

2017-2018 Faculty Senate Committee and Council Goals, Draft: July 26, 2017

	BYLAWS - MEMBERS	BYLAWS – CHARGE	ADDED KEY GOALS	2017-18 CHAIR
Appeals	18+ faculty members appointed to staggered three-year terms. At least one member of the committee must have legal expertise. This committee shall have no ex-officio members, and no member shall be an administrator at or above the level of department head.	The function of the Appeals Committee is to gather evidence and make recommendations to the chief academic officer (or to other members of the campus administration, as described in the <i>Faculty Handbook</i> ) for the disposition of cases within its jurisdiction. The Appeals Committee fulfills this function through the processes specified in the <i>Faculty Handbook</i> . The jurisdiction of the Appeals Committee includes complaints regarding violations of due process and fairness in tenure or promotion decisions, annual and cumulative performance reviews, and violations of provisions contained in the <i>Faculty Handbook</i> , the <i>Manual for Faculty Evaluation</i> , and collegiate and departmental bylaws. The Appeals Committee also engages in other activities relating to faculty grievances, disputes, performance, and employment as set forth in the <i>Faculty Handbook</i> .	Consult with ombudspersons to assess general climate for faculty rights of grievance.	Rebecca Prosser, <a href="mailto:rprosser@utk.edu">rprosser@utk.edu</a>
Athletics	12 faculty members appointed to two-year staggered terms. Ex-officio members shall include the chief campus administrative officer charged with academic affairs (or his or her designee), the Vice Chancellor and Director of Athletics (or his or her designee), the Director of Women’s Athletics, the faculty chairperson of the UT Athletics Board, the Director of	This committee shall concern itself with academic aspects of intercollegiate athletics as well as the intramural athletics program. It may also concern itself with any other athletics matters that the committee deems appropriate and that lie within the purview of the Faculty Senate.	Examine issues related to student-athlete free speech rights; work to create more academic mentoring opportunities for student-athletes; examine concussion issues in contact sports; work with	James Williams <a href="mailto:jwill316@utk.edu">jwill316@utk.edu</a>

	<p>Student Recreation, two student athletes appointed by the Athletics Department, and two students elected by the Student Senate. The Committee will also include the following non-voting ex-officio members: the Director of the Thornton Advising Center, and the Associate Athletic Director for Compliance.</p>		<p>COIA; and highlight student-athletes and faculty members' academic partnerships.</p>	
<p>Benefits and Professional Development</p>	<p>10 faculty members</p>	<p>The responsibilities of the Benefits and Professional Development Committee shall include: (1) suggesting administrative actions that would permit and encourage professional development and monitoring and evaluating the resulting actions and programs; (2) initiating activities to facilitate the development of faculty members as professionals and monitoring and evaluating these activities and resulting programs; (3) developing a policy of professional leave (sabbatical leave) and monitoring the resulting program; (4) enhancing and expanding international teaching and research opportunities for faculty and strengthening opportunities for participation of scholars and artists from outside the U.S.; (5) examining, clarifying, and making recommendations to the Faculty Senate on issues and concern on retirement, leave, faculty welfare, insurance, and fringe benefits; (6) cooperating with task forces, councils, and committees addressing similar concerns on other higher education campuses in Tennessee; and (7) receiving representation from and providing</p>	<p>Review sick leave for nine-month employees; review maternity leave policy.</p>	<p>Greg Kaplan  <a href="mailto:gkaplan@utk.edu">gkaplan@utk.edu</a></p>

