

Faculty Senate Minutes

Lookout Mountain Room, University Center, 3:10 p.m.

1 September 2011

<u>Division</u>	<u>Present</u>	<u>Absent</u>
President	Victoria Steinberg	
Past-President		Pedro Campa
At Large	Susan North, Colleen Harris, Mike Bell, Shela Van Ness, Lyn Miles	Richard Metzger
Lecturer	Andrea Becksvoort	
Adjunct	TBD	
Behavioral Sciences	Zibin Guo	
Business Adm.		Marsha Scheidt, Katherine Karl
Eng & Comp Sci	Jim Hiestand, Claire McCullough	Mbakisya Onyango
Fine Arts	Gaye Jeffers, Kenyon Wilson	
CHEPS	Kay Cowan, Barry Dale, Jamie Harvey, Deborah McAllister	David Rausch
Humanities	Ralph Covino, Heather Palmer, Verbie Prevost	
Library		Beverly Kutz
Math & Sciences	Sumith Gunasekera	John "Matt" Matthew, Hill Craddock
Ex-Officio	Phil Oldham, Jocelyn Sanders, Richard Brown, Theresa Liedtka	Roger Brown, John Delaney
SGA Liaison		

Also present were: Terry Denniston, Chuck Cantrell, Dr. Joe Dumas, Dr. Matthew Guy

Meeting highlights:

- Dr. Shela Van Ness was voted the representative to the Graduate Council
- Committee on Committees election was held; new members are Beverly Kutz, Dr. Vic Bumphus, Dr. Li Yang, Dr. Zibin Guo, Dr. Jamie Harvey, chaired by Dr. Deborah McAllister.
- The body voted to empanel an ad-hoc committee to look at academic calendar scheduling and its impact on instruction time and various university processes impacting students

1. **Call to Order.** The meeting was called to order at 3:14pm by President Dr. Victoria Steinberg.
2. Dr. Victoria Steinberg welcomed the Senate back, reminded members to read materials posted to the Senate site before the meetings.
3. Dr. Jim Hiestand was reappointed as Senate parliamentarian. Dr. Hiestand shared a brief summary document and remarks regarding Robert's Rules of Order.
4. **Approval of Minutes.** Dr. Deborah McAllister moved that the minutes from 21 April 2011 be approved; Dr. Jim Hiestand seconded. Minutes were unanimously approved by voice vote.

New Business

5. Administrative Report: Provost Phil Oldham

Provost Phil Oldham welcomed the Faculty Senate back, and noted that this fall enrollment stands at eleven thousand, four hundred some-odd students. The census date is Tuesday, Spetember 6th for the final count. This number is a 5% increase over last year, and a 30% increase over the past 6 years, demonstrating growth even through the recession. The Provost stated he assumed we would be able to continue this growth through the foreseeable future, and now we can hopefully turn our attention to the future and planning strategically.

The Provost reported our first year retention rate continues to improve, we are right at 70%, which is a ten-year high, thanks to the efforts of Fran Bender and her colleagues, and the faculty and their colleagues. 200 freshmen were retained this year that were not last year, which is a great impact and accomplishment. The university's aspirational goal is to get retention above 75%, and Provost Oldham noted he would like to see it above 80%. Much of the progress is due to many factors, mostly academic in nature. The Provost stated we are getting to the point where non-academic variables become increasingly important, like student housing.

The Provost stated that the provost's page is out for the semester, and to please see the newsletter and contact him with any questions or comments. The provost congratulated Dean Sutton on receiving a significant award from the Tennessee Professional Engineers Association honoring him as the top engineer in government service.

Provost Oldham said that all comments will be framed in terms of the Top 5 initiative, which pulls together various initiatives including infrastructure and planning, complete college, student retention, the campus master plan, and others. The Top 5 initiative is the high priority right now. The provost added that Dr. Jocelyn Sanders is working with a faculty group on degree completion program to get in front of the full faculty this semester, which will determine the appropriate degree path for students that don't fit into traditional models.

The Provost added that he is also working on a proposal for the Board of Trustees' October meeting to form an Honors College. The university has raised more than \$7 million toward the

formation of the college, which will involve the expansion of the existing honors program and additional students. We currently serve 1.5% of the student body with the honors program, we would like to serve a full 10%.

