

THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA
FACULTY SENATE MINUTES
September 23, 2004

<u>Division</u>	<u>Present:</u>	<u>Absent:</u>
President	Richard Rice	
Past-President	Marvin Ernst	
At-Large	Neal Coulter, Jim Henry, Stephen Kuhn, Jonathan McNair, Greg O'Dea, Claire McCullough	
Adjunct	Tim Parker	
Behavioral	Fritz Efaw	David Brodsky, Rich Metzger
Business	Rich Allen, Chris Brockman,	P. Dileepan, Obasi Haki-Akan
Engineering	Roger Briley, Joe Dumas, Jim Hiestand Rick Keyser	
Fine Arts	Matt Greenwell, Stacy Ray, Gavin Townsend	
HEPS	Nicholas Boer, Ann Johnson, Ted Miller, Burch Oglesby, Randy Walker, Robin Lee	Judith Wakim
Humanities	Vicki Steinberg, Talia Welsh, Joseph Wilferth, Chuck Lippy	Elizabeth Gailey
Library	Priscilla Seaman	
Math & Science	Linda Collins, Bob Marlowe, Henry Spratt, Gretchen Potts	David Ashe
Ex-Officio	Richard Brown, Jocelyn Sanders, David Pittenger, Theresa Liedtka	Fred Obear, John Friedl, Mary Lynn Williamson

Among the Guests Present: Deborah Arfken, Linda Orth, Sandy Zitkus, Mary Tanner, Herb Burhenn, Richard Gruetzmacher, Holly Cowart, and Karen Adsit

SUMMARY

The Fresh Life is now flourishing at UTC. Associate Provost Jocelyn Sanders gave a report on a pilot project involving 43 Fall 2004 freshmen. This academically and socially oriented 10-credit hour program--with a small price tag, no less--seems to be a big hit with its student and faculty participants. The Faculty Senate received the report very favorably and asked many questions about its possible expansion.

The Senate created an ad hoc Review of Service Committee to review the legal status of service for faculty members and to make recommendations about the role of service in the evaluation of faculty. The creation of this committee was inspired by a situation that

developed over the summer, in which the state Attorney General's office refused to provide representation for a UTC faculty member sued because of a matter related to his service on a community committee.

Other business:

- * The missing minutes of April 14, 2004 are to be reconstructed out of whole cloth.
- * CHEPS senators missed their chance to reduce their numbers.
- * Revised faculty committee lists were approved.
- * The Senate received its first alert on the need to create a Quality Enhancement Plan, a major new requirement for SACS accreditation.

Passed Motions:

1. The latest version of faculty committees was approved.
2. The Committee on Committees was given permission to make future revisions to committee memberships, with oversight by the Executive Committee.
3. The Senate agreed to allow CHEPS (College of Health, Education, and Professional Studies) to retain all seven of its senators. A bookkeeping error led to this college having one too many senators.
4. The Senate created an ad hoc Review of Service Committee.

Most Shocking Quote: “The decision has been made that the state cannot undertake your representation or provide defense counsel for you because the allegations in this lawsuit pertain to matters that were not within the scope of your employment.”

Lucy Honey Haynes, State of Tennessee Office of the Attorney General

MINUTES

1. Call to Order: The meeting was called to order at 3:02 p.m. This meeting was rescheduled from September 16, 2004, the day that remnants of Hurricane Ivan arrived in Chattanooga.

2. Approval of the Minutes

Jim Henry moved and Henry Spratt seconded the approval of the Faculty Senate minutes of September 2, 2004, with the following corrections:

- a) In the summary on page 1, correct the date of the last faculty meeting of the year to April 14, 2005.
- b) On page 5, correct Jonathan McNair's remarks by deleting the phrase “on the part of administrators” after ‘a fear of capriciousness.’ [Administrators are not the only evaluators capable of capriciousness.]

Associate Provost Jocelyn Sanders asked that the following corrections be made to her presentation on page 4:

- a) Add the following item between (1) and (2) in the summary: the Annual Review Improvement Plan is another opportunity for faculty to have an effect.

b) Replace "merit" in item 2 with "Meets Expectations."

The minutes as amended were approved unanimously.

The Case of the Missing Minutes, continued

Professor Efav asked about the missing minutes for the last Faculty Senate meeting of 2003-2004. President Rice and Past-President Ernst reported that last year's secretary, Stephanie Bellar, was out of town for that meeting and Vice-President David Garrison was asked to take minutes. Current secretary Betsy Darken reported that Professor Garrison absconded to Georgetown University over the summer and denies all knowledge of Senate minutes. [On request, Verbie Prevost rummaged through papers David left in his wake and found nothing pertinent to the Case of the Missing Minutes.] Professor Rice organized a team to reconstruct the minutes: Professor Darken will garner committee reports given at that meeting by shaking down last year's committee chairs, Professor Marvin Ernst will do his best to remember and record what happened at that meeting, and Senators with any memories of the meeting will send their recollections to Marvin. [Query: if no one remembers anything, does this mean that the meeting does not exist?]