		representation to any other Faculty Senate, campus, or university task force, council, or committee addressing issues directly related to faculty and staff development or benefits. When appropriate, the Benefits and Professional Development Committee will cooperate with other Faculty Senate committees on base salary and other issues that are related to faculty benefits.		
Budget and Planning	10+ faculty members. Ex-officio members shall include the chief financial officer for the campus.	The primary concerns of the Budget and Planning Committee are policy and communication. The Budget and Planning Committee is not expected to become involved with, nor engaged in, comprehensive investigations necessary as a basis for budget decisions.	Review campus budget process for FY18 and FY19; monitor facilities outsourcing proposal; conduct annual salary study; conduct living wage study with assistance of FS GRA.	Lou Gross, <a href="mailto:lgross@utk.edu">lgross@utk.edu</a>
Nominations and Appointments	All Caucus Chairs	It shall be the duty of the Committee on Nominations and Appointments to recommend faculty members and chairpersons of all standing and special councils and committees of the Faculty Senate, except that the chairpersons of the Executive Council, this Committee on Nominations and Appointments, the Undergraduate Council, and the Graduate Council shall be nominated as set forth in paragraph A, this paragraph F, paragraph H, and paragraph L of this Section 2, respectively. The Faculty Senate President shall retain responsibility for all	Hold a social gathering for all caucus chairs; develop a best practices document for caucus chairs.	Misty Anderson (pending election) <a href="mailto:misty@utk.edu">misty@utk.edu</a>

		<p>nominations of faculty to administrative committees and other bodies. The Committee on Nominations and Appointments shall render a report to the Faculty Senate at its regular May meeting of each year and at other times as may be required. This Committee on Nominations and Appointments shall also recruit two nominees for Faculty Senate President-Elect every year and two nominees for the campus representative to the University Faculty Council in the spring semester of every third year.</p>		
Diversity and Inclusion	<p>8 faculty members. Three members will be committee liaisons appointed by the chairs of the Faculty Affairs Committee, the Teaching and Learning Council and the UT System Relations Committee. The other four members will be appointed by the Faculty Senate President and will reflect diverse campus constituencies.</p>	<p>The charge of the committee is to actively support diversity and inclusion at UTK.</p>	<p>Work with Pride Center Working Group to assess implementation of the 2017 Pride Center Report; seek to work in concert with other Pride Center allies; work with CDI on issues related to race and religion; propose responses to any Tennessee legislation that adversely impacts the university's diversity and inclusion goals.</p>	<p>Monica Black, <a href="mailto:mblack9@utk.edu">mblack9@utk.edu</a></p>
Faculty Affairs	<p>9 faculty members, none of whom shall be an administrator at or above the level of department head.</p>	<p>The Faculty Affairs Committee shall concern itself with the adoption and amendment of faculty governance policies and rules, including the development and refinement of criteria and procedures for faculty appointment, promotion,</p>	<p>Review revisions proposed by the Non-Track Track Issues Committee to Chapter 4 of the Faculty Handbook; review changes to Joint and Adjunct definitions in</p>	<p>Michelle Kwon <a href="mailto:mkwon2@utk.edu">mkwon2@utk.edu</a></p>

		<p>retention, evaluation, the granting of tenure, retirement, and discharge for cause. The Faculty Affairs Committee is responsible for reviewing proposed revisions and recommending changes to the <i>Faculty Handbook</i> in accordance with the amendments procedures set forth in the <i>Faculty Handbook</i>, and for reviewing proposed revisions and recommending changes to the <i>Manual for Faculty Evaluation</i> in accordance with the amendments procedures set forth in the <i>Manual for Faculty Evaluation</i>. The activities of the Faculty Affairs Committee shall be conducted at all times in a manner consistent with the Trustees' Policies Governing Academic Freedom, Responsibility, and Tenure, as the same may be amended from time to time, and shall be guided by faculty governance best practices in higher education, including especially those identified and promoted by the American Association of University Professors.</p>	<p>Chapter 4; Draft sample department bylaws language on conflict resolution; work with UT System to reflect new BOT Policy regarding EPPE into the <i>UTK Faculty Handbook</i> and the <i>Manual for Faculty Evaluation</i>.</p>	
<p>Graduate Council</p>	<p>Membership shall consist of faculty representatives chosen for three-year terms from the schools and colleges of the university engaged in graduate work and two graduate students appointed by the Graduate Student Senate.</p>	<p>The Graduate Council is charged by the Faculty Senate to set standards for graduate admission, retention, and graduation; assess curricular revisions and new proposals for graduate programs; evaluate interdisciplinary, intercollegiate and international programs; approve individuals to direct doctoral dissertations; and consider new initiatives and other</p>	<p>Review PhD committee credentialing process; Review Graduate Appeals committee process; examine policies related to tuition waivers and GRA/GTA stipends.</p>	<p>Jennifer Morrow <a href="mailto:jamorrow@utk.edu">jamorrow@utk.edu</a></p>

