

FACULTY SENATE
Minutes
February 1, 2016

Absent: Mary Albrecht, Ernest Bernard, Rob Blitt, Stan Bowie, Barry Bruce, Vincent Carilli, Chris Cimino, Matthew Cooper, Jennifer Fowler, Alex Freire, Stephanie Galloway, Terry Hazen, Derek Hopko, Sally Hunter, Jacqueline Johnson, Dayton Lambert, Lt. Col. Brian Lancaster, Fran Li*, Laura Miller, Kevin Moulton, Shelley Newman, Agricola Odoi, Catherine Remus, John Schmisser, Vandana Singh, Gary Smith, Olya Smrkovski, Cary Staples*, Dawnie Steadman, Phyllis Thompson, Kris Tobin*, Brynn Voy, Micheline Westfall, Ling Zhao, Xiaopeng Zhao

*Alternates: Michelle Kwon for Kris Tobin, Qing Cao (Charles) for Fran Li, Tim Hiles for Cary Staples

Guests: Sandy Jansen, Jennifer Morrow, Scott Rabenold, Jon Shefner

I. ESTABLISHMENT OF QUORUM (E. Bernard)

Quorum was established by E. Bernard.

II. CALL TO ORDER (B. MacLennan)

B. MacLennan called the meeting to order at 3:36 p.m. He asked if there were any changes to the agenda and L. Gross made a motion to add a resolution for consideration that he had drafted to support a rally organized under the theme "Your University is Under Attack." The rally was planned for February 5, 2016, 4 p.m., McClung Tower Plaza. The motion was seconded and approved. L. Gross made a motion to approve the amended agenda, which was seconded and approved.

III. ANNOUNCEMENTS

Chancellor's Report (J. Cheek)

J. Cheek was in Nashville for the State of the State address to be given by Governor Haslam this evening. S. Rabenold (Vice Chancellor for Development and Alumni Affairs) spoke on his behalf. He indicated that it had been a very good year for development, with contributions from a large number of donors. The Big Orange Family campaign will be initiated in March. The theme will be participation. Donations from faculty and staff rose significantly last year, from 15% to 50% participation. The goal for this year will be 55% participation.

Provost's Report (S. Martin)

- Vol Vision 2020. Consultation with various campus groups has been completed and an early draft has been circulated. The draft will go to committee on February 15 for final revision. S. Smith has also been circulating the draft to a broad number of constituents. After February 15, the revised draft will be released to constituencies again for their review. They plan to release the final report on April 1, 2016.
- SAIS update. J. Morrow will report on the surveys that were distributed to faculty and students. Her next update to S. Martin will be February 15. At that time, the committee will begin to build policy and determine if they are relevant to evaluative processes. Concern was expressed that SAIS has been used as an over-precise evaluation instrument in some units.

- Dean of the Graduate School Search. The search process is at the stage of interviewing candidates. As you will have opportunities to participate in candidate seminars, please send your thoughts.
- Questions followed. L. Gross asked whether there has been pressure to modify the portion on diversity and inclusion in Vol Vision 2020. S. Martin replied that discussions at the campus level had been very positive. However, they had received a letter from State Representative Martin Daniel on whether outside reviewers had been involved in developing the plan. S. Martin stated that they had included parents, alumni, and friends of the university, and had held an open forum.

President's Report (B. MacLennan)