3. Introductions

At the Secretary's request, all those present introduced themselves.

4. Report from the Committee on Committees

Randy Walker, chair of the Committee on Committees, asked that the heavily revised list of committees be approved. Matt Greenwell moved and Joe Wilferth seconded such approval. In response to a question, Professor Walker commented that changes are due to members stepping down, others asking to serve (!), etc. The motion passed unanimously.

For the Executive Committee, Randy Walker moved that the Committee on Committees be granted permission to make future committee membership changes as required. He accepted two friendly amendments: Professor Kuhn's amendment that changes be posted on the web and Professor Ernst's amendment that the changes be confirmed by the Executive Committee. Matt Greenwell, chair of the Handbook Committee, commented that his committee is working to incorporate a plan for dealing with ever-evolving committees. At Professor Stacy Ray's prompting, he gave us a draft of a revision of Section 2.3.7. Professor Walker's motion passed unanimously.

5a. Executive Committee Report: Extra CHEPS

President Rice reported that due to various circumstances, the College of Health, Education, and Professional Studies had more Senators than it was due, and moved that the Senate accept all current Senators from CHEPS. Professor Jim Hiestand [not uncoincidentally our parliamentarian] stated his opposition to the motion and suggested that the CHEPS Senators should resolve this problem among themselves. [Murmurs in the

background, later discovered to be CHEPS Senators fighting among themselves about who should get to resign.] Upon questioning from Fritz Efav regarding the circumstances under which this overrepresentation occurred, Secretary Betsy Darken stated that there had been a bookkeeping mistake from last year's Senate roster to this year's Senate roster. Now CHEPS has seven elected Senators instead of the six to which it is due. Claire McCullough called the question and the motion to retain all seven senators passed unanimously.

5b. Executive Committee Report: Ad Hoc Committee on Faculty Service

Marvin Ernst moved the following: that the Executive Committee be charged to establish an ad hoc Review of Service Committee, the intent of which is to: (1) investigate the area of service as it relates to faculty terms of employment; (2) provide recommended definitions of service including service to the profession, service to the University, and service to the community; and (3) explore and recommend methods by which service can be evaluated and included in the EDO process.

Professor Ernst then proceeded to relate the following story. This past year, Professor Roger Thompson of the Criminal Justice Department served on a local committee, including many VIPs, that arranged for the creation of the Market Street memorial to police officers killed in action. Professor Thompson considered service on this committee (as well as on other community committees) to be part of the service component of his work as a UTC professor, including this work in his EDO. This community committee sued the company that created the memorial when an audit revealed that \$25,000 was missing from the account. The company countersued each member of the committee. When Professor Thompson went to the university to seek representation, it was discovered that such representation would have to be approved by the state attorney general's office. Professor Ernst proceeded to read the letter Professor Thompson received from the Attorney General. The letter stated that "The decision has been made that the state cannot undertake your representation or provide defense counsel for you because the allegations in this lawsuit pertain to matters that were not within the scope of your employment."

Professor Ernst said that this position by the state was extremely disturbing, especially in light of UTC's mission to be a metropolitan university that is heavily involved with its community. Many faculty members serve on many community committees, boards, and so on, and appropriately include these service contributions on their EDOs. The purpose of the ad hoc committee he is proposing is to examine the role of faculty service, first as a condition of employment and then more broadly. Professor Matt Greenwell suggested that the committee also examine the role of service activities in rank and tenure decisions. Professor Ernst said that the committee would certainly do so.

The motion to create an ad hoc Review of Service Committee, as described above, was seconded by Stephen Kuhn and passed unanimously.

5c. Executive Committee Report: Quality Enhancement Plan

President Rice reported that the Provost has brought to the Executive Committee's attention the new requirement by SACS, our accrediting agency, to develop a Quality Enhancement Plan (QEP). Even though UTC is not up for re-accreditation for a number of years, it is important to start work on a QEP this year because it will be a long-term project. The Executive Committee will be reporting to the Senate soon on plans to make headway with this project. Professor Rice asked that faculty interested in working on this project let the Executive Committee know of their interest. Professor Ernst further commented that the first step in the QEP is for the faculty to select some important aspect of the university that it wishes to improve, such as retention or student life. He remarked that Austin Peay University has developed a good plan that we might consider using as a model. Professor Sanders added that East Tennessee State University was involved in the SACS pilot program for the QEP and has an excellent website (see below).

