

**THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA**  
**2005-2006 FACULTY SENATE MINUTES**  
**February 2, 2006**

<u><b>Division</b></u>	<u><b>Present</b></u>	<u><b>Absent</b></u>
<b>President</b>	Richard Rice	
<b>Past-President</b>		Marvin Ernst
<b>At-Large</b>	Stephen Kuhn, Claire McCullough, Judith Wakim Joanie Sompayrac, Jonathan McNair	
<b>Adjunct</b>		Tim Parker
<b>Behavioral</b>	Fritz Efaw, Shela Van Ness, Helen Eigenberg	David Brodsky
<b>Business</b>	Debbie Archambeault, Beni Asllani, Chris Brockman	John Alvis
<b>Engineering</b>	Joe Dumas, Jim Hiestand, Kathy Winters, Roger Briley	
<b>Fine Arts</b>	Matt Greenwell, Gavin Townsend	Jillian Zwilling
<b>CHEPS</b>	Burch Oglesby, Dana Wertenberger,	Linda Johnston, Kay Lindgren Ted Miller, Robin Lee
<b>Humanities</b>	Vicki Steinberg, Jennifer Beech Tony Steinhoff, Elizabeth Gailey, Chuck Lippy	
<b>Library</b>	Priscilla Seaman, Mike Bell	
<b>Math &amp; Science</b>	Bob Marlowe, Betsy Darken, Gretchen Potts, Sharon Brueggeman	Henry Spratt
<b>Ex-Officio</b>	Herb Burhenn, David Pittenger, Theresa Liedtka, Jocelyn Sanders	Roger Brown, Richard Brown, Mary Lynn Williamson

**Among the Guests Present:** Mary Tanner, Linda Orth, Sandy Zitkus, Stephanie Bellar, Steve Eskildsen, Andy Novobilski, Nancy Fell, Leroy Fanning, Charlene Simmons, Charles Nelson, Tammy Garland

**SUMMARY**

Motions:

1. The General Education is to make recommendations to the Senate regarding course certifications and re-certifications, as well as other policy matters. The final approvals rest with the Senate.
2. All 59 curriculum proposals recommended by the Curriculum Committee were approved by the Senate. These include all proposals originally submitted to the Senate except for #59 related to the BS in Rehabilitation Science, which was withdrawn pending further approvals.

3. A Graduate Council proposal for a graduate faculty policy entitled “Membership in the Graduate Faculty of UTC” was approved. Concerns were raised about problems related to students taking 400 level courses for graduate credit.
4. A proposal concerning grade appeals procedures was recommended by the Handbook Committee, in consultation with the Grade Appeal and Standards Committees. This proposal was approved after a number of friendly amendments were accepted.
5. A proposal concerning Graduate Council membership, recommended by the Handbook Committee in consultation with the Graduate Council, passed unanimously.

Other Business:

1. A Course Substitution and Waiver Policy for students with disabilities is already in effect but is to be reviewed by the Standards Committee and Faculty Senate.
2. Most Faculty Handbook changes made last year, including changes to the EDO process and new forms for this process, have been approved. The new Faculty Handbook, which is now in effect, will be posted on the Faculty Senate website shortly. It will eventually be posted on the Academic Affairs website.
3. The Dean of Engineering has been informed that curriculum changes related to two new engineering degrees must be approved by the Curriculum Committee and the Senate before they can become official.
4. Budget hearings will be held the week of Feb. 6. The budget proposal for Academic Affairs will be presented at 3 p.m. on Monday.
5. Faculty are urged to attend ceremonies for the installation of Chancellor Brown, especially the ceremony on Saturday morning, February 18, when faculty will be in regalia.
6. The Board of Trustees will be considering proposals to increase student fees for the Wellness Center, approve the last set of Handbook changes, and two new engineering degrees.

## **MINUTES**

### **1. Call to Order**

The meeting came to order at 3:05 p.m.

### **2. Approval of Minutes of December 1, 2005**

The minutes were approved with one correction: Shela Van Ness was present at the meeting.

### **3. Executive Committee Report**

#### **a. Motion concerning General Education**

President Rice moved a recommendation from the Executive Committee:

That the General Education Committee make recommendations regarding certification and re-certification of courses and other policy matters to the Faculty Senate, including recommendations for implementation or appropriate disposition.

The current situation is that the General Education Committee has the final authority to certify and decertify courses. Several members of the Executive Committee commented that (a) it is standard operating procedure for committees to make policy and curriculum recommendations to the Senate, not to hold this power unto themselves, and (b) it would improve record-keeping for all business of this sort to pass through the Senate. President Rice commented that this motion was not related to any actions of the current General Education Committee, which has been doing a fine job of record-keeping. The motion passed unanimously.

**b. Budget Hearings**

President Rice reminded the Senate that budget hearings are being held next week. He will be attending many of these meetings to represent faculty interests.