Dr. Shela Van Ness asked if the present honors program would be subsumed into the new college. The Provost replied that it would not be subsumed, but an additional part of the college. He noted that the current program's quality is excellent, it is just too small, serving about 150 students in fairly traditional humanities programs, but other students in other disciplines are not as easily tracked into the honors program. How do we expand opportunities without destroying the quality of UHON? This new college holds UHON harmless but adds additional programs in other niche areas, and has to be phased in. it would involve a doubling of the honors staff over 2-3 years; private support would drive this.

The Provost noted that summer school had a lot of changing and adjustments and was a necessary important first step. It was successful in that there was a 5% jump in student credit hours produced, and net revenues will be shared back with departments and stakeholders, which is about \$200,000. The provost said we would continue to revise and update summer school, learning about course schedules and accommodating both faculty and students, and then the focus will be heavily on marketing.

President Victoria Steinberg asked if the faculty would be consulted about class scheduling. The provost replied absolutely, and that Linda Orth is already talking to faculty and looking to standardize class time slots.

The Provost updated the Senate on SACS, saying the process would continue through December when the official vote on reaffirmation would be taken by the governing board. UTC is in excellent shape with four minor recommendations which are in the final stages of being addressed and will be passed on to SACS this week or next. The Provost fully expects us to be reaccredited.

The Provost also noted the opening of the new Math Plaza which is located in the lobby of McClellan Gym, and stated plans to further develop the patio area. He invited faculty to stop by the attractive space and take part in students actively engaged in learning. Open approximately 60 hours a week; the Provost stated he expected improvement in UTC's mathematics success rate.

President Victoria Steinberg asked that aside from student growth, how is UTC doing in terms of faculty growth? The Provost hopes to have the final staffing level numbers soon. We have added some faculty positions here and there in bottleneck areas. In the past few years we have had an 18:1 student to faculty ratio, the provost expects that to increase a bit and noted that is average and some areas are more stressed than others. Dr. Lyn Miles asked if we could have the numbers of faculty and those for tenure track faculty. The Provost said we are just below 60% tenure-track faculty, 20% non-tenure track faculty (lecturer lines), and 20-23% adjunct/part-time

faculty. He noted this is not particularly unhealthy but the adjunct/part-time number is the one he is most concerned about if it increases. The Institutional research website has much of this information.

Dr. Suzy Davis asked if those numbers represented percent of faculty or credit hours generated. The provost said those numbers represent FTE faculty. Dr. Davis asked what the percentage of credit hour generation was due to adjuncts. Dr. Jocelyn Sanders said that is not a standard so the administration does not look at that. The Provost noted that Dick Gruetzmacher can generate that number, but we do know that the weight of student credit hours falls more heavily on lecturers and adjuncts, which is not uncommon.

6. Administrative Report: Terry Denniston (proxy for Chancellor Roger Brown)

The Chancellor sends his regrets for not attending; reminder that Chuck Cantrell has information for those wishing to find Carolyn's website or send well-wishes.

There was a Board of trustees retreat August 23-24, the major discussion was about tuition and fees so we can better inform students of costs. Also, we need more money for capital projects since state funding is slowing. Vice-Chancellor Dr. Richard Brown was also at the retreat, any questions may be directed to him.

125th anniversary events are on the website, the next will be the September 11 vigil at Founders Hall, please encourage attendance. On September 15, Convocation will be held with Dr. Horace Trailer as the speaker in Roland Hayes. After convocation, there will be birthday cake in the heritage Plaza. Please note that for the gala at the Chattanooga, tickets are \$25, not \$40 as may have been mistakenly printed. On September 16th, we will be visiting hospitals delivering onesies and certificates to babies born on the 15th, our anniversary.

7. Parking Authority Report: Deborah Parker & Tyler Forrest

Deborah Parker noted that parking is a known problem. Faculty Senate is the first group to see this presentation, to be followed by SGA, ERC, and others. (See materials for presentation slides.) Deborah Parker noted that currently they do not limit the general parking decal. Our current parking rates will not pay for the debt service on new parking or extended shuttle service; proposed is a \$35 transportation fee for students. The proposal also limits sale of spaces, not to oversell as is the current practice, which means that some people will not be able to get a decal. Priority will go to faculty and staff first. Parker noted that parking is expensive; the funeral home lot was approximately \$750,000. Also in the proposal is limiting business passes to departments, giving day passes to retirees instead of free decals, extending shuttle hours, and having athletics control event parking since it costs more than it makes. Faculty and administrators are asked to consider having meetings where visitors will attend after 2:00pm instead of at peak parking times.

