

## Proposal for NTT faculty inclusion in the Faculty Senate

Prepared by the Faculty Affairs Committee in conjunction with Jenny Fowler

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### Principles

1. As the Faculty Senate makes decisions that affect NTT faculty, they should have representation on the Faculty Senate.
2. As seen in the attachment, NTT faculty have representation in the senates of most of our peer and aspirant schools.

### Details

1. To be consistent with the current census requirements in the Bylaws, we propose that NTT faculty with academic and or research duties comprising at least 20% be included in the census that determines the allocation of representatives to the Senate. The Bylaws aren't clear about who is eligible to vote, but we propose that this also be the criteria to be eligible to vote.
2. As this will increase the census count of faculty, in order to prevent increasing the size of the Senate too much, the ratio of census FTEs to senators may need to be changed from the current 15:1 to as high as 20:1. This ratio should be set so that the increase in the size of the Senate is no more than 20 seats, or something less than 25%. I've made a request to OIRA for the census by caucus if we include all NTT faculty with at least 20% appointments, and then again if the cutoff is 50% for lecturers and instructors.
3. To allow for current representation in the Senate, a one-time, at-large election of 15 NTT faculty should take place in October, with these Senators serving a one-year term. Criteria for this election will be the same as for regular, ongoing, elections, as described below.
4. In subsequent years, all NTT faculty with academic or research appointments of at least 50% are eligible for senate membership. This is the same criteria for TT faculty. Caucuses will nominate faculty from the pool of eligible faculty, and senators will be elected from this group. There will be no special seats reserved for NTT faculty, and no restrictions on their election or membership other than eligibility.
5. NTT faculty will not be eligible for membership on the Appeals Committee. Otherwise, NTT faculty will be eligible for membership on any committee a TT Assistant Professor is eligible for (Note, the stated requirements for the Graduate Council would typically prohibit an Instructor or Lecturer from being on the committee... unless they taught graduate courses). The current requirements for membership on the Research Council would typically prohibit an Instructor or Lecturer from serving... should we do away with the rank requirement and just let the research interests requirement limit? I'm happy with either.
6. I did not make lecturers or instructors eligible to be President in this draft. However, the current Bylaws already allow NTT faculty with equivalent ranks to be President.

If we do not allow NTT faculty on the Appeals Committee, then no changes to the Faculty Handbook are required.

## Changes to the Bylaws

II.1. B Elected Faculty Members: Criteria, Election, Term of Office, and Duties.

Elected faculty members shall be chosen from those members of the faculty meeting the following criteria at the time of the election: (1) the holding of full-time or continuing part-time appointment with the rank, or equivalent rank, of **lecturer, instructor,** assistant professor or higher; and (2) the performance of academic duties totaling at least half time teaching, research, service, or departmental administration. The term of office for each elected faculty member is three years (except as set forth below in paragraph E of this Section 1) and begins August 1 of the year in which the member is elected. The members elected by each college, unit, or division (as provided for in Section 2 of this Article II) shall be divided into three classes, each class consisting of approximately one-third of the elected representatives of each college, unit, or division. After completion of a full three-year term or any partial term of more than one year, an elected faculty member shall be eligible for a second three-year term. A senator who has served two consecutive terms is eligible for nomination only after being off the Faculty Senate for a full three years.

II.1.E. Apportionment. Elective faculty seats shall be apportioned in January of each year among the respective colleges, units, and divisions by the clerical secretary of the Faculty Senate under the supervision of its President on the following basis: All part-time full-year faculty appointments and continuing part-time faculty at the **lecturer, instructor, or** assistant professor level or above of at least 20% FTE shall be combined into fulltime equivalents to be added to the full-time eligible faculty in determining the basis for representation of each college, unit, or division in the Faculty Senate. The following table will be used for determining the number of elected faculty representatives based on the number of FTEs:

Faculty FTE	Total Senators
1- <b>10</b> FTE	1
<b>11-25</b> FTE	2
<b>26-45</b> FTE	3
<b>46-65</b> FTE	4
Etc.	

Also, one elected faculty member shall represent the UT Extension at the UTIA. Other than the UT Extension, the colleges, units, and divisions represented on the Faculty Senate include: Agricultural Sciences and Natural Resources (Resident Instruction and Experiment Station); Architecture and Design; Arts and Sciences (divided into three divisional caucuses representing the social sciences, natural sciences, and humanities); Business Administration; Communications and Information Sciences; Education, Health and Human Sciences; Engineering; Law; Libraries; Nursing; ROTC; Social Work; UTSI; and Veterinary Medicine. The elected members and alternates from each of these colleges, units, or divisions constitute a caucus.

In case of an increase in the number of elected faculty member representatives authorized for any caucus, the new elective seats shall be apportioned over the three classes of members in a

manner that distributes the members as equally as possible across the classes. Elected faculty members may be elected to one-year, two-year, or three-year terms in order to achieve this approximate distributive equality.

