

**Faculty Senate Minutes**  
**Signal Mountain Room, University Center, 3:10 p.m.**  
**February 1, 2007**

The minutes can also be found at: <http://www.utc.edu/FacultySenate/minutes.php>

<u>Division</u>	<u>Present</u>	<u>Absent</u>
<b>President</b>	Gavin Townsend	
<b>Past-President</b>		Richard Rice
<b>At-Large</b>	Jim Hiestand, Joanie Sompayrac, Cheryl Robinson, Judith Wakim, and Michelle White	Randy Walker
<b>Adjunct</b>	Jean Howard-Hill	
<b>Behavioral Sciences</b>	Lyn Miles and Shela Van Ness	Fritz Efaw and Helen Eigenberg
<b>Business Adm.</b>	Debbie Archambeault and Diane Halstead	Chris Brockman and Beni Asllani
<b>Eng &amp; Comp Sci</b>	Kathy Winters and Ignatius Formunung	Claire McCullough and Roger Briley
<b>Fine Arts</b>		Jillian Zwilling, Stuart Benkert, and Mac Smotherman
<b>CHEPS</b>	John Freeman, Dolly Gerregano, Linda Johnston and Michelle Vineyard	Kay Lindgren and Dana Wertemberger
<b>Humanities</b>	Felicia Sturzer, Joe Wilferth and Matthew Guy	Jennifer Beech and Rebecca Jones
<b>Library</b>		Mike Bell and Jason Griffey
<b>Math &amp; Sciences</b>	Betsy Darken, Bob Marlowe, Sharon Brueggeman, and Manuel Santiago	Joey Shaw
<b>Ex-Officio</b>	Herb Burhenn, David Pittenger, Theresa Liedtka, and Jocelyn Sanders	Roger Brown, Richard Brown, and Hugh Prevost

**Among the guests present:** Bruce Hutchinson, Linda Orth, Charles Nelson, Jonathon McNair, Stephanie Bellar, Terry Denniston, Valerie Rutledge and Mary Tanner

**Summary:** Several curriculum proposals were considered. Originally, there was list of A – Y proposals. Proposals W, X, and Y were postponed until the next meeting because proposal materials were not available for the Senate. **Items A – L (see below) passed with a vote of (20 – 1) and Items M – V passed with a vote of (20 – 0).** Changes to the Undergraduate Catalog were presented and approved by a vote of (21 – 1). The Senate voted (14 – 6) to advise the representatives to the University Faculty Council to NOT consider changing the current EDO rankings. Dean Charles Nelson presented the new strategic planning process. Provost Herb Burhenn indicated that salary adjustments would most likely show up in the February paychecks and that the adjustments would be retroactive to January.

1. Call to Order:

Meeting was called to order at 3:15 P.M. Dr. Townsend asked if it would be OK if the Report from the Executive Committee was moved to later on the agenda. No one opposed this.

2. Approval of minutes from January 18, 2007:

Minutes were approved by voice vote with the following changes: Linda Johnston was present, under 4a change "Fritz Efaw was...the faculty" to "Fritz Efaw said the proposal appears to ask the faculty to abdicate its responsibilities," in the second paragraph of item 5 correct the spelling of Ed McMahon's name, in the second paragraph of item 5 change "The motion passed (16-6-2)...accepted" to "The amendment passed (16-6-2)" and in that same paragraph change the last sentence to "After the vote, Betsy Darken stated that it was appropriate that this issue was brought before the Senate because it could not be resolved in the College of Engineering."

[http://www.utc.edu/Departments/fcouncil/Archives/2000\\_2010Archives/2006\\_07/2006\\_07Minutes/2007Minutes\\_0118.pdf](http://www.utc.edu/Departments/fcouncil/Archives/2000_2010Archives/2006_07/2006_07Minutes/2007Minutes_0118.pdf)

3. Curriculum Committee (Bruce Hutchinson):

A few proposals (W, X and Y) did not make it into the documentation provided for the Senate. Bruce Hutchinson requested that the vote on these three wait until the next meeting. He also stated that EDUC 428 was missing sheets. In addition, proposal J needed a wording clarification to correctly identify Health and Human Performance minors. He made a motion to approve items A – V. Jim Hiestand was bothered that some votes in the curriculum committee were passed by a non-quorum. He proposed that we separate CPI from the remaining proposals. Seconded by Betsy Darken. Michelle Vineyard appreciated the need for a quorum, but she was strongly opposed to delaying any of these proposals. Joe Wilferth reminded the Senate that the non-quorum of curriculum was only short by 2 or 3 people and that it would not have changed the overall votes. Betsy Darken puts a lot of faith in the committee and therefore, she was concerned that the vote for one of the proposals was 4 – 0 – 2, without a quorum. Bob Marlowe did not see this as an amendment to defeat Senate approval. Felicia Sturzer pointed out that some of the abstentions from voting on the proposals were due to the fact that the committee members were late or they were not able to read the proposal before the vote. Lyn Miles supported the amendment as the Senate should follow procedure. The vote on the amendment to separate CPI from CPII and CPIII passed (13 – 7).

