Overall 12 applications were submitted requesting \$600,000. Three awards were recommended for \$115,000 in total.
 - *Alternative Textbook Challenge Grant, Round 2:* Kelly Smith, University Librarian, provided a recap of the \$23,000 spent from the initial \$25,000 investment in the previous funding round. The projected savings from the first OER award are \$327,000 annually. A total of \$50,000 were requested in this round, and the anticipated impact would be \$8.5 million in savings over the next five years. The savings will now be directly to the university rather than the students due to the textbook/book smart scholarship model. Chair Diaz was very supportive of OERs and the initiative of the Faculty Senate, the OER Committee, and Kelly Smith.
 - *Leveraging the Natural & Historic Capital of ECU's South Campus for Education, Research & Public Engagement:* Dr. Stephen Richter, ECU Natural Areas and Biological Sciences, provided information on upgrades for the Taylor Fork Ecological Area including the development of the Wilder Outdoor Education Center (named after Dr. Melinda Wilder). Numerous benefits to current students, research, and welcoming community members and prospective students were described. The total cost of \$210,000 has been offset by the interdisciplinary team's existing support of \$30,000 coupled with \$130,000 from a private donation. \$50,000 were requested and approved.
 - *Foster Virtual Commercial Music Camp:* On behalf of the legendary Stephen Collins Foster Music Camp, Dr. Joseph Carucci, presented how this new program will recruit 25-50 participants per year, and how it could possibly grow to 60. The support is expected to result in a self-sustainable program after three years. The program will welcome non-traditional students, highlight commercial music at ECU, expand the reach of Foster Camp through the virtual methods that will be used, and will establish greater notoriety for ECU as well as the instructors and guest educators.

- *Athletics Update:* The Board received updates on the amount of play the various teams were able to compete in this year which was a remarkable accomplishment relative to the rest of the NCAA. Most significantly, the Board voted in favor of an agreement for ECU to join the ASUN conference for ECU's intercollegiate play.

CPE Statewide News Updates: Statewide news from CPE can be viewed at the following link: <http://cpe.ky.gov/news/archive>. Some highlights of the news are described below.

- *Higher EDquity:* The next Higher EDquity webinar will be at noon on Tuesday, April 13. The title is "Creating a Community of Inclusion: Actions for Accessibility Allyship". To learn more or to register, visit: <http://cpe.ky.gov/higheredquity/webinar-041321.html>
- *Seeking Members: The Commonwealth Education Continuum Workgroups:* Governor Beshear created the CEC in 2020 and now the CEC is seeking members of the various workgroups. The three workgroups have their schedules posted and are seeking interested persons to apply for joining by April 7, 2021. The workgroup titles area as follows:
 - Early Postsecondary Opportunities Workgroup
 - Educator Workforce and Diversity Workgroup
 - Success Transition to Postsecondary Workgroup
 Persons can learn more and apply here: <https://kentucky.gov/Pages/Activity-stream.aspx?n=PostsecondaryEducationCouncil&prId=316>
- The CPE received a \$2.1 million grant from the James Graham Brown Foundation to create a statewide initiative that will improve equity and close outcome gaps on college campuses. ([Read more](#))
- CPE is using \$1.5 million in relief funds for improving mental health on campuses. ([Read more](#))

Follow-up from ECU Board of Regents Meeting: During the most recent Board meeting, I was compelled to raise the issue of red-tape/maroon-tape reduction efforts on-campus given extensive faculty input to me. In the week following the Board meeting, I had significant conversation with university leaders regarding concerns raised by faculty and staff related to procurement-related difficulties and time being spent on purchasing in lieu of other mission critical duties. In short, there are and have been on-going efforts to continue to streamline and improve in these areas and a lot of difficulties encountered were likely related to the Banner system being slightly behind the newest JAGGAER procurement system rollout. Improvements are ongoing.

REPORT FROM PROVOST: Senator Pogatshnik

Senator Pogatshnik shared the following in his written report to the Senate.

- *Scholars' Week*
Our annual Scholars' Week is taking place this week (April 5-9, 2021) and features the scholarly and creative work of faculty and students from across campus. Scholars' Week celebrates, showcases, and promotes the rich culture of faculty, student, and mentored scholarship, research, and creative endeavors across ECU.

You can access all sessions from the online version of the 2021 Scholars' Week program at ekuscholars.eku.edu/.

- *General Education Updates*

The recommendations from the three Fall task forces were moved to an Implementation Team.

That team has now identified the responsible parties for advancing the recommendations:

1. The General Education Committee will work to
 - a. examine and possibly revise the General Education mission
 - b. evaluate current goals and Element alignment
 - c. focus on the “real world” connections between General Education courses and students' futures
 - d. highlight General Education teaching and learning in EKU's communication structures.
 - e. develop General Education-branded materials for students, faculty, and staff
2. The General Education Skills Alignment Task Force recommendations will inform a project led by the Associate Provost for Academic Programs (Jennifer Wies). The goals of the project are to:
 - a. Elevate the awareness, engagement in, and reflection of transferrable skills (campus-wide)
 - b. Explain academic experiences using a common set of transferrable skills (students)
 - c. Meaningfully engage transferrable skills within General Education courses through alignment between skills and student learning outcomes (faculty)
 - d. Participate in discussions based on graduate experiences about the relationship between transferrable skills and disciplinary content (employers)
3. General Education Teaching Certification Task Force recommendations have guided the design of the EngaGE program, led by the Assistant Provost (Russell Carpenter), prepared for a phased approach to implementation beginning with phase I in Fall 2021.

The EngaGE program will:

1. Provide professional development programming related to teaching designed for all General Education faculty;
2. Enhance resources and tools related to engaging and learner-centered teaching in General Education courses;
3. Increase visibility of successful teaching in General Education courses through a new portfolio of faculty awards, each carrying university-wide recognition;
4. Provide structured section- and course-level redesign programs that include incentives for successful implementation; and
5. Provide structured programs to encourage faculty in the design and implementation of new or enhanced teaching approaches in General Education courses that include incentives for successful implementation.

My sincere thanks to Dr. Wies, Dr. Carpenter, all three GE Task Forces and the host of faculty who have been instrumental in this redesign project. Once fully implemented, these changes will benefit both students and faculty as we strengthen the foundation of all academic programs through our General Education curriculum.

- *KY Science & Engineering Fair*

During this previous weekend, ECU once again played host, virtually, to the KY State Science & Engineering Fair. I'd like to offer a special thank you to Faculty Regent, Dr. Jason Marion and to Ms. June Settle for their incredible work in organizing this showcase event once again. Next year will be the 20th annual event, again hosted by ECU.

- *Spring Commencement*

Final preparations are underway for our Spring 2021 Commencement Ceremonies which are planning to be held in-person at Roy Kidd Stadium. Ceremonies will once again be hosted by the Colleges with 5 ceremonies to take place on Friday, May 7 and Saturday May 8. Please look for additional information in forthcoming updates from the President's Office.

STANDING COMMITTEES:

Academic Quality Committee. Senator Jones reported that the committee was charged this year with surveying faculty to identify what worked and what did not work regarding instructional changes as a result of the pandemic. The survey was emailed to all full-time and part-time faculty in December with 172 faculty responding. The findings were compiled into a written [summary report](#) and a more [detailed PowerPoint presentation](#) which Senator Jones shared with the Senate. Chair Ciocca commended the members for a job well done.

Elections & University Nominations Committee. Senator McCardle announced that nominations have been received for all the faculty vacancies on university standing committees. The email containing the link to vote for candidates should be sent out to faculty at some point this week.

Rights & Responsibilities Committee. Senator McKinney reported that the committee has been reviewing the Faculty Grievance Policy and will be forwarding a motion and a proposed revision to the policy to the Executive Committee for their review at their next meeting.

In addition, the committee received a couple of questions from faculty that were forwarded to the Faculty Welfare Committee as it fell under their purview (compensation for adjunct faculty teaching via eCampus v. In-person and the increase in cap related to eCampus facilitators).

Rules Committee Report. Senator Kay announced that the committee met on March 8th to continue working on the definitions of faculty in the Faculty Handbook. Associate Provost Wies and Ms. Haley Norberg joined us at the meeting. Moving forward, the Rules Committee will continue to work on this in the fall; and will work with Associate Provost Wies, Haley Norberg and possibly some others like John Dixon to make sure the language is accurately reflected in the Faculty Handbook.

The committee has also been working closely with the Senate IT Committee on the digital voting process. One of the questions raised was what happens if someone is late and doesn't register their attendance? The Senate secretary indicated that she keeps a separate roster for attendance and compares the two to make sure there is an accurate record.

Senator Kay introduced a [motion](#) from the committee for a minor change to their internal procedures. **Motion carried.** (YES = 37 votes NO = 0 votes ABSTAIN = 3 votes) (See also: [Individual Votes](#))

Faculty Welfare Committee. Senator Grempe stated that the committee met last Tuesday.

The R&R Committee forwarded to our committee a couple of questions from faculty that deals with adjunct compensation for those teaching eCampus classes and the increase in class caps for eCampus facilitators. At our next meeting we plan to reach out to the respective people who can help us answer those questions and will report our findings back to Senate next month.

ADJOURNMENT:

Senator Marion moved to adjourn at approximately 5:15pm.

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**eric.sokolowski@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**tricia.kelley@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**adam.lawson@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**cynthia.harter@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

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Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**jens.arneson@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

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Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**ann.burns@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

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Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**thomas.jarvis@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☐ YES
- ☐ NO
- ☒ ABSTAIN

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Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**richard.crosby@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

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Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**rich.byrd@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

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Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**lisa.jones@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**eric.meiners@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**todd.mccardle@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**michelle.gremp@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**ken.engebretson@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**jackie.couture@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**jon.endonino@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**jennifer.hight@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**renee.causey-upton@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**molly.mckinney@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**anne.gossage@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**rachel.bishop-ross@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**don.yow@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**mengkun.yang@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**isaac.powell@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**alexander.white@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**shane.dutton@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**judah.schept@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**marco.ciocca@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**erin.eliassen@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**lindsay.cormier@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**charles.hughes@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**todd.gooch@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**bryan.dyer@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**fontaine.sands@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**anne.cizmar@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**melanie.johnson@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**joanne.mcglown@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**matthew.winslow@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**sheri.mcguiffin@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**javier.alvarez@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**christopher.budano@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**lisa.kay@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**bob.houston@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (joel.cormier@eku.edu) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**michael.fore@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**brian.clark@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**radhika.dasari@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**pat.calie@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Minutes from March 1, 2020 Meeting

The respondent's email address (**rob.weise@eku.edu**) was recorded on submission of this form.

Do you approve the minutes for the Faculty Senate Meeting on March 1st, 2021?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**jens.arneson@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**todd.mccardle@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**adam.lawson@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**don.yow@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**rob.weise@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**cynthia.harter@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**fontaine.sands@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**matthew.winslow@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**eric.sokolowski@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

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Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**tricia.kelley@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**anne.cizmar@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**richard.crosby@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**ken.engebretson@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**lisa.kay@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**brian.clark@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**pat.calie@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**melanie.johnson@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**eric.meiners@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**marco.ciocca@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**lisa.jones@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**bryan.dyer@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**joanne.mcglown@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**lindsay.cormier@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**rachel.bishop-ross@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**alexander.white@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**jennifer.hight@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**judah.schept@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**thomas.jarvis@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☐ YES
- ☐ NO
- ☒ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**todd.gooch@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**jon.endonino@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**carla.hagan@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**joel.cormier@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

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Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**carolin.walz@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**isaac.powell@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**erin.eliassen@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**renee.causey-upton@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**rich.byrd@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**sheri.mcguffin@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**bob.houston@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**jackie.couture@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**molly.mckinney@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**ann.burns@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**michelle.gremp@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**javier.alvarez@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**james.blair@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

YES

☐ NO

ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**michael.fore@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

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Approval of Policy 4.1.4 - Course Syllabi

Policy Approval

The respondent's email address (**charles.hughes@eku.edu**) was recorded on submission of this form.

Do you approve of Policy 4.1.4 - Course Syllabi?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**adam.lawson@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**eric.sokolowski@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**jens.arneson@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**rob.weise@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**brian.clark@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**marco.ciocca@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**ann.burns@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**sheri.mcguffin@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**richard.crosby@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**lisa.jones@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**matthew.winslow@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**erin.eliassen@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**tricia.kelley@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**ken.engebretson@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**rachel.bishop-ross@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**todd.mccardle@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**bob.houston@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**cynthia.harter@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**carolin.walz@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**molly.mckinney@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**joel.cormier@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**fontaine.sands@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**melanie.johnson@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**lisa.kay@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**alexander.white@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**don.yow@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**christopher.budano@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**eric.meiners@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

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Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**thomas.jarvis@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☐ YES
- ☐ NO
- ☒ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**joanne.mcglown@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**todd.gooch@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**anne.cizmar@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

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Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**renee.causey-upton@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**michelle.gremp@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

- ☒ YES
- ☐ NO
- ☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**javier.alvarez@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**james.blair@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**isaac.powell@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

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Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**lindsay.cormier@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**judah.schept@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**jackie.couture@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**daniel.enz@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**pat.calie@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**bryan.dyer@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**michael.fore@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**rich.byrd@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**jennifer.hight@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**carla.hagan@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☒ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**charles.hughes@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**jon.endonino@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of CAA Curriculum Proposals

All Proposals from CAA

The respondent's email address (**radhika.dasari@eku.edu**) was recorded on submission of this form.

Do you approve of the Curriculum Forms Received from Council on Academic Affairs?

☐ YES

☐ NO

☐ ABSTAIN

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**pat.calie@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**richard.crosby@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**thomas.jarvis@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☐ Yes

☐ No

☒ Abstain

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Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**carolin.walz@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**renee.causey-upton@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**todd.gooch@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**lisa.jones@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**michael.fore@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**todd.mccardle@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**eric.meiners@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**melanie.johnson@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**fontaine.sands@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**alexander.white@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**jennifer.hight@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**marco.ciocca@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (joanne.mcglown@eku.edu) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**bob.houston@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**anne.cizmar@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**rachel.bishop-ross@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

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☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**rob.weise@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**brian.clark@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**michelle.gremp@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**lindsay.cormier@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**tricia.kelley@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**jackie.couture@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (joel.cormier@eku.edu) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**javier.alvarez@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**matthew.winslow@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**christopher.budano@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**lisa.kay@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

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☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**jens.arneson@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

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☐ No

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The respondent's email address (**james.blair@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

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☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**cynthia.harter@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☒ Yes

☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**sheri.mcguiffin@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

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☐ No

☐ Abstain

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Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**bryan.dyer@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

Yes

No

☐ Abstain

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Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**daniel.enz@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☐ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**judah.schept@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☐ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**isaac.powell@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☐ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**don.yow@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☐ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

Approval of Motion to Change Internal Procedures for Rules Committee

The respondent's email address (**erin.eliassen@eku.edu**) was recorded on submission of this form.

Do you approve to the suggested changes to the rules committee?

☐ Yes

☐ No

☐ Abstain

This form was created inside of Eastern Kentucky University.

Google Forms

TO: The Eastern Kentucky University Faculty Senate

FROM: Senator David T. McFaddin

DATE: 03 May 2021

RE: May Report

May is such a special time in Kentucky. As the excitement of this weekend's Kentucky Derby reverberates throughout the Commonwealth, it is fair to say we too are now rounding the final turn, and this week we will head down the stretch to close out an academic year worthy of celebrating. This year has certainly tested our resolve and I could not be prouder of how everyone has persevered. The dedication our faculty, staff, and students have demonstrated to push through incredible trials affirms what I have always known, that ECU is a community full of heart and determination, willing to take any challenge head-on and come out stronger in the process. That fortitude is worthy of celebrating whether it came in the form of redesigning your courses or your classroom, taking the time to support students or colleagues through illness or anxiety, following all the proper health protocols, getting tested and quarantining if sick, and getting vaccinated to stay well. Hats off (derby or otherwise) to each of you for doing your part.

Because of our success in controlling the spread of illness within our campus community and the diligent work of many departments and committees, our commencement ceremonies this week will be once again in-person for the first time in a year and a half! Commencement will look different and will observe attendance limits, however, it is an honor to be able to greet our graduates for the first time as ECU's President and confer the degrees they have worked so hard to complete. Thank you especially to our COVID-19 and contingency task forces, commencement committee, the Registrar's Office, Deans, Public Safety, and Conferencing & Events for all the work that has gone into reinventing spring commencement at ECU. We hope it will be a beautiful day and the beginning of many more opportunities to safely gather as a campus community.

We are planning much more "normalcy" for the fall semester. As long as current state and federal health guidelines allow for it, we are fully expecting a return similar to fall 2019 on-campus course delivery. We are resuming in-person admissions activities, restrictions are easing on student housing and programming, and we are planning to welcome our next freshmen class to campus with a redesigned and reinvigorated "Big E Welcome". Along with many of our traditional experiences that have become hallmarks of the ECU experience, the Exceptional Eastern Experience (E3) team is planning some new and innovative programs for this upcoming year. A signature concert the Saturday of Big E welcome, new post-athletic student /community events in Powell Plaza, a Halloween Bash, beer gardens, comedians and food trucks will help headline a calendar of events and engagements that will far exceed anything ever done before. We are so excited to define the "NEXT" normal at ECU as one that everyone has been longing for.

