

Faculty Senate Committee/Council Summary Reports
for Executive Council Meeting April 18, 2022

Faculty Senate Committee/Council Reports:

1. Appeals Committee (M. Griffin)
2. Athletics Committee (B. Ownley/J. Williams)
3. Benefits and Professional Development Committee (S. Madison)

March 25, 2022 – Meeting Minutes

Present: Anne Ho, Stephanie Madison, Elena Shpak

Absent: Brad Case, Jeremy Chandler, Tony Estep, Andrew Griffith, Laurie Knox, Liz Teston, Forbes Walker

Updates on our annual goals

- Follow up on family leave policy implementation, especially as it applies to teaching faculty. How are units actually implementing it?
 - One department head received a “Faculty Affairs Updates” email on Feb. 17th, but they do not think it was sent to the normal deans and department heads email list.
 - We emailed the Faculty Senate leadership team asking if Faculty Senate or the Caucus Chairs could send the link for the updated Faculty and Family Care Policy to all faculty. We are waiting on a response.
- Meet with HR about what benefits are available to all categories of faculty and staff.
 - We emailed HR the following questions and received the following responses.
 - Could the 2021 Summary of Benefits table located under the “New Employees” tab also be linked under the “Current Employees” tab?
 - HR will update the table for 2022 and discuss adding it to the “Current Employees” tab.
 - On the Summary of Benefits table, how are differences between 9-month and 12-month faculty noted in the “Who’s Eligible” column?
 - HR said the only differences are for annual leave and sick leave, and these differences are noted in the “What It Means To You” column.
 - We further suggested adding “excluding 9-month faculty” to the “What It Means To You” column for Sick Leave.
 - Could a link for the Faculty and Family Care Policy be added to the “Family Medical Leave” page on UTK HR’s website?
 - HR will discuss adding the link to the page.
 - Since there is at least a one-month delay in the start of health insurance benefits, what happens if someone needs insurance during the first month of employment (pregnancy, accident, chronic condition, etc...)? Since US employees could use COBRA, what about international post-docs or faculty members? Is there an option for them to obtain temporary insurance?
 - The state recognizes this issue, but all state and higher education employees follow these rules, so the delay cannot be changed.

- HR recommended asking the Center for Global Engagement about options for international faculty and post-docs.
- Follow-up questions
 - Stephanie will ask HR if offer letters are required to include the statement that health insurance benefits do not begin for at least one month after their start date. She will also ask if international post-docs and faculty are required to have health insurance on day one of employment based on their visa status.
 - Elena will collect more information about how a similar situation was handled in her department.
 - Anne will contact the Center for Global Engagement about options for temporary insurance coverage. She will also ask around her department to see if anyone has had this issue.
- Educate ourselves on and then document kinks and problems that people are facing in actually taking advantage of benefits, maybe create a faculty-wiki on how to navigate issues.
 - We know faculty have been asked to take a lot of surveys over the past few years that included questions related to benefits. We emailed the Faculty Senate leadership team asking how we could access some of the survey data. We are waiting on a response.
- Explore how professional development policies apply to all categories of faculty and staff.
 - We will revisit this later.

4. Budget and Planning Committee (P. Daves/T. Fridman)

Note: Please refer to the Executive Council Agenda for April 18, 2022.

5. Diversity and Inclusion Committee (M. Violanti)

6. Faculty Affairs Committee (B. Lyons)

Monday April 11, 2022, 3:30-5:00pm,
via Zoom (the last meeting of the academic year).

Members present: Beauvais Lyons, Thomas Berg, Justin Jia, Cheryl Greenacre, Judson Laughter, Mary McAlpin, Kai Sun, and Jessica Westerhold.

Member absent: George Dodds (teaching obligations)

Guests: Diane Kelly, Mark Stanley, Anne Langendorfer, Lisa Yamagata-Lynch, and Loretta Link

Notes: Due to meeting conflicts, Diane Kelly could only attend until 4pm and Lisa Yamagata-Lynch joined the meeting at 4pm.

- Approval of the Minutes: March 28, 2022 – approved by consensus.
- Old Business from the NTTF Issues Committee, Anne Langendorfer and Mark Stanley
Second Review of Chapter 4 Proposed Revisions of the Faculty Handbook.

