

**THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA
FACULTY SENATE MINUTES
December 2, 2004**

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

Among the Guests Present: Deborah Arfken, Linda Orth, Sandy Zitkus, Andy Novobilski, Eugene Bartoo, Monty Wilson, Herb Burhenn, Mary Tanner

SUMMARY

In Memoriam

The Senate mourned the loss of one of its own, Rick Keyser.

Lowering Faculty Meeting Quorums?

President Rice asked the Senate to consider the possibility of lowering the quorum at faculty meetings from 50% (currently about 200 faculty) to 100 faculty. The President got what he wished for, an intense discussion of—among other things—who counts as a

faculty member and the obligation of these faculty members, whoever they may be, to attend to university business. No consensus was expected nor was one reached.

Handbook Saga, Continued

The Handbook Committee presented another series of recommendations for straightening out the tangled web known as our Faculty Handbook. Three motions passed and one motion, regarding election procedures for at-large Senators, was tabled.

Doctoral Faculty Guidelines

The Graduate Council presented another motion regarding policies for our new doctoral programs. There was a prolonged discussion on whether faculty members serving on dissertation committees should be restricted to those in the discipline of the doctoral degree, as stated in the motion. It was eventually pointed out that this seemed to contradict doctoral policies already passed by the Senate, and the motion was tabled.

Passed Motions pertained to:

1. The voting status of the Faculty Senate Secretary in the Executive Committee;
2. Election procedures for members of the Faculty-Administrative Relations Committee;
3. Honor Court membership.

MINUTES

1. Call to Order: The meeting was called to order at 3:02 p.m.

2. Approval of the Minutes

The minutes were approved with a number of corrections. Along with a number of minor corrections, the major correction, pointed out by both Steve Kuhn and Joe Dumas, was with regard to the discussion about BMGT 200. Affected departments, in particular the Mathematics Department, *were* given the opportunity to sign the Curriculum Proposal cover sheet, but the proposal did not describe the effects of the proposed course change on these departments.

Jim Henry asked for an update on the proposed system-wide policy on compensated outside services. President Rice responded that the proposed policy was not acceptable to the UTK faculty, so the issue of a system-wide policy is in abeyance. Thus UTC is still operating under its own policy on compensated outside services.

Tim Parker pointed out that the Contingent Faculty Committee, referred to in the minutes, does not yet exist. President Rice said that this is about to be rectified.

The minutes as amended were approved unanimously.

3. Executive Committee Report

a. In Memoriam

President Rice announced with great sadness the sudden death of Rick Keyser, a member of the Faculty Senate. Professor Keyser will be greatly missed. President Rice read the letter that he is sending to Professor Keyser's family, expressing our sorrow at losing a fine colleague who, although relatively new to UTC, had already made many contributions to the institution. At President Rice's request, the Senate observed a minute of silence in Professor Keyser's honor.

b. Status of the Faculty Senate Secretary

To clarify a previous Senate discussion about the status of the Faculty Senate Secretary in Executive Committee deliberations, Matt Greenwell made the following motion on behalf of the Executive Committee: If the Faculty Senate Secretary is a member of the Faculty Senate, then the Faculty Senate Secretary shall also be a voting member of the Faculty Executive Committee. If the Faculty Senate Secretary is not a member of the Faculty Senate, then the Faculty Senate Secretary shall be an ex officio member of the Faculty Executive Committee. The motion was seconded by Anne Johnson and passed unanimously. A concern was voiced that this would create the possibility of tie votes on the Executive Committee, but President Rice remarked that the Executive Committee has a long history of operating in a collegial fashion and rarely if ever conducts a vote.

c. Quorums at Faculty Meetings

Lowering the Quorum?

President Rice discussed the ongoing problem of obtaining a quorum at faculty meetings. Some have argued for fewer than four faculty meetings per year, but President Rice said this was not a good solution, as the faculty needs these meetings to have discussions among themselves and with the administration—even though this has not occurred as often as it should. (In fact, Chancellor Stacy made it to only one and a quarter of the four meetings last year.) A better solution, President Rice suggested, would be to lower the quorum for a meeting. Robert's Rules of Order states that a quorum is to be 50% plus 1 of the membership of an organization unless otherwise stated. The list of faculty includes about 400 names, so our current quorum is about 200. In recent years attendance at faculty meetings has rarely constituted a quorum. If and when a call for quorum is made and there is no quorum, no business can be transacted. Given this situation, President Rice asked the Senate to consider changing the quorum to 100 faculty members (25% of the current total), with the proviso that only business announced in the advance agenda can be acted upon. Jim Hiestand, the parliamentarian, remarked that this would cause a problem with making amendments.