Great things are ahead at ECU. We do anticipate some enrollment decline as college planning nationwide has been distinctly impacted by COVID-19 uncertainties, but we remain dedicated to closing the gap between those who have applied and been admitted to ECU and are yet to fully enroll. This is a very important finish line we must all work toward crossing. We want ECU to be the first choice for both students and our faculty/staff. No one can tell the story of Eastern better than we can. Our graduating students often express incredible gratitude for the caring faculty who helped them reach their academic goals, and as faculty you are able to offer first-hand accounts of our outstanding programs and the career successes of our alumni. You can also share examples of excellence in your profession as we look to recruit top talent to join us in these efforts. As I often say, we are ALL recruiters and that holds true now more than ever in a highly competitive and untraditional higher education recruitment year. I urge you to use your voice and influence as much as possible to promote your programs and our institution.

As we finalize budgeting in the upcoming months, we will do all we can to keep college affordable, maximize resources, and be strategic in our investments. Evolving consumer behaviors will require us to be flexible and nimble, with goals of innovation and excellence in all areas and practices. Some visions will take time to achieve, but we must keep pressing forward to show our state and the world that Eastern innovates!

A few successes in this vein to note include our recent ECU Giving Day. The engagement of more than 1,800 donors shattered the initial goal of 1,000 in 24 hours. This will help us foster a culture of giving among all our constituencies. To those of you who gave, and advocated for giving, a sincere thank you for supporting this campaign and leading by example.

The ECU BookSmart program that will launch this fall has received a great amount of buzz and excitement among both new and returning students. I wish I had taken a screenshot from a recent Zoom interview with a local television anchor to share the actual “jaw-dropping” moment when I explained yes, all the books are really free for undergraduates. The organic reaction to this effort to eliminate as much as \$1200 a year in costs for our students was priceless. This program sets us apart from any other institution in Kentucky, and perhaps the entire nation, in removing barriers to success when students struggle to afford their textbooks and required class materials. It will be extremely rewarding to know how better prepared our students will be thanks to BookSmart on their first day of class this fall.

I am also very proud to report that we have seen incredible progress in our CPE Diversity Report this year. This is an area where we deployed targeted resources and attention to improve. Some of the highlights include:

- ECU received a score of 32 out of 36 which highlights our institutional commitment to diversity, equity, and inclusion.
- URM retention rate (80.3%) is the highest among the regional comprehensive Universities and significantly surpasses our 67% target
- Retention of low-income students is 76.7%, the highest among the regional comprehensives and surpassing our target of 72%
- To expand recruitment efforts, MOUs were signed with Adelante Hispanic Achievers in Louisville and the Cincinnati Public School System
- Enrollment of Undergraduate URM has increased 8.2%
- Enrollment of Undergraduate Latino/a population has increased 43%
- Graduate URM enrollment has increased 25.2%

There is still much work to do, but this is encouraging data that will help strengthen our campus community as a welcoming and inclusive environment where all students can embrace opportunity and succeed. Huge thanks to the drafting team members for this report: Dannie Moore, Gill Hunter, Lisa Day, Bethany Miller, Roger Cleveland, and Ron Jackson.

As we head into the summer months I have just a few “assignments” to ask of you all. In addition to assisting in our recruiting efforts by sharing your own testimonials and endorsements to prospective students and their families any way you can, please remain engaged in our ongoing searches for college deans. The timing of the search cycle will require work through the summer and I strongly encourage you to take advantage of the opportunities to share your feedback at various stages. The national search firm assisting us in this process will work diligently to identify the best and brightest candidates near or far to move into these important academic leadership roles. We hope to have announcements on these hires at the end of the fiscal year.

Finally, we have some important leadership changes to note. Thank you to Senator Marco Ciocca for his leadership as Chair of Faculty Senate as he finishes his second term. You likely got more than you bargained for holding this office through a pandemic, but I personally am glad that if we have to hold these meetings over Zoom, that they are led by someone with an entire galaxy of virtual backgrounds at his disposal. We must also bid farewell to an incredible Provost, Dr. Jerry Pogatshnik. His wisdom, leadership, and dedication have proven invaluable both to ECU and to me personally. After 15 years at ECU and three decades in higher education, he certainly has earned his retirement that will become official June 30. I am certain we will have a successful and seamless transition as Dr. Sara Zeigler assumes leadership of Academic Affairs this summer. Thank you for your spirited and dedicated service Jerry, and best wishes in your next chapter. You leave ECU as the only retiree in history chosen as a namesake for both a student employment network (PENGUIN) and a famed turtle of Lilley Cornett Woods (see photo below, credit Dr. Stephen C. Richter). Your legacy will be unmatched, thank you for your service to ECU, our faculty, staff, and students.

Best wishes to all of you for finals and commencement week, and may you have a restful and restorative summer. I hope you return ready to hit the ground running next fall, whether your pace is that of the turtle “Jerry Jr.” or the Derby winner. What matters most is that we stay the course, and finish strong.

One Eastern,

A handwritten signature in black ink that reads "David T. McFaddin". The signature is written in a cursive, flowing style.

David T. McFaddin, Ed.D.
President



Enjoy a chance to slow down some in your retirement Jerry!



Eastern Kentucky University Policy and Regulation Library

8.3.2

Volume 8, Human Resources

Chapter 3, Work Policies and Procedures

Section 2, Nepotism and Amorous Relationships

Approval Authority: President

Responsible Executive: Exec. Dir. Human Resources

Responsible Office(s): Human Resources

Effective:

Issued:

Next Review Date:

Nepotism and Amorous Relationships

Statement

Eastern Kentucky University is committed to providing and maintaining an environment that is fulfilling and equitable for all members of the University community and, to that end, prohibits Nepotism. All relationships between Faculty, Staff, Students, volunteers, and contractors must be based on integrity, respect, and trust. No Hiring Official shall make recommendations or in any way participate in the decision of any matter which may directly affect the appointment, tenure, promotion, salary, or other employment status or interest of an individual with whom they have a Familial Relationship or Amorous Relationship. Members of the Board of Regents should not recommend for employment at Eastern Kentucky University individuals with whom they have a Familial Relationship or Amorous Relationship.

Further, Employees should not be appointed to, transferred to, or otherwise hold a position in which they have an Evaluative Relationship with an individual with whom they have a Familial Relationship or Amorous Relationship. Situations of this nature must be reported in writing to the immediate or, if necessary, next higher level Supervisor and an approved plan must be established to sever the Evaluative Relationship between two individuals who are in a Familial Relationship or Amorous Relationship.

Nothing in this Policy should be construed as prohibiting the spouse of an ECU Faculty member, Staff member, or Student from enrolling as a Student or accepting employment as a Faculty or Staff member.

Entities Affected

All University Employees, Students, and Regents of the Board

Procedures

To maintain an environment in which learning, discovery, and engagement take place in a professional atmosphere of mutual respect and trust, Eastern Kentucky University abides by the following procedures.

I. Nepotism in the Employment Context

Selection, promotion, salary, and other decisions pertaining to employment of Staff and Faculty shall be made without regard to the relationship of one Employee of the University to another Employee or prospective Employee. Supervisors and administrators shall consider each individual upon their merit. Accordingly, no Hiring Official shall make recommendations or in any way participate in the decision of any matter which may directly affect the appointment, tenure, promotion, salary, or other employment status or interest of an individual with whom they have a Familial Relationship or Amorous Relationship.

Persons in a Familial Relationship or Amorous Relationship may work in the same department with approval of the appropriate Vice President; however, in no situation shall an Employee have an Evaluative Relationship with a person with whom they have such a relationship.

II. Amorous Relationships within the University Community

Due to the inherent power differential between certain members of the University community, it is important that Faculty, Staff and other Employees recognize and respect the ethical and professional boundaries that must be maintained in relationships with Students and supervisees. Implementation by the University of the following provisions is essential to safeguarding the welfare of individuals in subordinate positions:

1. Students

Because of the inherent differential in authority and the potential for abuse or the appearance of abuse, the University prohibits any Faculty member or other Employee of the University from engaging in or pursuing an Amorous Relationship with any Student at the University with whom the Employee has an Evaluative Relationship. A Faculty member or other Employee who has had a past or preexisting Amorous Relationship with a Student is also prohibited from engaging in an Evaluative Relationship with that Student or accessing that Student's educational records. Under no circumstances may a University Employee engage

in or pursue an Amorous Relationship with a minor Student, or as otherwise prohibited by state law.

The University also prohibits all Students from engaging in or seeking to engage in an Amorous Relationship with another Student with whom they have an Evaluative Relationship.

2. Employees

Subject to the mitigation provisions outlined in Section III, the University prohibits Amorous Relationships between Supervisors and subordinates where there is an Evaluative Relationship between the parties. Vice Presidents, Provosts, Deans, and other Supervisors are responsible for ensuring that no Evaluative Relationship exists between colleagues engaged in an Amorous Relationship within the same college, department, or unit, which may include the establishment of an approved plan to sever the Evaluative Relationship between two individuals who are in an Amorous Relationship.

III. Required Disclosure of Familial Relationships and Amorous Relationships

All Employees have the responsibility to disclose in writing to their immediate or, if necessary, next higher level Supervisor any Familial Relationship or Amorous Relationship that may be construed as a conflict of interest.

1. Students

The University has determined that there is an inherent conflict of interest when a Faculty member or other Employee simultaneously maintains both an Evaluative Relationship and a Familial Relationship or Amorous Relationship with a Student. Therefore, the University prohibits simultaneous participation in both roles. If a conflict exists, it is the responsibility of the Faculty member or other Employee to disclose in writing to their immediate or, if necessary, next higher level Supervisor and take immediate steps to resolve the conflict the relationship creates.

2. Employees

Any Employee who, on or after the effective date of this Policy, is involved in a Familial Relationship or Amorous Relationship with an individual with whom they have an Evaluative Relationship must immediately disclose in writing the existence of such to their immediate Supervisor (e.g., Chair, Director, Dean, Vice President) or, if necessary, the next higher level Supervisor. Such disclosure must also request a resolution to the conflict of interest the relationship creates, which may include

the establishment of an approved plan to sever the Evaluative Relationship between the two individuals.

Definitions

- **Amorous Relationship:** An amorous relationship exists when two individuals mutually and consensually understand the relationship to be romantic and/or sexual in nature.
- **Employee:** An individual employed by the University.
- **Evaluative Relationship:** Any person with actual or constructive authority over a Student or Employee. This includes but is not limited to the following employment and/or educational activities:
 - o Supervision and/or scheduling;
 - o Teaching, grading, advising, or conducting research or engaging in other academic activity; coaching and/or training; award/scholarship recognition;
 - o Grant writing/decisions; performance evaluations; employment decisions; and/or,
 - o Membership/participation; special or detrimental consideration or treatment.
- **Faculty:** All those charged with academic instruction and others who have a role in educating, supervising, or advising Students in University programs and disciplines.
- **Familial Relationship:** A familial relationship exists when two individuals are connected by blood, adoption, marriage, or domestic relationship to the following degrees: parent, child, sibling, uncle, aunt, niece, nephew, first cousin, grandparent, grandchild, spouse, Sponsored Dependent, step-parent, step-child, step-sibling, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, or sister-in-law.
- **Hiring Official:** An Employee who has the authority to participate in the decision-making process with regard to the appointment, tenure, promotion, salary, or other employment status or interest of another individual.
- **Nepotism:** The supervision or influence over an Employee by another Employee with whom they have a Familial Relationship or Amorous Relationship.
- **Sponsored Dependent:** An individual who shares primary residence with a benefit eligible Employee and has lived with the Employee at least twelve months prior to effective date of coverage, is at least the age of majority, is not a relative and is not employed by the Employee.
- **Staff:** All Employees of the University who are not otherwise considered Faculty.
- **Students:** For purposes of this Policy, all those enrolled in any course, program of study, or discipline.
- **Supervisor:** Anyone who has an Evaluative Relationship over Faculty, Staff, Students, volunteers, and/or contractors.

- **University:** Eastern Kentucky University.

Responsibilities

- The University will seek to ensure the employment and educational environment is fulfilling and equitable by requiring, through this Policy and its implementation, all relationships between Faculty, Staff, Students, volunteers, and contractors be based on integrity, respect, and trust.
- Hiring Officials will avoid making recommendations or participating in the decision of any matter which may directly affect the appointment, tenure, promotion, salary, or other employment status or interest of an individual with whom they have a Familial Relationship or Amorous Relationship.
- Supervisors:
 - Report in writing to their immediate or, if necessary, next higher level Supervisor any Familial Relationship or Amorous Relationship that they are in with an individual with whom they have or will have an Evaluative Relationship with at the University.
 - Ensure that an approved plan is established to sever the Evaluative Relationship between two individuals who are in a Familial Relationship or Amorous Relationship. Such plan should be developed in collaboration with your Human Resources Business Partner and should consider:
 - The University functions of the individuals who are in a Familial Relationship or Amorous Relationship;
 - Relocating one or both individuals who are in a Familial Relationship or Amorous Relationship or, alternatively, enlisting the assistance of a third party in resolving the conflict of interest;
 - Placing one or both individuals who are in a Familial Relationship or Amorous Relationship on administrative leave, with or without pay, until a suitable option is available to address the conflict of interest;
 - Whether, to address the conflict of interest, it may be necessary to separate one or both Employees from their employment with the University; and/or,
 - Other reasonable action(s) that the Supervisor determines may resolve the conflict of interest.
- Members of the Board of Regents should not recommend for employment at Eastern Kentucky University individuals with whom they have a Familial Relationship or Amorous Relationship.

Violations of the Policy

Any Employee who violates this Policy may be subject to disciplinary action, up to and including separation from the University. Any discipline taken shall be in accordance with Policy 8.3.4, Employee Conduct.

Any Student, who is not otherwise considered an Employee, who violates this Policy may be subject to disciplinary action. Any discipline taken shall be in accordance with the Student Code of Conduct established in the Student Handbook.

Interpreting Authority

University Counsel

Policy Adoption Review and Approval

Policy Issued

Date

Entity

Action



Eastern Kentucky University Policy and Regulation Library

3.2.2
Volume 3, Administrative
Chapter 2, University Research
Section 2, Intellectual Property
Approval Authority: Board of Regents
Responsible Executive:
Responsible Office(s):
Effective:
Issued:
Next Review Date:

Intellectual Property

Statement

The University is committed to creating a culture and infrastructure that nurtures original discovery to advance the well-being of the people of Kentucky and the global community. The Policy set forth herein constitutes an understanding which is binding on ECU Faculty, Staff, Students, and delineated external collaborators as a condition of their participation in ECU research, teaching, and service programs and for their use of ECU funds, facilities, or other resources.

Purpose

- To make clear the University's values and expectations regarding Intellectual Property (IP);
- To encourage and disseminate research, scholarship, creative activity, and new discovery;
- To provide an infrastructure to guide the University community in bringing new discoveries and developments into use and to evaluate, protect, and manage their commercial significance;
- To provide for the equitable assignment of interests in IP among the author, Innovator, developer, and the University;
- To provide incentives to Innovators in various forms, including, but not limited to, professional development, recognition, and financial compensation;
- To initiate the process of safeguarding IP;
- To provide a transparent process for commercialization opportunities; and
- To enumerate employee-excluded works that are not subject to University ownership under the Policy.

This Policy covers all IP conceived, first reduced to practice, written, or otherwise produced by ECU-associated Faculty, Staff, and/or Students using ECU funds, facilities, or other resources,

including but not limited to, technical expertise. This Policy also covers all Intellectual Property conceived, first reduced to practice, written, or otherwise produced by external collaborators using University resources under a work for hire agreement, if not superseded by other contracts.

Entities Affected

- Faculty;
- Staff;
- Students; and
- External Collaborators using University resources under a work for hire agreement if not superseded by other contracts.

Ownership of Copyrights and Inventions

I. Copyrights

It is the policy of the University that all IP rights in Copyright shall remain with the University. EKU may assign its rights to an external entity sponsoring the development of the IP or assign it back to the Innovator in the following circumstances:

A. Works for Hire

Under federal Copyright law, the Innovator of a work is the presumed owner. However, this is not the case when a work is created within the scope of employment, known as “work for hire”. The rule in the Copyright Act pertaining to works for hire gives the University ownership of the Copyrights to works produced by its Employees within the scope of their employment.

1. Instructional Works, Scholarly Works, and Artistic Works

a. Faculty

All copyrights in Instructional Works, Scholarly Works, and Artistic Works that are not Works Significantly Derived from University Resources or could be classified as Software and whose Innovators are Faculty remain with their Innovators. The University hereby assigns any of its Copyrights in such works, insofar as they exist, to their Innovators. Such works will not be deemed the University’s IP under this Policy. This practice reflects the University’s commitment to encourage Faculty to write and publish what they wish. In recognition of that longstanding practice, the University disclaims ownership of such works by Faculty, except for Works Significantly Derived from University Resources and Software.