- The Faculty Senate passed two resolutions at the December 8, 2015, emergency meeting. These resolutions were distributed to the Board of Trustees. One resolution was for support of diversity and inclusion (<http://senate.utk.edu/wp-content/uploads/sites/16/2015/11/Diversity-Resolution.pdf>), and the other was against undue external influence on the university (<http://senate.utk.edu/wp-content/uploads/sites/16/2015/11/Undue-Influence-Resolution.pdf>).
- State legislators have proposed several bills that would damage UT. One of the most alarming aims to dismiss all members of our governing body, the UT Board of Trustees, and restructure the process for selection of board members. There are various anti-diversity bills that aim to defund the Office for Diversity and Inclusion, and even prohibit faculty, not specifically hired to work in these areas, from working on diversity, multicultural or sustainability programs – this will cripple the university's efforts on diversity and inclusion. The legislators have called for a hearing on diversity and inclusion. These events have led B. MacLennan to develop a new ad hoc Committee on Diversity and Inclusion. B. Ownley will chair the committee.
- There are also several bills that would allow guns on campus. C. Myers worked on this issue a few years ago and helped develop a resolution for the Faculty Senate against guns on campus. She is updating that information for the Faculty Senate.
- B. MacLennan called on senators to register and vote, contact legislators, know the arguments for and against these proposed bills, show up and ask questions, join UT Advocacy, and encourage students to vote. There will be a rally against outsourcing, and in support of diversity and inclusion on Friday, at 4 p.m. on the McClung Tower Plaza.
- In April 2014, the Faculty Senate passed a resolution (http://senate.utk.edu/wp-content/uploads/sites/16/2013/08/Final-BPD_NTT-PROPOSED-Family-Leave-Policy.pdf) supporting paid family leave (faculty modified duties assignment; FMDA) for non-tenured-track faculty. Administration has indicated that FMDA was developed for tenure-track faculty because they have both research and teaching appointments. During the leave period, their responsible account could be shifted from teaching to the research part of their appointment. However, a modification of workload could not be developed for non-tenured-track faculty members who have only teaching or research appointments. Discussions are ongoing.
- P. Thompson has been appointed to a grant on Violence against Women.
- The Faculty Senate Executive Council has discussed bylaws changes related to reports of the Graduate and Undergraduate Councils. This will be discussed later in the agenda.

IV. MINUTES OF THE FACULTY SENATE AND EXECUTIVE COUNCIL

- The Faculty Senate Meeting Minutes of November 16, 2015 ([http://senate.utk.edu/wp-content/uploads/sites/16/2015/11/November-2015.min .pdf](http://senate.utk.edu/wp-content/uploads/sites/16/2015/11/November-2015.min.pdf)) and December 8, 2015 (<http://senate.utk.edu/wp-content/uploads/sites/16/2015/11/Dec15.specialmin.pdf>) were presented for review and comment. J. Hall made a motion to accept the November meeting minutes as written, and D. Fox seconded the motion. The motion passed.
- L. Gross made a motion to accept the December meeting minutes and S. Hutson seconded the motion. M. Fry requested that minor revisions be made to the minutes to reflect his comments more accurately. His suggestions for change in the minutes were the following.

M. Fry explained that the proposed resolutions are already existing policies and not new policy resolutions. He expressed it is good for the Faculty Senate to support these things and soon, but he questioned how urgent it is for the Senate to vote today. He noted that the resolutions were only made available to Senate members around 10 a.m. today, which allowed little time for feedback from the faculty at large. He noted that he had sent an email out to his CVM faculty colleagues about the resolutions and within 10 minutes he received in the short time allowed for feedback, he received responses from approximately 10 colleagues. Most of them were unequivocally in supporting of the resolutions, and but three responses (from senior and highly respected CVM faculty) raised significant concerns.

M. Fry's revisions were accepted as a friendly amendment to the motion. The motion to accept the minutes as amended was approved.

- The Faculty Senate Executive Council Meeting Minutes of January 19, 2016 have been posted as an information item (<http://senate.utk.edu/wp-content/uploads/sites/16/2015/11/Exec.-Minutes-January-2016.pdf>).

V. MINUTES OF THE GRADUATE COUNCIL

S. Kania presented the Graduate Council meeting minutes of September 24, 2015 (<http://gradschool.utk.edu/GraduateCouncil/Minutes/20150924-GC-Minutes.pdf>) for approval. The Credentials Committee reviewed the credentials of 40 faculty for approval to direct doctoral students. The Credentials Committee recommended directive status for 19 tenure-track faculty, 8 tenured faculty, and 13 non-tenure track faculty. The addition of minus grades for Graduate Students was approved. Prior to approval, comments were solicited from the Graduate Student Senate and the Deans. L. Gross stated that one objection is that there will be a uniform set of grades for mixed graduate and undergraduate classes. S. Kania said that the main motivation for this change was that our peer institutions had minus grades. A question was asked about why there was no 'C-' grade. S. Kania replied that a 'C' was considered failure in the graduate grading system, and a 'C-' was failure with distinction. Quality points are identical to the undergraduate grading system (<http://senate.utk.edu/wp-content/uploads/sites/16/2015/11/GradesandMeanings.pdf>). The grading system change will only affect courses from this point forward. It will not affect the College of Law, which has its own unique grading system. Discussion followed that faculty should participate in the early stages if curriculum changes, such as the department and college level, before proposed changes are sent to the Graduate Council. C. White indicated that it was important to clarify that the two Councils are Standing Committees of the Faculty Senate, rather than independent entities. There was a motion to approve the Graduate Council report. The motion was

seconded. There was one vote against, and the remainder voted to approve. The motion carried for approval.

