

2007 – 2008 Faculty Senate Meeting Minutes
Signal Mountain Room, University Center, 3:10 p.m.
February 21, 2008

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

Division	Present	Absent
President	Gavin Townsend	
Past-President	Richard Rice	
At-Large	Jim Hiestand, Michelle White and Chris Stuart	Linda Hill, Randy Walker, and Tammy Garland
Adjunct	Ann Thomas Moore	
Behavioral Sciences	Helen Eigenberg and Tom Buchanan	Lyn Miles and Terri LeMoynes
Business Adm.	Diane Halstead, Kathleen Wheatley and Beverly Brockman	Debbie Archambeault
Eng & Comp Sci	Claire McCullough and Ignatius Fomunung	Michel Holder and Li Yang
Fine Arts		Patrick Sweetman, Stuart Benkert and Mac Smotherman
CHEPS	John Freeman and Michelle Vineyard	Dolly Gerregano, Kay Lindgren, Dana Wertemberger, and Linda Johnston
Humanities	Matthew Guy, Oralia Preble-Niemi, Felicia Sturzer, Lauren Ingraham and Rebecca Jones	Joe Wilferth
Library	Colleen Harris	
Math & Sciences	Peggy Kovach, Bob Marlowe, and Doug Kutz	Eddie Wang and Marc Loizeaux
Ex-Officio	Phil Oldham, Theresa Liedtka, and John Delaney	Jocelyn Sanders, David Pittenger, Richard Brown, and Roger Brown
SGA Liaison		

Among the guests present: Linda Orth, Burch Oglesby, Chuck Cantrell Jim Cunningham, Ralph Covino, Colleen Harris and Yvonne Kilpatrick

Summary: The Senate approved curriculum proposals 08-026, 08-054, 08-055, and 08-062 by a vote of 21 – 1 – 0.

1. Call to Order:

Meeting was called to order at 3:12 PM.

2. Approval of minutes from February 7, 2008:

Minutes were approved with the following corrections: (1) under 4, 5th paragraph, 3rd sentence, change “latter” be “later” (2) under 5, 4th paragraph, 2nd sentence, add “the” before UTC PD (3) under 5, 4th paragraph, last sentence, delete “that”.

http://www.utc.edu/FacultySenate/Archives/2000_2010Archives/2007_08/2007_08Minutes/2007Minutes_0207.pdf

3. Curriculum Committee (Bruce Hutchinson)

Curriculum Proposals 08-026, 08-054, 08-055, and 08-062 were submitted by the curriculum committee for approval. Oralia Preble-Niemi indicated there were some typos in the foreign language proposal. Jim Hiestand asked why the department had chosen Portuguese. Oralia Preble-Niemi stated that it is in more demand than Chinese and Japanese. The department currently offers it as a 499.

Colleen Harris asked about the person who voted against the ELHS course. Burch Oglesby answered that the person had a philosophical difference to the moving the course. Bob Marlowe stated that PHYS 103 does not have a Calculus prerequisite. Burch Oglesby stated that it turns out the HHP course does not have a need for the PHYS prerequisite.

Jim Hiestand asked how education would be impacted by the minor. Mary Tanner answered that this is an opportunity for a student who is studying in the basic content area to take the courses needed for student teaching placement and become certified. There is not any impact on resources in the foreseeable future. Jim Hiestand asked how many students this would affect. Mary Tanner answered that she did not know. Oralia Preble-Niemi stated that it would not impact the foreign language department. Felicia Sturzer asked how this affects the courses compared to the major in Education. Mary Tanner answered that this program allows for students who want to identify as an education major later in the college education. The students will take courses required for certification.

Jim Hiestand asked if a student would graduate with more than 120 hours. Mary Tanner answered yes, but it does reduce the number of courses that a student would take if they graduate and then decide to get the education certification.

Richard Rice wondered if students would avoid education as a major. Mary Tanner was not concerned about this aspect.

The proposals passed by a vote of 21 – 1 – 0.

Felicia Sturzer asked when the deadline is for submitting proposals this semester. Bruce Hutchinson stated that it will most likely be the first week of April. Linda Orth stated that anything after today will not be activated until Fall 2009.

http://www.utc.edu/Administration/FacultySenate/Archives/2000_2010Archives/2007_08/2007_08Attachments/022108_Curriculum.pdf

4. Report from Executive Committee (Gavin Townsend)

Gavin Townsend encouraged the faculty to attend the sessions that the Records/Registration Office is hosting on the new changes to GPA. Linda Orth sent an email about this earlier today. The sessions are Feb 27 at 2 p.m. in the Lookout Mountain Room, Feb 28 at 2 pm in Signal Mountain Room, and March 7 at 11 in the Signal Mountain Room.

The University Club will open on February 29 from 5 – 7 with an open house. If anyone has any questions, please forward them to Gavin Townsend.

Divisional elections are in progress. Please send nominations to Gretchen Potts by email.