Each Innovator who is a Faculty member grants the University the following licenses with respect to the Instructional Works created during the Innovator's employment at the University:

- i. If the Instructional Works were created with the intention to be used for teaching by the Innovator or others at the University, then the Innovator hereby grants the University a perpetual, nonexclusive, worldwide, royalty-free license to use the Instructional Works for any of the University's teaching and educational purposes as well as for administrative purposes such as accreditation.
- ii. The Innovators also hereby grant the University a nonexclusive, worldwide, royalty-free license to use Instructional Works that were used for the instruction of the University's Students, even if such Instructional Works were not created with the intention to be used for teaching by the innovator or others at the University. Such a license is limited to use for teaching in the same course or in a similar course to that for which the Instructional Works were developed as well as for administrative purposes such as accreditation. The license with respect to such Instructional Works will continue for three years after the Innovator ceases to teach the course in which the Instructional Works were used for the instruction of the University's Students.

The Copyright in all other Copyrighted materials whose Innovators are Faculty which are created within the scope of the Innovators' employment belong to the University.

b. Staff

Any Instructional Works, Scholarly Works, and Artistic Works created by Staff acting within the scope of their employment generally constitutes a work for hire, and the University asserts Copyright ownership in such works. Staff may freely use Instructional Works, Scholarly Works, and Artistic Works developed at the University for educational and/or research purposes but not for commercial purposes.

c. Students

Students who are employed by the University or have created Copyright-eligible materials constituting Works Significantly Derived from University Resources will be treated as Staff per this Policy. Otherwise, Students will retain rights to their Instructional Works, Scholarly Works, and/or Artistic works. For the purposes of this Policy, significant support from Faculty is sufficient to consider Copyright-eligible materials as Works Significantly Derived from University Resources. If a Student's Instructional Works, Scholarly Works, or Artistic Works were created as a result of academic engagement at the University, the University retains a nonexclusive, worldwide, royalty-free license to the Copyrighted works for the duration of the Copyright.

2. Software

Subject to federal privacy laws, with respect to all Software, code, and data with commercial value, the University retains all Copyright rights insofar as they exist.

B. University Commissioned Work

All IP rights in Copyright for works commissioned by the University shall remain with the University.

C. Work Significantly Derived from University Resources

The Copyright in Works Significantly Derived from University Resources shall be owned by the University. Works Significantly Derived from University Resources are defined as works created using expert University services or created due to extensive use of other University resources that exceeds the level of support that is commonly and customarily accessed by Faculty or Students. The ordinary level of support commonly and customarily accessed may include, for example: the use of desktop computers, the University computer infrastructure, secretarial staff and supplies, or office space and/or the University libraries, and the Copyright in works created using such common and customary resources vests in the Innovator.

D. Other Contractual Obligations

Notwithstanding any other provision in this Policy to the contrary, nothing in the Policy will be construed to limit the University from entering into specific written agreements with any Faculty, Staff, or Student or with external collaborators, including in connection with sponsored research, that will specify different terms regarding the ownership, distribution, and commercialization of IP. Such an agreement will supersede the terms of this Policy if:

- a. The Innovator is a party to such an agreement; or
- b. The Innovator explicitly or implicitly consented to the terms of such an agreement prior to the creation of the IP.

Without limiting the generality of the foregoing, a decision of an Innovator to develop IP when the Innovator knows, or should know, that such IP is subject to an agreement will be considered consent to that agreement. However, continued employment or affiliation with the University is not, by itself, sufficient to establish consent as required by this section.

Additionally, nothing in the Policy will be construed to limit the University from entering into agreements with respect to the commercialization of University IP. Those agreements would not undermine the University's obligations under this Policy, and in particular, the arrangements set forth in this Policy regarding commercialization.

II. Inventions

Inventions may include patentable and non-patentable materials. The University shall own all right, title, and interest in any Invention made by (1) any Employee, (2) anyone not meeting the definition of Employee who uses University facilities, equipment, materials or resources, and/or (3) anyone who receives funds provided by or administered by the University. As a condition to each Innovator's employment at the University and/or use of University facilities, equipment, materials, or resources, including funding provided or administered by the University, the Innovator does hereby assign any and all such Inventions to the University.

An Innovator that is a University Employee or Student may own all right, title and interest in certain Inventions. The University hereby assigns to the Innovator(s) every Invention (1) developed by an Employee acting outside of the scope of their employment provided that such IP is not a Work Significantly Derived from University Resources, or (2) developed by a student, provided that the invention was not developed: (a) within the scope of employment of a Student who is an Employee; (b) as part of a sponsored research project; or (c) as part of a course or a University degree program for which the relevant syllabus, made reasonably available to the Students before the invention was developed, provided that the Student will not own such an Invention.

III. Marks

Use of EKU's name, logo, or Marks must be consistent with the guidelines established in the EKU Visual Identity Guide, promulgated by Communications and Brand Management. Marks affiliated with IP owned by EKU are considered Inventions.

Procedures

Intellectual Property Committee

The Associate Provost for Research & Economic Development will appoint an ad hoc committee as needed to provide advice on the implementation of this Policy. The committee will be named the Intellectual Property Committee (IPC) and be advisory to the Provost. The IPC will consist of the following members:

- Associate Provost for Research & Economic Development (Chair)
- University Counsel
- Executive Director of CEDET

Other members of the Faculty and Staff, as well as external stakeholders, may be appointed by the IPC Chair as needed in the consideration of IP matters. The IPC is responsible for advising the Associate Provost for Research & Economic Development regarding pursuit of the IP on behalf of the University and for securing appropriate resources for the filing of the patent or other costs associated in protecting the IP.

Responsibilities of this committee may include:

- Review and respond to requests from the Associate Provost for Research & Economic Development on the interpretation of the Policy, and make written recommendations;
- Review and respond to requests from the Associate Provost for Research & Economic Development regarding the ownership of IP;
- Consult with the Provost regarding disputes between innovators and the Office of Research and Economic Development; and
- Review and recommend to the Provost any adjustment of the University's plan for the division of IP revenue, consistent with federal law. Such changes shall not occur without such review.

Completion of the Disclosure Form

1. When a University Innovator operating under the scope of this Policy creates IP, the Innovator shall notify the Associate Provost for Research & Economic Development by completing the Invention Disclosure Form within a reasonable time of conception or reduction to practice. The disclosure should contain sufficient detail to convey a clear understanding, to the extent known at the time of the disclosure, of the nature, purpose, operation, and technical characteristics of the IP.
2. The completed Invention Disclosure Form must be submitted to the Associate Provost for Research & Economic Development with an informational copy to the appropriate director or dean. In the event the Associate Provost for Research & Economic Development creates IP, the completed Invention Disclosure Form will be submitted to the Provost.
3. A receipt notification will be sent to the Innovator acknowledging receipt of the Invention Disclosure Form within five business days of its receipt, with a copy of this acknowledgement sent to the members of the IPC and the appropriate dean or department head.
4. The Innovator(s) have the responsibility to update the IPC in a timely manner of any developments involving publication, sale, or use of which they become aware after the initial disclosure, and should take all reasonable efforts to make the initial disclosure to the IPC well in advance of any publication, sale, or public use.

Review of the Invention Disclosure Form

- The IPC shall review IP disclosed to the IPC to suggest the form of IP protection, if any, that should be considered including:

- Copyright: The IPC will review Copyrightable University IP, including Software, disclosed to it. In other instances, the IPC may consult with the Innovator(s) to help ensure that proper notices are affixed to a work and that registration is made in a timely manner.
 - Patent and Non-Patentable Material: The IPC will review Invention disclosures and will consult with the Innovator(s) and others as necessary to investigate IP protection routes and commercial potential. The IPC will also assist in determining whether a patent application should be filed.
 - Marks: The IPC will review Marks disclosed in the Invention disclosure and will investigate whether the Mark will constitute an Invention, enhancing the commercial value of associated Inventions.
- Working alone or with internal or external collaborators (including the Innovators), the IPC will estimate the potential commercial value for ECU. This process shall include: developing an estimate for the market value for the IP, including consideration of possible IP protections and scope thereof, commercial potential, including market opportunity and competitive landscape, and obligations to sponsors or other third parties.
- The IPC shall have up to 120 calendar days from the disclosure of the IP to assess the scientific, technical, and economic merit as well as determine the potential commercial value. However, the Associate Provost for Research & Economic Development may, in his or her sole discretion, extend the deadline if further examination of the IP is needed or additional information is required. The Innovator(s) shall be given written notice of any such extension, including the reason(s) for the extension, and any extension shall not exceed forty-five (45) days unless mutually agreed upon by the Associate Provost for Research & Economic Development and the Innovator(s).
- The IPC will make a determination as to the appropriate course of action as follows:
 - If the IPC determines that the IP under consideration is exempt under this Policy, or that the chances of successful commercialization are minimal, or the costs of pursuing such commercialization outweigh the income potential, the IP shall be released to the Innovator(s) or appropriate party and ECU will not claim ownership, subject to law and prior agreements. However, ECU shall retain a perpetual, royalty-free, worldwide non-exclusive right to use the IP for educational, research, or service reasons.
 - If the IPC determines that the IP under consideration has not been developed to the point where a decision as to protectability or commercialization is possible, the IPC shall place the creation in a pending status, provide the Innovator(s) with the reasons for taking such action and request that the Innovator(s) report back at a date to be specified by the IPC. The designation of a pending status suspends the 120-day timeframe noted above, and the suspension will be withdrawn when additional, sufficient information is provided to the IPC to allow a decision to be made.
- If the IPC determines that ECU will retain ownership interest in the IP, the IPC will inform the Innovator(s) in writing of a plan for the protection and commercialization of the content(s) of the disclosure.
- The process for licensing, selling, or otherwise conveying IP will comply with any applicable federal or state statutes. All costs associated with these actions shall be borne by ECU, except

that such costs shall be reimbursed to the extent possible and in accordance with the royalty income sharing criteria outlined below if the IP is commercialized.

- If the evaluation of the Disclosure Form has not taken place within one hundred and sixty-five (165) days, or as otherwise agreed to by the Associate Provost for Research & Economic Development and the innovator(s), the University to assigns all rights associated with the specific, disclosed IP retained by the University to the Innovator(s), subject to law and prior agreements.

Royalty Income Sharing Criteria

When two or more individuals have made substantial contributions to IP, Innovators will be treated equally, per federal law. Due to conditions of employment and/or the nature of work assignments, it may be appropriate to agree to alternate distribution of net income for Employees and/or the distribution ratios. Such modifications must be submitted in writing along with the Invention Disclosure Form and will be considered by the IPC. If an agreement cannot be reached, all Innovators will be treated equally, per federal law.

- A. The IP Fund shall be allowed to build across fiscal years. Costs associated with securing IP will be borne by ECU with such costs offset against gross revenues. All costs directly related to the acquisition of IP rights will be reimbursed from the first receipt of revenue, with 75% returned to the IP Fund and 25% to the Innovator until all acquisition costs have been recovered, at which point, distribution is made to the Innovator, department, college, and IP fund as described in Section B. Similarly, future necessary costs for securing IP rights will be reimbursed by revenues prior to distribution (as above).
- B. Except as otherwise provided, net revenues derived from the commercialization of IP shall be shared as follows:
 - 50% to the Innovator
 - 30% to the IP Fund
 - 10% to the Department
 - 10% to the College
- C. The Innovator's rights to share in revenue as stated above (but not including the University's share) shall remain with the individual or pass to the individual's heirs and assigns for so long as net income is derived from the property.
- D. This policy shall not change revenue-sharing agreements entered into prior to the adoption of this Policy.

Commercialization of IP

- The University, through the IPC and the Innovator(s), share responsibility for disclosing Inventions and other licensable IP and cooperating to make the IP available commercially.
- Responsibilities of the Innovator(s) Include:

- Disclosing Inventions, discoveries, and other new IP and updates thereto to the IPC in a thorough and timely manner as stated above.
- Abiding by all commitments made in license, sponsored research, and other agreements and complying with all laws and regulations related to federally and privately funded research.
- Providing such assistance as may be necessary to realize the goals and objectives set forth in this Policy.
- Properly considering, disclosing, and managing any possible conflicts of interest arising from agreements to commercialize IP. If multiple agreements exist, for example, when a company funds University research and has a consulting arrangement with the Innovator(s), there may be conflicts created with respect to IP rights. The Innovator(s) should work with the IPC to resolve such conflicts before beginning work that may create a conflict of interest. University Employees engaged in external consulting work or business, and those charged with approving such activities, are responsible for ensuring that agreements with external entities do not violate or conflict with this Policy or any other University Policy.
- Responsibilities of the University Include:
 - Establishing processes to protect the University's IP rights in order to carry out the University's missions set forth above.
 - Endeavoring to negotiate and manage agreements that are consistent with this Policy.
 - Acting within its broad discretion and in good faith to maximize the value of the IP including, at the University's sole discretion:
 - Publishing or advertising the IP as appropriate;
 - Assisting in finding a partner for the University or a sponsor for the Innovator(s);
 - Providing legal support, through the Office of University Counsel or a third party contracted to provide commercialization support, for all IP activities and initiatives;
 - Preparing legal instruments necessary to realize IP objectives;
 - Providing legal and administrative support following such realization as needed; and
 - Managing conflicts of interest.
- Students who want assistance in the commercialization of their IP may assign their IP to ECU.

Resolution of Grievances

- University constituents (such as Innovators, Innovators' units, Employees, and the IPC) should make every attempt to resolve disputes informally among themselves and, if

needed, with the assistance of other Offices on campus (such as the Office of Academic Affairs, the Faculty Advocate, and/or the Office of University Counsel).

- If any Innovator does not agree with any decision made by the Provost and in the event informal processes and consultation do not provide resolution of a dispute regarding this Policy, an appeal may be made to the President within seven (7) working days of the issuance of the decision. Proceedings will be informal, but all parties will have adequate notice and an opportunity to be heard by the President, or his or her designee.
- The appeal shall be made in writing, delivered to the President and copies shall be made to the Provost and the Associate Provost for Research & Economic Development.
- Any appeal shall set forth the specific reasons supporting the position of the Innovator and include any supporting documentation.
- Within twenty (20) working days from receipt of an appeal of the Provost's decision, the President, or his or her designee, shall review the information provided, determine whether the Innovator has made a reasonable effort to resolve the dispute informally as well as the merits of the dispute, and issue a written decision on the appeal. The decision on this review will be the final decision of the University, subject to external obligations, state, or federal law.

Definitions

- **Artistic Works:** Works created primarily for their cultural or aesthetic value. Such works may include, but are not limited to, plays, poems, novels, paintings, illustrations, sculptures, and musical compositions.
- **Copyright:** Copyright is the ownership and control of the IP in published and unpublished original works of authorship fixed in a tangible medium of expression. Copyright includes literary, dramatic, and musical Works, such as poetry, novels, movies, and songs, as well as computer software/code and architecture. Copyright does not protect facts, ideas, systems, or methods of operation but could protect the way these things are expressed. Copyright provides the owner with the right to determine how the work is copied, modified, and/or distributed to others (e.g., through sale, lease, or lending).
- **Employee:** Any person employed by the University.
- **Faculty:** All those charged with academic or research instruction and others who have a role in educating, supervising, or advising Students in University programs and disciplines.
- **Instructional Works:** Works created primarily for the instruction of students or for continuing education and certification programs. Such works may include, but are not limited to, slides and presentation content to be used in classes, class notes, exercises and assignments, syllabi, and examinations.
- **Intellectual Property (IP):** Includes tangible or intangible results of research, development, teaching, or other intellectual activity. IP may include the following categories:

1. Inventions, discoveries, or other new developments which are appropriate subjects of patent applications.
2. Copyrightable materials, such as written materials, sound recordings, videos, films, computer programs, computer-assisted instruction materials, works of art including paintings, sculpture, and musical compositions, and all other similar materials, including Artistic Works, Instructional Works, and Scholarly Works.
3. Tangible research property such as biological materials including cell lines, plasmids, hybridomas, monoclonal antibodies, and plant varieties; computer software, data bases, integrated circuit chips, prototype devices and equipment, circuit diagrams, etc.; and analytical procedures, laboratory methods, etc. All such tangible research property may or may not be patentable or copyrightable.

The three categories above are not mutually exclusive; a given article of IP may include aspects of all three categories.

- **Invention:** Any material capable of legal protection and includes any discovery, process, know-how, trade secret, design, model, computer algorithms/Software (if patentable), strain, variety, or culture of an organism, or portion, modification, translation, or extension of these items. It includes Marks used in connection with these. It also includes Tangible Research Property.
- **Inventor:** A member of the Eastern Kentucky University community who engaged in the conception or subsequent derivations of Intellectual Property.
- **Mark:** trademarks, service marks, collective marks, and certification marks.
- **Scholarly Works:** Scholarly Works means all Copyrightable works authored by Faculty within the scope of their employment. Common examples of Scholarly Works include, but are not limited to, journal articles, scholarly papers, books (e.g., monographs, textbooks, and other books), and case examples, regardless of the medium in which those works are fixed or disseminated.
- **Software:** The source code and/or object code of computer applications and subroutine libraries. Software, for the purposes of this Policy, does not include Artistic Works in the form of computer-generated works of art or music or the content of other forms of works, such as traditional Scholarly Works, that are recorded in a Software medium.
- **Staff:** All Employees of the University who are not otherwise considered Faculty.
- **Students:** All those enrolled full-time or part-time in any course, program of study, or discipline, or who are performing research under an exchange program or with ECU funding.
- **Tangible Research Property:** Includes, but is not limited to, materials, computer software, computer databases, prototype devices or equipment, engineering designs or drawings, integrated computer chips, audiovisual works, antibodies, genetically modified animals, and cell lines. Items of tangible research property may be associated with one or more intangible properties such as patents, Copyrights, and trademarks.

