

Faculty Senate Executive Council  
MINUTES  
April 18, 2016

Present: Bruce MacLennan, Bonnie Ownley, Chris Cimino, Richard Bennett, Ernest Bernard, Stephen Blackwell, Allie Brown, Jennifer Fowler, Lou Gross, Joanne Hall, Denita Hadziabdic-Guerry, Ramki Kalyanaraman, Stephen Kania, Dean Kopsell, Mary McAlpin, Rebecca Prosser, Jennifer Richards, Robert Spirko, Phyllis Thompson, Candace White, Kathi Wong

Guests: Jimmy Cheek, Susan Martin, John Zomchick

## **I. CALL TO ORDER**

Meeting to order at 3:30 p.m. and a quorum was established.

## **II. ANNOUNCEMENTS AND REPORTS**

### President's Report (B. MacLennan)

- Attended UFC & BoT meeting at Martin from 3/31 - 4/2/2016 with C. White and B. Ownley. Discussions were held on outsourcing, Title IX suit, sexual assault efforts, Sex Week, gender-equity studies, and CPR Draft Policy Elements. Information regarding four dual credit courses in high schools was also presented.
- Approximately 15 people have entered on web form or sent comments directly about the draft CPR policy. All UT campuses are requesting feedback.
- There is an upcoming UFC meeting Wednesday.
- UTK hosted TUFs Meeting on April 8-10, 2016. M. Griffin, B. Ownley, and B. MacLennan attended. Attended dinner with President DiPietro on Friday evening and discussed FOCUS. Lynn Sacco led the lunch discussion Saturday on the history of Sex Week.
- The TBR schools are involved in trying to figure out how to have their own board of trustees.
- Last week Senate supported polling faculty and staff opinions about guns on campus. There have been over 500 responses and the poll is scheduled to close on Wednesday. Current statistics show that 88% are against allowing guns on campus. Senator Lee Harris has requested input from senate and the poll results were sent to him.
- Currently deciding about the best way to disseminate results.

### Chancellor's Report (J. Cheek)

- Forbes conducted the *Best Place to Work* study. We were 20. We are the top school in the SEC for work. Out of 500 businesses, The University of Tennessee placed 83. We placed higher than Coke, Disney, and Paypal. To further review please look up Forbes ranking in Higher Ed.
- On April 18, 2016, the dedication of the Boyd Center for Business and Economic Research was commemorated in honor of Randy and Jenny Boyd.
- The budget looks as good as last year. A recommendation has been made for a raise once again this year. This is the 6<sup>th</sup> recommendation for a raise in a row. (Percentages for previous years were, 5%, 5%, 5%, 3%, 2%, respectively). UT has increased minimum wage from \$8.50 to \$9.50 an hour and are considering another raise. This information was reported in the News Sentinel last week.
- C. White raised concern about the potential of gender inequality and requested data for analysis. Easiest way to get from HR 2007 data. S. Martin recalled a prior question of

the need of IRB approval. C. White noted that as long as the study is not going to be published we are exempt. L. Gross stated that there have been efforts since last year and despite the ongoing requests the data has not been released. S. Martin stated that if the results are not going to be published, the IRB not necessary. K. Wong asked if lecturer data would also be included, and Susan said the data would be shared once she gets the request and can respond.

#### Provost's Report (S. Martin)

- Tenure and promotion recommendations were submitted to her office last month.
- D. Kopsell asked about the effort for enrolling out-of-state students. This has been a record year with almost 1,000 out-of-state applicants. Numbers of in-state applicants and confirms of Tennesseans are down. The current student average is the same as the 2014-15 data, which is a 3.8 GPA, and 27 on the SAT.
- B. MacLennan asked for the total number of CPRs that have been conducted during the last 18 years. He has previously heard ~25 and that 1/3 of those cases are still active. J. Zomchick stated there is some concern by General Council to release data, as per campus, since there are so few that individuals could be identified.

### **III. CONSENT AGENDA ITEMS**

- L. Gross moved to approve the Executive Council meeting minutes of February 22, 2016 (<http://senate.utk.edu/archives/senate-reports-minutes-publications-2015-2016>). D. Kopsell seconded the motion, and the minutes were approved with no objections.

