

## MINUTES

### Faculty Affairs Committee

Monday March 8, 2021, 3:30-5:00pm

**Members Present:** Beauvais Lyons, Julie Andsager, Cheryl Greenacre, Justin Jia, Mary McAlpin, Kai Sun, Jessica Westerhold.

**Members Absent:** Thomas Berg, Brian Krumm, Elizabeth MacTavish, Kai Sun.

**Guests:** Diane Kelly, Vice Provost for Faculty Affairs, and Lisa Yamagata-Lynch, University Ombudsperson

**Approval of the Minutes:** [February 8, 2021](#) (approved by consensus)

### Information Items:

The following items will come through our committee for the April 4 Faculty Senate Meeting:

- [Handbook Changes to Align with BOT Policies](#) (Diane Kelly)
- [White Paper on Crediting Faculty for Open, Public Access to Research](#) (Rachel Caldwell)

### Business:

#### 1. Updates from Vice-Provost Diane Kelly

a) Faculty Handbook revisions approved by the Faculty Senate in November are still under final review by the Office of General Counsel.

b) The Non-Tenure Track Faculty Task Force is currently surveying lecturers regarding an appropriate replacement title for those position. It was proposed to have continuity with the “Clinical Assistant Professors,” etc. that “Teaching Assistant Professor,” etc. would be most appropriate. There was discussion of the promotion timeline, as well as the potential for people to be promoted in the NTTF ranks without holding a terminal degree. Beauvais noted that he had had a meeting with Anne Langendorpher and Mark Stanley, both on the task force regarding issues of concern to them including section 5.6 of the handbook.

c) Follow-up from the February meeting regarding the gender neutral editing of the *UTK-UTIA Faculty Handbook*: Beauvais and Diane will work to see if there are faculty from the Commission for Women or the Commission for LGBTQ People to see if there is someone interested in taking on this as summer project.

d) Diane noted the raise to a \$45,000 minimum salary for full time NTTF.

#### 2. Conversation with Lisa Yamagata-Lynch

This annual meeting with the University Ombudsperson is intended as an opportunity to discuss issues that come before the office and if there are any specific handbook revisions that might be considered as a result.

Lisa has completed Ombuds certification, and discussed some of the issues related to receiving this designation as it relates to not having mandatory reporter designation and the Clercy Act reporting requirement. The use of the term “ombuds” rather than “ombudsman” is now the standard.

She showed data on the number of contacts made this year, noting that there were 251 visitors to her office for 119 cases. Visitors included faculty, administrators, staff and graduate students. She noted that she reports to Chancellor Plowman, but has monthly meetings with her chief of staff Matthew Scoggins.

Lisa has initiated several workshops to address systemic issues including “Understanding and Addressing Workplace Conflicts,” “Design Thinking for University Leaders, Faculty, Staff and Graduate Students,” and “Executive and Leadership Coaching.” It was noted that the prior ombuds Bill Nugent said that insufficient training of department heads in conflict management was a common source of problems, and her workshops could help as a prophylactic.

There was discussion of the Task Force on Bullying that was launched last year, and discussed as part of the [March 19, 2020](#) meeting minutes. Lisa reported that the task force met earlier in the day, has developed a definition of bullying, and is going to be working on policies and procedures for both HR and the Faculty Handbook. She said the task force hopes to have a report for the Provost by the fall.

In response to a question, Lisa said that she did not see any need for changes to handbook language, but that she had several visits with Associate Professors concerned about lack of clarity and mechanism for promotion to full professor. There was discussion of the role of the department head in this process, the need for clear criteria for rank, the rights of faculty to pursue promotion regardless of the counsel of a department head. There was also discussion of the service burden that may fall to underrepresented faculty and its impact on their path to promotion. Diane said that her office was sending two faculty for summer training through the National Center for Faculty and Diversity. She said that she is planning on a program of workshops, training, coaching and mentoring to address the future of faculty development. Knowing the extent to which associate professors are granted professional development leave would be helpful, and the committee hopes that Diane can report on this at a future meeting.

The committee thanked Lisa for her work and leadership.

### 3. **Adjournment** at 4:50pm

**Final Meeting:** Monday April 12, 3:30-5:00pm (focus on drafting the committee year-end report)