VI. UNFINISHED BUSINESS (B. MacLennan)

There was no unfinished business.

VII. REPORTS OF STANDING COMMITTEES

Budget and Planning Committee (L. Gross)

L. Gross stated that if you have budget questions for the Office of Research and Engagement, the Athletics Department, or the Provost Office, please contact him or other members of the Budget and Planning Committee. The committee will be holding an open budget forum with C. Cimino to understand better, how the budget works across the system and at UTK. The meeting will be at 3:30 p.m. on February 15 in Claxton Auditorium. The committee is currently considering revisiting the living wage document of five years ago.

Library and Information Technology Committee (K. Wong)

A committee has been formed to review the bid requests that will be coming from companies who are competing to deliver Learning Management System services (courses online). The three contenders are Blackboard, Instructure Canvas, and Brightspace Desire2Learn. More information can be found online <https://oit.utk.edu/instructional/tools/online/Pages/LMS-Evaluation.aspx>). A question was raised about whether open source alternatives had been considered. K. Wong responded that some companies were asked, but they did not submit bids.

Nominations and Appointments Committee (B. Ownley)

B. Ownley reported that she had received information on the number of senators needed for each caucus and she would be contacting caucus chairs soon to begin the process of identifying nominees and conducting elections for Faculty Senate. She indicated that in addition to filling vacant spots for each caucus, senators should begin to think about nominations for President-elect.

VIII. NEW BUSINESS

Proposed Senate Calendar (B. Ownley)

B. Ownley presented a calendar of proposed dates for the Faculty Senate and Executive Council meetings for 2016-2017. The dates are as follows.

Proposed Senate Meeting Calendar AY 2016-2017

Senate Retreat

Friday, August 26, 2016

Faculty Senate

Monday, September 19, 2016

Monday, October 17, 2016

Monday, November 21, 2016

Monday, January 9, 2017 (reserved if needed per Senate Bylaws)

Monday, February 6, 2017

Monday, March 6, 2017

Monday, April 3, 2017

Monday, May 1, 2017

Faculty Senate Executive Committee

Tuesday, September 6, 2016

Wednesday, October 5, 2016

Monday, November 7, 2016

Monday, January 23, 2017

Monday, February 20, 2017

Monday, March 20, 2017

Monday, April 17, 2017

L. Gross made a motion to approve the proposed meeting dates and S. Hutson seconded the motion. The motion passed.

Proposed Bylaws Changes (B. Ownley)

B. Ownley presented a proposal to change the wording of the Faculty Senate Bylaws related to both the Graduate and Undergraduate Councils. This is presented as a first reading of the proposed changes. B. Ownley stated changes were proposed in order to clarify the following:

- 1) Relationship of the Councils to the Faculty Senate,
- 2) Council Chairs should present a report on their activities to the Faculty Senate for approval, rather than present their meeting minutes for approval by Senate members, who did not attend their meeting,
- 3) Implementation of actions taken by the Councils occurs after approval of the report by the Faculty Senate, and
- 4) Any curricular change could be reopened for review and its implementation delayed following a vote of the Executive Council or the full Faculty Senate.

The proposed changes are as follows:

Bylaws

Faculty Senate of The University of Tennessee, Knoxville

Revised [September 8, 2015]

ARTICLE III. Councils and Committees.

Section 2. Standing Councils and Committees. The standing councils and committees of the Faculty Senate are listed and described below.

- H. Graduate Council. 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. Members shall be chosen in the spring term for terms to commence at the start of the next fall term.

Representatives shall be apportioned among the schools and colleges according to the number of graduate students enrolled in the college or school in the previous fall term, using the following table.