Dr. Shela Van Ness noted that in the old days, freshmen couldn't have cars on campuses. Was this considered? Deborah Parker answered that the committee was not for restricting freshmen, as folks in recruitment felt this was a disincentive to attend UTC.

Dr. Deborah McAllister noted she had several comments. Lot 21 where Hunter/Pfeiffer and Cooper/Race faculty and staff parking would be lost to housing parking. Lot 49 at the Sim Center is noted as mixed, so should lot 21 be. Listing lots 24 and 48 as priority is misleading since you cannot park there after 5pm or on weekends. Deborah Parker noted that the no-after-5pm or on weekends parking was part of the lease agreement. Dr. McAllister noted that lot 51 is just as big as the Hunter lot but that was not reflected on the map; Deborah Parker agreed that the map is not to scale. She noted that the committee is trying to accommodate all needs, but no plan is perfect, and there will be winners and losers. Dr. McAllister said she had heard of a bicycle share program, and suggested students do more biking. Dr. Verbie Prevost asked where the planned location for a new parking garage is. Deborah Parker said they are waiting on the master planners, but possibly lot 4 by the racquet center, but location is currently not designated. Dr. Richard brown noted that Vine Street is becoming a main quarter of campus. Dr. Verbie Prevost said hopefully the new lot will be bigger than current lots. Deborah Parker replied yes, it is expected to be a 700 car garage.

Dr. Susan North noted the talk about peak parking times, and asked what the committee did to remove cars from campus versus just providing more spaces. Deborah parker replied that the garage helps us be better neighbors to the community. Dr. North asked what is being done to encourage carpooling. Deborah parker replied that we have Mocs card access to shuttle and buses. Dr. North noted that she does not see campus encouraging that option though we purport to be building a sustainable campus. Dr. Kay Cowan noted that the School of Education faculty bring in considerable amounts of grant money and often have large amounts of materials and are on campus late at night, making the loss of their lot a problem. Dr. Lyn Miles asked how the plan addresses sustainability. Deborah parker noted that the plan extends shuttle service hours, and not overselling lots will prevent folks from driving around trying to find spaces. Dr. Miles noted that even encouraging the shuttle, students refuse to take the bus. Dr. Verbie Prevost stated that we can't expect students to do it if we (faculty) do not.

Mike Bell pointed out that in addition to another burdensome fee on students, this plan imposes a transportation fee even on students who may not drive to campus.

Terry Denniston noted that on October 3, President DiPietro would be making his first visit to UTC to present to faculty on the strategic plan of the system, as well as have other session with community leaders and student leaders, and faculty may like to hold that late morning for the to-be-scheduled session.

8. TUFS Report: President Victoria Steinberg

President Victoria Steinberg thanked Dr. Lyn Miles for providing the summary TUFs report to faculty as posted to the website. She noted TUFs is trying to collect information on class size, legal issues, and branding TUFs. TUFs president Tom Schacht will appear at Senate to talk about these issues.

9. UTFC Report: President Victoria Steinberg

President Victoria Steinberg stated there is a meeting with President DiPietro next Thursday in Nashville, and that he is open to faculty concerns. He is working on an initiative with the libraries to create a UT library system. Library Dean Theresa Liedtka noted that UT system placed a part-time person to coordinate borrowing between system libraries to achieve economies of scale, but refuses to put any money or resources into it. Dr. Lyn Miles noted that UTK has agreements with Vanderbilt UNC Chapel Hill, and others. Dean Liedtka noted that UTK has a new library director, Steve Symes from Texas A&M, who is more receptive to movement in this direction. Usually flagships do this for their campuses; new UTK leadership and faculty pressure may help us get it. Dr. Lyn Miles noted we're not a system until we're a system; president Victoria Steinberg asked the faculty to bring this up with President DiPietro when he comes to campus.

Dr. Lyn Miles noted the TUFs motion on branding is a good idea, and asked what the thinking of the Senate was on how to get feedback on the motions of class size and Brandon, perhaps an ad hoc committee? President Victoria Steinberg noted we can get numbers of class size from Dick Gruetzmacher, but how do we measure the impact on learning? Dr. Lyn Miles asked if we had a standing committee to deal with this and other legal issues TUFs is addressing. President Victoria Steinberg noted that it came to light at the medical college that you have to report colleague misconduct as a faculty member. Do we need to look at our ethical code and responsibilities? Dr. Lyn Miles noted we could start collecting best practices and pass them to TUFs. Dr. Shela Van Ness noted that class size is a matter of planning, and that given growth in students was not a surprise, we should have planned at the departmental level about opening sections and hiring adjuncts. Dr. Verbie Prevost stated that in a lot of departments, that was done; President Victoria Steinberg noted it was done in her department too.