- **University:** Eastern Kentucky University (EKU)
- **Works Significantly Derived from University Resources:** Works created using expert University services or extensive use of other University resources that exceeds the level of support that is commonly and customarily accessed by Faculty or Students.

Interpreting Authority

University Counsel

Policy Adoption Review and Approval

Policy Revision

<u>Date</u>	<u>Entity</u>	<u>Action</u>
June 19, 2017	Board of Regents	Adopted
May 24, 2017	President	Approved
May 3, 2017	Provost Council	Approved
May 1, 2017	Faculty Senate	Approved
January 21, 2005	Board of Regents	Adopted
November 1, 2004	Faculty Senate	Approved

Policy Issued (as Patent and Copyright Policy)

<u>Date</u>	<u>Entity</u>	<u>Action</u>
January 21, 1989	Board of Regents	Adopted
February 1, 1988	Faculty Senate	Approved



Eastern Kentucky University Policy and Regulation Library

1.1.1

Volume 1, Governance

Chapter 1, Policies, Regulations, and Guidelines

Section 1, Policy on Policies and Regulations

Approval Authority: Board of Regents

Responsible Offices: University Counsel

Effective:

Issued: April 19, 2010

Last Revised: December 2, 2020

Next Review Date:

Policy on Policies and Regulations

Statement

Pursuant to Kentucky Revised Statutes 164.350(2), it is the duty of the Board of Regents to adopt bylaws, rules, and regulations for the governance of the University. At Eastern Kentucky University, the Board of Regents has declared that the University shall be governed by Board-adopted University Policies ("Policies"). It is the expectation of the Board of Regents that the President and the administration will develop a system of Regulations that implement the Policies or that manage routine operations of the University. By way of this Policy, the Board of Regents hereby establishes the Policy and Regulation development process. The Board retains full Policy-making authority at the Board level and hereby delegates to the President the authority to approve internally developed Regulations. University Counsel, in consultation with the President's Cabinet, will determine the appropriate categorization of new Policies and Regulations dependent upon their level of potential legal liability.

Eastern Kentucky University, through the practice of shared governance, formally develops, approves, disseminates, implements, and maintains University Policies, Academic Regulations, and Administrative Regulations, as defined in this document, through a uniform process. All members of the University community may be involved in developing, updating, recommending, and disseminating University Policies and/or Regulations, and, thus, must adhere to the precepts set forth in this policy. This document defines a University Policy, Academic Regulation, and Administrative Regulation, and provides a format for their development, revision, approval, and dissemination. Additionally, it describes the responsibilities of the parties involved in their formulation and adoption.

This Policy enables the University to make Policy and Regulation development and approval efficient and consistent. Further, a comprehensive document that outlines the development, revision, approval, dissemination, implementation, and maintenance of University Policies and Regulations allows for more consistent enforcement, greater accessibility, and timelier review. This process will enhance communication, organizational operations, compliance, and accountability.

Eastern Kentucky University will be guided by the following principles:

- Policies and Regulations will
 - support the University's mission, values, initiatives, and strategic goals;
 - be designed to encourage students' success in achieving their goals while at the same time be intended to maintain the mission of a high quality educational experience;
 - align authority with responsibility and accountability;
 - comply with applicable federal and state and local laws and regulations as well as accrediting standards; and
 - be consistent with other university policies;
- The Policy and Regulation development process will
 - be transparent;
 - honor shared governance by seeking participation from stakeholders;
 - have a mechanism for evaluation and improvement in a timely manner; and
 - minimize bureaucratic gridlock.

Entities Affected

Entire university community, including all campuses and extended sites.

Procedures

UNIVERSITY POLICY ORIGINATING, VETTING, AND APPROVAL PROCESS

Any University Community member may identify the need for a new Policy or the revision of an existing Policy. Once the need for a new Policy or the need to substantively revise a current Policy is identified, the following steps must be followed:

- 1) The Director of Policy Development shall be informed of the need for a new Policy or substantive revision to a Policy. When a member of the University Community identifies the need for a new Policy, an Impact Statement describing the justification for the new Policy or revision to an existing Policy; the alignment with the University's mission or with external obligations; and its potential impact on the campus community shall be submitted to the Director of Policy Development. A draft of the new Policy may be submitted with the Impact Statement but is not required.
- 2) The Director of Policy Development will review the Impact Statement, if applicable, and will work with the Policy Originator and the President's Cabinet to confirm the need for the new Policy or Policy revision.

- 3) The Director of Policy Development will form a Drafting Team consisting of those representative stakeholders most directly affected by the Policy, including, when appropriate, student representatives.
- 4) With the facilitation and support of the Director of Policy Development, the Drafting Team will develop the draft Policy in the approved, accessible format.
- 5) 10-Day Public Comment
Once complete, the Policy draft shall be posted on the Policy website for a 10-day public comment period. A memo summarizing the Policy, the entities affected, and a plan for implementation will accompany every Policy through the vetting process, including the public comment period. The Director of Policy Development shall inform the President's Cabinet, Provost Council, Staff Council, and Executive Committee of the Faculty Senate every time a Policy is posted for 10-day public comment. The comment period shall include only business days when the University is open. The comment period will be extended if deemed necessary by the President. Comments received shall be routed to the appropriate stakeholders (i.e., President's Cabinet, University Counsel, the Drafting Team, etc.) by the Director of Policy Development.
- 6) Stakeholder Review
The Drafting Team will submit the final draft Policy to the Director of Policy Development, who will ensure appropriate review and vetting by University stakeholders.
- 7) Policy Vetting
The President's Cabinet shall vet all Policies before being forwarded to the President. All Policies shall be presented to the Provost Council as information items. Upon rare circumstances, either council may forward the draft Policy to additional stakeholders for review and recommendations, but not approval.
- 8) After the completion of vetting, the Director of Policy Development will submit the Policy and its accompanying memo to the President.
- 9) Upon receiving a Policy draft, the President may:
 - a. recommend approval and submission to the Board of Regents for adoption;
 - b. not recommend approval and submission to the Board of Regents;
 - c. take other action as the President deems appropriate.
- 10) Upon the recommendation of the President, the Director of Policy Development will submit Policies to the Board of Regents, which has authority to approve University Policies. University Policies will be presented to the Board of Regents at their June and December meetings, with Implementation Dates at the beginning of the fall and spring semesters, respectively.

- 11) Once a Policy is adopted, it will be posted on the University Policy website, and the Director of Policy Development shall inform the President's Cabinet, Provost Council, Staff Council, and Executive Committee of Faculty Senate. Policies will be codified in a manner that includes Volume, Chapter, and Section.

ESTABLISHING AN INTERIM UNIVERSITY POLICY

When compliance with the law or with an accrediting or governing body will not allow time for the normal policy process to proceed, an Interim Policy may be established. When an Interim University Policy is necessary, a Drafting Team will draft the Policy. The Director of Policy Development will submit the draft Policy and its accompanying memo to the President for approval on an interim basis. The President's Council, the Provost Council, the Executive Committee of the Faculty Senate, and Staff Council will be notified when the President adopts such Interim Policies.

An Interim policy must carry an expiration date of no more than one year from Presidential approval and will either be allowed to expire without additional action, be extended one time for a specific period upon special permission from the President, or be replaced by a standard University Policy, which is vetted through the process as stated within this Policy.

UPDATING OR REVISING A UNIVERSITY POLICY

On an as-needed basis, the Director of Policy Development may make non-substantive or editorial changes (such as position or unit titles, links, etc.) to University Policies. The Director of Policy Development will note the date of such changes on the Policy and notify the President's Council, the Provost Council, the Executive Committee of the Faculty Senate, and Staff Council.

Procedures for substantive revisions to an existing Policy are the same as the Policy originating, vetting, and approval process as stated above.

When compliance with the law or any accrediting body mandates revision of a Policy, the Director of Policy Development will make such revisions and submit to University Counsel for review and approval. Once approved, the Director of Policy Development will notify the President's Council, Provost Council, Executive Committee of Faculty Senate, and Staff Council.

IMPLEMENTING, DISSEMINATING, AND TRAINING

Unless otherwise stated in this Policy, a Policy is in effect immediately after it is adopted by the Board of Regents. Once adopted, the Director of Policy Development will ensure that the Policy is disseminated to the University Community. The Responsible Office(s) will establish any support systems to train the community to ensure implementation and ongoing compliance.

INTERPRETING A UNIVERSITY POLICY

When questions or conflicts arise concerning the application, compliance, or scope of a Policy, the affected parties will provide the details of the question or conflict in writing to University Counsel who, in consultation with the President's Cabinet, serves as the interpreting authority for all Policies.

University Counsel will review the questions or conflicts in light of legal or accreditation requirements as well as any University precedents to ensure consistent interpretation. Once an interpretation has been determined, University Counsel will communicate the decision in writing to the appropriate parties.

PERIODIC REVIEW OF UNIVERSITY POLICIES

University Policies should be reviewed on a periodic basis (a five-year cycle is recommended) to ensure the currency and accuracy of the Policies. The Responsible Office will ensure Policies under their jurisdiction are so reviewed. Policies will be reviewed for the following:

- Continued relevance to the University mission and values;
- Consistency with other University policies;
- Reflection of changes in laws, regulations, accreditation standards, educational goals/practices, university practices, etc.;
- Errors in fact or in language; and
- Other potential issues.

If changes in the Policy are deemed necessary, the appropriate process (revising, updating, or repealing) should be initiated.

REPEALING A UNIVERSITY POLICY

If a Policy is identified as no longer relevant or necessary, the same vetting process as was used in its origination shall be followed to repeal the Policy, with the exception of the 14-day public comment period. As the governing authority, the Board of Regents, through the majority vote of a quorum of its members at an open meeting, may repeal any Policy.

ARCHIVING A UNIVERSITY POLICY

If a Policy is updated, revised, superseded, or repealed, the older version of the policy will be archived in University Archives. These archived Policies will be made available upon request.

ACADEMIC AND ADMINISTRATIVE REGULATIONS

The Board of Regents delegates to the President the final approval authority for Academic and Administrative Regulations, which, except as noted below, follow the development process established above for University Policies.

- Academic Regulations: These Regulations apply specifically to academic matters of the University, including faculty-related issues, and require the approval of University Counsel, the Provost, the Provost Council, and the President. Academic Regulations may be approved at any time during the calendar year, with implementation taking place as appropriate.
- Administrative Regulations: These Regulations may, but are not required to, apply institution wide and require approval from University Counsel, the President's Cabinet, and the President. Administrative Regulations may be approved at any time during the

calendar year, with implementation taking place immediately upon approval or as appropriate.

- **Human Resources Regulations:** These Regulations apply institution wide and require approval from University Counsel, the Executive Director of Human Resources, and the President. These Regulations are not subject to a public comment period. Human Resources Regulations may be approved at any time during the calendar year, with implementation taking place immediately upon approval or as appropriate.

All Administrative and Academic Regulations will be presented to the Board as information items. All Administrative Regulations will be presented to the Provost Council, Staff Council and the Faculty Senate as information items. All Academic Regulations will be presented to the Faculty Senate as information items. Members of these bodies may provide feedback on Policy drafts either 1) individually via the University comment period process or 2) by submitting feedback to the Chair of their respective organization, who may provide feedback on behalf of the organization via the University comment period process.

DEPARTMENT/UNIT PROTOCOLS AND PROCEDURES

Protocols, and procedures that apply only to specific departments or units are not subject to this process. Departments, colleges, and units must ensure that all procedures and protocols are consistent with University Policies, Regulations and protocols, are developed and approved consistent with the principles of shared governance, and are published.

Definitions

- **Academic Regulation:** A Regulation which solely addresses the academic matters of the University and issues of faculty rights and responsibilities.
- **Administrative Regulation:** A Regulation which addresses administrative affairs of the University, including policies which have broader implications beyond academic or faculty issues, even if academic or faculty members are affected.
- **Drafting Team:** A drafting team is a small workgroup formed for the purpose of writing and editing a Policy draft within an approved, accessible format. Drafting teams will consist of representative stakeholders.
- **Effective Date:** The date the University Policy is approved by the Board of Regents or Interim Policy as approved by the President unless otherwise specified.
- **Interim Policy:** This is a provisional Policy issued when a University Policy is needed before the standard process can be completed. An Interim Policy must carry an expiration date and will either be allowed to expire without additional action, be extended one more time for a specified period upon special permission from the President, or be replaced by a standard University Policy.

- **Policy Impact Statement:** Document to be completed by the Policy Originator describing the justification for developing a new Policy and the impact of such on the University.
- **Policy Originator:** An individual or group identifying a need for a Policy or Policy revision and assisting in the development of that Policy.
- **Recognized University Unit or Organization:** Examples include University Departments, RSO's, Student Government Association, etc.
- **Regulation:** A guiding University document that implements a University Policy or that manages routine operations of the University. Regulations are divided into two categories: academic and administrative.
- **Responsible Office(s):** University office(s) designated with the responsibility of administering a Policy, communicating with and training the university community regarding the Policy requirements, and executing its timely review and updating.
- **Shared Governance:** As it relates to this Policy, a joint effort of the university community for the development of University Policies.
- **Stakeholder:** Any individual or group who might be impacted by or might have knowledge related to a particular Policy.
- **University:** Eastern Kentucky University
- **University Community:** a representative from an administrative or academic unit; a committee, senate, association, or council; or an individual (student or employee) sponsored by a Recognized University Unit or Organization.
- **University Policy:** A Policy which applies institution-wide and is directly tied to the legal compliance of the University. These Policies include, but are not limited to, topics such as equal opportunity, Title IX, ADA compliance, free speech, use of University resources, tuition and fees, and financial Policies. University Policies will be presented to the Board of Regents at their June and December meetings, with implementation at the beginning of the fall and spring semesters, respectively.

Responsibilities

- Board of Regents
 - Review and approve all University Policies; ultimate Policy-making authority of the University.
- Director of Policy Development
 - Review Impact Statements and provide feedback to the Policy Originator(s).
 - Identifies need for Policy development or revision as needed.
 - Facilitate the development and processing of University Policies.

- Serve on drafting teams as appropriate.
 - Ensure that the University Community is trained concerning Policy development and compliance matters.
 - Maintain the University Policy website.
 - Assist with the archiving of Policies that have been revised, suspended, or superseded.
- Drafting Team
 - Work with the Policy Originator and Director of Policy Development to draft a new Policy or make revisions to an existing policy.
 - Use the approved, accessible template to create a Policy draft.
 - Edit Policy draft based on input from review groups, stakeholders, and the 14-day university comment period, if appropriate.
- Policy Originators(s)
 - Complete the Impact Statement, if applicable, and submit to the Director of Policy Development to begin the Policy process.
- President
 - Review and approve Regulations.
 - Review and recommend Policies to the Board of Regents for approval.
- President's Cabinet
 - Review all Policies and Regulations before they are sent to the President.
 - Identify additional stakeholders as needed and seek input.
- Provost Council
 - Review all Policies before they are sent to the President's Cabinet.
 - Identify additional stakeholders as needed and seek input.
- Responsible Office(s)
 - Be accountable for implementation of and compliance with Policy.
 - Conduct timely reviews of existing Policies under their jurisdiction.
 - Assist, as needed, in the development, updating, or revision of Policy within their area of responsibility.
 - Lead in the establishment of support systems needed to achieve compliance of Policies.
 - Inform and train the University Community concerning new and substantially revised Policies.

- University Counsel
 - o Assist Drafting Teams, as needed, with issues that require a legal interpretation.
 - o Review all University Policies and Regulations for compliance with applicable federal, state and local laws and regulations as well as for consistency with other University Policies and Regulations.
 - o Make revisions, as necessary, to Policy and Regulations due to changes in law.
 - o Make sound judgments on the intent of the when questions or conflicts arise concerning Policy/Regulation application, compliance, or scope.
 - o Review precedents, if any, to ensure consistent interpretation.
 - o Render an interpretation when called upon to do so and communicate the decision to the appropriate parties.
 - o Document all interpretation decisions.

Violations of the Policy

Violations of this Policy may result in the delay of the approval process or in the official University recognition of the Policy's effect.

Interpreting Authority

President

Senior Vice President for Academics and Provost, if so delegated

University Counsel, if so delegated

Vice Presidents or other direct reports to the President, if so delegated

In the event there is a conflict between interpreting authorities, the President will make the final interpretation decision.

