

## **UTK Faculty Senate Executive Council**

Committee Reports for Consent Agenda for February 18, 2019

### **Appeals**

- No report.

### **Athletics**

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### **Benefits and Professional Development Committee**

Meeting of the Faculty Senate Benefits and Professional Development Committee (BPDC)

02/8/19

In attendance: Gregory Kaplan (Committee Chair), Charles Cao, Silke Hecht, Stephanie Madison

The meeting was called to order at 1:00 PM

The only item on the agenda was the resolution concerning Paid Parental Leave (PPL) that the BPDC has been developing. In particular, the BPDC considered whether a universal PPL resolution (similar to PPL at the U of Memphis and Austin Peay SU) could, in practice, apply to several constituencies that would be involved: 12-month employees, faculty and staff, 9-month TTF and 9-month NTTF.

The Chair reported that he had sent the resolution for comments to John Zomchick, UT Vice Provost for Faculty Affairs, and then at greater length with Mary Lucal Associate Vice Chancellor of UT HR. Suggestions made have been incorporated into the current resolution, which has been distributed to the BPDC with its new focus, 9-month NTTF, in light of conclusions reached after the following matters were discussed at the 2/8/19 meeting.

Drafts of a PPL resolution have been circulating among the BPDC since the late fall of 2018, and one issue that might impede the implementation of a universal PPL policy at UT according to a consensus view of the BPDC concerns contractual differences between 12-month and 9-month employees, such as distinct methods of logging hours and the inability of 9-month employees to accrue leave time. At the 2/8/19 meeting it was thus decided that, since 12-month employees at UT are covered by the Family Medical Leave Act (in part because they are able to accrue leave time), it would be better to focus in the present on PPL for 9-month employees.

The necessity of PPL in the case of 9-month TTF was then discussed in light of the current policy on the Provost's site, which reads:

Tenured and tenure-track faculty may modify their responsibilities for up to one semester at full pay while managing the arrival of a child through birth, adoption, or foster care. These modified duties during leave would include:

- Complete teaching release for one semester
- Complete release from on-campus schedule meeting and obligations (although remote attendance may be desirable),

- Research obligations/opportunities to be negotiated.
- Other desirable and negotiated accommodations.

This right applies, regardless of gender, to the primary care-giver for pre-school-aged children. The maximum period of modified duties is one semester within twelve months of the child's arrival (even in the event of multiple birth or placement of multiple children), and modified duties for this purpose may be requested twice in the course of a career. If both parents qualify for a modified duties assignment, they may be required to use it in different semesters, especially if they reside in the same department.

Eligibility for fringe benefits during any modification in service shall be determined in accordance with the University Personnel Policy and Procedure for each fringe benefit. The BPDC concurred that, given the current provisions and the differences between 9-month and 12-month employees, a resolution providing additional provisions regarding PPL may not be necessary at this time in the case of 9-month TTF.

In the case of 9-month NTTF, the BPDC agreed that a modification of the current policy is necessary. The BPDC decided to further investigate the matter of whether it would be better to craft a PPL resolution especially for 9-month NTTF or to work with the Provost's Office and UT HR on developing language that would offer a greater assurance to 9-month NTTF regarding PPL. There was a consensus on the BPDC that the current language on the Office of Provost's Faculty and Family Care Policy site (<https://provost.utk.edu/family-leave/>) does not provide a guarantee that PPL will be extended in all cases:

Lecturers and faculty members on nine-month, non-tenure-track appointments are entitled to work directly with their department head or hiring unit supervisor to negotiate mutually agreeable terms for leave and/or service/workload modifications

The BPDC decided that the Chair should be the liaison to the Provost's Office and UT HR in order to discuss the issue of whether the current language could be changed, in which case, a resolution on universal PPL at UT, similar to what is in place at the U of Memphis and Austin Peay SU might not be necessary.

Respectfully submitted by Gregory Kaplan 2/10/19

#### **Budget and Planning**

- No report except: The FS Budget and Planning Committee met with Athletic Director, Phil Fulmer, and his staff on February 11, 2019. Minutes will be approved next week

#### **Diversity and Inclusion Committee**

- No report except: D&I Committee has been focused on planning for United at the Rock (February 20) and an associated panel Free Speech/Hate Speech (March 6)

## **Faculty Affairs**

Report of the Faculty Affairs Committee - February 12, 2019

### **Committee Members:**

Michelle Kwon, Chair	Todd Freeberg
Misty Anderson	Nathalie Hristov
Monica Black	Beauvais Lyons
David Butler	David Patterson
Jennifer Fowler	Phyllis Thompson

