

2007 – 2008 Faculty Senate Meeting Minutes
Signal Mountain Room, University Center, 3:10 p.m.
April 17, 2008

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

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

Among the guests present: Linda Orth, Ralph Covino, Bruce Hutchinson, Jim Cunningham, Jim Tucker, Jim Henley, Deborah McAllister, Nick Honerkamp, Kenyon Wilson, and Lynn Purkey

Summary:

1. Call to Order:

Meeting was called to order at 3:15 PM.

2. Approval of minutes from April 03, 2008:

Minutes were approved with the following correction: (1) Tom Buchanan was in attendance

http://www.utc.edu/FacultySenate/Archives/2000_2010Archives/2007_08/2007_08Minutes/2008Minutes_0403.pdf

Additionally, a correction is needed in the minutes from 02/07/08. There is a typo in the list of curriculum proposals approved. On top of page 2, the list of curriculum proposals should also include 08-064 to 08-067. This was approved by voice vote.

3. Curriculum Committee (Bruce Hutchinson)

The Faculty Senate voted to approve 08-071 by a vote of **23 – 0 – 3**. The proposal will be effective Fall 2008, per Linda Orth.

http://www.utc.edu/FacultySenate/Archives/2000_2010Archives/2007_08/2007_08Attachments/041708_Curriculum.pdf

4. Athletics Committee (Leila Pratt and Rick Hart)

Leila Pratt could not be at the meeting do a prior commitment so Gavin Townsend read a statement by Leila Pratt (Chair of the Athletics Committee) that addressed the guidelines for excusing athletes from classes. ([See Appendix A.1](#))

Next, Rick Hart (Athletic Director) gave some background on the issue at hand. A concern about missed attendance (more than the guidelines) was brought to his attention. However, after analysis, he felt that the concern should be reviewed by the Athletics Committee. The Athletics Committee met and discussed the issue. The committee determined that the Athletics Department is indeed following the guidelines as put forward by the Committee.

Rick Hart also reminded the Senate that indeed the athletes have excelled academically. For example, in the Fall of 2007, 117 athletes were named to honor roll and 81 to the Dean's list.

Rick Hart also wanted the Senate to know that the Athletics Department has developed a strategic plan. The plan follows the University plan and has been approved by the Chancellor. The Athletics Department recognizes that the student-athlete is first a student. The strategic plan has been shared with the Athletics Board, the ERC and the UPRAC.

This statement can be found in Appendix A.2

Next, Gavin Townsend asked if Rick Hart would address the questions that he had sent to Rick Hart in an email. Rick Hart proceeded to address the each of the questions. The questions and answers can be found in [Appendix B](#).

Felicia Sturzer asked if students are missing classes for practice, even if they are not being excused from class. Rick Hart answered that students do not (and should not) miss class because of practice. Rick Hart asked to be contacted if athletes did miss class due to practice. He did state that practice times are changed to facilitate class schedules.

Ralph Covino asked about Women's Golf. Specifically, he inquired as to whether the forthcoming Women's Golf Tournament that will cause team members to miss the final two days of a MWF class was really in accord with the students' best academic interests. Rick Hart answered though it is not an ideal situation, the tournament is the Southern Conference Championship and UTC does not have any control of the schedule of the event. Additionally, he stated that Women's Golf did have exceptions to the guidelines (as approved by the Athletics Committee), because there are limitations on when the team can actually play golf (when courses will let the team play) and when the Southern Conference schedules events. Also, championship events are exempt from the guidelines, as per the policy set forward by the Athletics Committee. The issue is extremely complex.

Jim Hiestand asked about the times that the teams leave for athletic events. Rick Hart answered that the teams usually have obligations that requires them to leave earlier than what the normal person might deem necessary (media interviews, practices, etc...).

Richard Rice asked about the graduation rate for football and basketball. Rick Hart answered that the NCAA has developed APR score that tracks athlete academic success. A 925 is considered an excellent score. Football received 928 and basketball received a 942.

Richard Rice asked if UTC has never been censored by the NCAA for not maintaining academic standards. Rick Hart answered not in the last 1.5 years since he has been at UTC.

Joe Wilferth stated that he admires the student athletes and their abilities to juggle their classes and athletics. Do we know about absence policies for teams and universities in the Southern Conference? Rick Hart answered that we do know of policies at other schools. Only two schools in the Southern Conference have the athletic schedules approved. Rick Hart would like to continue to have the Athletics Committee review the schedules. Joe Wilferth asked that the Faculty Athletics Committee become familiar with other policies.

Lyn Miles asked if it would be possible to see the 6-year graduation rates. Rick Hart stated that the numbers are better than the average student, but he didn't have them with him. He stated that he provide the numbers to the Senate. ([See Appendix C](#))

Lyn Miles also asked about athletes in night classes. She had a specific instance where athletes missed class eight times: four times due to the excused absences and four other times that were unexcused. When a student misses a night class that meets once a week, it corresponds to 3 MWF classes. Rick Hart stated that beyond those classes approved by the committee, the athletes should not be missing class.

Colleen Harris asked if the Athletics Department monitors absences. Rick Hart answered that in some sports attendance is monitored. Right now, the coaches go out to the class meetings and actually monitor attendance. If the faculty wants to take responsibility and contact athletics to let them know that athletes are missing classes, he is not opposed to it.