<u>Graduate Students</u>	<u>Total Graduate Council</u>
1 – 300	1
301 – 500	2
501 – 700	3
701 – 900	4
901 – 1100	5
1101 – 1300	6
1301 – 1500	7
1501 – 1700	8

Representatives must regularly teach graduate courses or supervise graduate study and must (1) hold full-time or continuing part-time appointment with the rank of 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 Dean of Libraries, a representative of Outreach and Continuing Education, the Director of the Center for International Education, and the chairperson of the Research Council, or their respective designees. In addition, the administrative officer having primary responsibility for graduate curriculum in each college or school shall serve as ex-officio member of the Graduate Council if that person is not a college or school representative. The chairperson of the Graduate Council (known as the Chair) is a faculty member from the Graduate Council who serves for a one-year term, following a one-year term as Vice-Chair and Chair-Elect.

The Graduate Council ~~is charged by the Faculty Senate to set~~ ~~establishes~~ standards for graduate admission, retention, and graduation; ~~assesses~~ curricular revisions and new proposals for graduate programs; ~~evaluates~~ interdisciplinary, intercollegiate and international programs; ~~approves~~ individuals to direct doctoral dissertations; and ~~considers~~ new initiatives and other 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.

The ~~Chair of the~~ Graduate Council ~~or faculty designee~~ shall report ~~its~~ ~~actions of the~~ Graduate Council to the Executive Council. ~~The report shall include the agenda and a summary of substantive actions taken, and the minutes of the Graduate Council meetings.~~ ~~The report and the minutes of the Graduate Council meetings~~ will be distributed or made available electronically to all senators at least five business days prior to the next Faculty Senate meeting. Implementation of actions taken by the Graduate Council ~~follows~~ ~~occurs after~~ approval of the ~~report minutes of by the~~ Faculty Senate ~~Graduate Council meeting at which the actions were approved by the~~ Graduate Council. Any curricular change may be reopened for review and its implementation delayed ~~at the will~~ ~~upon vote~~ of the Executive Council or the full Faculty Senate.

M. Undergraduate Council. Voting membership shall consist of 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 Council. Members shall be chosen in the

spring term for terms to commence at the start of the next fall term. Representatives shall be apportioned among the baccalaureate degree-granting units according to the number of degrees granted during the prior academic year, using the following table.

<u>Baccalaureate Degrees Granted</u>	<u>Total Undergraduate Council</u>
1 – 300	1
301 – 500	2
501 – 700	3
701 – 900	4
901 – 1100	5
1101 – 1300	6
1301 – 1500	7
1501 – 1700	8
1701 – 1900	9

In the College of Arts and Sciences, representatives shall be apportioned among the divisions of Social Sciences, Humanities, and Natural Sciences. Members must hold full-time or continuing part-time appointment with the rank, or equivalent rank, of lecturer, clinical instructor, 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.

The Undergraduate Council ~~is charged by the Faculty Senate to set~~ ~~shall concern~~ ~~itself with~~ standards for admission, retention, and graduation; ~~review with~~ curricular matters in the undergraduate programs; ~~with the~~ development of interdisciplinary programs; ~~with the approval of~~ 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.

The ~~Chair of the~~ Undergraduate Council ~~or faculty designee~~ shall report ~~its~~ actions of ~~the Undergraduate Council~~ to the Executive Council. The ~~report shall include the~~ agenda and a summary of substantive actions taken. ~~The report,~~ and the minutes of the Undergraduate Council meetings will be distributed or made available

electronically to all senators at least five business days prior to the next Faculty Senate meeting. Implementation of actions taken by the Undergraduate Council ~~occurs after follows~~ approval of the ~~minutes~~ report ~~of the Undergraduate Council meeting at which the actions were approved by the Undergraduate Council~~ by the Faculty Senate. Any curricular change may be reopened for review and its implementation delayed ~~upon vote at the will~~ of the Executive Council or the full Faculty Senate.