This suggestion generated heated discussion. Professor Andy Novobilski was dismayed at this capitulation to dereliction of duty and suggested instead that UTC have a 3-hour

block of time designated each week for meetings. Linda Collins also expressed dismay at the faculty's lack of involvement, including its failure to show up for graduations. President Rice pointed out that the faculty is expected to attend at least two graduations a year. Claire McCullough said that creating a situation in which 51 faculty members (50% of the proposed quorum + 1) could pass motions would lead to a "strident and factionalized" faculty. Joe Dumas said that the faculty would behave just like students if the bar is lowered—lower expectations about attendance would lead to worse attendance. Matt Greenwell liked the idea of designated meeting times, especially on Reading Day, and suggested that the ad hoc Calendar or Service committees look into this. Betsy Darken suggested that faculty members might not be coming to faculty meetings because they tended to be boring. She quickly added that another reason could be that many faculty find that reading the minutes of meetings is a more efficient way of obtaining information than attending meetings. She also remarked that attending faculty meetings, and thereby attending to university business, falls under the category of service—and we all know how much service counts in faculty evaluations. President Rice suggested that reports could be limited to 10 to 15 minutes, with up to 15 more minutes allotted for questions. Robin Lee commented that from her perspective as a relatively new faculty member, she believes that faculty members have an obligation to attend meetings, whether they are boring or not, because there were important things to be learned at these meetings. She also expressed dismay that many departments do not care about matters that lie outside the purview of their own departments. She herself wanted faculty self-governance, not orders from the top down.

Who counts as a faculty member?

The question of who counts as a faculty member, and hence what counts as the quorum, generated a long discussion. Provost Friedl informed us, off the top of his head, that there are about 360 fulltime teaching faculty, of whom about 300 are tenured or tenure-track and 60 are term appointments; 14 librarians; 12 to 15 research faculty; and about 15 administrators with faculty rank (e.g., deans, Karen Adsit, and John Friedl). Professor Rice said that in various contexts, significantly different numbers are used for the total number of faculty at UTC. He and others commented that this ambiguity needed to be cleared up in order to determine what constituted a quorum.

A question was raised as to whether faculty on leave are included in the list of faculty. Provost Friedl did not know the answer, but pointed out that faculty on leave are still eligible to vote in faculty meetings and can also serve on committees. This provoked a number of guffaws around the room, as at least one listener contemplated the prospect of interrupting sabbaticals to go to meetings (boring or otherwise).

4. Handbook Committee Report

Matt Greenwell, chair of the Handbook Committee, presented a number of motions related to faculty governance.

Changes to Committees of the Faculty (2.3.7 Section 2) and Faculty Administrative Relations Committee (FARC) (2.3.7 Section 4)

Professor Greenwell moved two changes:

- (1) Add item 11 to “Guidelines for Committee Appointments,” requiring that approval of nominated individuals be secured prior to elections; and
- (2) Change election procedures for the FARC committee, conducting them in the spring in a manner similar to elections for at-large Senators, rather than holding them during the first fall faculty meeting.

A question was raised about when the new FARC member would begin serving his or her term. It was agreed that this should occur in the fall, as the summer is often used to complete FARC business from the previous year. Some concern was expressed about moving elections to the spring—what if the person elected went on leave? Provost Friedl commented that approvals for leaves take place in the fall. Jim Hiestand wondered why the procedure was being changed. “If it ain’t broke, why fix it?” Matt Greenwell responded that the process needs to be clarified. It is important to be careful about who serves. He pointed out that the person elected this past fall had not been aware that she was going to be nominated. It also made sense to do this election at the same time as at-large elections. Jim Hiestand made a friendly amendment to change the timeframe for accepting nominations in early March from “one calendar week” to “one working week,” since spring break often occurs during this time.

The motion as amended passed.

Modifying Honor Court Membership

The Handbook Committee recommended (a) deleting the reference to three alternate faculty members in the membership of the Honor Court, (b) changing the quorum to include no less than two faculty representatives, and (c) clarifying that the (faculty) chair votes only to break a tie.