Gretchen Potts (as a member of the Athletics Committee) asked that if a faculty member has an issue with a certain athlete to please contact the committee. That is why the committee was formed. Also, if you are concerned about how athletic schedules are handled on campus, fill out your committee request form and request to join the committee.

5. Excused Absence Policy (Joe Wilferth)

The discussion on attendance policy and the issues with athletics has prompted a discussion on excused absences. University sanctioned events are a part of the student college experience. How should these events be accommodated in our classes? The current Executive Committee recommends to the incoming executive body and the incoming senators to review a policy on excused absences. Joe Wilferth provided an initial attempt at a policy ([see Appendix D](#)) but it was solely a document to begin discussion on the subject.

Matt Guy stated that he gives quizzes but does not give make-up quizzes. Does this go against the draft policy? The answer was yes.

Lauren Ingraham commented on different people's interpretation of what prevents attendance, in relation to sickness. Some students may attend class with a cold while others will miss class.

Bev Brockman asked about the timing of when a student comes to the professor to discuss an issue. Many students choose to approach professors late in the semester about attendance issues. Gavin Townsend stated that faculty should have protection in your syllabus.

Kenyon Wilson was concern about "other personal circumstances" being in policy. He felt it was too broad. He gave an example of an instance where a student had a tongue piercing the week of a musical concert and could not play an instrument. In his opinion, this should not be an excused absence.

6. Report from the University Faculty Council (Lyn Miles)

Lyn Miles discussed the last University Faculty Council meeting. The Council is continuing to grapple with the issue of Faculty Governance. The UFC will have a website (it is being developed) and it will be a central place for UT faculty on all the campuses. The website will be a place for discussion of concerns and issues on the four campuses. There is a desire to discuss uniform General Education requirements as well as uniform course numbers. The preliminary discussion has been on using the thousands numbering system. The conversation is just beginning but if you have experience with this issue please send ideas or comments to Lyn Miles or Gavin Townsend.

Jim Hiestand wondered if Lyn Miles had any information on the possible vote of "no-confidence" for President Petersen coming from UT-Knoxville. The Senate in Knoxville did poll the Faculty, but a formal vote has not been taken. Through further discussion of the issue, the campus decided that it would not be a wise thing to do at this time. UT-Knoxville had some real questions about what might be achieved by doing this. After having a discussion with President Petersen, the Senate was hopeful that some changes might come about.

7. Faculty Handbook Committee (Oralia Preble-Niemi)

Colleen Harris present the changes suggested by the Faculty Handbook Committee. Unfortunately, the information that was provided for the Senate prior to the meeting was not what will be discussed. Please see [Appendix E](#) for the actual issues voted on.

- a. Change all mentions of "part-time adjunct faculty" to "adjunct faculty" – **This passed by voice vote.**
- b. Section 2: Election of 1st and 2nd Vice-President – insert language at the end to deal with issues when a person is not confirmed. **This was passed by voice vote.**
- c. Revision of Election of Adjunct faculty member – to deal with how the Adjunct representative is actually elected. Kenyon Wilson asked if the representative could not be re-elected. Yes, the Adjunct representative could be re-elected. **This was passed by voice vote.**
- d. Clarification of who has voting privileges at full-faculty meetings – Randy Walker asked if this omits adjuncts from voting. The answer was yes, due to the definition of adjunct faculty in Chapter 3.1 of the Faculty Handbook and the problems of quorum. **This was passed by voice vote.**

- e. Clarification of who can be elected as a senator – faculty senators must be elected from tenure-track or tenured faculty. **This was passed by voice vote.**

8. Report from Executive Committee (Gavin Townsend)

Election of BOT Representative – the Senate is no longer in a position to recommend a representative for this position. There is a state law that obligates the Governor to pick a former Faculty Senate President (or equivalent) for this position. President Petersen interprets this to mean that it must be a former Faculty Senate President. Gavin Townsend and Richard Rice have both declined the position. Verbie Prevost (a past Senate President) has accepted the position.

9. Administrative Reports: NONE

10. Other Business:

As the Adjunct Faculty Representative, Ann Thomas Moore feels that information in the handbook should be filtered out for the Adjuncts, just the material that applies to them. Therefore, the Adjunct Faculty Committee has written a draft of an Adjunct Handbook that would help AdjunctFaculty. This document will be submitted in the committee report.

Colleen Harris stated that she was wary of making an entire Adjunct Faculty Handbook. She asked if there was an Adjunct orientation. Lauren Ingraham stated that Karen Adsit does have an orientation for Adjunct Faculty.

11. Faculty Concerns:

Richard Rice began this statement by telling the Senate that this was his opinion and not a reflection of the Executive Committee. After the removal of Raven last fall, the Chancellor asked for meeting with the Executive Committees of the faculty and staff. Chancellor Brown supported more communication between the Administration and the Executive Committees of the faculty and staff. Chancellor Brown was at the first two hour meeting for one hour; he missed the second meeting and has cancelled the last meeting. Richard Rice feels that there is a continued problem of communication on this campus.

Ralph Covino has some cards if you would like to sign and send them to Senator Woodson. If you support the raise, please sign the card and the union will pass them along.