Policy Adoption Review and Approval

Policy Revised

<u>Date</u>	<u>Entity</u>	<u>Action</u>
December 2, 2020	Director of Policy Development	Editorial Revision
April 23, 2019	Board of Regents	Adopted
January 25, 2016	Board of Regents	Adopted
December 9, 2015	President Benson	Approved
November 4, 2015	Provost Council	Approved

October 5, 2015	Faculty Senate	Approved with amendment
August 31, 2015	Staff Council	Approved

Policy Issued

<u>Date</u>	<u>Entity</u>	<u>Action</u>
April 19, 2010	Board of Regents	Adopted
April 19, 2010	President Whitlock	Approved
April 16, 2010	Administrative Council	Approved
April 7, 2010	Provost Council	Approved
March 1, 2010	Faculty Senate	Approved
February 18, 2010	Council on Academic Affairs	Approved

Policy Issued

<u>Date</u>	<u>Entity</u>	<u>Action</u>
November 3, 2009 through May 1, 2010	President Whitlock	Extended effective date
November 10, 2008	President Whitlock	Adopted Interim Policy

To: Faculty Senate

From: The Committee on Faculty Rights and Responsibilities

Date: April 14, 2021

The Committee on Faculty Rights and Responsibilities requests that the Faculty Senate adopt the following motion at its meeting on May 3, 2021.

MOTION:

The Faculty Rights and Responsibilities Committee moves that the Revised Faculty Grievance Policy be approved by the Senate.

JUSTIFICATION OF THE MOTION:

Whereas the American Association of University Professors has the following Criteria for a Sound Grievance Policy:

1. There is an elected faculty grievance committee. The committee shall consist of 3 [or some other number] elected members of the faculty. No officer of the administration will serve on the committee.
2. The faculty member with a grievance petitions the committee. The petition sets forth in detail the nature of the grievance and states against whom it is directed.
3. The committee will decide whether or not the facts merit a detailed investigation.
4. The committee may seek to bring about a settlement of the issue(s) satisfactory to the parties. If in the opinion of the committee such a settlement is not possible or is not appropriate, the committee will report its findings and recommendations to the petitioner and to the appropriate administrative officer and faculty body, and the petitioner will, upon request, be provided an opportunity to present the grievance to them.

And Whereas the Committee has identified the following problems with ECU's current grievance policy:

1. The policy is very legalistic. Those who file a grievance are not prepared to fight a legal battle, and that's what it is.
2. All evidence has to be filed initially. In a lawsuit there is a prima facie filing and then rebuttals. However, with the ECU grievance policy, the petitioner has no opportunity to argue their case. Most cases our former Ombud has seen cannot be proven with empirical evidence.
3. Grievances are not given sufficient credence, and there is no investigation. No evidence is considered beyond the "4-corners of the documents."
4. The timeline is so tight that there is no time for the committee (or anyone) to do any investigating.
5. The grievance process is controlled from start to finish by the administration. An administrator sits in with the faculty committee and even decides what documents or portions of documents the committee may see.

With AAUP principles in mind and with concern about deficiencies of the current ECU Faculty Grievance Policy, the Faculty Rights and Responsibilities Committee proposes the following revision of the Policy. The Committee moves that this policy revision be approved by the Faculty Senate.

Faculty Grievances

Policy Statement

It is the intention of Eastern Kentucky University to treat all employees in a consistently fair manner, and it is the desire of the University that all employees treat each other likewise. However, in the normal course of colleagues working together, problems in the working relationship can be expected to arise. In most cases, these problems can be and should be resolved by the disputing parties or arbitrated at the first level of supervision. But in those instances when a mutually satisfactory resolution cannot be quickly found, the aggrieved party should be given an opportunity to have the grievance considered on the basis of its merit, in an orderly and expeditious manner, and without prejudice or fear of reprisal. Faculty may bring a grievance against other faculty, against staff, or against administrators (including University employees or contractors employed by the University) where it impacts teaching, service, or scholarship.

The procedure outlined herein is designed to provide a method of managing faculty grievances in a prompt and equitable manner without placing an unreasonable burden on the University's resources or extra burden on the faculty member.

Grievances include but are not limited to the following:

1. An allegation that existing University policies, rules, regulations, practices, and/or procedures have been violated, misinterpreted, and/or improperly applied. When an existing policy contains an appeal procedure, the grievant may be directed by the Faculty Advocate to the appropriate policy.
2. An allegation that standards of academic freedom, behavior, and/or practices have been breached by any person(s) covered under this policy.
3. An allegation that actions involving him/her were unfair, inequitable, arbitrary, or capricious.

Rights of Grievant and Respondent

1. Both grievant and respondent have the right to be heard.
2. The respondent shall receive a written copy of the grievance, and the grievant shall receive a written copy of the respondent's reply.
3. The grievant shall not be penalized academically or professionally for filing a grievance in good faith under this policy. (See Policy 1.6.2, Non-Retaliation)

Limitations

1. Disputes which are being or have been processed in the courts are not included under this policy.
2. Disputes involving compliance with State or Federal statutes or regulations are not included under this policy.
3. Disputes which involve appeal(s) included in the other policies (e.g., appeals about promotion, tenure, etc.) are not included under this policy.
4. Disputes involving merit pay or salary increments are not included under this policy.
5. Affirmative action and non-discrimination issues which are delineated in other policies should be referred to the Equal Opportunity Office and are not covered by this policy.

Entities Affected

Colleges
Departments
Faculty

Eligibility

This policy applies to all of the following personnel:

- A. The faculty-at-large as defined by the Faculty Handbook; and
- B. The Teaching and/or Research Faculty as defined by the Faculty Handbook.

Procedures

Informal Grievance Resolution

The University recognizes the importance of resolving workplace-related issues and concerns. Although not required, the University encourages faculty members to seek informal resolution through discussion of any employment-related problems with the relevant administrator, and, if appropriate, with that administrator's supervisor, prior to initiation of mediation, which is the first step in the formal grievance process.

Filing a Grievance

To file a grievance, an individual faculty member must submit a written, signed statement containing the following information:

- The specific policy or established practice that has allegedly been violated;
- The date(s) of the alleged violation and the date on which the grievant became aware of the alleged violation, or the timeline if alleging a pattern of behavior;
- The facts relevant to the alleged violation;
- The person(s) against whom the grievance is filed (the “respondent”); and
- The redress sought.

After the grievance petition is prepared, the faculty member must file the petition with the Faculty Advocate and with the respondent administrator(s).

Faculty Advocate in Charge of Mediation Process

The Faculty Advocate is a senior faculty member with tenure who has appropriate knowledge of the University’s mediation process. The Faculty Advocate shall be appointed by the Chair of the Faculty Senate according to procedures approved by the Senate. The Faculty Advocate shall serve a three-year term, which is renewable. The Faculty Advocate shall not serve on any departmental or college reappointment, promotion, or tenure committee, or on the Faculty Grievance Committee concurrent with appointment as the Faculty Advocate, and shall not be an active participant or advisor on behalf of any party in any grievance during his or her term(s) as the Faculty Advocate. The Faculty Advocate shall receive the equivalent of a one-course release for serving in this capacity.

Responsibilities of the Faculty Advocate

It shall be the responsibility of the Faculty Advocate to review each grievance petition and to determine that the facts described in the petition, if true, would be sufficient to establish that the faculty member experienced a remediable injury attributable to the alleged violation of University policies or regulations or commonly shared understandings within the academic community about the rights, privileges, and responsibilities attending University employment.

The Faculty Advocate shall implement the mediation process for grievances subject to formal resolution. The Faculty Advocate shall also provide assistance in general training of the Grievance Committee, obtain and preserve for the University record all documents relating to the processing and hearing of each filed grievance, and maintain an accurate statistical record of all grievance activity.

Mediation Process

Mediation is a procedure in which disputing parties enlist the assistance of a neutral party to help them in achieving a voluntary, bilateral agreement that finally and definitively resolves all or portions of their dispute, without resorting to the adversarial procedures inherent in a

formal Grievance Committee hearing, administrative hearings, or litigation. While there can be no requirement that forces a party to reach a mediated agreement, Eastern Kentucky University requires that both parties participate in a mediation process as the first step in formally resolving a grievance. No blame will attach to either party if mediation does not produce a mediated settlement agreement.

Selection of a Mediator

The Faculty Advocate will either serve as the mediator, if this is agreeable to both parties, or provide a list of other approved mediators. The parties will attempt to agree on a mediator that is acceptable to both. If consensus is not reached, the Faculty Advocate will write the names of approved mediators on slips of paper and draw one.

Initiation of the Mediation

The Faculty Advocate will establish a date, time, and location for the mediation session(s). If the Faculty Advocate is not the mediator, the Faculty Advocate will send the mediator a copy of the filed grievance petition. Neither party will be accompanied by another person or represented by an attorney at the mediation session(s). Mediation will continue until such time as the mediator determines either that further efforts to resolve the grievance by mediation would be futile, or that the grievance has in whole or part been resolved to the satisfaction of the parties involved.

If the mediation successfully resolves all issues in the petition, the mediator will produce a written copy of the agreed upon resolution and will confirm that the terms are acceptable to the petitioner, to the respondent, and to the Provost. If the grievant, the respondent, and the Provost agree on those terms, the mediator shall immediately obtain the signatures of the petitioner, the respondent, and the Provost on that document and provide copies of the fully-executed document to all parties.

If the mediator determines that the mediation process has been unsuccessful, she or he shall inform the Faculty Advocate that “in this matter, mediation was attempted, but the parties did not reach a settlement.” At that point the Faculty Advocate will submit the mediator’s statement and the grievance petition to the Chair of the Grievance Committee.

Faculty Grievance Committee

The academic colleges and the libraries shall elect one committee member and one alternate from the full-time faculty within the unit. Committee members should have had at least 5 years of full-time service at the University. Committee members shall serve three-year terms, with one third to be elected each year. No department chair, department head, senior

administrative officer or mediator currently eligible to mediate such grievances shall serve on the Grievance Committee. Elections shall be finalized no later than May 1 prior to the academic year in which service begins. All terms begin August 15 and run for 1 calendar year. The Grievance Committee shall elect its chair each year. If any Grievance Committee member is too close to the issue at hand to be completely objective and impartial, that member should recuse himself or herself and be replaced by an alternate.

Grievance Hearing Procedures

If mediation fails to produce a voluntary resolution, the Grievance Committee must decide whether a hearing should be held in response to the petition. The Grievance Committee shall determine if the facts alleged justify a hearing based on the Limitations given on page 1 of this policy. If the Grievance Committee determines that a hearing is justified and that the issues presented are within the purview of the Grievance Committee's responsibility, it shall schedule an evidentiary hearing.

The hearing shall be conducted informally and in private with only the members of the Grievance Committee, the grievant and respondent, and such witnesses as may be called in attendance, except that each person directly involved in the grievance may be accompanied by one person of his or her choosing to serve as an advisor. The grievant may elect to bring an attorney to serve as such an advisor. If the grievant does elect to have an attorney as the advisor, the respondent administrator may elect to have an attorney provided by the University as his or her advisor. Such an advisor shall not present evidence or make argument. The party and his/her advisor may take breaks to consult during the proceedings. At the hearing the grievant is to present evidence in support of the grievant's contentions, and the respondent is to be given an opportunity to respond. All parties may present their cases in person and may call witnesses on their behalf.

The Grievance Committee shall decide whether the preponderance of the evidence supports the allegations made by the petitioner. The committee shall resolve any procedural issues raised by the parties, after providing each party the opportunity to be heard on such matters.

The committee shall report its findings and recommendations in writing within 21 days of the completion of the hearing to the grievant, the respondent, the Provost, and the administrator who is the respondent's immediate supervisor. The grievance committee's report is advisory to the Provost and does not bind the Provost to a particular decision. When the Grievance Committee sustains an allegation made in a grievance, it shall recommend appropriate redress consistent with existing policies, procedures, and practices.

The Provost shall decide the grievance, in writing, within 14 days of the receipt of the Grievance Committee's findings and recommendations. If the Provost does not concur with the recommendations of the Grievance Committee, the Provost shall state in writing the reason(s)

for the differing judgment. All parties shall be notified in writing, with a copy to the appropriate department chair(s), dean(s) and the Grievance Committee of the Provost's decision and of the right to appeal the decision.

Appeals

1. Following notification of the Provost's decision, either party may appeal the decision only for the following grounds:

- a. decision is arbitrary, capricious, or not supported by factual data
- b. violation of procedural due process

2. The candidate will submit a written request for appeal to the President within ten calendar days of notification of the Provost's decision. The request shall state the grounds for an appeal and shall provide evidence in support of such grounds.

3. The President shall notify the other party to the grievance that an appeal has been filed. The other party may submit a response to the appeal within ten calendar days.

4. The President shall base his or her decision on written statements from the grievant and respondent, the record of the Grievance Committee hearing, the recommendation of the Grievance Committee, and the Provost's decision and written justifications. The President may, at his or her discretion, consult with the Grievance Committee prior to making a decision.

5. The President shall notify all parties in writing of the appeal decision, including the appropriate department chair(s), dean(s), and the Grievance Committee and shall include a copy of the appeal report. All appeal decisions are final.

If an appeal is filed, the Provost's decision on the grievance shall not be implemented until the appeal process is completed.

Confidentiality

The parties to the grievance, their advisors, and other relevant administrators and faculty (including witnesses and committee members) shall respect the confidentiality of information and records and the privacy of all parties whose interests are affected by a grievance. While the University will make every effort to keep all records and information related to grievance proceedings under this Policy (both formal and informal) confidential, as a public institution the University is subject to Kentucky's open records laws. Therefore, much or all of the documentation generated in a Faculty Grievance process may be subject to disclosure by law.

Sanctions

Sanctions may not be imposed until all of the parties involved in the grievance have had the opportunity to complete the entire grievance procedure. Sanctions covered in KRS 164.230 are the province of the Board of Regents. Sanctions relating to changes in assignments and other disciplinary measures are the province of the proper administrator(s). Sanctions may include but are not limited to the following:

- A. A reprimand, with copies to the chair, dean, and Provost for inclusion in the personnel files of the individual against whom the sanctions are imposed.
- B. Change in assignment, subject to the condition that the new assignment shall involve duties consistent with the duties of other faculty members with the same academic rank. Such a change might involve removal from a supervisory role or the elimination of special privileges associated with the previous assignment.
- C. Proceedings under Policy 4.6.7, Post-Tenure Review.
- D. Proceedings under Policy 8.3.4, Progressive Disciplinary Action.
- E. Proceedings under KRS 164.230 and policy 4.6.16, Dismissal of Faculty, for dismissal for reasons of incompetency, neglect of or refusal to perform his duty, or of immoral conduct.

Final Disposition

After the grievance procedure has been completed, it shall be the responsibility of the Provost to implement the decision with the final disposition taking place at the appropriate level.



Eastern Kentucky University Policy and Regulation Library

4.7.4

Volume 4, Academic Affairs
Chapter 7, Faculty Rights and Responsibilities
Section 4, Faculty Grievances

Approval Authority: Board of Regents

Responsible Executive: Provost

Responsible Office(s): Office of Academic Affairs,
Colleges, and Departments

Effective: August 14, 2018

Last Revised: February 26, 2018

Issued: February 1, 1992

Next Review Date: Fall 2023

Faculty Grievances

Policy Statement

It is the intention of Eastern Kentucky University to treat all employees in a consistently fair manner, and it is the desire of the University that all employees treat each other likewise. However, in the normal course of colleagues working together, problems in the working relationship can be expected to arise. In most cases, these problems can be and should be resolved by the disputing parties or arbitrated at the first level of supervision. But in those instances when a mutually satisfactory resolution cannot be quickly found, the aggrieved party should be given an opportunity to have the grievance considered on the basis of its merit, in an orderly and expeditious manner, and without prejudice or fear of reprisal.

The procedure outlined herein is designed to provide a method of dealing with faculty grievances in a prompt and equitable manner without placing an unreasonable burden on the University's resources and personnel.

Grievances include but are not limited to the following:

1. An allegation that existing University policies, rules, regulations, practices, and/or procedures have been violated, misinterpreted, and/or improperly applied. When an existing policy contains an appeal procedure, the grievant must use the appeal procedure within that policy rather than the Grievance Policy.
2. An allegation that standards of academic freedom, behavior, and/or practices have been breached by any person(s) covered under this policy.
3. An allegation that actions involving him/her were unfair, inequitable, arbitrary, or capricious.

Rights of Grievant and Respondent

1. Both grievant and respondent have the right to be heard.

2. The respondent shall receive a written copy of the grievance, and the grievant shall receive a written copy of the respondent's reply.
3. The grievant shall not be penalized academically or professionally for filing a grievance in good faith under this policy. (See Policy 1.6.2, Non-Retaliation)

Limitations

1. Disputes which are being or have been processed in the courts are not included under this policy.
2. Disputes involving compliance with State or Federal statutes or regulations are not included under this policy.
3. Disputes which involve appeal(s) included in the other policies (e.g., appeals about promotion, tenure, etc.) are not included under this policy.
4. Disputes involving merit pay or salary increments are not included under this policy.
5. Affirmative action and non-discrimination issues which are delineated in other policies should be referred to the Equal Opportunity Office and are not covered by this policy.

Entities Affected

- Colleges
- Departments
- Faculty

Eligibility

This policy applies to all of the following personnel:

- A. The Faculty-at-Large as defined by the Faculty Handbook; and
- B. The Teaching and/or Research Faculty as defined by the Faculty Handbook.