Jim Hiestand pointed out that there was no need for the Handbook to specify a quorum of seven members, since this is the standard quorum for a committee of 12 members. This inspired a discussion about the need for committee chairs and others to be familiar with key rules in Robert’s Rules of Order, with Matt Greenwell suggesting that a list of such rules be incorporated into the Handbook and Jim Hiestand agreeing to supply such a list. An amendment to strike the reference to the quorum of seven members was accepted as a friendly amendment. Joe Dumas moved to increase the required number of faculty from two to three, but eventually withdrew it based on discussion about the difficulty of obtaining enough faculty members and the likelihood that student members will be more hard-nosed than faculty members. Greg O’Dea expressed concern about striking alternates from the committee membership, arguing in favor of having “a deep bench.” Another sports aficionado in the room said, “Forget the bench, just hit the court with five players.” [The secretary has been assured that this is not a mixed metaphor. Apparently

basketball teams, like baseball teams, also have benches. The secretary continues to wonder if this is indeed the case.]

The motion passed unanimously.

Administrative Titles

A motion to update the titles of administrators passed unanimously (and without discussion!).

Election Procedures

Matt Greenwell presented a motion to change the procedure for electing at-large Senators from a vote held during the last faculty meeting to an election held in late March and early April by whatever means is most efficient (currently email). The reason for this change is to be sure to have Senators elected in time to hold the Senate organizational meeting in April. Matt Greenwell and others reassured concerned Senators that mechanisms exist for conducting anonymous electronic elections. Gretchen Potts argued that holding elections during faculty meetings has advantages, with Matt Greenwell responding that an electronic election was the lesser of two evils. There was considerable discussion as to whether at-large elections should be held prior to or after divisional elections. Randy Walker moved and Robin Lee seconded tabling this item so that the Handbook Committee can reconsider these issues. The motion to table passed unanimously.

President Rice thanked Matt Greenwell and the Handbook Committee for all their hard work.

5. Doctoral Faculty Guidelines

Professor Gene Bartoo, chair of the Graduate Council, presented a motion entitled “Graduate Council Policies and Procedures for Doctoral Programs.” He thanked the subcommittee of the Graduate Council, consisting of Vicki Petzko, Roger Briley, David Pittenger, and Nancy Sell, for devising these guidelines for granting doctoral faculty status. He remarked that hammering these out required interminable meetings “not unlike what we’ve all gone through in the last hour.”

Questions were asked about what constituted scholarly work. Professor Bartoo commented that grant work could be considered scholarly work. Types of acceptable scholarly work could be expected to vary depending on the nature of the discipline. The physical therapy doctorate is clinical, the computational engineering doctorate is research, and the educational doctorate is a combination of clinical and research.

Greg O’Dea asked about the intent of the sentence, “Doctoral degree faculty will have documented evidence of sustained scholarly and creative productivity in the discipline of

the doctoral degree, endorsed by the doctoral program.” Roger Briley clarified the sentence by inserting the words “and be” prior to “endorsed.”

There was a long discussion about the value of restricting members of doctoral committees to those “in the discipline of the doctoral degree.” Professor Friedl commented that he has had experience serving on doctoral committees with no connection to his field, for the purpose of monitoring the process. Roger Briley, Gene Bartoo and others commented that dissertation committee members who are outside the department can serve not just a regulatory but also a scholarly role. Greg O’Dea said that for Honors projects, interested faculty members outside the discipline serve as liaisons. John Friedl identified two separate issues, (1) the criteria for faculty teaching in doctoral programs and serving on doctoral committees, and (2) the criteria for faculty serving on dissertation committees. Randy Walker pointed out that doctoral program rules passed at the last Senate meeting stipulated that one member of the dissertation committee be outside the discipline. Thus there was a logical contradiction between that document and the document in front of the Senate.

A motion to table the Graduate Council motion was seconded and passed unanimously.

6. Administrative Reports

None.

7. Other Business

President Rice commented that the term “contingent faculty” needs to be defined.

8. Announcements

President Rice announced that there would not be another Senate meeting in December.

9. Adjournment

The Senate adjourned at 5 p.m.

Respectfully submitted,

Betsy Darken

Faculty Senate Secretary