12. Announcements: NONE

13. Adjournment:

Richard Rice thanked Gavin Townsend for his service. This was met with a round of applause. Meeting was adjourned at 4:53 PM.

**Respectfully Submitted (for the last time in a very long, long, long, long, long, long, long, long, while!),
Gretchen Potts
Faculty Senate Secretary
April 17, 2008**

APPENDIX A.1: Statement by Leila Pratt, Chair of the Faculty Athletics Committee

Although the Athletics Committee does not have a copy of the original guideline regarding missed classes that was passed by Faculty Council some time in the mid to late 70's, it is the sense of the committee that the goal of this measure was to within reason ensure that student athletes not missed more than 3 MWF classes or 2 TT classes. The committee believes that the athletic administration has made and continues to make a good faith effort to see that this guideline is enforced. When the guidelines can not be met, the athletic administration has worked diligently to minimize any negative academic impact. However, the committee also realizes that there are certain constraints beyond the control of the athletic administration especially but not limited to scheduling requirements imposed by the Southern Conference or the NCAA which may make it difficult for the guideline to be met.

APPENDIX A.2: Statement by Rick Hart in response to concerns about missed classes

Thank you for inviting me here today to address some concerns with regard to our commitment to the academic mission of the institution. We enjoy oversight from a number of constituents and governing bodies; and I am pleased that this particular issue was brought to us for review by the Faculty Athletics Committee.

During our most recent meeting last week, the FAC confirmed that the athletics department is in compliance with all NCAA, Southern Conference and University of Tennessee at Chattanooga guidelines with regard to class attendance. Furthermore, the FAC supports our "good faith effort" to minimize academic conflicts and recognizes that we must adhere to NCAA and/or SoCon scheduling criteria.

I think it is important to note that UTC student-athletes graduate at a higher rate than the general student population. In the fall of 2007, 117 student-athletes were named to the AD Honor Roll, 81 of those student-athletes were named to the Dean's List, and 21 of those student-athletes earned a perfect 4.0 GPA. Overall, I am very proud of our student-athletes and their achievements in the classroom. Additionally, I appreciate the commitment they have made to learning outside of the classroom by developing their leadership skills and contributing to the local community.

The University of Tennessee at Chattanooga is an engaged metropolitan university committed to excellence in teaching, research and service, and dedicated to meeting the diverse needs of the region through strategic partnerships and community involvement. The institution has indentified, as a strategic initiative imperative to the institution as a whole, the importance of athletic and academic success. In the fulfillment of that mission, the athletics department guides, encourages and supports our student-athletes in their quest for comprehensive excellence – academically, athletically and socially. Above all else, we prepare our students for productive and meaningful lives.

An athletics department with the appropriate priorities is a valuable member of the university community. We are here to enhance the student experience, not engulf it. This is a complex topic; and we must continue to work together to understand our challenges and develop a "forward-thinking mindset" and "best practices" approach to ensure that we establish comprehensive excellence as the UTC Standard!

I appreciate your time today and welcome your critical comments so that we may utilize your comments to continually improve.

APPENDIX B: Questions posed to the Rick Hart, Athletic Director and his answers to those questions

1. What exactly are the NCAA regulations regarding missed classes?

Missed Class Policies

3.2.4.14 Missed Class-Time Policies.

Active

members are obligated to establish policies in all sports concerning student-athletes' missed class time due to participation in intercollegiate athletics and in athletics competition scheduled during final examination periods (see Bylaw 17.1.6.6.1).

17.1.6.6.1 No Class Time Missed for Practice Activities.

No class

time shall be missed for practice activities except when a team is traveling to an away-from-home contest and the practice is in conjunction with the contest. *(Adopted: 1/10/91 effective 8/1/91)*

17.1.6.6.1.1 Exception -- Championship Practice.

At any

conference or NCAA championship, student-athletes from the team representing the host institution shall be permitted to miss class time to attend practice activities conducted the day before the competition. *(Adopted: 4/27/00; Revised: 4/26/01)*

In-Season Time Limitations

17.1.6.1 Daily and Weekly Hour Limitations -- Playing Season.

A student-

athlete's participation in countable athletically related activities (see Bylaw 17.02.1) shall be limited to a maximum of four hours per day and 20 hours per week. *(Adopted: 1/10/91 effective 8/1/91)*

17.1.6.1.1 Exception -- Golf Practice Round.

A

practice round of golf may exceed the four-hours-per-day limitation, but the weekly limit of 20 hours shall remain in effect. A practice round played on the day prior to the start of an intercollegiate golf tournament at the tournament site shall count as three hours, regardless of the actual duration of the round. *(Adopted: 1/10/91 effective 8/1/91; Revised: 1/16/93)*

17.1.6.3.8 Multisport Participant.

A

multisport student-athlete's participation in countable athletically related activities is limited to a maximum of four hours per day and a total of 20 hours per week. *(Adopted: 4/29/04 effective 8/1/04)*

17.1.6.3.2 Competition Day.

All

competition and any associated athletically related activities on the day of competition shall count as three hours regardless of the actual duration of these activities

Out-of-Season Time Limitations

17.1.6.2 Weekly

Hour Limitations -- Outside the Playing Season -- Sports other than Football.