5. Administrative Reports

a. Vice-Chancellor Richard Brown – Campus Safety Issues

Chuck Cantrell sent a memo on safety. The Chief Ratchford of the UTC PD gave an overview of what is going on in campus safety. He passed out a document that described the different types of emergency systems that are now in place on campus. (See Appendix A)

The new red phones on campus require you to dial the number, 911. If there is an emergency in the classroom, just dial 911. The phones can not be used to dial to an outside line or be called from an outside line. It must be

a UTC number. Also, the dispatcher's office can call all the phones. The phones will be checked periodically to make sure that they are working correctly. Please let IT know if a phone has been vandalized.

Claire McCullough asked about the location of the phones because they seem to be near the door, where someone who calls on the phone is the closest to danger. Chief Ratchford answered that no one should try to get to phone if they are in imminent danger (i.e. the shooter is in the room). He also suggested barricading the door, lowering blinds, turning off lights, etc. Basically, try to make the classroom invisible. Reminder, dialing 911 on a cell phone will go to the city. Try saving the direct number to UTC PD (425-4357) in your cell phone.

Richard Rice asked about campus wide emergencies. Currently, vendors have been contacted about the possibility of reverse-911. Options and costs are being reviewed at this time. We are looking at the same company (Positron) that Hamilton County uses. UTC has a contract with Rave Wireless to send text messages in emergency situation. Training is completed on the system. Chuck Cantrell stated that small scale testing has begun and people should be able to enroll sometime next week.

UTC PD does have the ability to call each phone separately, but they cannot call all phones at the same time. Richard Rice asked if the phones could be made to just be picked up and call UTC police. The answer was no. There are currently 125 red phones. If you are teaching in a classroom without a phone, you can contact your department head and have phone installed for free by IT.

Gavin Townsend asked about the building voice alarms. The capabilities (Holt, Brock, Hunter, UC and EMCS) exist for the entire building to be notified by speaker.

IT is also looking at computer popup message but currently, a system upgrade would be required to enact this.

The text messaging system will be limited to imminent danger. It will not be advertisements or just general closing messages. It would be for weather emergencies that happen after people are on campus.

During the last part of the fall semester, there were two armed robberies on campus, near UTC Place. UTC is working with the Chattanooga Police to solve the robberies. There is no border between the two departments. A very good working relationship exists. A suspect has been arrested for armed robbery.

There has been a purchase order issued for 270 cameras to be installed at UTC place, paid for by Place and the UC Fdn. Library cameras have already been updated. Also, they are looking at additional cameras for the north buildings and campus streets.

Felicia Sturzer asked if the cameras will be in the all of the academic buildings. The cameras will be placed strategically around campus and it will be a phased process. They will not be placed inside classrooms at this point.

Helen Eigenberg asked for us to maintain some perspective. Cameras in classrooms are not going to keep us safe. And we need to continue to keep perspective.

The counseling center has started programs for recognizing students in distress, the program is called QPR.

Be prepared, be cautious and be proactive.

Richard Rice asked if there was any discussion on deadbolts on the doors, a low tech solution. This is being reviewed with the Safety Office. It is being considered. Richard Rice also asked that the alarm systems be tested, soon! The answer was that all the systems have been tested; this was required to receive the certificate from the Fire Marshall.

Oralia Preble-Niemi asked if there are any cameras in the parking lots. There are proposals with parking services to look at this.

Please bring any safety concerns to the attention of UTC PD.

b. Provost Phil Oldham

Gavin Townsend stated that the budget process is now going through the UPRAC committee which will be looking at allocating resources as per the recently finished Strategic Plan. The Provost will be addressing the committee. Gavin Townsend stated that he has requested that if UTC is limited to a 2% pay increase that the money be applied as across the board raises. He also asked that compression be addressed. He asked Provost Oldham to come forward and give the Senate a preliminary report on what the Provost will be requesting from the UPRAC committee.

Provost Oldham stated that this is a preliminary view. He also reminded the Senate that it is a process that occurs over a significant period of time with a lot of people involved in the process. The final product will not be known until the beginning of the fiscal year.

So far, all the divisions have been having budgetary discussions. This has been happening within Academic Affairs. The deans held these discussions differently in each college. Also, the deans presented to the Provost based on what particulars were needed for each college. Afterward, the deans and provost had a discussion on what were the priority issues.

On the UTC website, specifically the Office of Planning and Department Research has posted a profile for each department. From the data, it is obvious that more one-time funds are spent than budgeted and this causes a planning problem. Only 3% of the academic affairs budget is operating funds.

Richard Rice asked if this is unusual. Provost Oldham answered that this is very unusual.

THEC uses the funding formula to determine what the institution should receive based on the number of students, distribution of programs, level of graduate programs, productivity indicators, etc... The legislature cannot fully fund the formula. If you look at how much the legislature appropriates, UTC gets about 90% of the formula. UTC is on the high end. Tennessee State is higher at 94%. Austin Peay is the lowest at 84% of the formula.

Jim Hiestand asked why the variation exists. Provost Oldham stated that there are productivity indicators in there. He doesn't know for sure how it skews the amount budgeted. Research institutions receive more funding per student.

Salaries are also an issue. The THEC peer-group is a discussion that we continue to have. To get from where we are with salary to the average AAUP of Master's institutions would require about \$1.5M.