[<http://www.etsu.edu/sacs/enhance/process/plan.asp>]

6. Administrative Report: The Fresh Life

Associate Provost Jocelyn Sanders described a new program called "The Fresh Life," initiated this fall. She explained that Provost Friedl commissioned the Freshman Seminar Committee to consider ways of reaching out to freshmen. Their answer was to develop the Fresh Life, a captivating first year experience for UTC freshmen. The Freshman Seminar Committee developed this project after spending considerable time researching models of successful freshman year experiences. This committee includes Karen Adsit, Ron Bohrer, Bill Harman, Ellen Neufeldt, David Pittenger, Victoria Steinberg, Barbara Wofford, and James Armour. The Fresh Life pilot project, which was christened with this name by the Freshman Senate, started with the recruitment of two groups, each with about 25 freshmen who were solicited more or less at random from the freshman class of Fall 2004. These students have a typical range of ACT scores and high school GPAs, and include a mixture of races, genders, and residential statuses.

The special nature of the pilot program began manifesting itself during the 2004 orientation, when the Fresh Life students attended an extended weeklong orientation, including a special dinner for students and their parents. (Professor Sanders gave a special thanks to Steven Hood, Director of Housing, for going to extra trouble to open dorms up early for these students.) The core of the program consists of a 10-hour block of courses including English 121, Western Humanities 113 or 115, Psychology 101 or THSP 110, and a one-hour University Studies 199 course entitled "The Fresh Life." Enrollment in these courses is restricted to the Fresh Life students (so that class sizes are set at 0). The special one hour USTU 199 is similar to the Freshman Seminar course that has existed for many years. It meets once a week throughout the semester, with students involved in common activities such as attendance at outside events, common readings, and related assignments. The plan is for students in each cohort to develop a sense of social and intellectual community. Indications are that the program is succeeding in this purpose. Students have even been asking, "Can we stay together?" One cohort is even looking into making itself

an official student organization. Three faculty members are connected to each cohort, teaching the core courses and meeting to coordinate activities. The Fresh Life faculty includes Stacy Ray, Ken Smith, Lanie Rieth, Amy Anderson, Marg Jackson, and David Pittenger. The program also includes four student/peer mentors: Blair Miller, Travis Overton, Kenneth Taylor, and Kaycee Wolf.

The approximate total cost of this pilot program is \$8,200, plus the cost of covering the released time of the faculty mentors, which will vary from department to department. The program will be assessed in a number of ways, including a standard survey of student engagement, ongoing assessment, and end-of-semester surveys of the faculty and peer mentors. Future plans call for recruiting students and faculty for Fall 2005, using assessment results to improve the program, providing faculty development opportunities, and submitting a curriculum proposal for USTU 199. More details about the program can be found in the attachment.

There was animated discussion among the senators about this program. Jim Henry and others asked which majors could participate. Professor Sanders said that a wide variety of majors were included in the current pilot project. Gretchen Potts pointed out that pre-med majors and certain other professional majors could not be part of the program due to courses they needed to take as freshmen (e.g. several science and math courses). Professor Sanders suggested that as the program grows, perhaps special cohorts of pre-med majors could be developed. But that would require faculty from the sciences to volunteer for the program. [Hint, hint.] Greg O'Dea hoped the program could be extended to a full year program, especially since the Western Humanities courses span a year. Ann Hunt said the program could be a problem for majors without electives. Matt Greenwell said the program sounds wonderful and wondered if the ultimate goal is to extend it to include all freshmen. Would that be unmanageable? Jocelyn Sanders responded that such questions are being discussed. Richard Rice wondered how an expanded program could co-exist with class sizes of 50 students in many freshmen courses. Professor Sanders agreed that it might not be workable to include classes in all departments, but to include all majors. She also ruminated that with 1500 freshmen (the number of UTC freshmen for 2004), there would need to be 60 cohorts. [The secretary is pleased to confirm Jocelyn's math.] Jim Hiestand asked for details about recruitment. [See attachment.] Professor Sanders commented that of the 50 who were signed up as being interested in the program on August 15, 43 remain. Henry Spratt asked about the cost of this program, especially as compared to the cost of the Freshman Seminar program. Professor Sanders commented that Provost Friedl is committed to funding this program, if it works. Professor Betsy Darken commented that presumably the ultimate goal of such a program is to improve retention. Improved retention means higher student enrollments, which means more money from the state. Gavin Townsend asked if the Fresh Life Program would be a good candidate for the Quality Enhancement Plan described earlier, and Professor Sanders responded, "It makes sense to me." She also remarked that the faculty are responsible for choosing the QEP.

Faculty Concerns: Next Senate Meeting

Randy Walker asked about the date of the next Senate meeting, given that this meeting is being held a week later than originally scheduled. President Rice said that the usual schedule will be maintained (i.e. first and third Thursdays).

Adjournment

With no other business or faculty concerns, the Senate adjourned at 4:07 p.m.

Respectfully submitted,

Betsy Darken
Faculty Senate Secretary