### **IV. REPORTS OF STANDING COMMITTEES**

#### Appeals Committee (R. Prosser)

None.

#### Athletics Committee (D. Kopsell)

None.

#### Benefits and Professional Development Committee (M. Beck)

None.

#### Budget and Planning Committee (L. Gross)

- Discussion continued regarding an analysis that completed relying on UT's data set from The Chronicle of Higher Education. Results were indicative that males and females are treated differently when looking at aggregate data. There is some uncertainty about whether the amounts include the Health Science Center's faculty. S. Martin restated that she would have the Institutional Research Office provide the data needed once she gets the request. This will assist in the analysis to get the most accurate results.

#### Faculty Affairs Committee (J. Fowler)

Please see new business.

#### Graduate Council (S. Kania)

- The Thesis and Dissertation Embargo option proposal passed. This means extending the thesis embargo from 24 to 36 months.
- The Exemption from Continuous Enrollment in course 600: Internships for Doctoral

Students taking course 600. The proposal was approved with a slight revision of adding Practicum along with Internship for the exception.

- Minutes of the Graduate Council's meeting held on February 25, 2016, have been posted on the Council's webpage ([http://trace.tennessee.edu/utk\\_gcminutes/84](http://trace.tennessee.edu/utk_gcminutes/84)).

#### Library and Information Technology Committee (K. Wong)

- Distributed an informational sheet that tells the locations of Zoom enabled rooms on campus and the cost to enable a room for Zoom.
- Committee is getting together to determine which of the three products: D2L, Blackboard, or Canvas, will be chosen as the campus' new online management system. There is a possibility that the decision will not be Blackboard. If a decision to go with a different learning management system is made, Blackboard will continue to be used throughout the next year as everyone transitions. The hope is to have all faculty members transitioned by spring 2017.

#### Nominations and Appointments Committee (B. Ownley)

- Out of 16 caucuses, 12 have completed elections. There are two more colleges that are still trying to find faculty to serve.
- There seems to be some reluctance for someone to serve as President-Elect for next year, and there are still officer positions open. Nominations are welcome. R. Spirko, was nominated for Communications Officer and he has accepted serving for a second year

#### Non-Tenure-Track Issues Committee (A. Brown and D. Hadziabdic-Guerry)

- Continuing to work on revisions for non-tenure track section on the *Faculty Evaluation Manual*. The goal is to finish the work by May 6, 2016.

#### Research Council (R. Kalyanaraman)

None.

#### Teaching and Learning Council (J. Richards and K. McKanders)

- Recommendations for awards have been sent to the Chancellor's office.

#### Undergraduate Council (R. Bennett)

- Actions taken include the approval of five courses that satisfies general education requirements. Three of the courses were Honors. Some minor grammar changes that were made.
- Updated the progress that has been made for the Research Intensive Course Designations, rubrics have been created and will be examined over the summer. Recommendations will be made in the fall. Have been working with Registrar's office and experiential learning during this process.
- Minutes of the Undergraduate Council's meeting held on February 23, 2016, have been posted on the Council's webpage ([http://web.utk.edu/~ugcouncil/public\\_html/docs/minutes/02-23-2016\\_UGCminutes.pdf](http://web.utk.edu/~ugcouncil/public_html/docs/minutes/02-23-2016_UGCminutes.pdf)).

#### University Systems Relations Committee (S. Blackwell)

None.

## V. NEW BUSINESS

### Parking During Non-football Events (C. Cimino)

- Received a grievance from a faculty member who was not allowed to park their car in the lot he is assigned on the Sunday of the UT-LSU game. The faculty member was trying to park in 9A, which is a restricted donor lot during certain university games and activities. C. Cimino has talked to attendant and police officer. M. McAlpin shared that the person who made the grievance believes that if an individual pay's a monthly amount for parking he or she should be able to park in that lot when coming on campus to work. The principle: If you're paying for the spot you should get to park there no matter what. C. Cimino stated that faculty/staff can contact his office to make arrangements on game days when there is a need to be on campus. L. Gross stated that on special events there are directives that tell you where you can park as long as you have a tag. C. White identified another problem with not being able to park close to where you work is safety. She expressed that letting attendants know that they can let faculty in. L. Gross asked if there is some educational activity with employees and maybe a little more investigation into what is happening. C. Cimino stated that they typically let faculty in and reiterated that faculty/staff can contact his office to make arrangements on game days when there is a need to be on campus.