Outside of the playing season,

from the institution's first day of classes of the academic year or September 15, whichever occurs earlier, to one week prior to the beginning of the institution's final examination period at the conclusion of the academic year, only a student-athlete's participation in required weight-training, conditioning and skill-related instruction shall be permitted. A student-athlete's participation in such activities per Bylaw 17.02.1 shall be limited to a maximum of eight hours per week with not more than two hours per week spent on skill-related workouts. All athletically related activities outside the playing season are prohibited one week prior to the beginning of the final examination period for the applicable academic term through the conclusion of each student-athlete's final exams. *(Revised: 4/27/06 effective 8/1/06; 9/22/06)*

17.1.6.2 Weekly Hour Limitations -- Outside the Playing Season --Championship Subdivision Football

Activities between the institution's last contest and the start of summer conditioning are limited to required weight-training, conditioning and the review of game film. A student-athlete's participation in such activities shall be limited to a maximum of eight hours per week, of which no more than two hours per week may be spent on the viewing of film. All activities beginning with the start of summer conditioning and outside the playing season shall be conducted pursuant to Bylaw 17.11.6-(a)-(2) and 17.11.6-(b). *(Revised: 12/15/06)*

2. What are UTC's regulations regarding missed classes for athletic events?

All coaches are required to submit season schedules to the UTC Athletics Committee prior to implementation for approval. The Athletics Committee, representative of the UTC Faculty, approves those schedules prior to the beginning of the competition. To meet the intent of the NCAA and the UTC Faculty Senate, minutes reflect the committee developed a policy

prior to 1992 that indicated a team should not miss more than three MWF and two Tuesday/Thursday classes in a semester during regular season scheduled competitions. However, there are occasional exceptions granted given the circumstances for that particular sport. Student athletes are encouraged to share the approved schedule with their professors. Missing class does not negate the students' responsibilities to fulfill the requirements of the course. It is expected that faculty will work with the student athletes, establishing a mechanism for the student athletes to submit papers/exams/conduct labs early and/or upon return to class. UTC is an institution committed to success in academics and athletics and for the student-athlete this commitment is vital to his/her individual success.

3. Are the practices of the athletic programs in accord with the policies of the Athletic Committee?

Yes.

4. Are all the coaches made aware of these regulations and policies? Do they in turn convey these to the students?

The coaches are reminded of the policy every year in Compliance Meetings and when they fill out the Sport Schedule Form that is approved annually by the Faculty Athletics Committee. Students are formally informed of this policy through the *Department of Athletics Policy Handbook and Academic Planner* (page 25). Students who will be missing classes for competition are given a letter to hand-deliver to each instructor regarding missed classes.

5. Is it true that Athletics does not count afternoon classes among those that students must consider when totaling their allowable excused absences per term?

Because schedules are developed and approved well in advance of the season to comply with NCAA and SoCon guidelines – and to allow adequate planning for travel, etc. – we do not know each and every student's academic schedule. Additionally, schedules will vary depending upon major, graduation requirements, etc. As a result, it is not possible to anticipate every conceivable scenario; therefore, we must work in good faith to minimize scheduling conflicts. We have found that the majority of our student-athletes are able to fulfill their academic obligations prior to noon during their competitive seasons. We strategically schedule afternoon courses during their non-competitive season, or in the summer, whenever possible. For the most part, this allows us to minimize missed class time due to travel.

6. Why is it necessary to discourage students from taking classes after 1:40 on TT and 2 PM on MWF? Why can't athletic practice sessions begin at, say, 4 PM?

During the competitive season, it is difficult for a student-athlete to take afternoon or evening classes due to the high volume of travel. While student-athletes do not miss class due to practice, it is still important that we minimize conflicts so that they attend as many practice sessions as possible. With 17 sports, practice times must be appropriately spaced in order to protect the safety, health and well-being of the students. We have finite resources [facilities (shared), trainers, etc.] and daylight; so teams practice at various times. In addition to their class schedule and a four-hour practice session during the competitive season, our students must have time study, eat and rest.

7. With the decrease in classroom space and the increase in student enrollment, department heads are under increased pressure to schedule more and more classes into the late afternoon. How will this effect our student-athletes?

We don't know – but this is something that we will continue to evaluate with the FAC. Our campus continues to evolve. As that happens, we must anticipate the effects on all students and adapt to best meet their needs in the fulfillment of the institutional mission. It is possible that a more robust and “flexible” class schedule will assist our student-athletes by providing more options to enroll in classes which are currently only offered at certain times and during certain semesters. I expect for us to continue this dialogue in the months and years to come.

8. An increasing number of disciplines, especially those in the fine arts and sciences, have mandatory afternoon classes. How many majors are now effectively off-limits to student-athletes because of conflicting practice schedules?

I am not aware of any areas of discipline which are predetermined as “off-limits” to student-athletes. However, just like other students, student-athletes must consider their additional commitments and individual abilities when selecting a major. There is no doubt that some student-athletes are capable of achieving excellence in any area of study they choose, while others simply cannot perform the required level of work due to a variety of factors. Again, we must work with each of our student-athletes to develop a personalized learning plan and guide them to their interests and areas where they can excel.

