

## FACULTY SENATE

Minutes

March 4, 2013

Absent: Vincent Anfara, Joe Bailey, Rob Blitt, Stan Bowie, Donna Braquet\*, Marianne Breinig, Jason Brown, Hoan Bui, Feng Chen, Chris Cimino, Christopher Clark, Michael Clark, Paul Crilly, Ruth Darling, Lloyd Davis, Lt. Brian Delamater, Seddik Djouadi, Ian Down, David Dupper, Gerd Duscher, Jerzy Dydak, Alberto Garcia, Iris Goodwin, Matthew Gray, Howard Grower, John Haas, Joanne Hall, Federico Harte, Noriko Horiguchi, Baoshan Huang, Sadie Hutson, Mike Jones, Ron Kalafsky, Ramki Kalyanaraman, John Koontz, Kurt Lamour, Susan Martin, Larry Miller, Tulio Prado, Susan Ratliff, Eleanor Read, Jennifer Richards, W. Tim Rogers, Amadou Sall, Robert Sklenar\*, Steve Smith, Rob Spirko\*, Adam Taylor, Ahmad Vakili

\*Alternates: Margaret Casado for Donna Braquet, Ramon Leon for Robert Sklenar, Samantha Murphy for Rob Spirko

### CALL TO ORDER

S. Thomas called the meeting to order at 3:34 p.m., once a quorum was present.

### ANNOUNCEMENTS

#### Senate President's Report (S. Thomas)

- On February 1<sup>st</sup>, the Council for Diversity and Interculturalism met with Rickey Hall to discuss preparation for his assuming the position of Vice-Chancellor for Diversity in June 2013.
- On February 7<sup>th</sup>, the Commission for Women received a report from a working group that recommends the revision of the current policy on "Consenting Romantic or Sexual Relationships" found in appendix seven of the *Faculty Handbook*. In reviewing this matter, an internal conflict was seen within the handbook. The introduction to the handbook indicates that its purpose is to provide a summary of policies and procedures approved by the Board of Trustees, but the paragraph at the beginning of the appendices states that these administrative policies are approved by the Chancellor of the University of Tennessee, Knoxville and not by the Board of Trustees. The contents of these appendices have changed very little since the 1986 edition of the *Faculty Handbook*, when the handbook was a much different type of document. A closer look may be needed at all these appendices.
- On February 27<sup>th</sup> and 28<sup>th</sup>, the University of Tennessee Faculty Council met in conjunction with the meeting of the Board of Trustees (February 28<sup>th</sup> and March 1<sup>st</sup>) in Chattanooga. Topics included the revised Code of Conduct. One council member was very upset that faculty and staff were included in one document, since not all requirements (e.g., wearing the proper uniform while on duty) did not apply to everyone equally. One encouraging result of the confusion regarding the code of conduct roll-out was that additional faculty representation is being added to the system HR policy review committee. This committee will have a faculty member from each campus who will be able to bring potentially problematic issues to the attention of his or her Senate before the policy revisions are finalized.
- At the Board of Trustees' meeting, the two resolutions passed at the previous Senate meeting (one in support of revising the Board of Trustees' policy on the faculty performance review to allow something other than the present four-point scale and the other containing changes to the *Faculty Handbook* codifying a five-point performance-review scale for UTK, UTIA, and UTSI) were both approved.

As both Chancellor Cheek and Provost Martin were traveling today, there were no other reports.

### APPROVAL OF SENATE MINUTES

S. Thomas asked for corrections or additions to the minutes of the Faculty Senate meeting on February 4, 2013. When no changes were suggested, H. Grower moved that the minutes be approved as presented; M. Casado offered a second to the motion which then passed unanimously

by voice vote.

## **MINIUTES OF THE GRADUATE COUNCIL AND UNDERGRADUATE COUNCIL**

### Graduate Council (R. Brockett)

R. Brockett summarized the minutes of the Graduate Council meeting of January 31, 2013.

- A dual (domestic and international) doctoral degree policy was approved.
- A semester credit hour definition was approved.
- An exception was made for the 5-year BA-MPPA dual degree program, so that 9 credit hours may be used to meet degree requirements for both programs.
- Approval was given to 14 recommendations for faculty to direct dissertations.

S. Thomas, noting that the motion to approve these minutes did not require a second, called for a voice vote. The motion to approve the minutes passed unanimously.

### Undergraduate Council (M. Theriot)

M. Theriot summarized the minutes of two meetings of the Undergraduate Council.

- January 29, 2013
  - UTRACK milestones were approved.
  - A semester credit hour definition was approved.
  - Several policies were approved associated with UTrack, academic probation, milestones, transfer/admissions, grade transfers, and American Sign Language.
- February 26, 2013
  - A revised procedure for reviewing undergraduate courses not taught in four or more years was approved.
  - Various references to correspondence courses were removed.

S. Thomas, noting that the motion to approve these minutes did not require a second, called for a voice vote. The motion to approve both sets of minutes passed unanimously.

## **PREVIOUS BUSINESS**

### Employee Code of Conduct (S. Thomas)

S. Thomas called for discussion, postponed from the February meeting, of the report from the Faculty Affairs Committee on the Code of Conduct. In response to a question, Thomas stated that the choice of the next step or steps would be based on this discussion.