1. Academic Bullying
  - a. 2-12-2019: Sent proposal from Faculty Affairs Committee to J. Zomchick for informal review.
2. Evaluation and Promotion of Non-Tenure Track Faculty – Part VI of Manual for Faculty Evaluation
  - a. 1-31-2019: Received draft revisions from Crystal McAlvin and Laurie Knox, co-chairs of Non-Tenure Track Issues Committee
3. Chapter 3 revisions to implement sections of Board Policy (BT0006) that require Board approval (early tenure consideration, ETTR)
  - a. 2-4-19: Faculty Senate by unanimous vote approved the proposed Handbook changes
4. Early Tenure Consideration and Suspension of Tenure Clock
  - a. 1-22-2019: Faculty Affairs Committee met to discuss proposal from the Administration to seek an amendment to Board policy such that the President, but not the Board, would consider early tenure cases for individuals who have been on the UT campus for at least four years. Currently, the Board has the authority to decide tenure cases for individuals who apply for tenure before the sixth year of their probationary period.
  - b. 2-4-2019: M. Kwon apprised the Faculty Senate of this issue.

## **Graduate Council**

**Two Proposals submitted by: Dr. Dixie Thompson, Dean of the Graduate School.**

1. Cleaning up understanding of concurrent master's and how to interpret concurrent master's degree requirements.
2. Clarify the number of hours from a masters (or other graduate degree) earned at another institution can be counted toward the doctoral degree.

**Concurrent master's** – rationale here is to award a master's 'along the way' when a student earns it. Current interpretation of 24 hours beyond the master's applies to those degrees that come from outside and are completed separate from the PhD. This policy is not clear enough for students who are getting a master's degree along the way at UTK.

### **Concurrent Master's Degree Program**

Currently enrolled UT doctoral students who plan to complete the master's degree while maintaining enrollment in the doctoral program must submit a Request for Concurrent Master's Degree form (<https://gradschool.utk.edu/forms-central/>) to the Graduate School two weeks prior to the deadline for submission of the graduation application for the master's degree. No fee will be assessed for submission of this form. **To earn the concurrent master's degree all requirements must be met at the University of Tennessee.**

## **Doctoral:**

### **For students earning a concurrent master's,**

- a **minimum of 18 additional credit hours of coursework beyond the master's degree must be earned at UT plus completion of at least 24 credit hours of 600 Dissertation.** (Note: for programs requiring 36 rather than 48 credit hours of coursework for the doctoral degree, students must earn at least an additional 6 credit hours beyond the concurrent master's, plus 36 credit hours of dissertation.)
- Credit hours earned in 500 Thesis may not be counted toward the doctoral degree.
- A minimum of 50% of required credit hours taken at UT (excluding dissertation hours) 12 of the 24 credit hours, or 30 of the 48 credit hours, must be graded A-F.

### **Issue #2 – Number of hours that can count from a graduate degree at another institution.**

The question sometimes comes up regarding the maximum hours that can be applied toward a doctoral program. One option is to list a maximum number of hours they can transfer in – but the other solution is to reemphasize our 24 credit hour rule – see Doctoral Degree Requirements section.

**Doctoral Degree:** Coursework taken prior to admission to a doctoral program may be used toward the degree, as determined by the student's doctoral committee. Although the courses are used as part of the requirements toward the degree and are listed on the admission to candidacy, they are not officially transfer courses and are not placed on the student's UT transcript. As indicated in the Doctoral Degree Requirements: A candidate for a doctoral degree who earned a graduate (typically a master's) degree prior to beginning the doctoral degree must complete a minimum of 24 credit hours of graduate courses at UT (exclusive of course 600 Dissertation).

A candidate for a doctoral degree who earned a graduate (typically a master's) degree prior to beginning the doctoral degree must complete a minimum of 24 credit hours of graduate courses at UT (exclusive of course 600 Dissertation). If the doctoral program does not require a master's degree, the candidate must complete a minimum of 48 credit hours of graduate coursework beyond the baccalaureate degree.

A minimum of 6 credit hours must be taken in UT courses at the 600-level, exclusive of course 600 Dissertation.

## **Library and Technology**

- The Faculty Senate *Library and Information Technology Committee* met on Wednesday January 30<sup>th</sup> at 1pm in conference room at OIT's Kingston Pike Building facility, marking the first time several of us had seen that particular space. The Provost office is currently working on a strategy to allow departments to increase their marketing and recruitment efforts. One of the most visible outcomes is that the Master's program in Supply Chain Management is scheduled to launch for the Fall 2019 Semester. The Provost is considering a high-level committee for program proposals for new distance programs. Jennifer then reported on the activities of each college and what courses, programs, certifications, and/or degrees have been launched in a synchronous or asynchronous offering. Interestingly, the top 10 online programs in the country were motivated to that strategy by a lack of classroom space on their campuses. Several of UTK's own online initiatives have also launched to alleviate that same problem.
- The Committee also began a conversation about the lack of interconnectivity between the UT attendance system (Ellucian) through Banner and our LMS, Canvas. This conversation and fact-finding will continue at our next meeting, scheduled for February 26<sup>th</sup> at 2pm in Hodges Library 605.