Jim Hiestand wanted to know if Item J was moving the actual department. Linda Orth clarified that the concentration is moving to another department in Human & Health Performance. Mary Tanner indicated that it was a realignment of a concentration to another group of faculty. Betsy Darken had a concern that the syllabus for one proposal had a restriction on wearing hats in the classroom. Michelle Vineyard indicated that it was her syllabus and the point of it was to reduce cheating. Jim Hiestand wondered under Item K how Music Education was going to 133 hours, when all departments were moved to 120 a few years ago. Provost Burhenn said that originally programs over 120 needed system approval, but now proposals may be handled locally. Jonathon McNair said that Music collapsed classes and changed credit for classes from 1 or 2 to 0. He also said that he had researched other programs across the state and found that some existed that had more than 130 hours. Also, this change was necessitated by the accrediting body for the Music programs. Kathy Winters wanted to know if Music had a waiver for this hour change. Jocelyn Sanders spoke with Bob Levy (UT-system) and he said that the standard across the state is 120, but some programs will not be able to do it. But, that there must be a rationale to have more than 120 hours. **CPI (items A – L) was passed (20 – 1).**

*Curriculum Proposals I: Curriculum Committee meeting January 17, 2007: The following curriculum proposals were considered and voted upon:*

- a. *Change in Prerequisites for CPSC 160, CPSC 305, and CPEN 305: Approved: 10-0-0.*
- b. *EDUC 428 Introduction to Autism Spectrum: Approved: 10-0-0.*
- c. *Addition of Concentration in Occupational Therapy to BS in Rehabilitation Science: The proposal does not violate the last 24 hours at UTC rule. Approved: 10-0-0.*
- d. *Require English 278 (Scientific Writing) in the first 60 hours toward a BS degree in Biology or Environmental Science: Approved: 10-0-0.*
- e. *Deletion of Courses from the English Major: Approved: 10-0-0.*
- f. *Changes in Prerequisites for English 113/115: Approved: 10-0-0.*
- g. *Proposal to Allow Students to take up to 6 hours of English 499: Approved: 10-0-0.*
- h. *Changes in Course Description/Requirements for English 479: The English Faculty agreed to delete English 121 from the prerequisites listed in the Catalog description. Approved: 10-0-0.*
- i. *New Course: ECON 437 Health Care Economics: Economics Department accepted title change from “Health Economics” to “Health Care Economics” – a re-typed proposal will be submitted. Approved: 10-0-0.*
- j. *Human Ecology: Food and Nutrition Revisions: Written proposal will be re-typed to show the appropriate degree. Approved: 8-0-3.*
- k. *Seven Additional Hours in the Bachelor of Music Education Degree: Motion to accept by Jim Cunningham seconded by Clint Smullen. Discussion. Committee members were concerned regarding the awarding of one hour of credit for ½ hour of student/faculty contact. The correct previous and new hours for the program will be made to the existing proposal. Approved: 9-0-1.*
- l. *Revision of Degree plans for Music Theory and Music Composition: Approved: 9-0-1.*

[http://www.utc.edu/Departments/fcouncil/Archives/2000\\_2010Archives/2006\\_07/2006\\_07Attachments/CurriculumProposalsI\\_020107.pdf](http://www.utc.edu/Departments/fcouncil/Archives/2000_2010Archives/2006_07/2006_07Attachments/CurriculumProposalsI_020107.pdf)

Jim Hiestand moved approval of the remaining items. This was seconded by Jean Howard-Hill. Betsy Darken wanted to know more about M & O. Proposal M was to eliminate HECO 240 and replace with HECO 243. Also it added the word “Health” to the proposal. Proposal O was an attempt to move a major without going through the administrative red-tape. **CPII and CPIII (items M – V) were passed (20 – 0).** After the vote, Jim Hiestand stated that he appreciated that the Senate supported him on the issue of quorum.