After much reviewing of the basic problems (e.g., that this policy was revised and made effective months ago without significant input from faculty; that there are concerns that some aspects of the policy may not be in line with the *Faculty Handbook* or our rights and responsibilities under the academic freedom policy; that any additional changes will have to wait until the next revision of the policy), options were considered. T. Shepardson moved that the Faculty Affairs Committee prepare a resolution outlining the Senate's concerns with the method and content issues associated with the code of conduct and requesting faculty involvement in an immediate revision of the policy. M. Griffin provided a second. The motion passed by voice vote.

### Resolution in Support of Benefits Equality (S. Milewski)

S. Milewski presented the Benefits and Professional Development Committee's draft response to the January 10 letter of Chancellors' Cheek and Arrington and to Chancellor Cheek's comments to the Senate on February 4, 2013, as requested at the February meeting. (See agenda attachment.) During discussion, it was noted that the committee would like to reframe the discussion, with more of a focus on benefits and less of a defense of domestic partnerships. Some suggestions were offered for minor modifications. By common consent, the matter was returned to the committee for those revisions.

### Elections Update (D. Golden)

D. Golden reported that the Committee on Nominations and Appointments, having been slightly delayed while awaiting the census of faculty members needed for the annual apportionment of Senate seats, was beginning its work. The addition of non-tenure-track teaching faculty to this census will increase the Senate by 22 members. The addition of these new seats will require the election of some Senators to one- or two-year terms, to divide representation of various caucuses as evenly as possible over the three classes.

### **NEW BUSINESS**

#### Action of the Executive Council on Behalf of the Senate (S. Thomas)

S. Thomas reported that the Executive Council had learned, on February 18<sup>th</sup>, that the Office of General Counsel (OGC) had some concerns about parts of the resolution that had been passed by the Senate on February 4<sup>th</sup>. This resolution had recommended changes to the *Faculty Handbook* and the *Manual for Faculty Evaluation* to implement a five-point scale for performance evaluation of faculty. The OGC's review of the resolution found the portion describing changes to the *Faculty Handbook* to be in order, but some minor concerns were found with respect to the changes proposed for the *Manual for Faculty Evaluation*. Since the meeting of the Board of Trustees at which the resolution was to be considered would take place before the next meeting of the Senate, the Executive Council acted on behalf of the Senate to divide the resolution into two parts and allow the proposed handbook changes to proceed. Once the OGC has shared with the Faculty Affairs Committee the exact nature of the concerns with the proposed changes to the *Manual for Faculty Evaluation*, the Senate will reconsider those changes.

#### Report of the Online Learning Taskforce (S. McMillan)

S. McMillan led a brief discussion of the Report of the Online Learning Taskforce, appraising the direction of online learning at UTK. The report considered a number of needs (of faculty or departments as well as students) and whether these needs (1) are being met by the existing resources; (2) require the expansion of existing resources; or (3) require the development of new resources. The report also recommended the hiring of a Director of Online Programs "to assist with prioritization and development of all services." McMillan reported that the taskforce had been reformed as the search committee for this position. Interviews for this position will be held in early- to mid-March. As no action was necessary on the part of the Senate, S. Thomas noted that the report would be received as information.

#### Faculty Affairs Committee Resolutions (P. Daves)

##### (a) New Non-Tenure-Track Faculty Classification

P. Daves presented a resolution from the Faculty Affairs Committee that proposed changes to the *Faculty Handbook* to define a new non-tenure-track faculty classification: Faculty of Practice. This classification had been requested by the Dean of the College of Engineering and supported by the Deans of Nursing, Business, and Law. Daves noted that the version of the resolution presented at this meeting contained one typographical error: the rank "instructor of practice" that was present in section 4.2.4 needed to be added to the list in section 4.1.4.

Since the motion to approve the resolution comes from a committee, S. Thomas noted that no second was needed. The motion passed by voice vote.

##### (b) Lecturer Promotion Guidelines

P. Daves presented a resolution from the Faculty Affairs Committee that proposed inserting a new section 4.4 (with various sub-sections) to the *Faculty Handbook* and a new Part VI to the *Manual for Faculty Evaluation*. Together these changes formally adopt a review process for lecturers seeking promotion to senior lecturer and for senior lecturers seeking promotion to distinguished lecturer. The process has been developed and revised during the two promotion cycles since the approval of the rank of senior lecturer by the Board of Trustees.

Since the motion to approve the resolution comes from a committee, S. Thomas noted that no second was needed. The motion passed by voice vote.

Proposed Revision to the Charge of the Athletics Committee (S. Thomas)

S. Thomas noted that J. Koontz, Chair of the Athletics Committee, was participating in the interviews for the Director of the Thornton Center. By common consent this issue will be postponed until the April Senate meeting.

Faculty Emergency Guide (J. Zomchick)

J. Zomchick presented the current draft version of a "Faculty Emergency Guide" prepared by the Office of Academic Affairs and the Office of Emergency Management. The purpose of the document is to provide faculty with information about the university's established emergency procedures for some of the more common situations, so faculty may be familiar with these best practices for responding before such an event occurs. Topics include: severe weather; active shooter; hazardous material release; fire; bomb threat; and, pandemic. As a guide to best practices, it is expected that this document will be revised and amended with experience. Faculty members are welcome to review the guide and offer suggestions for changes. The goal of the authors was to present this document to the faculty before the start of the spring severe weather season.

As no action was necessary on the part of the Senate, S. Thomas stated that the document would be received as information. He encouraged the review of the document by individual Senators, noting that two minor changes he had suggested were already included in the present draft.

**ADJOURNMENT**

Adjournment was moved and seconded. The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Fritz Polite, Secretary