There are two goals: 1) make more inclusive and respectful; 2) make the chapter more usable for both administrators and faculty members.

Discussion regarding how much more work needs to be done before it can be presented for first reading to the Faculty Senate. The draft they are currently working on with Vice-Provost Kelly includes input from both Deans and Associate Deans for Faculty Affairs. It is expected that the process will continue to involve the NTTF Issues Committee working with Diane Kelly to bring a draft for Senate review in the fall of 2022. Issues raised included wording choices such as “continuation” being better than “reappointment”, information on percent effort, reaching consensus on title nomenclature, clarifying job expectations (what is teaching?), and “senior” versus “distinguished.” Given that the process will extend into the next academic year, concern was expressed that some of the goals of achieving greater uniformity of process, especially as it relates to details of letters of appointment and continuation

- **New Business: Draft of 3.12 from the Office of General Counsel**
These minutes reflect email communications from Beauvais Lyons on April 12th following the discussion. The committee discussed a draft that reflected review by the Office of General Counsel. In October as part of a meeting about the case of Dr. Anming Hu, the committee believed there was consensus about the need to reform this section of the handbook to (1) more clearly define the meaning of consultation and (2) to revise the policy to involve consultation by the Chief Academic Officer with “representatives of the Faculty Senate consisting of the Faculty Senate President, the immediate-Past President and the President-Elect.” While the proposed changes from OGC also bring this section in alignment with current BOT Policy, they do not apply the same consultative processes to all cases of tenure termination or suspension. Specific concern is with regard to “3.12.3.8 Expedited Procedure for Termination or Suspension without Pay in Certain Cases of Misconduct.” If this concern can be addressed, the committee supports advancing these proposed changes, including a suspension of a second reading at the May 2, 2022 Faculty Senate meeting to have this proposed change ready for UT BOT approval in June.
- **2021 Fiscal Year Report from Lisa Yamagata Lynch (attached)**
Report from October 14, 2021 from the Office of Ombuds Services. A new link was provided to access the report at: <http://ombuds.utk.edu> providing a thorough report of activities. The workload has been steadily increasing with 401 visitor experiences in 2021 as well as other duties, and allowed for the hiring of an Associate Ombuds, Brooke Wichman. The most common concerns brought to the Ombuds related to job security, evaluative relationships, and safety, health, and physical environment (such as work-life balance). We suggested perhaps changing the timing of the Ombuds report to the FAC from April to November next year, right after the report comes out, and also suggested that at least 15 minutes be allowed at the FS Retreat in the Fall for the Ombuds Services to present.
- **Discussion of pending or proposed UTK Faculty Handbook Changes in 2022-2023 and goals for next year.**
Beauvais presented the March 1, 2022 with pending or proposed upcoming changes to the Faculty Handbook that can be a guide to our next Chair, Jud Laughter. Based on the review of this document it will be updated and serve as a component of the committee’s final report. Future area of focus include: (1) continue to encourage the UT System Code of Conduct includes wording regarding bullying, (2) continue to monitor Interfolio for meeting the needs of faculty, and (3) continue to evaluate the cost benefit of PPPR.

Beauvais noted that the second reading of the “Re-appointment and Probationary clock” handbook revision was left off of the April 4th meeting agenda, and has made arrangements for it to be presented for final approval at the May 2 meeting.

Beauvais thanked Jud for his willingness to chair the committee next year. We have 3 members rolling off the FAC (Greenacre, Lyons, Berg), so 3 of the 9 positions will need to be filled. Votes for next year’s senators will be occurring soon.

Beauvais said he would circulate a draft of our final report for the year by email. The FAC thanked Beauvais for his work, guidance, and leadership chairing this committee.

- Adjournment at 5:04pm; Minutes compiled by Cheryl Greenacre
7. Libraries and Information Committee (M. Brannen/M. Collins)
 8. Non-Tenure Track Issues Committee (A. Langendorfer/M. Stanley)
 9. Teaching and Learning Council (B. Issa/W. Jennings)
 10. Research Council (B. Long)
 11. University Systems Committee (D. Patterson)