*Curriculum Proposals II: Curriculum Committee meeting January 18, 2007: The following curriculum proposals were considered and voted upon:*

- m. *HECO 243: Child Development and Observation I – course content change: A clarifying revision of the proposal was distributed. In the revised course description “ecological aspects” will be changed to read “human ecological aspects.” Approved: 4-0-2.*
- n. *Reorganization of Department of Political Science, Public Administration and Non-profit Management: Approved: 6-0-1.*
- o. *Proposed Changes in Public Administration: Approved: 5-1-1.*

[http://www.utc.edu/Departments/fcouncil/Archives/2000\\_2010Archives/2006\\_07/2006\\_07Attachments/CurriculumProposalsII\\_020107.pdf](http://www.utc.edu/Departments/fcouncil/Archives/2000_2010Archives/2006_07/2006_07Attachments/CurriculumProposalsII_020107.pdf)

*Curriculum Proposals III: Curriculum Committee meeting January 24, 2007: The following curriculum proposals were considered and voted upon:*

- p. *Independent Study Clarification; New Course: Cultural Identity; New Course: Art History Special Topics; Art Prerequisites and Edits: Approved: 6-0-1.*
- q. *Changes to Major & Related Course Offerings: Approved: 7-0-0.*
- r. *Changes to the Minor in Art History: Approved: 7-0-0.*

- s. *Proposal for Establishing a Humanities Minor: The requirement of 24 hours instead of 18 was questioned and discussed. Approved: 8-0-0.*
- t. *POLS: New Concentration, New Courses, Prerequisite Changes, Catalogue Description Changes, Changes to Hours for Courses, and Cross-Listing Courses: Approved: 7-0-1.*
- u. *Prerequisite Changes for HECO (will be HHP) Courses in Food & Nutrition: "Human Ecology 135" will be deleted from the HECO 434 course description list of prerequisites because it is a prerequisite for the listed prerequisite Human Ecology 335. Approved: 7-0-1.*
- v. *Human Ecology: Early Childhood Education: Pre K-3 Revisions: Approved: 8-0-0.*

**These three proposals will be voted on at the next meeting, 02/15/07.**

- w. *Create New HECO Interior Design: Nick Honerkamp has signed his approval to the coversheet. Approved: 7-0-1.*
- x. *Human Ecology: Child and Family Studies Revisions (Lease): This proposal should be considered after the proposal "Human Ecology: Food and Nutrition Revisions." Approved: 8-0-0.*
- y. *Prerequisite Change for HECO 321 – Contemporary Furnishings (Moody): The remains a HECO course so the Interior Design designator does not apply. Approved: 8-0-0.*

[http://www.utc.edu/Departments/fcouncil/Archives/2000\\_2010Archives/2006\\_07/2006\\_07Attachments/CurriculumProposalsIII\\_020107.pdf](http://www.utc.edu/Departments/fcouncil/Archives/2000_2010Archives/2006_07/2006_07Attachments/CurriculumProposalsIII_020107.pdf)

4. Faculty Handbook Committee – Undergraduate Catalog Change

The members of this ad hoc committee were David Pittenger, Jocelyn Sanders, Linda Orth, Chuck Cantrell and Joe Wilferth. Some people have looked over the proposal and they found some formatting issues. Joe Wilferth said that the formatting will be universal once it is approved and moved to publication. Chapters 6 & 9 were not finalized and they will have to be voted on later. Bob Marlowe was concerned that the changes were not indicated in the document provided for the Senate. Joe Wilferth summarized the changes: the current Chapter 2 was split into several chapters that now follow the chronological process from application through to registration. Bob Marlowe was still concerned that the changes were not available. Joe Wilferth said that the committee did not change policy or procedures. Changes were made to clarify information for the students. The point was to make the document more readable. Linda Orth said that the committee dismantled the first 44 pages and reassembled them in a more order fashion so that it is more chronological for the students. Additionally, the text was made more student-friendly. Betsy Darken was concerned about the time that the Senate had for looking at the changes. Joe Wilferth stated that this is a little time sensitive. Chapters 1 – 4 were available for the last meeting and the remaining chapters were added for this meeting. Felicia Sturzer had found several typographical errors and Joe Wilferth asked that those be sent as soon as possible to him by email. David Pittenger asked that we continue to look over the text and clarify it for students. Linda Orth stated that they have discussed the language and that it needs to be standardized, but that will be a separate task. Joe Wilferth stated that the remaining chapters (about degrees and requirements) were not changed. Felicia Sturzer wanted to know when the reorganization of the majors will be in the handbook. Joe Wilferth stated that those changes would occur in the Fall '07 catalog. **The motion to approve the changes to the catalog passed (21 – 1).** Special thanks to the committee for all their hard work.