**c. Chancellor Installation Ceremonies**

President Rice brought the upcoming installation ceremonies to the attention of the Senate and urged faculty to respond to their invitations and attend these ceremonies, especially to appear in academic regalia at the morning session in Patten Chapel on Saturday, February 18.

**d. Course Substitution/Waiver Policy for Students with Disabilities**

President Rice reported to the Senate that the administration has already approved a policy regarding course substitutions and waivers for students with disabilities. Last semester this policy, presumably in draft form, was sent to the Standards Committee for its consideration. The Standards Committee chose to postpone consideration until UT legal counsel gave an opinion regarding its compliance with the Americans with Disabilities Act (ADA). While the Standards Committee was waiting for a report from the UT legal counsel, the UTC administration proceeded with approving the policy once UT legal counsel indicated there is no problem with the policy vis-à-vis the ADA. The administration's policy is now in effect, but Acting Provost Burhenn has indicated his interest in receiving faculty input. The Executive Committee has directed Standards Committee to examine the policy and make recommendations to the Senate regarding improvements as soon as possible.

A discussion followed regarding the appropriateness of course waivers. Steve Kuhn asked what the waivers would be for; math and foreign languages seemed to be on top of the list. Betsy Darken pointed out that in the GED program (a testing program for obtaining high school diplomas), no requirements are waived for students with learning disabilities; while these students are provided with special accommodations, they are still required to pass all GED tests. Claire McCullough commented about

one of her students who could not pass certain engineering courses despite his best efforts. Would such a student be eligible for course waivers? Would we want such a student to get a degree in engineering?

Matt Greenwell expressed frustration that once again the faculty has been placed in a reactionary position. While we were in the process of considering a policy, all of a sudden there *is* a policy. The general process by which matters of interest to the faculty are handled by the administration needs to be re-examined.

#### **e. Board of Trustees Meeting**

President Rice announced that the agenda for the upcoming UT Board of Trustees meeting has been made public. It includes recommendations for (a) a student fee increase for the UTC Wellness Center, (b) approval of UTC Handbook changes related to one-year positions, and (c) approval of new UTC engineering degrees.

With regard to the engineering degrees, President Rice has informed the Dean of Engineering that these changes must first be approved by the Curriculum Committee and the Faculty Senate. While Dean Ron Bailey said that these changes were in the works before he came on board and were simply changes in degree titles, not in courses, President Rice pointed out that such changes must go through proper channels.

With regard to the fee increase for the Wellness Center, Chuck Cantrell of University Relations said that costs are exceeding estimates. When this became apparent, the administration asked the SGA whether they preferred a fee increase to cover the additional costs or a cutback in the building design. The SGA indicated a preference for the former. Both President Rice and Matt Greenwell commented that an increase in student fees for this non-academic purpose has an impact on the academic budget because there is a limit to how much students can be charged. Increasing fees for a Wellness Center may have an effect on whether other proposed fees, such as laboratory fees, can be implemented. Here is yet another instance of a matter impacting academics at UTC that has not been discussed with the faculty and is already on the agenda for the Board of Trustees.

#### **4. Curriculum Committee**

Burch Oglesby, chair of the Curriculum Committee, presented recommendations to approve 59 curriculum proposals, excluding a proposal to allow graduate course credit for the BS in Rehabilitation Science. The latter has been postponed pending approval of Standards Committee and Graduate Council.

Professor Hiestand wondered why Physics 104, Electromagnetism and Optics, was being added to the HHP Fitness/Wellness Concentration. Dean Tanner and Burch Oglesby replied that it was related to the major.

Shela Van Ness raised an objection to the proposal to prohibit Criminal Justice Majors from getting credit for three sociology courses in addition to corresponding Criminal Justice courses. She argued that these sociology courses were different from the Criminal Justice courses. Helen Eigenberg, head of Criminal Justice, responded that the courses were in fact quite similar and that students were inflating their GPAs by taking the sociology courses after completing the corresponding Criminal Justice courses. Professor Van Ness disputed these claims. Burch Oglesby commented that the Curriculum Committee's position was that departments have the prerogative to select electives for their majors. Even if the sociology classes were substantially different from the Criminal Justice courses, the Criminal Justice faculty has the right to choose which courses it thinks are best for its majors.

The motion to approve the set of 59 curriculum proposals was approved by a vote of 24 to 3, with one abstention. [The list of approved courses will be posted on the Senate website once the secretary has a plan....]

## **5. Graduate Council**

Joe Dumas, chair of the Graduate Council, presented a proposal for "Membership in the Graduate Faculty" at UTC. This proposal had passed two readings in the Graduate Council and meets SACS requirements.