		<p>matters of policy pertaining to graduate programs. Its structure and activities are governed by its Bylaws, which are adopted and amended by the membership of the Graduate Council and include rules consistent with these Bylaws.</p>		
<p>Library and Technology</p>	<p>10 faculty members representing broad interests with experience in library policies, educational and/or information technology, and research. The Student Government Association and the Graduate Student Senate may select one undergraduate student member and one graduate student member, respectively.</p>	<p>Duties of the Library and Information Technology Committee include: (1) identifying, reviewing, and recommending information technology policies;(2) representing the Faculty Senate on key university committees that address information technology; (3) reporting to the Faculty Senate on key information technology issues and developments that affect the campus; and (4) ensuring that library services and collections meet the teaching, research, and public service needs of the campus communities with particular focus on library policies and procedures that facilitate use of resources.</p>	<p>Technology: Explore how to increase faculty adoption of technology services. Examples include adoption of Google tools, Zoom Library: Explore faculty adoption of open educational resources and/or open educational faculty publishing.</p>	<p>Holly Greene, <a href="mailto:hgreene@utk.edu">hgreene@utk.edu</a></p>
<p>Non-Tenure Track Issues</p>	<p>7 faculty members, four of whom shall be non-tenure track and three of whom shall be tenure-track. The chairperson shall be a non-tenure-track faculty. Ideally, many different caucuses would be represented in order to reflect the varied voices of this group across the campus. In years when there are not enough Senators to fill the spots on the committee, the chairperson may ask non-senate members to be on the committee.</p>	<p>The Non-Tenure-Track Issues Committee shall concern itself with policies and issues regarding non-tenure-track faculty, including, but not limited to, the development and refinement of criteria and procedures for non-tenure-track faculty appointment, compensation, benefits, promotion, retention, evaluation, shared governance, retirement, and termination. The Non-Tenure-Track Issues Committee is responsible for reviewing proposed revisions and recommending changes to the</p>	<p>Work with the Faculty Affairs Committee regarding proposed changes to Chapter 4 of the Faculty Handbook;</p>	<p>Laurie Knox and Crystal McAlvin (co-chairs) <a href="mailto:Lknox1@utk.edu">Lknox1@utk.edu</a> <a href="mailto:cbickley@utk.edu">cbickley@utk.edu</a></p>

		<p>Faculty Handbook that affect non-tenure-track faculty in accordance with the amendments and procedures set forth in the Faculty Handbook, as well as for reviewing proposed revisions and recommending changes that affect non-tenure-track faculty to the Manual for Faculty Evaluation in accordance with the amendments procedures set forth in the Manual for Faculty Evaluation. In order to ensure representation of non-tenure-track faculty interests, the Non-Tenure-Track Issues Committee will work with other committees such as, but not limited to, the Faculty Affairs Committee and the Benefits and Professional Development Committee.</p>		
<p>Research Council</p>	<p>12+ appointed faculty or faculty/administrator representatives. (21 requested for 2017-18). In addition, there shall be three graduate students selected by the Graduate Student Senate. Ex-officio members shall include the Vice Chancellor for Research, the Associate Vice Chancellor for Research, the Dean of Libraries (or designee), Associate Deans for Research (or designees) and up to two addition designees. The composition of the Research Council shall reflect balance among externally funded and institutionally supported research, between research and other creative activity, and among disciplines. Members must be actively engaged in research or other creative activity and must (1) hold full-time or</p>	<p>The Research Council acts as an advisory body to the Vice Chancellor for Re-search. The Research Council shall promote excellence in research, scholarship, and other creative activity through the study and recommendation of policies. The Research Council shall initiate and support efforts to communicate an understanding of and appreciation for research, scholarship, and other creative activity to the campus community and the community at large. The Research Council co-administers some programs of the Office of Research, as requested by the Vice Chancellor for Research or the Associate Vice Chancellor for Research. Areas of concern include</p>	<p>Monitor campus IRB review in the context of new NIH rulings.</p>	<p>Qiang He  <a href="mailto:qianghe@utk.edu">qianghe@utk.edu</a></p>