Procedures

The Faculty Grievance Officer (FGO) shall be the Associate Provost; shall administer the grievance procedures as set forth in this document; and shall advise the parties about appropriate procedures to follow. The FGO shall not serve as advocate for any party to any grievance and may participate in a grievance proceeding only as FGO in a Grievance Hearing, and only as prescribed by this policy. The FGO shall maintain records of all grievances.

Informal Grievance Resolution

All reasonable efforts to seek an informal and timely resolution are encouraged before written grievances are filed. If desired, the parties may seek informal resolution through mediation from the Office of the Ombud. The informal resolution process shall be completed within 60 calendar days of a request for an informal resolution. Exceptions to this timeline must be approved by the Executive Vice President for Academic Affairs and Provost. If the grievant determines that the grievance cannot be informally resolved and the grievant wishes to pursue the grievance, the grievant must submit a written request for a formal hearing to the FGO.

Filing a Grievance

To file a grievance, an individual faculty member must submit a written, signed statement (the "grievance") to the FGO within thirty (30) calendar days of the request for a formal hearing. The grievance must contain the following information:

- the specific policy or established practice that has allegedly been violated;
- the date(s) of the alleged violation and the date on which the grievant became aware of the alleged violation, or the timeline if alleging a pattern of behavior;
- the facts relevant to the alleged violation;
- the person(s) against whom the grievance is filed (the "respondent"); and
- the redress sought.

The FGO will provide a copy of the grievance and any documents submitted with the grievance to the respondent within five (5) calendar days of receipt. The FGO shall notify the appropriate department chair(s), dean(s), and the Provost that a grievance has been filed.

Jurisdictional and Procedural Decisions

- A. Within fourteen (14) days of the date that a grievance is filed, the FGO shall determine whether the following jurisdictional requirements have been met. The FGO may also seek information from appropriate University office(s) to assist in making these jurisdictional determinations:
 - a. Whether the grievant has standing under the Faculty Grievance Policy;
 - b. Whether the grievance has met the deadlines required in the policy;
 - c. Whether the grievance identifies an appropriate respondent(s);
 - d. Whether the grievance adequately identifies the existing policies and/or established practices alleged to have been violated; and
 - e. Whether any other jurisdictional issue(s) need to be decided in connection with the initiation of the grievance and, if so, an explanation of such issues.
- B. The FGO shall inform the parties in writing whether each jurisdictional requirement has been met, along with the names of any University offices consulted regarding the jurisdictional decisions. If any jurisdictional requirement has not been met, the FGO shall dismiss the grievance.
- C. Each party shall have the right to appeal the FGO's jurisdictional decisions by filing a written statement explaining the reason(s) for the appeal with the FGO within fourteen (14) calendar days of the issuance of such decision.
- D. If any party files an appeal of the FGO's jurisdictional decision(s), the FGO shall submit the written appeal, together with any written response to the appeal from the parties and a

written response by the FGO, to a three-person Jurisdictional Appeal Panel representing at least two colleges drawn randomly by the FGO from the Faculty Grievance Hearing Panel pool. Jurisdictional Appeal Panel members shall not serve on the Hearing Panel for the same grievance case.

- E. The Jurisdictional Appeal Panel shall deliberate and submit to the FGO a written decision (including the basis for its decision) on the appeal within seven (7) calendar days of its convening by the FGO.
- F. The FGO shall forward a copy of the jurisdictional appeal panel's decision to the parties within seven (7) calendar days of its receipt from the panel.

If the jurisdictional requirement has been met, the grievant and the respondent may submit any documents that are relevant to the written grievance within seven (7) calendar days of the jurisdictional decision.

Amendments

A grievant may amend his/her grievance until 28 days before the scheduled date for the formal hearing on the grievance, as long as the proposed amendment concerns the same subject matter as the grievance. The FGO shall decide whether to accept the proposed amendment, and any jurisdictional issues generated by the proposed amendment, at least 21 days before the scheduled date for the formal hearing. Either party may challenge the FGO's decision by filing a written appeal with the FGO within seven (7) days of the FGO's decision. Such appeals are processed in the same manner as other jurisdictional appeals. Any procedural issues (such as submission of new documents) generated by the amendment shall be decided by the Hearing Panel at the beginning of the hearing.

Consolidation of Grievances

If a grievant files two or more separate grievances against the same respondent(s) that raise related allegations or arise from a common set of facts, the FGO may consolidate such grievances into one grievance to be heard by a single panel. If a grievant files two or more separate grievances concerning different issues and the grievances are not consolidated, such grievances will normally be processed and heard sequentially in chronological order determined by the date on which the initial grievance was filed. Separate grievances filed by different grievants that involve related allegations or arise from a common set of facts may also be consolidated.

Grievance Hearing

Faculty Grievance Hearing Panel

- A. The academic colleges and the Libraries shall elect three members from the full-time faculty within the unit to comprise a pool of eligible members for the Hearing Panel. Members shall serve three-year terms, with one third to be elected each year. Elections shall be finalized no later than May 1 prior to the academic year in which service begins. All terms begin August 15 and run for 1 calendar year.
- B. In the event a grievance is filed, the Faculty Grievance Hearing Panel shall consist of five members from the Hearing Panel pool, drawn at random by the FGO,

excluding the member from the grievant's and respondent's unit(s). No college or the Libraries shall have more than one representative on a Hearing Panel. Persons selected for a jurisdictional appeal panel shall not serve on the Hearing Panel for the same grievance case. Panel members shall serve throughout an entire proceeding.

- C. The FGO shall serve as a non-voting member of the Faculty Grievance Hearing Panel. The FGO shall apply the rules of procedure consistent with the stated procedures in this policy. The FGO shall not participate in the deliberations.
- D. The FGO shall notify each party of the names of the members of the Hearing Panel. Within seven (7) calendar days of that notice, either party may submit a written challenge to any member of the panel for cause. The challenge must explain the cause for removing the panel member. The FGO shall determine whether there is cause to dismiss the challenged member of the panel and randomly draw another member. The FGO shall notify the parties of any replacement members of the panel.
- E. If a grievance hearing panel loses two or more of its members during the course of a hearing, the hearing shall be terminated, and a new panel selected.

Grievance Hearing Procedures

- A. Hearings shall be scheduled as expeditiously as possible and with due regard for the schedule of both parties. On the rare occasion when a party fails to respond to repeated attempts to schedule a hearing or unreasonably delays the scheduling of a hearing, the FGO will schedule the hearing for the first date available to all other parties. Grievances will normally not be held during summer unless all parties agree and a proper Hearing Panel can be convened. The FGO shall notify all parties and the Hearing Panel of the hearing date.
- B. All parties are entitled to an advisor of their choice from within the University community. The advisor cannot be an attorney and shall not act as an advocate or representative of the party during the hearing and shall not be permitted to question any party during the hearing. The party and his/her advisor may take breaks to consult during the proceedings. The name of an advisor must be provided to the FGO at least ten (10) calendar days prior to the hearing date.
- C. All parties may present their cases in person and may call witnesses on their behalf. The names of witnesses must be provided to the FGO at least ten (10) calendar days prior to the hearing date.
- D. The FGO shall convene the Hearing Panel and shall be present during all formal proceedings. The FGO shall provide written notice of the time and place of the hearing, the names of advisors, the names of any witnesses, and copies of any documents submitted by the parties and deemed relevant by the FGO, to each party at least seven (7) days before the hearing.
- E. The hearing shall be conducted in good faith and must be completed within 14 calendar days unless the FGO determines that an extension of time is necessary.

- F. A party may elect not to appear, in which event the hearing will be held in his or her absence. Absence of a party shall not be prejudicial to the case. The FGO may grant permission for a party to appear via alternate communication methods for good cause.

A hearing panel shall decide whether the preponderance of the evidence supports the allegations made by the grievant. Hearing panels shall resolve any procedural issues raised by the parties, after providing each party the opportunity to be heard on such matters. However, neither party may challenge the FGO's initial jurisdictional findings made pursuant to this Policy. The FGO shall distribute all documents submitted by the parties concerning procedural issues to the hearing panel, and shall include such documents in the grievance record.

Hearing panels shall report their findings and recommendations in writing within 21 days of the completion of the hearing to the FGO, who shall forward them to the grievant, the respondent, the Provost, and the administrator who is the respondent's immediate supervisor. The hearing panel's report is advisory to the Provost and does not bind the Provost to a particular decision. When a hearing panel sustains an allegation made in a grievance, it shall recommend appropriate redress consistent with existing policies, procedures, and practices.

The Provost shall decide the grievance, in writing, within 14 days of receipt of the hearing panel's findings and recommendations. If the Provost does not concur with the recommendations of the hearing panel, the Provost shall state in writing the reason(s) for the differing judgment. All parties shall be notified in writing, with a copy to the appropriate department chair(s), dean(s) and the Hearing Panel of the Provost's decision and of the right to appeal the decision.

Appeals

1. Following notification of the Provost's decision, either party may appeal the decision only for the following grounds:
 - a. decision is arbitrary, capricious, or not supported by factual data
 - b. violation of procedural due process
2. The candidate will submit a written request for appeal to the President within ten (10) calendar days of notification of the Provost's decision. The request shall state the grounds for an appeal and shall provide evidence in support of such grounds.
3. The President shall notify the other party to the grievance and the FGO that an appeal has been filed. The other party may submit a response to the appeal within (10) calendar days.
4. The FGO shall submit the written appeal, together with any written responses to the appeal to a three-person appeal panel drawn randomly by the FGO from the Faculty Grievance Hearing Panel pool. Appeal panel members shall not serve on the Hearing Panel or the jurisdictional appeal panel for the same grievance case.
5. The Appeal Panel shall evaluate the body of evidence as it relates to the grounds for appeal. The Appeal Panel meet with any participant in the grievance case as necessary in order to evaluate the grounds for appeal. The Appeal Panel shall report its findings and

recommendations to the President within fourteen (14) calendar days of receipt of the case, except in extenuating circumstances.

6. The President shall make a judgment on the appeal within fourteen (14) calendar days of receiving the report from the Appeal Panel.
7. The President shall notify all parties in writing of the appeal decision, including the appropriate department chair(s), dean(s), and the Hearing Panel, and shall include a copy of the appeal report. All appeal decisions are final.

If an appeal is filed, the Provost's decision on the grievance shall not be implemented until the appeal process is completed.

Confidentiality

The FGO, parties to the grievance, their advisors, and other relevant administrators and faculty (including witnesses and panel members) shall respect the confidentiality of information and records and the privacy of all parties whose interests are affected by a grievance. While the University will make every effort to keep all records and information related to grievance proceedings under this Policy (both formal and informal) confidential, as a public institution the University is subject to Kentucky's open records laws. Therefore, much or all of the documentation generated in a Faculty Grievance process may be subject to disclosure by law

Sanctions

Sanctions may not be imposed until all of the parties involved in the grievance have had the opportunity to complete the entire grievance procedure. Sanctions covered in KRS 164.230 are the province of the Board of Regents. Sanctions relating to changes in assignments and other disciplinary measures are the province of the proper administrator(s).

Sanctions may include but are not limited to the following:

- A. A reprimand, with copies to the chair, dean, and Provost for inclusion in the personnel files of the individual against whom sanctions are imposed.
- B. Change in assignment, subject to the condition that the new assignment shall involve duties consistent with the duties of other faculty members with the same academic rank. Such a change might involve removal from a supervisory role or the elimination of special privileges associated with the previous assignment.
- C. Proceedings under Policy 4.6.7, Post-Tenure Review.
- D. Proceedings under Policy 8.3.4, Progressive Disciplinary Action.
- E. Proceedings under KRS 164.230 and policy 4.6.16, Dismissal of Faculty, for dismissal for reasons of incompetency, neglect of or refusal to perform his duty, or of immoral conduct.

Final Disposition

After the grievance procedure has been completed, it shall be the responsibility of the Provost to implement the decision with the final disposition taking place at the appropriate level.

Definitions

- **Calendar Day:** Throughout this document calendar day shall be interpreted to mean no later than the specified number of calendar days following the day of notification. If the final calendar day occurs on a weekend or holiday, the due date shall be on the first day on which University administrative offices are open. The time for response may be extended upon agreement by both parties.
- **Grievance:** A written allegation by any person (or persons) included in the eligibility section of this policy
- **Grievant:** A person (or persons) who files a grievance within the scope of this policy
- **Respondent:** A person (or persons) against whom a grievance is filed

Responsibilities

- Appeal Panel
 - The Appeal Panel is responsible for reviewing appeals of grievance decisions and making a recommendation to the Provost.
- Faculty Grievance Officer

At a minimum, the Faculty Grievance Officer is responsible for

 - administering the grievance procedures;
 - maintaining records of all grievances;
 - making jurisdictional decisions for filed grievances;
 - facilitating a Hearing Panel.
- Hearing Panel

The Hearing Panel is responsible for

 - conducting a hearing for any grievance that has been referred to it following the jurisdictional decision;
 - deciding whether the preponderance of evidence supports the allegations made that the grievant;
 - recommending appropriate redress if a grievance has been sustained.
- Jurisdictional Appeal Panel
 - The Jurisdictional Appeal Panel is responsible for deciding appeals of jurisdictional decisions for grievances that have been filed.
- Provost
 - At a minimum, the Provost is responsible for making decisions regarding a grievance and any resulting appeals of a grievance decision.

Interpreting Authority

Executive Vice President for Academic Affairs and Provost

Review and Approval

Policy Revised

<u>DATE</u>	<u>ENTITY</u>	<u>ACTION</u>
February 26, 2018	Board of Regents	Adopted
February 13, 2018	President	Approved
December 6, 2017	Provost Council	Approved
November 6, 2017	Faculty Senate	Approved
December 7, 1977	Faculty Senate	Approved

Policy Issued

<u>DATE</u>	<u>ENTITY</u>	<u>ACTION</u>
February 1, 1992	Board of Regents	Adopted
April 1, 1991	Faculty Senate	Approved



EASTERN KENTUCKY UNIVERSITY
Serving Kentuckians Since 1906

Office of the Provost
 for Academic Affairs

CPO 46, 212 Coates Building
 521 Lancaster Avenue
 Richmond, Kentucky 40475-3102
 Phone: (859) 622-8812

TO: Members of the Faculty Senate
 FROM: Jennifer Wies, Chair, Council on Academic Affairs
 DATE: April 20, 2021
 SUBJECT: CAA Items for May Faculty Senate Meeting

As a result of the Council on Academic Affairs meeting on April 15, 2021, the following items are presented for the Faculty Senate's agenda on May 3, 2021.

Curriculum Proposals

PROGRAM REINSTATEMENT

COLLEGE OF HEALTH SCIENCES

Applied Human Sciences

1. **Family and Consumer Sciences Education (Teaching) B.S.**

1

PROGRAM REVISIONS

COLLEGE OF JUSTICE & SAFETY

Safety & Security

2. **Safety, Security & Emergency Management M.S. – new certificates/concentrations**

9

School of Justice Studies

3. **Justice Policy & Leadership M.S.**

29

COLLEGE OF LETTERS, ARTS, AND SOCIAL SCIENCES

Anthropology, Sociology, & Social Work

4. **Diversity in Society Certificate Departmental Certificate**

41

Action Items

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| 5. Academic Bankruptcy to Academic Fresh Start | 43 |
| 6. Proposed CAA Process Revision, Spring 2021 (Fall 2021 implementation) | 44 |
| 7. Revised Recommendation for Revisions to Certificates | 49 |

Information Items

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| 8. COLLEGE OF EDUCATION - organizational change in collaboration with the College of Business and Technology | 50 |
| 9. COLLEGE OF LETTERS, ARTS, AND SOCIAL SCIENCES - organizational changes, dept. restructuring | 51 |
| 10. COLLEGE OF SCIENCE - transitioning to the College of Science, Technology, Engineering and Mathematics | 55 |

Faculty Senate Chair report

April 30, 2021

Submitted by Marco Ciocca, chair of the Senate

Dear Senators: This is my last meeting as a Chair. I would be lying if I didn't say that I am glad to be done, and that I will miss it. The last two years have been...interesting, to say the least. You will be in good hands with Senator Crosby.

Executive Committee

The Executive Committee met on April 19, 2021 at 3:30 PM via the Zoom Platform.

New Business

- ***Policy Updates-Haley Norberg***

- ***Policy 8.3.2 – Nepotism and Amorous Relationships***

The Executive Committee approved adding the policy to the May Senate agenda for information only. The main change to the policy is the addition of the amorous relationship language. This is a best practice amongst our benchmarks and it codifies the university's stance that we do not support amorous relationships taking place between individuals, whether student or employee, if there is an evaluative relationship at play.

- ***Policy 1.1.1 – Policy on Policies***

The policy is currently up for review, and we have done a significant benchmark review to help determine better ways to promote efficiency and streamline our process. The primary change is that we are bringing back the regulation system that was in place several years ago.

The Executive Committee approved adding the policy to the May Senate agenda for information only. While the revision is not available yet, Ms. Norberg hopes to forward a draft copy of the policy for inclusion in the Senate packets.