Number of Contests or Dates of Competition

Football	11—sometimes 12*
Basketball	29
Softball	56
Wrestling	16
Soccer	20
Tennis	25
Golf	24 or 9 three-day contests
Volleyball	28
Cross country	7
Indoor & Outdoor Track	18

* Football plays 12 contests in years where there are 14 Saturday's from first permissible playing date through the last permissible date in November

INFORMATION ABOUT THE GRADUATION-RATES REPORT

This information sheet and the 2007 NCAA Graduation-Rates Report have been prepared by the NCAA, based on data provided by the institution in compliance with NCAA Bylaw 30.1 and the Federal Student Right-to-Know and Campus Security Act. Each NCAA Division I college or university is required to distribute this sheet and the report to prospective student-athletes and parents, as specified in Bylaw 13.3.1.2.

The graduation-rates report provides information about two groups of students at the college or university identified at the top of the form: (1) all undergraduate students who were enrolled in a full-time program of studies for a degree, and (2) student-athletes who received athletics aid from the college or university for any period of time during their entering year. [Note: Athletics aid is a grant, scholarship, tuition waiver or other assistance from a college or university that is awarded on the basis of a student's athletics ability.]

The report gives graduation information about students and student-athletes entering in 2000. This is the most recent graduating class for which the required six years of information is available. The report provides information about student-athletes who received athletics aid in one or more of eight sports categories: football, men's basketball, baseball, men's track/cross country, men's other sports and mixed sports, women's basketball, women's track/cross country, and other women's sports. For each of those sports categories, it includes information in six self-reported racial or ethnic groups: American Indian or Alaska Native, Asian or Pacific Islander, Black, Hispanic, Non-Resident Alien, White, and Other (not included in one of the other six groups or not available) and the total (all seven groups combined).

A graduation rate (percent) is based on a comparison of the number (N) of students who entered a college or university and the number of those who graduated within six years. For example, if 100 students entered and 60 graduated within six years, the graduation rate is 60 percent. It is important to note that graduation rates are affected by a number of factors: some students may work part-time and need more than six years to graduate, some may leave school for a year or two to work or travel, some may transfer to another college or university, or some may be dismissed for academic deficiencies.

Three different measures of graduation rates are presented in this report: (1) freshman-cohort rate, (2) graduation success rate (GSR) and (3) exhausted-eligibility rate. The freshman-cohort rate indicates the percentage of freshmen who entered during a given academic year and graduated within six years. The graduation success rate (GSR) adds to the first-time freshmen, those students who entered mid-year, as well as student-athletes who transferred into an institution. In addition, the GSR will subtract students from the entering cohort those who are considered allowable exclusions (those who either die or become permanently disabled, those who leave the school to join the armed forces, foreign services or attend a church mission), **as well as** those who would have been academically eligible to compete had they returned to your institution. The exhausted-eligibility rate indicates the percentage of student athletes who used all of their athletics eligibility at this college or university and who graduated by August 2006.

1. Graduation-Rates Data. The box at the top of the graduation-rates report provides freshman-cohort graduation rates for all students and for student-athletes who received athletics aid at this college or university. Additionally, this box provides GSR data for the population of student-athletes. [Note: Pursuant to the Student-Right-to-Know Act, anytime a cell containing cohort numbers includes only one or two students, the data in that cell and one other will be suppressed so that no individual can be identified.]
 - a. All students. This section provides the freshman-cohort graduation rates for all full-time, degree-seeking students by race or ethnic group. It shows the rate for men who entered as

freshmen in 2000-01, and the four-class average, which includes those who entered as freshmen in 1997-98, 1998-99, 1999-00 and 2000-01. The same rates are provided for women. The total for 1999-00 is the rate for men and women combined, and the four-class average is for all students who entered in 1997-98, 1998-99, 1999-00 and 2000-01.

- b. **Student-athletes.** This section provides the freshman-cohort graduation rates and also the GSRs for student-athletes in each race and ethnic group who received athletics aid. Information is provided for men and women separately and for all student-athletes.
- c. **Student-athletes by Sports Categories.** This section provides the identified graduation rates as in 1-b for each of the eight sports categories. (The small letters indicate the value of N.)
- d. **Graduation Rates of Those Exhausting Eligibility.** This section provides the graduation rates of student athletes who entered during the 1991-92 through 2000-01 academic years and exhausted their eligibility at the college or university. The rate indicates the percentage who had graduated by August 2006.

2. Undergraduate Enrollment Data

- a. **All students.** This section indicates the number of full-time, undergraduate, degree-seeking students enrolled for the 2005 fall term and the number of men and women in each racial or ethnic group.
- b. **Student-athletes.** This section identifies how many student-athletes were enrolled for the 2005 fall term and the number of men and women in each racial or ethnic group.
- c. **Student-athletes by Sports Categories.** This section provides the enrollment data as identified in 3-b for each of the eight sports categories.