The attrition of UTC professors is about 2.3%. Lauren Ingraham asked if this could be looked at more in the hiring process, being able to "lure" people to UTC. Provost Oldham answered that we have access to CUPA data where this can be reviewed.

Richard Rice asked if the turnover figures include the one year positions. Dick Gruetzmacher stated that he believed it does include the one year positions.

As a DRAFT, Provost Oldham presented what he thought he would request. Faculty salaries need to be addressed in the 2 – 3 years. Therefore, he is requesting \$810K for faculty salary increases (~3%) in addition to what ever the state funds for salaries. And he would like to request those increases every year for the next three years. Because campus is growing, he will argue for a limited number of new faculty lines each year to accommodate that growth, \$500K. Also, he is requesting \$240K in new staff lines. He will request an increase

in funds for Graduate assistantships by \$500K, increase operating by \$500K, increase library by \$200K (10%/yr of the next 3 years) and \$250K for faculty computer replacement. This corresponds to \$3M in new funds for academic affairs. That is a 7.2% increase over where we currently are. This is a reasonable request, but it is on the edge and with the state budget being flat, the provost will have to argue for funds coming from other areas across campus.

Richard Rice asked how the Faculty Senate (and the Faculty) can help support this. No one ever gets what they request. The UPRAC meetings are open to anyone who would like to attend. There are four faculty members on the UPRAC committee.

6. Other Business:

7. Faculty Concerns:

Claire McCullough was upset by Joanie Sompayrac's letter in the paper, when members of the committee were called, "disgruntled". She asked that the Faculty Senate send a letter of correction to the paper stating that this was an official committee of the Faculty Senate and we should not insult members. Basically, she asks that the Senate support committee members of controversial committees. The executive committee will take up this issue. Please convey any concerns or thoughts to Gavin Townsend in the next week.

8. Announcements:

9. Adjournment:

Meeting was adjourned at 5:03 PM.

**Respectfully Submitted,
Gretchen E. Potts
Faculty Senate Secretary
February 21, 2008**

Emergency Communications

- **Emergency Red Phones In Classrooms**
 - There are **125 red emergency phones** installed in classrooms
 - Phones can call or be called **ONLY** from a **UTC PBX Number 425-XXXX**
 - Phones can call **UTC Police by dialing 911**
 - Phones **can not** be called by any cell phone
 - Phones **can not** be called from off campus
 - Phones **can not call** any **long distance** number.
 - If a **Dean or Department head** has a classroom that needs an emergency phone they may submit a no cost **work order** and the phone will be installed.

- **Text Messaging System**
 - Purchase Order issued to Rave Wireless **January 9, 2008** (also provider for Austin Peay & MTSU)
 - Remote hosted service – Students, faculty and staff can “opt in” to the service **via link from UTC’s home page**
 - Service free of charge to message recipients unless they are charged for receipt of text messages
 - At **sign-up you are given the option** to provide a cell phone number AND two email addresses (one must be your UTC e-mail address)
 - System in place as of 2/5/08
 - **Administrator training was held** on 2/7/08
 - **Testing** to be conducted week of 2/11/08
 - Full roll out week of 2/18/08 if testing is successful and appropriate advertising in place
 - Authorized message senders – **Police Chief** and alternate, **Asst. VC for Univ. Relations** and alternate, and **Risk Manager**
 - Messages will be limited to severe weather warnings, active shootings, hostage situations, and chemical spills. Other emergencies may also be included.

- **Emergency Preparedness Guide link added to UTC homepage.**
 - Inclimate weather policy can also be accessed through this Safety/Risk Management link

- **UTC URGENT** – email blast

- Reverse 911 - Positron (Hamilton County provider) –**demo complete, scope of services and pricing under evaluation**

- **Remote Voice Fire Alarm**
 - Holt, Brock, Hunter, FAC, UC and **assembly** areas in EMCS. To be utilized by emergency services personnel only.

Armed Robberies on Campus

- Three suspects for both armed robberies.
- Joint CPD/UTC investigation. CPD has lead per MOU.
- On December 24, 2007, Mr. Demetrius Joiner was arrested and charged with (2) counts of Aggravated Robbery, (1) count of Fraudulent Use of a Credit or Debit Card, and (1) count of Theft of Property under \$500. Investigation continuing on two additional suspects.

Campus Card Access and Security Video Systems

- PO issued for 270 digital cameras at UTC Place
 - System integrates with UTC campus-wide system
 - Schedule
 - Installation begins within four weeks of notice to proceed
 - Installation complete within three months of notice to proceed (individual cameras on line throughout this period)
- **Lupton Library security video system is complete**
- **North Campus Housing Video** – proposal is **under review**
- **City Security Camera System** – exploring possibility of expanding system to city streets within campus boundaries
- **Completed card access installations**
 - **Lupton Library**
 - Monitor all exterior doors
 - Eight card readers
 - **Holt Hall**
 - Animal Labs - eleven card readers
 - One exterior door reader
 - **Race/Hooper**
 - Three exterior door card readers

Housing Security Initiatives

- Dedicated Housing Campus Police personnel
 - Four security and one police officer
- Additional Officer-in-Residence position
- Lookout Express escort program implemented