In case of a decrease in the number of elected faculty member representatives authorized for any caucus, the decrease in representation shall be made at the next expiration of the term of an elected member.

**II Section 2. Election of Senators.** The full-time or continuing part-time faculty of each college, unit, or division of UTK and UTIA and the faculty of UTSI with the rank, or equivalent rank, of instructor, lecturer, assistant professor or higher shall elect its representatives to the Faculty Senate by April 1 each year as set forth in this Section 2.

**II Section 10. Election of Officers.** In the spring semester of each year, the Faculty Senate shall elect a President-Elect. Each nominee shall be given the opportunity to make a brief statement relevant to his or her candidacy and respond to questions at the regular meeting of the Faculty Senate in March of each year and shall provide voting members of the Faculty Senate with a written statement regarding his or her relevant experiences and proposed contributions as Faculty Senate President in advance of that meeting. Election shall be by a majority vote of all members of the Faculty Senate taken by a printed mail ballot before the third meeting of the spring semester. One nomination for Faculty Senate Secretary and Faculty Senate Information Officer shall be made by the Executive Council subject to the approval of the Faculty Senate membership.

The President-Elect shall be chosen for a one-year term from among those members of the faculty meeting the following criteria at the time of election: (1) the holding of fulltime appointment with the rank, or equivalent rank, of assistant professor or higher; (2) the performance of academic duties totaling at least half-time teaching, research, service, or departmental administration; and (3) prior service on the Faculty Senate (as an administrative member, an elected faculty member, a committee or council member, or otherwise) within the last five years. In the event of death or resignation of the President-Elect or early assumption of the President's office, the Committee on Nominations and Appointments shall present to the next meeting of the Faculty Senate a new slate of at least two nominees for another election for President-Elect. Voting members of the Faculty Senate may write in additional nominees. Election shall be by a majority vote of all members of the Faculty Senate taken by a printed mail ballot before the next meeting of the Senate. The current President shall remain in office until a successor is elected.

The term of office for President-Elect, President, Immediate Past President, Secretary, and Information Officer shall be for one year to begin on July 1. The President-Elect becomes the President the following year, and the President becomes the Immediate Past President the following year.

III.2 B. Appeals Committee. Membership shall consist of at least 18 tenured 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 *Faculty Handbook*) for the disposition of cases within its jurisdiction. The Appeals Committee fulfills this function through the processes specified in the *Faculty Handbook*. 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 *Faculty Handbook*, the *Manual for Faculty Evaluation*, 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 *Faculty Handbook*.

III.2.J. Research Council. Membership shall consist of at least 12 appointed faculty or faculty/administrator representatives. In addition, there shall be three graduate students selected by the Graduate Student Senate. Ex-officio members shall include the chief academic officer responsible for research, the Associate Vice President of the Office of Research, the Dean of Libraries and up to two additional designees, and college-level administrators with responsibility for research (or their designees). The composition of the Research Council shall reflect balance among externally funded and institutionally supported research, between research and other creative activity, and between disciplines. Members must be actively engaged in research or other creative activity and must (1) hold full-time or 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, service, or departmental administration. The chairperson must have served at least one year on the Research Council prior to appointment as chairperson. The members of the Research Council may elect co- or vice-chairpersons.

III.2. L .....(Undergraduate Council)

....In the College of Arts and Sciences, representatives shall be apportioned among the divisions of Social Sciences, Humanities, and Natural Sciences. Members must (1) hold full-time or continuing part-time appointment with the rank, or equivalent rank, of instructor, lecturer, assistant professor or higher and (2) perform academic duties consisting of at least half-time teaching, research, service or departmental administration. Ex-officio members shall be the Assistant Provost for Enrollment Services, a representative of Outreach and Continuing Education, the Dean of Libraries, the Director of the Center for International Education, the Director of the Chancellor's Honors Program, and the Director of the Tennessee Teaching and Learning Center, or their respective designees. In addition, the administrative officer having primary responsibility for undergraduate curriculum in each school or college shall serve as an ex-officio member of the Undergraduate Council if that person is not a school or college

representative. The chairperson of the Undergraduate Council (known as the Chair) shall be a faculty member from the Undergraduate Council elected for a one-year term, following a one-year term as Vice Chair, by voting members of the Undergraduate Council. The election of the Chair will take place at the last meeting of the spring semester.

#### Article VI.

There shall be a one-time election of Senators chosen from faculty of the rank of instructor or lecturer to serve terms beginning October 31, 2012 and concluding in August, 2013. Fifteen senators shall be chosen in an at-large election with all faculty who are eligible to vote in a regular Senate election per the revised Section II.1.E eligible to vote in this one. Nominations for this at-large election will be made by the .... **(association of NTT faculty that Jenny is in)**. This Section will be removed from the Bylaws on December 31, 2013 without the need for further vote or action.