Graduation Success Rate Report

1997-2000 Cohorts: University of Tennessee at Chattanooga

Men's Sports

Sport	GSR	Fed Rate
Baseball	-	-
Basketball	39	25
CC/Track	56	56
Fencing	-	-
Football	48	54
Golf	67	55
Gymnastics	-	-
Ice Hockey	-	-
Lacrosse	-	-
Rifle	-	-
Skiing	-	-
Soccer	-	-
Swimming	-	-
Tennis	75	60
Volleyball	-	-
Water Polo	-	-
Wrestling	39	31
Men's Non-NCAA Sponsor. Sports	-	-

Women's Sports

Sport	GSR	Fed Rate
Basketball	68	71
Bowling	-	-
CC/Track	67	67
Crew/Rowing	-	-
Fencing	-	-
Field Hockey	-	-
Golf	-	-
Gymnastics	-	-
W. Ice Hockey	-	-
Lacrosse	-	-
Rifle	-	-
Skiing	-	-
Soccer	64	61
Softball	50	44
Swimming	-	-
Tennis	75	67
Volleyball	64	64
Water Polo	-	-
Women's Non-NCAA Sponsor. Sports	-	-

2. Undergraduate-Enrollment Data (All full-time students enrolled Fall 2005-06)

a. All Students	Men	Women	Total	b. Student-athletes	Men	Women	Total
	N	N	N		N	N	N
Am.Indian/AN	11	13	24	Am.Indian/AN	0	0	0
Asian/PI	77	87	164	Asian/PI	0	0	0
Black	494	899	1393	Black	67	9	76
Hispanic	52	35	87	Hispanic	5	20	25
White	2137	2925	5062	White	70	36	106
N-R Alien	0	0	0	N-R Alien	9	9	18
Other	0	0	0	Other	0	0	0
Total	2771	3959	6730	Total	151	74	225

c. Student-Athletes # By Sports Category

Men	Basketball	Baseball	CC/Track	Football	Other
Am.Indian/AN	0	0	0	0	0
Asian/PI	0	0	0	0	0
Black	12	0	1	54	0
Hispanic	0	0	0	0	5
White	1	0	6	28	35
N-R Alien	0	0	3	0	6
Other	0	0	0	0	0
Total	13	0	10	82	46

Women	Basketball	CC/Track	Other
Am.Indian/AN	0	0	0
Asian/PI	0	0	0
Black	8	1	0
Hispanic	6	11	3
White	0	0	36
N-R Alien	1	2	6
Other	0	0	0
Total	15	14	45

#Only student-athletes receiving athletics aid are included in this report.

University of Tennessee at Chattanooga

FRESHMAN-COHORT GRADUATION RATES

	All Students	Student-Athletes #
2000-01 Graduation Rate	45%	49%
Four-Class Average	44%	53%
Student-Athlete Graduation Success Rate		53%

1. Graduation-Rates Data

a. All Students

	Men				Women				Total			
	Freshman Rate				Freshman Rate				Freshman Rate			
	00-01		4-Class		00-01		4-Class		00-01		4-Class	
	N	%	N	%	N	%	N	%	N	%	N	%
Am.Indian/AN	***	***	8	25	***	***	7	43	***	***	15	33
Asian/PI	13	31	49	35	14	64	40	63	27	48	89	47
Black	58	36	238	39	163	50	507	48	221	46	745	46
Hispanic	3	67	13	38	3	33	13	46	6	50	26	42
White	352	40	1080	38	452	49	1381	48	804	45	2461	43
N-R Alien	8	25	19	42	6	50	15	67	14	36	34	53
Other	***	***	0	0	***	***	0	0	***	***	0	0
Total	438	39	1407	38	640	50	1963	49	1078	45	3370	44

b. Student-Athletes

	Men						Women						Total					
	Freshman Rate						Freshman Rate						Freshman Rate					
	00-01		4-Class		GSR		00-01		4-Class		GSR		00-01		4-Class		GSR	
	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%
Am.Indian/AN	3	0	3	0	***	***	0	0	0	0	***	***	3	0	3	0	***	***
Asian/PI	***	***	3	33	10	30	***	***	0	0	0	0	***	***	3	33	10	30
Black	***	***	50	56	69	52	***	***	12	75	15	73	***	***	62	60	84	56
Hispanic	0	0	***	***	***	***	0	0	***	***	***	***	0	0	***	***	***	***
White	16	50	83	48	132	51	12	75	73	60	90	62	28	61	156	54	222	55
N-R Alien	3	33	3	33	4	25	5	60	5	60	5	60	8	50	8	50	9	44
Other	0	0	***	***	0	0	0	0	***	***	0	0	0	0	***	***	0	0
Total	33	36	145	48	221	48	18	72	91	62	112	63	51	49	236	53	333	53

#Only student-athletes receiving athletics aid are included in this report.

APPENDIX D: Draft document on the Excused Absence Policy – To be discussed by the 2008 – 2009 Faculty Senate

Attendance Policy (from the Undergraduate Catalog, existing policy)

Each member of the faculty may establish an attendance policy for his or her courses and should describe the policy in the course syllabus. Faculty may choose to use attendance to determine a portion of the student's final course grade. Consequently, students should ensure that they understand and follow the instructor's attendance policy.

Although the University does not have a uniform attendance policy, students should attend all scheduled meetings of the course. Students assume sole responsibility for obtaining information presented during a missed class session. Students who miss assignments, tests, and other exercises may complete the missing work at the instructor's discretion.

Failure to attend scheduled class meetings is not evidence of the student's intent to withdraw from a course. Students wishing to withdraw from courses must withdraw online or submit a Request to Withdraw form to the Records Office during the official drop period. Students cannot withdraw from a course either online or in the Records Office after the official last day to withdraw for the semester or summer term. Failure to withdraw officially from any course will result in a grade of F if the student has not successfully completed the assigned work.