SAIS Update (J. Morrow)

The initial SAIS task force was charged to compile information on different types of teaching evaluation forms and their delivery platforms. Their role ended and a new group was assembled to explore perceptions of SAIS through survey, and compile that information for administration. The goal is to "roll out" the new system next fall semester. The second group spoke with several constituencies to collect information. The feedback received was used to develop a perception survey that was administered last semester; the survey data is currently being analyzed. The survey was administered through Campus Labs. There were technology issues because the complexity of cross listings, etc. was underestimated. There were also rating scale issues. Campus Labs is working on updating the software.

For the faculty perceptions survey, 454 faculty responded. Their responses were detailed because there were many open-ended questions. Concerns were raised about whether SAIS should be used for tenure and promotion metrics. It was noted that SAIS is not being included on course syllabi and most faculty do not give class time for the evaluation. There was discussion on incentives (such as extra credit) for students to complete the form; only a small percentage of faculty give incentives. Campus Labs does not have the ability to give a certificate of completion when students fill out the form. Very few faculty indicated that they worked with the Tennessee Teaching and Learning Center to discuss course evaluations. M. Beck asked if there were college-wide policies for offering extra credit as an incentive. J. Morrow stated that there were no set policies. About half of the survey respondents indicated that they thought that course evaluations should be used for tenure and promotion, but many said that other teaching metrics should be used too. Faculty indicated that they preferred paper evaluations because the students can be given time in class to fill out the form, however, students prefer online evaluations. The perception was that UT does not do a good job with follow through when faculty consistently receive low SAIS scores. Students also expect incentives to fill out the form. Some faculty reported that they had shared with students how they are changing their courses based on feedback. Students complained about inconsistency of policies.

J. Morrow is going to finish analyzing data for the report, which is due February 15 to S. Martin. The report will then go to the Council of Deans. More types of questions may be selected by faculty, but there needs to be a limit. Items are being revised based on feedback. Faculty can give anonymous feedback on the Task Force website. A question was raised about how many universities make teaching evaluation scores available to students. It was noted that less than 20% of students know about Tennessee 101 (website with course evaluations). J. Morrow stated that Tennessee is a sunshine state. Additional discussion followed about extra credit incentives. M. Beck pointed out that an extra credit incentive could cause a grade boost. B. Auerbach identified an email from SAIS in 2010 that recommended use of incentives to encourage students to fill out the evaluation forms.

Fraud, Waste, and Abuse Hotline (S. Jansen)

S. Jansen (Executive Director of Audit and Compliance) stated that they would be rolling out a hotline to give information on fraud, waste, abuse, or noncompliance. She is visiting today to give notification. Anyone can report anonymously. A third party vendor has been hired to handle reports. Complaints will be forwarded to the appropriate office. This office does not take reports on sexual misconduct because there are other avenues for those reports. The State Comptroller also has fraud hotline. L. Gross asked how this initially developed. S. Jansen said that in 2008, when the institutional compliance office was formed, an anonymous way for people to report about lab safety was needed.

Resolution to Support Rally on "Your University is Under Attack" (L. Gross)

L. Gross drafted a resolution to support the rally that will be held on Friday, February 5, at McClung Tower Plaza. The rally was initiated by United Campus Workers (UCW). J. Shefner said that what UCW wanted was for Faculty Senate to co-sponsor the rally. S. Blackwell offered a friendly amendment to co-sponsor the rally. M. Beck asked for a definition of "co-sponsorship." J. Shefner stated that Faculty Senate co-sponsorship meant that the Faculty Senate is coming out in favor of a rally to support diversity, multiculturalism, and sustainability, and oppose privatization and outsourcing. Concern was expressed about whether there was enough discussion about these issues with those we represent. The final motion was as follows:

Whereas the Faculty Senate passed a resolution on outsourcing at its November 16, 2015 meeting

And

Whereas the Faculty Senate passed a resolution on Diversity and Inclusion at its December 8, 2015 meeting

Be it resolved that the Faculty Senate co-sponsors a Rally organized under the theme "Your University is Under Attack," along with several groups including the United Campus Workers to be held Friday February 5 at 4 p.m. at McClung Tower Plaza.

The motion was seconded. Due to the lateness of the hour, there were 37 votes; 25 yes, 8 no, and 4 abstentions. The motion passed.

IX. ADJOURNMENT

The meeting was adjourned by B. MacLennan.

Respectfully submitted,

Bonnie H. Ownley,
President-Elect