### **Nominations and Appointments**

- Nominations and Appointments committee members (Caucus Chairs) have briefly met on two occasions for the primary purpose of establishing a slate of candidates to fill open Senate seats in their caucus. Caucus chairs have been active in contacting their faculty to encourage broad candidate participation. At this time, approximately half of the caucuses are ready to proceed with their election. Election materials, including the biographies of Senate candidates, are being forwarded to Carrie Springer at OIT who graciously provides technical support for online elections. Faculty will be given approximately 10 days in which to mark and return their caucus ballot. At this time, most Senate races are competitive, and in some cases there are three or more candidates running for each seat. For this committee, much of February and March will be devoted to elections.

### **Non-Tenure Track Issues Committee**

- The NTTI Committee has completed a revision of Part VI of the Manual for Faculty Evaluation, bringing it in line with the policies in Chapter 4 of the Faculty Handbook that were approved last March and, as far as we know, are due to be voted on by the Board of Trustees very soon. We have passed our proposed revision of the MFE on to Michelle Kwon, Chair of the Faculty Affairs Committee, and John Zomchick, Vice Provost for Faculty Affairs, and hope to hear back from them soon about next steps for these policy documents. Given the policy changes underway, we are urging Provost Manderscheid and Vice Provost Zomchick to incorporate training on NTT issues and policies into the next training workshops for department heads. Now that we've completed the bulk of our work on the MFE and FH, our committee is asking "What next?" There is no shortage of issues that we'd like to take on, but we need to prioritize. We've been discussing how to do that via e-mail and will try to pin down some specific goals at our next committee meeting, on March 1. Please get in touch with Crystal and me if you have any good ideas you'd like us to consider.

### **Research Council**

- No report

### **Teaching and Learning Council**

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### **Undergraduate Council**

#### **Undergraduate Council Summary Report for February 18, 2019**

Submitted by Robert Mindrup, Chair

Minutes of these meetings are available on the UGC website, with full summaries on the first page of each.

[https://trace.tennessee.edu/cgi/viewcontent.cgi?article=1097&context=utk\\_undergradcouncil](https://trace.tennessee.edu/cgi/viewcontent.cgi?article=1097&context=utk_undergradcouncil)

### **Summary report:**

- **Academic Policy** – (November 7, December 5, and January 16)  
Proposal to update the Add/Drop/Withdrawal policy to accommodate First Session/Second Session deadlines in Fall and Spring Terms. Approved without opposition. Proposal to update text to reflect changes to the university's advising structure. Proposal to update catalog year policy to accommodate Volunteer Bridge students in the same way as students who complete a Tennessee Transfer Pathway. Proposal to update language regarding uTrack to reflect present or past tense rather than the future tense of the current statement. Proposal to update the transfer policies for students entering UTK from a TBR community college to reflect additional associate-level degrees as well as certain students in the Tennessee Reverse Transfer Program in regard to general education requirements. Proposal to update the types of documents accepted as proof of English proficiency for under graduate student applicants to include options already accepted by the university's Graduate School. All approved without opposition.
- **Advising** – (November 27) Information items only, including to plans to assess the purpose and intent of the Advising Committee moving forward as well to examine accuracy of current operating guidelines.
- **Curriculum** – (January 29) Curricula proposals for each college were presented and discussed. All curricula proposals (see UG minutes link above) were approved without opposition. A proposal to change the membership guidelines of the committee was discussed. Due to concerns about the number of voting members representing administration, the committee will revisit this issue at next meeting in March.
- **General Education** – (October 10, November 14, and December 15) Course proposal for current General Education were approved. Proposal to revise operating guidelines to clarify roles and accommodate needs of the committee was approved without opposition. Learning Objectives were approved for all Volunteer Core curriculum. Catalog text featuring Volunteer Core was approved without opposition. Revision to the Volunteer Core categories (Effective Communication, Expanded Perspectives, and Engaged Inquiries) was discussed and approved. As an information item only, the Volunteer Core Implementation calendar was reviewed and discussed.
- **Appeals** – No report.
- **Associate Deans** - No report.
- **Other:** Contemporary Issues and Solutions subcommittee is working to finalize requirements. A special curriculum committee was held on February 12 to discuss concerns surrounding implementation. The plan is to have hold an information meeting by the end of March or beginning of April.

### **University System Relations Committee**

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