Students who have not registered for a course may not attend or otherwise participate in the course.

Absence Policies

On occasion, a student will not be able to attend a scheduled class meeting because of participation in a University-sanctioned event, observance of a religious holiday, illness or personal emergency, or military duty. This section describes the accommodation that students will receive for these absences.

Students who miss class meetings are responsible for obtaining information presented during the missed classes and understand that some classroom activities cannot be replicated. Instructors will not penalize the student for the absence.

Students whose absence causes a missed examination, assignment deadline, or other measurement of academic progress will cooperate with the instructor to determine a reasonable accommodation. The instructor will provide an equivalent version of the test or missed assignment for the student to complete. Students who believe themselves to be penalized by an instructor, either by a disproportionate task to make up missed work or a grade reduction, may appeal the action by following the grade appeal process described in Grade Appeals Procedure of the Student Handbook or the Course Catalog.

University-Sanctioned Events

The University recognizes that educational experiences extend beyond the classroom and campus. Therefore, the University encourages its students to participate in various sanctioned academic and extra-curricular activities. Consequently, instructors will grant "excused" absences to students who participate in University-sanctioned events. These events include, for example, participation in scholarly conferences, musical and theatrical performances, debate and speech competitions, intercollegiate athletic events, student government meetings, and other public collegiate events that may conflict with the student's course schedule. The vice chancellors, academic deans, student government association, or faculty sponsors of recognized student organizations may petition the Provost to designate other events or categories of events as University-sanctioned.

The organizer of the sanctioned event will provide students with a letter that includes the following:

Title of event

Faculty/Staff sponsor of event

Dates and location of event(s) including travel dates

Names of students participating in events

Students must present this letter to their instructors at the earliest practical time, preferably at the start of the semester or at least three weekdays before the absence.

Students whose extra curricular activities result in missing more than 10% of the scheduled class meetings are urged to revise their schedule to ensure that they attend as many class meetings as possible.

Athletic Events

All coaches are required to submit season schedules to the UTC Athletics Committee prior to implementation for approval. The Athletics Committee, representative of the UTC Faculty, approves those schedules prior to the beginning of the competition.

UTC Sports Schedule Form: <http://www.utc.edu/Departments/fcouncil/Forms/SportsScheduleForm.doc>).

Members of an athletic team should not miss more than three MWF and two Tuesday/Thursday classes in a semester during regular season scheduled competitions.

Religious Holidays

The University recognizes specific state and federal holidays, which are published in the annual catalog. Students whose observance of religious holidays is not recognized by the University should collaborate with their instructor to determine a reasonable accommodation for the absence. Students should request these accommodations during the first week of classes.

Illness and Family Emergency

Instructors should excuse absences due to student illness or other personal circumstances that prevents the student from attending class. In cases of extended absences, the student may request that the instructor issue an incomplete grade for the course, or the student may request an "Exception to the Withdrawl Policy" (described below).

The instructor may request documentation of the conditions surrounding the absence. In some cases, the student may not wish to reveal personal and confidential information. In such cases, the student may request that the Dean of Students provide a letter of verification.

Military Duty

Students will receive excused absence from classes for participation in military duties.

Additional Information

Students whose absences from class jeopardize their class performance may seek one of several remedies as listed below.

Exception to the Withdrawal Policy (Undergraduate Catalog, existing policy)

A student experiencing a serious illness, injury, or unusually difficult personal circumstances may request an exception to the withdrawal policy by submitting documentation of these circumstances to the Registrar. The student will receive a W for all courses for which withdrawal is approved. Requests for exemptions must be submitted in writing within one calendar year of the end of the semester in question.

Incomplete Grade (Undergraduate Catalog, existing policy)

A student may receive an incomplete grade if the student's course work has been of passing quality and who has valid reason for not completing some requirement of the course. Removal of an Incomplete must be submitted by the instructor to the Records Office no later than three weeks before the last day of classes in the next regular semester, or the Incomplete will become an F. The Incomplete grade will not be computed in the grade point average during the interim. Any student called to active duty in the Armed Forces of the United States may, with the permission of the instructor, be given an indefinite incomplete. The incomplete may be made up at any time, or a retroactive withdrawal may be granted.

Withdrawals (Undergraduate Catalog, existing policy)

After a semester or summer term begins, students are expected to attend all classes until or unless the class(es) is (are) officially dropped online or in the Records Office. During the first two weeks of a semester, a student may officially withdraw without prejudice from any class, and no grade will be recorded. After the first two weeks of the semester and up to the final drop date, a student who officially withdraws will receive a grade of W. Comparable periods apply to each of the individual summer terms. Specific withdrawal deadlines for each semester or summer term are noted on the Records Office website. Students may not withdraw from a course after the final drop date for the semester. The withdrawal date is published each semester in the academic calendar posted on the Records Office website.

APPENDIX E: Changes to the Faculty Handbook, Chapter 2

2.2.5. Faculty Meetings

Faculty meetings are conducted according to *Robert's Rules of Order, Newly Revised* (latest edition) with two exceptions approved by the faculty on September 6, 1976.