### Hiring Policy (J. Zomchick)

- J. Zomchick was invited by J. Fowler to provide information to questions that were brought up about joint tenure and tenure at the previous Executive Council meeting. R. Kalyanaraman asked where this is a point of distinction between 50% (or less effort) tenured faculty employees who do not have commitment or responsibility that full-time tenure faculty have. For example, an Oak Ridge employee who teaches 20-30% time has joint tenure with UT and is allowed to vote in decision-making matters but does not have any contact/involvement with the department. J. Zomchick stated that the *Faculty Handbook* is the governing document and should be followed. Appendix E within the *Faculty Handbook* does allow for part-time faculty to be tenured and if tenured, the person has a right to vote. This does not apply to the Governor's chairs.
- It was also noted that the Bredesen Center now awards degrees.

### Modifications to *Faculty Evaluation Manual* (J. Fowler)

- Received a majority of support from senators who responded via email to take out the QEP language from the *Faculty Evaluation Manual*. She now wants to put it before all the Executive Council to see if it meets approval.
- Deleted Language = ~~Strike through~~

*Faculty Evaluation Manual* Language Proposal Removing References to QEP: From the Introduction: General Information and Guidelines for Using this Manual [Paragraph 6, p. 2]

~~"Faculty and administrators are encouraged to participate in the University's Quality Enhancement Plan for International and Intercultural Awareness, now called *Ready for the World*. This initiative provides that discussion of the importance of international/intercultural expertise and experience should be incorporated into tenure, promotion, and annual review statements."~~

Part II: ANNUAL PERFORMANCE REVIEW OF TENURED AND TENURE-TRACK FACULTY

Section B: Procedures for the Annual Review of Faculty [p. 10]

2. Documents Prepared by the Faculty Member. The faculty member prepares a written summary of work in teaching, research/scholarship/creative activity, and service. The summary includes work accomplished during the Evaluation Period. Except as otherwise noted at the end of this paragraph 2, it is suggested that each faculty member under review provide to the department head review materials which contain at least the following:

“b. a summary of the faculty member’s activities and accomplishments during the Evaluation Period in teaching, research/scholarship/creative activity, and service, in accordance with Section 3.8.1 of the Faculty Handbook (the “Faculty Activity Report”), the form and content of which shall be determined based on college and department bylaws, ~~but each of which should include evidence, if any, of international and intercultural expertise or experience;~~

- Changes have not yet been made to the *Faculty Evaluation Manual* because the motion has to be voted on at the full Faculty Senate meeting.
- The Executive Council supported the changes and B. MacLennan will put this item on the Faculty Senate’s agenda.

#### Gender Inequity (L. Gross)

- Continued discussion on gender inequity (<http://senate.utk.edu/wp-content/uploads/sites/16/2015/11/GenderSalaryChronicleReportv3.pdf>). S. Martin reiterated that the information would be sent once she receives the request.

#### Managing Zoom for Meeting (K. Wong)

- Question was raised about if the EC would like to create a committee to be responsible for managing Zoom and to put a charge of the bylaws. C. White suggested not being specific with Zoom as technology changes and instead of creating a committee to put the information in an end of the year report.

#### Comments to Date on Draft CPR Policy (B. MacLennan)

- Raw data and an executive summary will be sent to Katie High.

#### Results to Date from Gun Poll (B. MacLennan)

- Updated EC on the recent gun poll taken by faculty and staff. He will pull the comment information together.

#### Internal Review Board/I-medris (J. Hall)

- Conveyed concerns shared by faculty that IRB may be stalled and no longer is continuing to improve. R. Kalyanaraman noted that there is a problem with the I-medris interface, which will not be changing. So the question is how to deal with the limitations. He encouraged that it may be useful to have a discussion with Robert Nobles as he wants to know about any problems. C. White noted that five new people were hired to improve the IRB process but they were not all trained the same way. L. Gross noted that training procedures do not address problems to deal with I-medris.

## **VI. ADJOURNMENT**

The meeting was adjourned at 5:14 p.m.