10. Handbook Committee Election

Dr. Ralph Covino noted he needed two volunteers, one from Arts and Sciences and one from Business or Nursing (but not engineering or the Library). There were no volunteers; Dr. Covino stated the committee would begin work as-is.

11. Committee on Committees Election

Dr. Deborah McAllister presented a roster of five faculty who had agreed to serve on the Committee on Committees. The roster was approved by acclamation and the new members are

Beverly Kutz, Dr. Vic Bumphus, Dr. Li Yang, Dr. Zibin Guo, Dr. Jamie Harvey, chaired by Dr. Deborah McAllister.

12. Graduate Council Election

President Victoria Steinberg noted that the body needs to elect a member representing a department with no graduate program to the Graduate Council, which meets on opposite Thursdays from Senate. Dr. Shela Van Ness volunteered and was elected by acclamation.

President Victoria Steinberg noted that Dean Theresa Liedtka volunteered to be our representative to the 125th celebration spelling bee. Dr. Steinberg also noted an adjunct representative is needed for the body, that Dr. Zibin Guo will run the election for three representatives from the Behavioral Sciences division, and that there is a seat open in the Humanities.

13. Faculty Concerns

Dr. Jim Hiestand noted that if there were faculty invited to bring concerns forward, they should have been on the agenda, as this slot was formerly considered member concerns. Colleen Harris agreed to sponsor the speakers.

Dr. Joe Dumas presented his concerns on the new instructional calendar, which stretches into the future, in which faculty lose instructional time. He also noted that the new calendar was enacted with little to no input from faculty members, and that Monday-only classes lose a great deal of instructional time. Other concerns include loss of reading day as a meeting and makeup day, and the loss of the weekend that used to break exams in half and allow for faculty grading and student rejuvenation. Dr. Matthew Guy noted his concern was the type of class severely impacted by the change, notably the Monday night upper-level classes which involves a week's worth of reading and information that cannot be evenly subsumed into other class sessions.

Dr. Jocelyn Sanders noted that this change came to pass to serve students better since there are so many processes like inputting of grades, end of term rush in records, financial aid, and there is a domino effect before students can grade appeal, waive pre-requisites, before the next semester. Students enter classes late 2 weeks into the term because their petitions are pending. The provost suggests that if we empanel a body that we include administrators as ex-officio since we have to look at the whole thing.

Dr. Claire McCullough spoke as former chair of grade appeals, and noted that faculty are not paid to be here over Christmas break and administration cannot assume we will be here. It took the committee through mid-July because people were not around. Dr. Jim Hiestand noted that we used to start on a Friday in Spring, but no one showed up for classes. Dr. Hiestand has roughed out a possible way to schedule things and get everything in. Dr. Hiestand moved that we establish an ad-hoc committee to look further into the schedule including the impact on grade

appeal; Shela Van Ness seconded the motion. Andrea Becksvoort noted that the summer II schedule changed mid-semester and faculty were not informed and then had less than 18 hours to grade finals; she added that the committee should address the process by which faculty are informed of changes. Dr. Ralph Covino noted he had been told that faculty were once involved with making the schedule, and Linda Orth pointed out to the Senate last year that control had been ceded to records some time ago. Dr. Verbie Prevost reminded the body that faculty are actually expected to be on campus and available through commencement.

Victoria Steinberg noted that we could empower the Committee on Committees to populate the ad-hoc committee and write the charge; Dr. Jim Hiestand said the presentation of the committee and charge could happen at the next meeting. The voice vote was unanimous to populate the ad-hoc committee.

14. Announcements

Colleen Harris noted the forthcoming OED workshops on tenure and time management to be held on September 29. Colleen also asked faculty planning 125th anniversary celebrations to contact Mary Ollie Newman about getting it on the University webpage.

Dr. Jim Hiestand reminded the body that according to Roberts Rules of Order, a secret ballot is possible if requested by $\frac{1}{4}$ of those present, and that nominations do not require seconding. Dr. Hiestand also noted that in terms of friendly amendments, minor wording changes are okay.

President Victoria Steinberg reminded the body of the general Education retreat on September 10th, and encouraged faculty to attend and to designate a category of interest which they will work on that day.

15. Adjournment. The meeting was adjourned at 4:55pm.