- ***Policy 4.1.4 – Course Syllabi***, which was approved by Faculty Senate in April, has been posted online for public comments and will remain live until April 30.

- ***Discussion Items***

- ***Rights and Responsibilities Committee Motion to Revise Policy 4.7.4 – Faculty Grievances***

Senator Nachtwey and AAUP Representative Nancy McKenney introduced the [motion](#) and the [proposed revision to the policy](#) which was submitted by the Rights and Responsibilities Committee.

[See also: [Current Policy](#)] The Executive Committee approved adding the motion to the May agenda for action. The information will be shared with the senators immediately following this meeting to allow time to gather feedback from colleagues prior to the May 3rd meeting.

Ms. Norberg noted that if the motion is approved by Senate, the policy would need to go back to a drafting team of key stakeholders for review and would then go through the vetting once again. As such, Faculty Senate will have another opportunity to review any revisions made to the policy.

- ***Changes to Faculty Senate Organization***

Chair Ciocca and Chair-Elect Crosby met recently with President McFaddin and Provost-Elect Zeigler to discuss the organization of the senate. When the faculty senate was originally formed, it was comprised of 50% faculty and 50% administrators. By the late 1990's, the membership had changed to include only the president, provost, and one dean representative from the administration.

At this time, the senate leadership would like to consider the faculty senate an independent body and would like to recommend that the president, provost and dean's representative no longer be included in the membership of the Senate. Instead, they should be invited to attend meetings as guests of the Senate to provide monthly updates. This change would bring ECU more in line with other institutions. Both President McFaddin and Provost-Elect Zeigler were supportive of the recommendation.

Senator Bishop-Ross noted that section 7 of the Faculty Handbook will need to be revised if this recommendation goes forward.

Chair-Elect Crosby and President McFaddin plan to meet again in the near future to discuss further and to collaborate on an update to share with the faculty.

The meeting adjourned at approximately 5:15 pm.

Respectfully submitted.

Marco Ciocca, Chair of the Senate

April 30, 2021.

Faculty Regent Report to Faculty Senate

May 3, 2021

Dear Faculty Colleagues,

As of the time of this report, the Board of Regents would have met earlier today at 1 p.m. The meeting occurred as a special meeting for installing a new member to the Board of Regents. The next regularly scheduled meeting of the Board of Regents is scheduled for June 17th. Today's meeting should be viewable at the [EKU E-Presence YouTube page](#).

Today's Board Agenda Items: Recently, Governor Andy Beshear appointed Mike Eaves of Richmond to serve a term ending on June 30, 2025. Mike Eaves is an attorney in Richmond and a partner at Eaves, Olds, Bohannon & Floyd PLLC. Per [Board Bylaws](#) and KRS regulations, "each member appointed to the Board shall take the oath of office within thirty days after receiving notice of appointment." Based upon scheduling availability, and a busy week for commencement-related activities, today's date at 1 p.m. was determined to be the most suitable time for welcoming Regent Eaves to the Board and administering the oath.

In addition, the **Board Agenda** ([linked here](#)), included a financial update from Barry Poynter, a President's Report from Dr. McFaddin, two resolutions, and the election of Vice Chair and Secretary. As of the time of the meeting today, the Board would have also recognized our ECU Cheerleaders who won their respective national championships for the All-Girl and Co-Ed squads last Tuesday (April 27) as part of the UCA College Virtual National Championships. Should any other information items arise from today's meeting, they will be presented orally during the Senate meeting.

Lastly, thank you. The last academic year presented us all with significant challenges which may have hindered progress in other areas. However, I am particularly grateful for the work of the Faculty Senate, Staff Council, and Student Government Association in working in concert with the university administration and the various workgroups that enabled us to have a successful academic year. The town halls dating back to last summer, the modeling of responsible public health behaviors by our student leaders, and our collective response to long-standing societal challenges will be a hallmark of this year of how we can and did work together to overcome significant adversity. Nevertheless, we remain mindful that more work is to be done together.

Thank you for your engagement with Faculty Senate. Feel free to communicate with me over the summer as I will continue to welcome your advice or suggestions. You may reach me by email (jason.marion@eku.edu) or phone (513-317-9508).

Respectfully submitted,



Jason W. Marion

Provost Report to Faculty Senate May 3, 2021

I have just a few brief updates for today. As all of you know, this is my last report to the Faculty Senate. During my time at ECU, it has been my great fortune to have Dr. Sara Zeigler as a friend and colleague, and she will be formally stepping into this role on July 1 of this year. Through her leadership on the Covid Task Force, and as we've worked more closely during the transition period over the past few months, I have come to appreciate her talents and insights even more than I have during our long time serving together in various capacities. I can't imagine Academic Affairs to be in better hands.

I'm also very pleased to formally announce that Dr. Ryan Baggett has been appointed Dean of the Graduate School. I've also known Ryan for a long time. I admire his work ethic and his leadership and organizational skills. But more than that, I admire his integrity and dedication to ECU. I know that the Graduate School will continue to thrive under his leadership.

Our College Dean searches for the College of Business and the College of Letters, Arts, and Social Sciences are well underway and candidate reviews will begin soon for both searches. The search for the Dean of the College of Justice, Safety and Military Science is proceeding as well. Please look for forthcoming announcements on candidates and interview schedules. Although the timing isn't optimal, I hope that you and your faculty colleagues will participate in the on-campus interviews for our candidates.

My congratulations to the newest ECU Foundation Professors: Dr. Myra Beth Bundy from the Department of Psychology, and Dr. Jennifer Spock from the Department of History, Philosophy and Religious Studies. Both have long and distinguished careers here, and both exemplify what it means to be a faculty member at ECU. I'm pleased that they will be added to the impressive list of faculty who have earned the distinction of being a Foundation Professor.

As we look forward to Fall 21 and beyond, all of us need to be fully cognizant of the pressures on higher education and how they will affect our institution. ECU will need to rely on the creativity, innovation, and intellectual vitality of the faculty more than ever. There will be differences of opinion on how the University responds to the challenges ahead. There is no doubt that some of our responses will require changes through added efficiencies and a careful reflection on the viability of our program offerings that will not be welcomed by all. But if we've learned anything from the pandemic it is that our faculty are resilient and responsive. It is my sincere hope that all of us will continue working toward the "One Eastern" to overcome the challenges that lie ahead.

Finally, it has been my extreme privilege and pleasure to work with so many distinguished faculty throughout my career at ECU. ECU is a special place. We do amazing things for our students, and we should take pride in this every day. As we enter the summer, I hope all of you

will find joy in family and friends, take time to relax and refresh, and be ready to return this fall to an open campus with students in classrooms, eager to benefit from your knowledge, your dedication, and your commitment to the success of our students.

My heartfelt gratitude to all of you for making ECU all that it is.

My very best wishes.

Jerry

Budget Committee End of Semester Report Spring 2021

The Faculty Senate Budget Committee had the following charge.

Determine how exactly the current pandemic has changed revenue and expenses in athletics. If there is a significant disruption to FCS football, will this result in cost savings with regard to travel and lodging? What is the loss of revenue to ECU due to the loss of summer programs?

We were able to answer those questions in March of 2021. We were happy to report that the pandemic did disrupt football but in a way which actually had resulted in significant financial gain for ECU. The actual response was as follows.

NCAA Revenue loss to Eastern Kentucky University was (\$664,339). The main reason behind this loss was not having NCAA March Madness. However, AD Matt Roan realized how significant this loss would be. We told all 16 sports to halt spending March 20th. The freeze remain in effect until June 30th. The estimated savings we had operating budgets was right at \$500,000. The savings were realized in the lack of team travel in spring sports, recruiting in all 16 sports, and equipment purchases being held off until July 1st. Due to COVID protocols and the expense of COVID testing, ECU Athletics made adjustments to certain expense lines. Some of these items was no flights, no football home game hotels, no new uniforms/practice jerseys, reduce occasional meals, and no professional development for FY 21. We believe these items put into place will save the department thousands of dollars at year end. AD Matt Roan took advantage of playing football this fall season as well. Before COVID hit in February, we were supposed to play WVU and Youngstown St for game guarantee games. The total amount projected to receive was \$525,000. Once teams started dropping, ECU picked up game guarantee games from The Citadel, Troy, and Marshall. In the end, ECU football received \$1,050,000 in game guarantees. Through game guarantee and cost saving measures, we had to budget for COVID testing. Our sports medicine staff has saved our department thousands of dollars by making sure companies are using student's primary insurance to help pay for COVID testing. In the beginning we projected to spend \$500,000 on COVID testing, we strongly believe it will be around \$250,000 to \$275,000 once fiscal year 2021 ends.

The budget committee suggests the following for the future charge for the committee.

Examine the pay structure for ECU faculty members. Currently we have not experienced cost of living allowance for several years and this does have significant issues when we try to hire new employees. A larger issue that has developed is that we have significant salary compression. This is when new hire assistant professors make close to the salary of full professors with tenure. This can even get as bad as salary inversion which is when new hires would actually make more. This discussion could also include the idea of salary floors for each level.

Elections and University Nominations Committee 2020-2021 End of Year Report

This year, the Elections and University Nominations Committee held elections for university standing committees.

- During Fall 2020, we held a part-time faculty representative election.
- In February, we solicited a list of standing committee vacancies from Associate Provost Jennifer Wies.
- In March, we sent out a list of vacancies to Meagan Murray in the Office of Institutional Research for the dissemination of self-nomination forms to each college.
- Ballots with nominations was sent to faculty on April 8.
- On April 26, the committee will meet to verify the results and report the results.
- Things to consider for next year: Faculty Regent election

COMMITTEE MEMBERS:

Todd McCardle, Chair

Todd Gooch

Molly McKinney

Clint Pinion

Amy Schilling

Faculty Senate Information Technology Committee Report to Faculty Senate, May 3, 2021

Committee Members: Gerald Nachtwey (Chair), Amy Shilling, Javier Alvarez, Jennifer Hight, Alexander White

2020-21 IT Committee Charges

1. *Provide summary of 2020 Faculty IT survey to Division of Information Technology and Faculty Senate*
2. *Monitor use of Google Forms as alternative to Turning Point for Faculty Senate Voting*
3. *Coordinate with the Rules Committee to assess and update rules regarding voting*
4. *Continue to provide IT support during Faculty Senate Meetings*

1. Provide summary of 2020 Faculty IT survey to Division of Information Technology and Faculty Senate

A summary of results of the 2020 ECU Faculty IT Survey was provided at the October 5th meeting of Faculty Senate, and a written report was submitted to CIO Jeff Whitaker. Key findings included: a call for more instruction to students on how to use in-class technologies; more tutorials for faculty on how to utilize Blackboard and Google. YouTube was identified as an increasingly important platform for instructional content. Finally, the survey highlighted faculty misunderstandings about the differences between synchronous and asynchronous online courses and the ways in which such courses should be listed in the Online Course Catalog.

2. Monitor use of Google Forms as alternative to Turning Point for Faculty Senate Voting

While this was generally successful, we continued to encounter difficulties with a handful of faculty not having access to voting (but see (4) below).

3. Coordinate with the Rules Committee to assess and update rules regarding voting

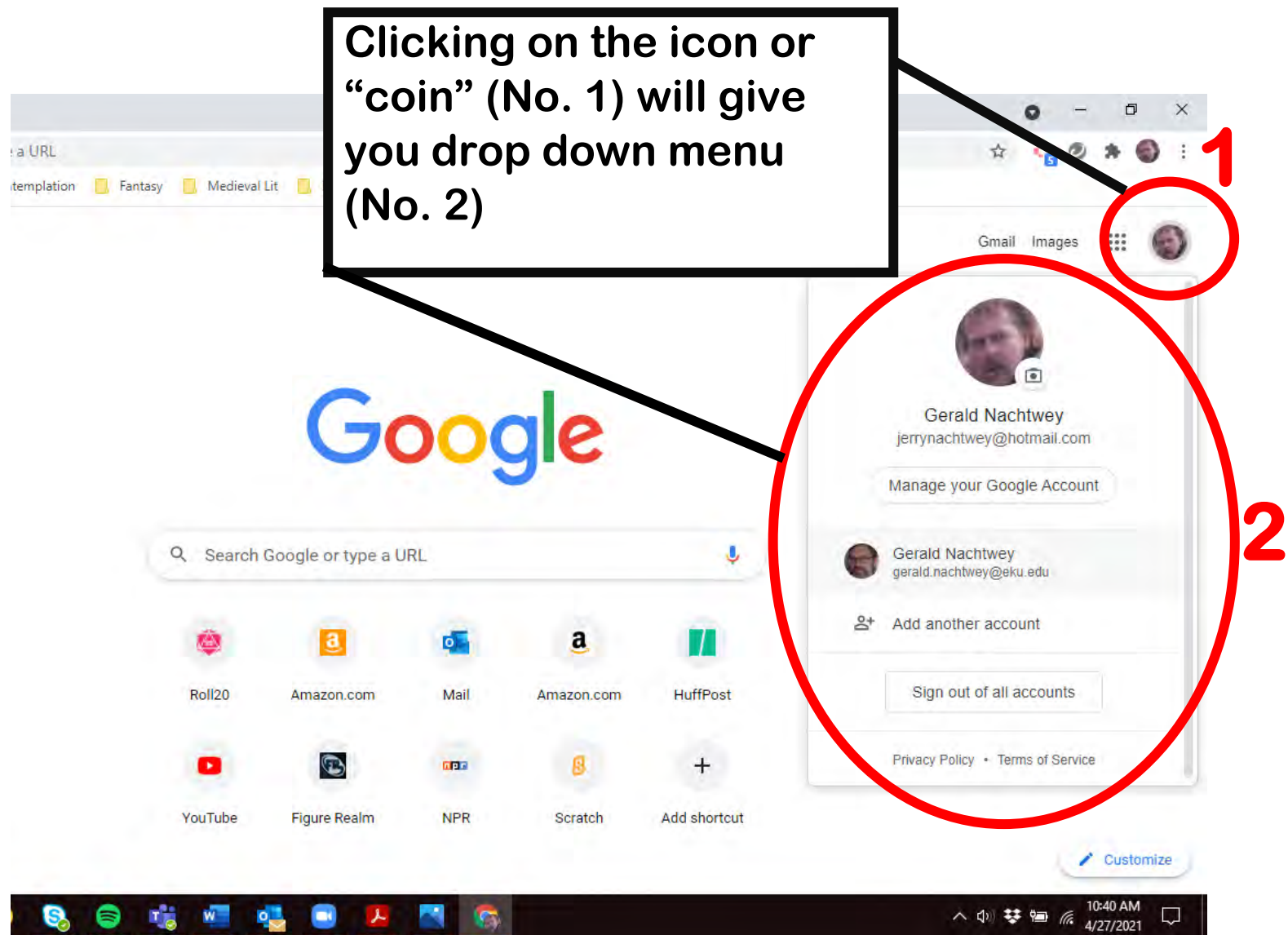
Near the end of the Fall semester, Senator Gooch of the Rules committee contacted the IT Committee to communicate that the Rules committee would like to continue using Google Forms to manage voting into the 2021-2022 academic year, even if meetings can take place face-to-face. Google Forms were felt to be marginally more efficient for voting than the Turning Point software, but the use of this open-web resources would represent a significant cost savings for the University. The IT Committee did end the year suggesting that the Rules Committee should develop an “provisional ballot” system for Senators having technical difficulties with Google Forms.