A long discussion followed regarding students taking 400 level courses for graduate credit. Were instructors of such courses qualified to teach graduate courses? Tony Steinhoff thought that some were not. Joe Dumas said that the proposal on the table provided a mechanism for qualifying faculty who are not full members of the graduate faculty to teach graduate courses: there are associate and special memberships for such faculty. Dean Mary Tanner suggested that some 400 level courses taken by graduate education students were "bridging courses" that do not show up on their candidacy forms; she said she would check into this situation. Registrar Orth commented that there used to be 12 hours of history courses designated for certain graduate education degrees.

Claire McCullough complained that she was not aware that some students in one of her 400 level courses were taking it for graduate credit until several weeks into the term. This was not a course she would have approved for graduate credit. Joe Dumas agreed that this was a problem. Not all 400 level courses are available for graduation credit but the computerized system does not enforce this. Registrar Linda Orth said that the system can be programmed to indicate which 400-level courses cannot be used for graduation credit. Courses from Business and other colleges have been so designated. It is up to department heads to notify Records about such courses. Professor Stephanie Bellar pointed out that information about these matters is on page 22 of the current catalog. Sometimes students incorrectly assume they are receiving graduate credit for 400 level courses, but it is not an automatic process. The Graduate School checks to see that 400 level courses are approved for graduate credit and that appropriate forms, signed by instructors, have been submitted by students.

Professor Van Ness questioned why there were so many categories for membership in the graduate faculty and why departments were not in charge of deciding which faculty are qualified for graduate status. Professor Bellar pointed out that only one new category has been added, the one for doctoral faculty. Joe Dumas pointed out that departments initiate the process for appointments to the graduate faculty.

Jim Hiestand and Betsy Darken asked about criteria for associate and special membership in the graduate faculty, since the document only includes a section on criteria for full membership. Joe Dumas and Nancy Fell of Physical Therapy pointed out that the process of designating graduate faculty, including associate and special memberships, requires many recommendations. The process is deliberately non-specific about requirements in order to avoid chaining graduate programs together. These programs are very diverse and it is important to “honor each program.”

The motion to approve the Graduate Council proposal passed unanimously.

## **6. Handbook Committee**

Chair Matt Greenwell reported on the status of the massive Handbook changes made last year. All of these changes except for language on one-year appointments have been approved and are to be incorporated into the official online Faculty Handbook managed by the Provost’s Office. Unfortunately, Provost Burhenn reported, there are problems with the Academic Affairs website. In light of these problems, it was agreed that the revised Faculty Handbook is to be posted on the Faculty Senate website ASAP, with a caveat about the few sections that await approval by the Board of Trustees at their upcoming meeting. New EDO forms which are to be used this spring are contained in the appendix of the revised Handbook.

On other items, Professor Greenwell said that he was referring a proposal for a revised description of the duties of the Handbook Committee back to the committee after the Executive Committee raised several questions about this description. He then presented a motion regarding grade appeals and matters related to the election and composition of the Graduate Council. A motion to divide the question passed.

The grade appeals proposal received considerable attention. After Provost Burhenn pointed out difficulties with guideline #5 in the appeal process, the following revisions to Guideline #5—developed by group work—were accepted as friendly amendments: “The outcome of a grade appeal is a recommendation only. If the Grade Appeal Committee finds with the student, the instructor may request the committee to explain its decision in writing. If the instructor refuses to change the grade, the student may appeal to the chancellor.”

A friendly amendment was also accepted to revise Guideline #6 as follows: “Students may not use the grade appeal procedure as a bargaining mechanism.

Recommendations regarding grade change appeals will be based only on already completed coursework.”

Other changes included changing the time frame for holding a grade appeal back to “within ten working days.” Provost Burhenn and others stated that the suggested change to five working days was unrealistic. Even ten days is problematic but it is occasionally obtainable. Tony Steinhoff and Steve Kuhn, of the grammar and style police, made a number of friendly amendments regarding e.g. vs. i.e., subject-verb agreement, parallel construction, and logical ordering of guidelines.

The motion regarding grade appeals, as amended, passed unanimously.

The motion related to Graduate Council membership, etc., passed unanimously with no discussion. [!]

## **7. Administrative Reports**

Provost Burhenn thanked President Rice for making his two announcements for him but repeated them for emphasis: (1) budget hearings begin next week with the Academic Affairs budget proposal scheduled for Monday at 3 p.m. in the UC auditorium; (2) please respond to the invitations regarding the chancellor’s installation ceremonies, particularly the 10 a.m. ceremony in Patten Chapel on Saturday, February 18 , when faculty are to appear in their robes and get a FREE LUNCH (and even, if you arrive early enough, a free continental breakfast). The provost solemnly asked faculty to “lay on your heart” the importance of participation.

## **8. Other Business**

None.

## **9. Faculty Concerns**

None.

## **10. Adjournment**

The Senate adjourned at 4:49 p.m.

Respectfully submitted,

Betsy Darken  
Faculty Senate Secretary