1. Amendment to the article concerning a motion to lay on the table:
It is undebatable and cannot have any subsidiary motion applied to it, except that the person proposing the original motion, or someone designated by this person, may have the privilege of speaking for up to two minutes to the motion to table.
2. Amendment to the article concerning voting:
A secret ballot will be used whenever requested by more than one person.

Second readings and votes are required for affirmative action on major issues, e.g., organization of the faculty, general education requirements and special academic programs. The presiding officer determines which issues are major. The agenda for a called meeting of the **general full** faculty shall indicate which items will require two readings. If the **general full** faculty wishes to reclassify an item, it must be done prior to the voting on the agenda item.

Voting privileges in faculty meetings are held by individuals who have a full-time appointment with faculty rank. A quorum of the assembled full faculty will consist of one third of the total number of full faculty. In the event that a quorum is called for during assemblies of full faculty and a quorum is not present, debate on resolutions facing the assembled full faculty may proceed; voting may not proceed. The Faculty Secretary should continue to keep minutes of the assembly.

2.3.1. Faculty Senate Bylaws

2.3.2. Article I. Powers and Duties of the Faculty Senate

Section 2. Reports

All deliberations by the Faculty Senate shall be reported to the faculty through distribution of the minutes of each senate meeting. The minutes of the senate (including much of the debate and a record of all votes) will be distributed to each voting member of the faculty (to include **tenure track and non-tenure track full time faculty, as defined in 3.1**) within seven (7) working days after the senate meeting. The recommendations of the Faculty Senate will--with the approval of the Chancellor--become effective eight (8) working days after the distribution of the minutes unless there is sufficient desire for the consideration of certain items at a **general full** faculty meeting. Upon the written request of fifteen (15) voting faculty members to the secretary of the faculty, an item will be placed on the agenda of the next **general full** faculty meeting. It is the responsibility of the President of the Faculty Senate to transmit to the Chancellor within two working days any Senate or full faculty recommendations requiring the approval of that office. The Chancellor's decisions will be communicated to the President of Faculty Senate within eight (8) working days.

2.3.3. Article II. Faculty Senate Membership

Section 2. Elected Members

Members of the Faculty Senate, except the adjunct faculty member **and the full-time, non-tenure-track member (as defined in 3.1.2.)**, shall be elected from those members of the faculty who meet the following criteria at the time of election: hold a full-time **tenured or tenure-track** appointment; and either engage at least half time in teaching and/or academic research, or serve as head of an academic department, or hold rank as a professional member of the library staff, with the exception of the Dean of Libraries, who serves as ex officio. Any faculty member who is related to more than one of the voting divisions described below will be considered as a member of the voting division in which rank is held unless duties in another voting division exceed a half-time appointment.

2.3.4. Article III. Method of Election

Nomination and Election of the Adjunct Faculty Senate Member

Before the end of ~~August the Spring Semester in odd years, a nominating committee consisting of the current Adjunct faculty member, the Associate Provost for Academic Affairs Undergraduate and Special Programs and the president of the Faculty Senate~~ **President** will ~~meet to nominate up to 3~~ **contact all** Adjunct Faculty ~~for the position of~~ **by e-mail to call for**

nominations for the position of the Adjunct Faculty Senate member. ~~Ballots will be distributed in the first week of the Fall semester to active adjunct faculty and must be returned to the Faculty Senate President by the end of the third week of the Fall Semester. The Adjunct member's term begins immediately.~~ At least five business days will be allowed for nominations. The President will then announce the results of the nomination process and proceed to administer an electronic election in accord with the procedures set forth in section 2.2.6. The winner of the election will be announced to both the adjunct and full faculty, and installed on the Senate no later than September 15. Unlike the terms of other senators, the term is one year.-

2.3.5. Article IV. Faculty Senate Officers

Section 2. First and Second Vice-Presidents of the Faculty Senate

Election

The President of the Faculty Senate will choose the First and Second Vice Presidents from among members of the Senate and they will be confirmed by the full Senate at the organizational meeting of the Faculty Senate (2.3.6., Section I). If a Vice President is not confirmed, the Senate President will entertain nominations for the position from the floor, and the Senate will vote on any candidates nominated.

2.3.7 Article VI. Committees

Standing Committees

The standing committees of faculty shall include: academic standards (undergraduate), admissions (undergraduate), athletics, bookstore, budget and economic status, classroom technology, curriculum(undergraduate), departmental honors, faculty administrative relations, faculty rating of administration, faculty research, general education, grade appeals, graduate senate, honor court, library, mediation, ~~part-time adjunct~~ faculty, petitions (undergraduate), publications board, scholarships, speakers and special events, and student rating of faculty instruction.

~~Part-Time Adjunct Faculty Committee~~

Purpose. The ~~part-time adjunct~~ faculty committee addresses the needs of ~~part-time adjunct~~ faculty and bring their concerns to the attention of Faculty Senate. Provides a communication channel between the community of ~~part-time adjunct~~ faculty and the University.

Membership. Three (3) full-time faculty from three different schools or colleges. Three (3) ~~part-time adjunct~~ faculty, including the representative to Faculty Senate, who will serve as Chair. ~~Part-time adjunct~~ faculty members will be appointed no later than the second Faculty Senate meeting of the Fall semester.