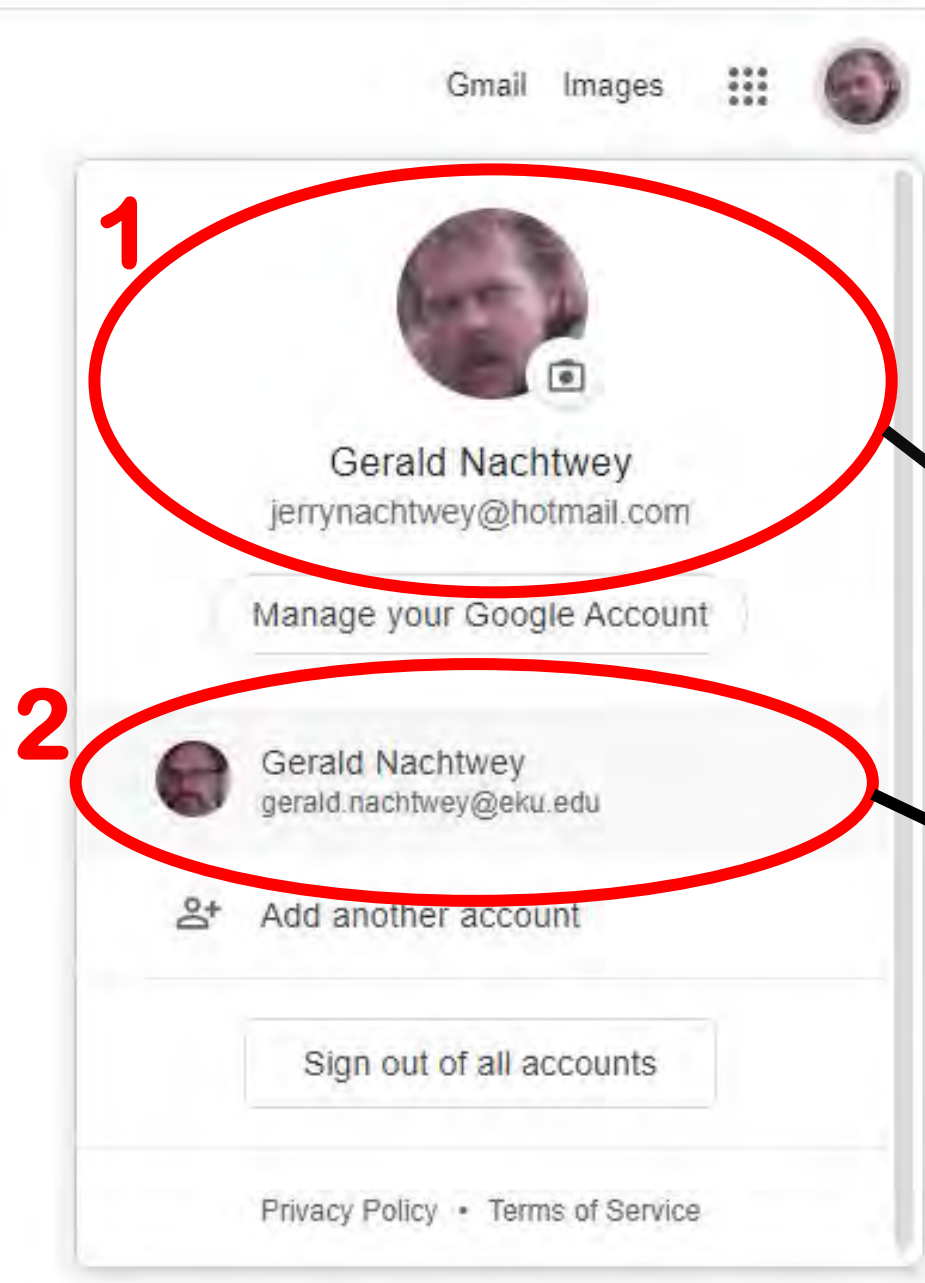
4. Continue to provide IT support during Faculty Senate Meetings

Acknowledging the decision of the Rule Committee to continue using Google Forms, but cognizant of the issues some Senators had using the technology, the IT Committee drafted a Troubleshooting document to guide Senators in accessing forms. They also ended the year proposing that the University Division of IT might designate Faculty Senate liaison who could attend meeting to provide further technical support.

EKU Faculty Senate Guide to Voting Using Google Forms 2021

Before the Faculty Senate meeting, we suggest closing out of ALL windows and restarting your computer. From this fresh start, open a single window of your Google Chrome browser (installed on all faculty machines), and follow these steps:





The top icon (No. 1) is the ACTIVE account. **THIS IS THE WRONG ACCOUNT BECAUSE IT DOES NOT END WITH @eku.edu.** So I have to click on the correct one below (No. 2)

When you click on your @eku.edu, it MAY sign you in automatically. If not, you should run through the following screens:

The image illustrates a three-step process for signing in to a Chrome browser and an ECU system. Step 1 shows the Chrome sign-in page where the email 'gerald.nachtwey@eku.edu' is entered in the 'Email or phone' field. Step 2 shows the 'Next' button being clicked. Step 3 shows the ECU account selection page where the account 'Gerald.Nachtwey@eku.edu' is selected. Red circles and arrows highlight the key elements and the flow between the steps.

1) Enter your correct ECU email address here.

2) Then click here.

3) Then click here.

At this point, you may be prompted to log in with your email password, or you may have to enter a two-step verification (based on how you have that set up). If you don't know how you have two-step verification set up (or if you don't know your password) contact the IT Department at (859) 622-3000.

If you have multiple Google Chrome windows open with different accounts, Google Forms may default to your non-EKU account (and give you an error). It is important you keep only one window open!

Faculty Senate Rights and Responsibilities Committee
2020-2021 Year-End Report

Committee Charge

The Rights and Responsibilities Committee did not have an official charge during the 2020-2021 academic year.

Old Business

The Rights and Responsibilities Committee continued working on the Faculty Grievance Policy that had been started in a previous year. The Committee submitted a motion to the Senate for consideration of the proposed changes at the May 3rd meeting. Any revisions of the proposed policy will need to be taken up by the incoming Senate. AAUP Representative, Nancy McKenney will serve as an excellent resource for the new Committee Chair related to this policy.

Rules Committee Year-End Report 2020-2021

Submitted April 2021

The charges for 2020-2021 for the Faculty Senate Rules Committee were the following:

- Review the Faculty Handbook, senate rules, and Internal Practices (with Pauletta) and report on that.
- Review the Faculty-at-Large definition, other faculty definitions, and any related references. Make sure the Elections & Nominations Committee knows these new definitions.
- Discuss how the Faculty Senate can capture votes besides clickers.
- Update Internal Procedures as needed.

The Rules Committee voted Lisa Kay as chair and Renee Causey-Upton as secretary. The committee worked with the Elections & Nominations Committee to clarify eligibility for the General Education Committee and other committees. The Rules Committee collaborated with the Information Technology Committee to suggest an approach to voting to be used after the Faculty Senate returns to in-person meetings. The Rules Committee also asked other committees to submit any needed updates to Internal Procedures; the Rules Committee moved one task from April to September, and no other committees submitted any changes.

Rules Committee members reviewed the Faculty Handbook and faculty definitions. Associate Provost Jennifer Wies and Director of Policy Development Haley Norberg attended the March Rules Committee meeting. Haley Norberg noted that policies should not reference definitions in external documents, such as the Faculty Handbook. The Rules Committee determined that the discussion of faculty definitions should continue in 2021-2022 and that the senate-approved changes from 2019-2020 should be re-evaluated before being presented to the faculty. The committee will need to work with Jennifer Wies, Haley Norberg, John Dixon, and other relevant individuals to finalize the descriptions of faculty in the Faculty Handbook and consider whether it is necessary or beneficial for the Faculty Handbook to use the same terminology employed in policy documents and contracts. The Rules Committee will also need to clarify the explanation of term limits and edit punctuation in the handbook in 2021-2022.

Recommended charges for 2021-2022 for the Faculty Senate Rules Committee include the following:

- Work with other relevant entities on campus to review and update definitions pertaining to faculty and any related references. Make sure the Elections & Nominations Committee knows these new definitions.
- Clarify explanation of term limits in the Faculty Handbook.
- Edit punctuation in the Faculty Handbook.
- Update Internal Procedures as needed.

Faculty Welfare Committee 2020-2021 Summary

The committee was made up of the following members: Todd McCardle, Carla Hagan, Joanne McGlown, Carolin Walz, and chair Michelle Grempe. Patty Sallee served as the HR representative

At the start of the 2020-2021 academic year, the committee was charged with exploring faculty health and well-being of faculty considering the ongoing challenges and demands during the Covid 19 pandemic. We worked with Human Resources to make sure that employees were aware of the services provided by the Employee Assistance Program (EAP) through announcements about this as well as the various counseling opportunities in the ECU Today daily announcements.

Additional topics that arose throughout the remainder of the year include the following:

- Reported on employee health benefits –no change in premiums for 2020-2021.
- Obtained information about the role of the new Faculty Advocate to replace the Ombud position which was lost due to budget cuts. Dr. Polin addressed the Faculty Senate to explain this new role.
- Generated, at the request of the Provost, a list of possible ways to attract and retain retired faculty as instructors for various courses.
- Chair Grempe attended a Faculty Senate Budget Committee meeting which discussed the desire to address faculty salary issues. There is potential for an ad hoc committee for this.
- Sought clarification on Policy revision and creation from Haley Norberg, Director of Policy Development—awaiting information at this time.
- Met with Tim Matthews Executive Director, Office of e-Campus Learning, to gain clarification on various processes and relationship of eCampus programs within the university.

Potential tasks for 2021-2022 academic year

- Review internal procedures to ensure that a representative attends summer Benefits Meeting as outlined in committee duties.
- Continue contact with Budget Committee regarding faculty salary discussions

2020-2021 Report: Ad Hoc Committee to Review Textbook Resources

Members

Pam Black, Social Work
Shane Dutton, Model
Laura Edwards, Libraries
Michelle Grempe, Deaf & Hard of Hearing
Jennifer Hight, Occupational Therapy
Nicholas Koenig, SGA
James Maples, Sociology
Jason Marion, Environmental Health Science
Jill Parrott, English
Steven Shisley, eCampus
Brian Simpkins, Safety, Security, and Emergency Management
Kelly Smith (Chair), Libraries
Atilla Sit, Math
Steve Szabo, Math
Matthew Winslow, Psychology
Benjamin Woodruff, Finance

Executive Overview

Board of Regents Alternative Textbook Incentive Grant Cycle One

See: <https://stories.eku.edu/programs/eku-faculty-receive-funding-develop-zero-textbook-cost-courses>

Total Amount Awarded: \$23k

Total Projected Annual Savings for ECU Students: \$327k

Interdisciplinary Representation: 8 faculty from 7 departments in 3 colleges received grants and participated in an OER Professional Learning Community in the fall.

Potential Student Reach: 4,000+ annually

*"I found that students were **more engaged with the text**...and are **showing better learning outcomes** on all assignments. **I plan on doing this for the duration of my career.***

*I believe that **the term 'open' now leads us in the direction of making texts available to all students** and supports ECU's new mission to do this starting in the fall (with the BookSmart program). Moreover, **this grant project will quickly help ECU save funds and should be encouraged among other faculty.**"*

~Dr. James Maples

Sociology

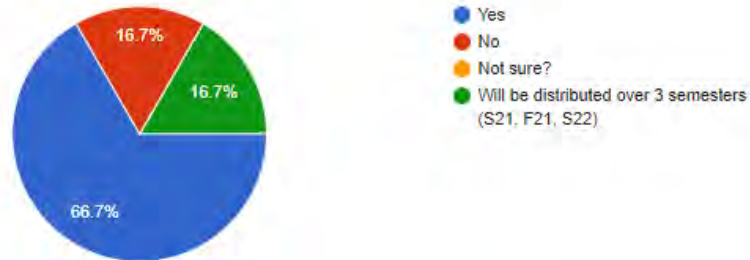
In-depth Report

2020-2021 Work Completed

1. Subcommittees were formed to carry out the **goals** set by the group
 - a. Faculty outreach - **survey; awareness and training for faculty; cultural ramifications (print bias, etc.)** - Jill Parrott*, Michelle Gremp, Joshua Farrington, Matt Winslow, Steven Shisley
 - i. Survey distributed April, 2021
 1. 155 respondents from all Colleges! Most people have not used an OER primarily because:
 - a. they like their current textbook
 - b. are not sure what an OER is and/or
 - c. do not really feel they have time to research it.
 2. A potential "in" for OER incentivizing is during that space when a professor or program is switching textbooks, textbook reviewing, transferring to a new edition. If they like the current textbook and also don't have time to research but are changing and researching new options, anyway, why not use that time to research OERs?
 3. Integrating OER information with the current ENGAGE/ General Education conversations is happening, led by Dr. Winslow.
 4. Using testimonials from faculty already using OERs to help to demystify them is a potentially successful strategy
 - ii. Discussions with SGA are ongoing. SGA technology funds could potentially be used to outsource services such as captioning and transcription video resources.
 - b. Funding - **look at ways to fund incentivization efforts (grants, day of giving, campus partnerships, etc.) - Raise funds for second grant cycle - SGA, Day of Giving?** - Benjamin Woodruff*, Kelly Smith, Brian Simkins
 - i. This group applied for and received second year of grant funding from the Regents in the amount of \$50,000
 - ii. Discussions with SGA are ongoing. SGA technology funds could potentially be used to outsource services such as captioning and transcription video resources.
 - c. Process - **looking at processes around textbook adoption, price negotiation, bundling, etc. Improve processes for faculty to adopt and report use of / success with OERs (list in catalog? Tackle bookstore hurdles, P&T, other?); AoL day agenda? Connect with Provost office.** - Matt Winslow*, Kelly, Steve Szabo, Laura Edwards, Nick Koenig, Jason Marion, James Maples
2. Committee as a whole
 - a. Professional Learning Community in Fall semester for first cohort of grant recipients

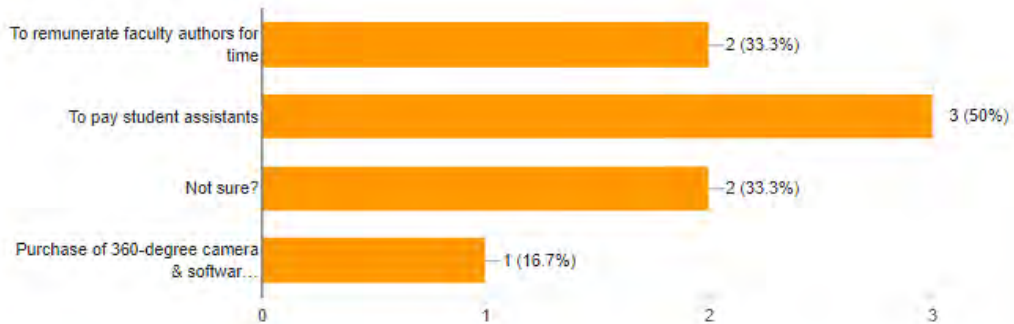
Did you receive your grant stipend yet?

6 responses



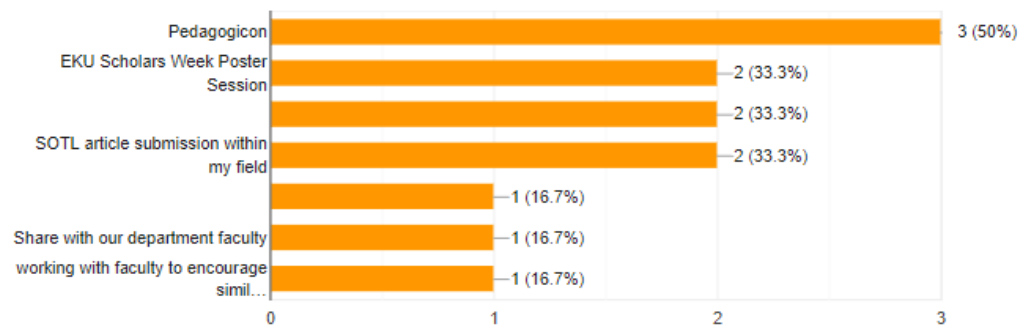
How do you plan to use the stipend? Select all that apply

6 responses



How do you plan to share out your experience and report on outcomes? Select all that apply

6 responses



b. Collaborations

- i. [Affordable Learning Kentucky initiative](#)
- ii. Engage Gen Ed committee on campus
- iii. Bookstore committee

2021-2022 Plans

1. Committee Name/Charge

- a. The group started discussing the need to revise the name of the committee, and possibly the charge, depending on what other stakeholders think. Possibilities include:
 - i. Naming ideas:
 - 1. Alternative Textbook Committee (named after grant)
 - 2. Zero Cost Textbook Committee (a trend nationwide)
 - 3. Affordable Learning Committee (the name of the statewide committee looking into low and no cost options)
 - 4. CostSmart Textbook Committee (as a partner to book smart, but focused on lowering costs for both students and the university)
 - ii. Charge: Should we remain an ad hoc faculty senate cte? Is that the right place? Should it be a university wide committee? The work is ongoing. Benefit to remaining under Faculty Senate is reporting and information dissemination - ad hoc makes it flexible because those whose jobs overlap and who have interest but aren't on Faculty Senate can participate.

2. Long term goal

- a. Gen Ed courses provide the most “bang for the buck” in terms of OER implementation because they affect SO MANY students and because there are already many quality OER resources on the market for these. The committee would like to work towards a completely zero textbook cost gen ed program by 2026.

3. Committees

- a. Faculty Outreach
 - i. A push during fall 2021 for OER information. We want small bits of information throughout the semester. We will develop approximately five short, infographics to share university-wide over the semester. Plan to

have information and ideas in the Google documents by end of May for Steven to work on. Will release at intervals throughout fall semester.

- ii. Open Access Week - October 25-31 - an OER information week in collaboration with the library

b. Funding

- i. Start to explore other opportunities - Day of giving? Endowed funds to support incentive grants & other faculty PD?

c. Process

- i. Low Cost / No Cost Catalog Designator

- 1. Following a good of the order discussion in Council on Academic Affairs, Dr. Weis charged the committee to bring a proposal to CAA in the fall for how we might implement a catalog designator, including best practices from other universities and recommendations for EKU.

- a. Example from another institution:

Fall 2018		Spring 2019
Course Titles not Requiring or Recommending Purchase of Texts/Instructional Materials	Number of Sections	Course Titles not Requiring or Recommending Purchase of Texts/Instructional Materials
	0	

Response: Most general education course sections required or recommended purchase of a textbook for both Fall 2018 and Spring 2019; however, sections that did not have textbook information in the UF Bookstore database. After a review of syllabi for these sections, it was determined that these are sections using open education resources that are 1) freely available and 2) available through the Libraries' collections under an unlimited simultaneous student access.

- ii. Track book adoption processes. Spring adoption letter - add OER language? Talk with Provost about this.