	<p>continuing part-time appointment with the rank, or equivalent rank, of assistant professor or higher; and (2) perform academic duties consisting of at least half-time teaching, research, or service.</p>	<p>research incentives and support, intradisciplinary and interdisciplinary research activities, compliance with State, federal and university regulations governing the conduct of research, rights to and commercialization of intellectual property, the broad range of research infrastructure including all forms of telecommunications and computational support, and other research-related resources. Further, the Research Council shall concern itself with the institutional policy on research grants and funding, with copyright and patent policy, with protection of investigators, with the protection of human subjects of research, with the protection of experimental animals, and with policies affecting compliance of research activities with environmental and occupational health and safety requirements. Further, the Research Council shall encourage publications and the development of specialized research facilities for intercollegiate and/or interdisciplinary uses in accordance with any other policies pertaining to research programs. The Research Council shall also encourage media releases of research successes of UTK, UTIA, and UTSI researchers. When appropriate, the Research Council shall report its actions for approval to the Faculty Senate.</p>		
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Teaching and Learning Council	15 appointed faculty members, as well as three graduate students selected by the Graduate Student Senate in consultation with the chairperson of the Teaching and Learning Council and three undergraduate students selected by the Student Government Association, and/or the Director of the Honors Program, in consultation with the chairperson of the Teaching and Learning Council. The faculty members should have currently active teaching/advising responsibilities.	The Teaching and Learning Council is a committee of the Faculty Senate that works to advance excellence in teaching and academic advising at UTK. Areas of concern for the Teaching and Learning Council include incentives for recognizing quality instruction and advising, methods for improving instruction at a campus and departmental level, and guidelines for routine and disciplinary evaluation of teaching, academic advising, and curriculum. For example, the Teaching and Learning Council examines policy issues related to teaching on the campuses and works with the chief academic officer to recognize excellence in teaching and advising. The Teaching and Learning Council works with the Tennessee Teaching and Learning Center to run a yearly campus-wide program that involves faculty and staff in addressing issues central to improving instruction and advising. The Teaching and Learning Council works with both the Graduate School and the Tennessee Teaching and Learning Center to develop practical means of improving and rewarding instruction and advising on campus.	Recruit a liaison to Diversity and Inclusion Comm.	Samantha Murphy and Pat Rutenberg (co-chairs) <a href="mailto:smurph19@utk.edu">smurph19@utk.edu</a> <a href="mailto:pbrake@utk.edu">pbrake@utk.edu</a>
Undergraduate Council	Representatives chosen for three-year terms from the schools and colleges of the university granting baccalaureate degrees, one member of the ROTC faculty, and four students designated by the Undergraduate Academic	The Undergraduate Council is charged by the Faculty Senate to set standards for admission, retention, and graduation; review curricular matters in the undergraduate programs;	Present the new general education plan for Faculty Senate approval; develop an inclusive process for the implementation of	Rachel Chen, <a href="mailto:rchen@utk.edu">rchen@utk.edu</a>

	<p>Council. Members shall be chosen in the spring term for terms to commence at the start of the next fall term.</p>	<p>development of interdisciplinary programs; approve new programs and any other matters of educational policy pertaining to undergraduate programs. Its structure and activities are governed by its Operating Guidelines, which are adopted and amended by the membership of the Undergraduate Council and include rules consistent with these Bylaws.</p>	<p>the new general education requirements; provide a faculty perspective on efforts by SGA to increase use of Open Educational Resources (OER).</p>	
<p>University System Relations</p>	<p>8 faculty members, including the elected campus representative to the University Faculty Council.</p>	<p>The University/System Relations Committee will provide for faculty input (1) into activities of The University of Tennessee system, including Research, ORNL, Information Technology, and the Cherokee Campus and (2) with the Board of Trustees and the Tennessee legislature. The University/System Relations Committee shall work with the Budget and Planning Committee to monitor The University of Tennessee system budget.</p>	<p>Provide campus input to all System-level Vice-Presidents; provide a faculty perspective regarding BOT policies related to faculty promotion, tenure and evaluations.</p>	<p>Sally McMillan,  <a href="mailto:simcmill@utk.edu">simcmill@utk.edu</a></p>