[http://www.utc.edu/Departments/fcouncil/Archives/2000\\_2010Archives/2006\\_07/2006\\_07Attachments/2007UndergraduateCatalog\\_020107.pdf](http://www.utc.edu/Departments/fcouncil/Archives/2000_2010Archives/2006_07/2006_07Attachments/2007UndergraduateCatalog_020107.pdf)

5. Report from Executive Committee

UFC Meeting: Lyn Miles asked the Senate to discuss the current EDO procedure and rankings. Shela Van Ness reminded the Senate that currently 4 categories exist. She felt there was no reason to change it. Joanie Sompayrac disagreed because only the elite few receive 'Exceeds Expectations' and that many of the faculty are lumped into the 'Merit' category. The 'Merit' category needs to be expanded. She felt that a 5<sup>th</sup> category should be added that would be between 'Merit' and 'Needs Improvement'. Felicia Sturzer wondered if dividing 'Merit' into the three categories: Teaching, Service and Research would give faculty more credit for their work. Lyn Miles stated that UTC is limited to 20% "Exceeds Expectations", but that UTK has a 25% limit. Also, should the limit be defined by department or by college? Kathy Winters spoke against adding another level because she did not feel it would solve the problem. Diane Halstead agreed with Joanie Sompayrac, but she felt that the extra division should occur between 'Merit' and "Exceeds Expectations".

Shela Van Ness felt the system was very subjective and dependent on many factors that are uneven across departments. Adding categories would not help this and it would not be to the advantage of the faculty. Bob Marlowe agreed with Shela Van Ness to an extent. But, several years ago, each department was asked to quantify what level of performance would give someone 'Exceeds Expectations'. He felt to that extent it was not that subjective. Shela Van Ness stated that not all departments have completed this process. Betsy Darken wanted to know if that has been done across the colleges. Charles Nelson said it was done before he was Dean, but that departments were asked to do this. He also said that we used to have 5 categories and a 6<sup>th</sup> category for distinguished. The EDO task force refined those categories to three because only 3 of the 5 were being used. The original intent of the task force was that deans would be involved so that the criteria of the departments were followed. More measures

work with an evenly distributed population but we have a more skewed population, more people at the high end. Lyn Miles stated that President Petersen was told by the UFC that what is called a merit increase is really more of a COLA increase.

Gavin Townsend reminded the Senate that UFC just wants to know if the Senate is interested in looking at a proposal for a 5-tiered system. Felicia Sturzer moved that we continue with the current 4-tiered system. Bob Marlowe seconded the motion. **The motion passed (14 – 6) in favor of maintaining the current rankings.**

6. Administrative

Strategic Planning: Charles Nelson (representing Chancellor Brown) told the Senate that a planning council has been formed for the Strategic Planning process. It included faculty, staff, students and the community. There will also be a steering committee to oversee the process and to make sure that resources will be available. Three task force committees will be formed: (1) Governing Ideas (mission on which institution is based), (2) Environmental Scan (looking at internal and external forces that work with the institution) (3) Areas of Distinction (identify areas and come up with a process for identifying these regions). One of the goals of this process is to put in place a planning process that will be applied for this year and future years. Felicia Sturzer asked what the impetus was for this. She also wondered if these new strategic initiatives are aimed at getting UTC to fit into UT-system vision, or is it to make changes on campus to benefit UTC. Charles Nelson stated that it is coming from UTC. Also, this process is more for UTC, than the UT-system. Diane Halstead (co-chair of a Task Force committee) stated that the plan will not have anything grossly inconsistent with the UT-system plan, but that it will be our own. Gavin Townsend wondered if there would be a webpage dedicated to this process. Terry Denniston stated that a webpage should be available at the end of the week.

Salary Increment: Provost Burhenn said that the plan for increasing salaries has gone to the UT-system and he expects it to be approved in time for February paychecks and that it will be retroactive to January. Jean Howard-Hill asked if adjuncts were included. Provost Burhenn stated that this money does not include adjuncts.

Academic Advising Sessions: Jocelyn Sanders reminded the Senate of the sessions next week to improve academic advising.

7. Other Business

8. Faculty Concerns

Betsy Darken is concerned that faculty in EMCS are not allowed to post anything on their doors, specifically their schedules. She has brought this up twice and it has not been addressed.

Lyn Miles brought up the problems with Brock Hall elevator and a classroom in Grote. She asked for improved communication from facilities to departments.

9. Announcements: None

10. Adjournment: Meeting was adjourned at 4:33 p.m.

**Respectfully Submitted,  
Gretchen E. Potts  
Faculty Senate Secretary  
February 2, 2007**