

# Faculty Senate Meeting Minutes

**Date:** April 21, 2022  
**Time:** 3:00 pm  
**Location:** online live at <https://tennessee.zoom.us/j/93670668530>  
**Called By:** Tammy Garland, Faculty Senate President

**Author:** Cecelia M. Wigal, Faculty Senate Secretary  
**Date:** April 21, 2022

## Attendance:

Senator	Role	21-Apr	Senator	Role	21-Apr
Barnes, John	RCOB NTT		Knox, Sara	CAS BS NTT	
Basham, Sherah	CAS BS T/TT	X	Locander, Dave	RBOB T/TT	X
Boyd, Jennifer	President Elect	X	Mandravelis, Stephen	CAS FA T/TT	X
Caskey, Jodi	At-Large, NTT	X	McPherson, Joyce	At-Large, Adj	
Colston, Marissa	At-Large	X	Mills, Ethan	CAS HU T/TT	X
Crawford, Beth	CHEPS T/TT	X	Mitchell, Tiffany	CAS HU NTT	X
Crittenden, Courtney	At-Large	X	Nall, Rachel	CHEPS NTT	
Court, David	CAS FA NTT		Nichols, Roger	CAS MS T/TT	
Cruz, Elicia	CHEPS NTT	X	Ozmy, Joshua	Non-Voting	X
Cummiskey, Julia	At-Large	X	Padalino, Carolyn	CHEPS NTT	X
Debter, David	CAS MS NTT		Palmer, Heather	CAS HU T/TT	X
DePrez, Bernadette	CHEPS T/TT	X	Panagiotou, Eleni	CAS MS T/TT	X
Devries, Stephanie	CAS MS T/TT	X	Phuong, Chang	CECS NTT	
Dileepan, Dileep	RCOB T/TT		Schafer, Erika	CAS FA T/TT	X
Dockery, Todd	RCOB NTT	X	Schultz, Lucy	CAS HU NTT	X
Epperson, Brooke	CHEPS T/TT	X	Simmons, Charlene	Past President	X
Fomunung, Ignatius	CECS T/TT	X	Simms-Robertson, Priscilla	CHEPS T/TT	X
Gao, Culian (Lani)	CAS MS T/TT	X	Smith, Wes	CHEPS T/TT	X
Garland, Tammy	President	X	Stuart, Christopher	CAS HU T/TT	
Gillison, Stephanie	RCOB T/TT	X	Swaren, Chantelle	CHEPS T/TT	X
Goulet, Ron	CECS T/TT	X	Thul, Susan	CHEPS T/TT	X
Hansen, Christopher	CHEPS T/TT	X	Tyndal, Laura	At-Large	
Harper, Neil	At-Large, Adj		Wang, Yingfeng	At-Large	X
Ibrahim, Hamdy	CECS T/TT	X	Ward, Chandra	CAS BS T/TT	X
Jordan, Joseph	CAS HU T/TT		Whightsel, Oren	At-Large, NTT	X
Khmelko, Irina	CAS BS T/TT	X	Wigal, Cecelia	At-Large	X
Kimbro, Devori	CAS HU NTT	X	Xie, Mengjun	CECS T/TT	X
Klingbeil, Thandi	CAS MS NTT	X			

The meeting was called to order by President Tammy Garland at 3:11pm.

## 1. Approval of Minutes

The meeting minutes from the March 10, 2022, meeting, provided by following link, were reviewed. <https://www.utc.edu/sites/default/files/2022-04/FS%20meeting%20Minutes%2003-10-2022.pdf>. There were no discussions or corrections. Minutes were approved.

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## 2. Administrative Reports

The following reports were provided.

### *Provost Hale*

Provost Hale addressed the following:

- The review of the DRC is complete. It was a very thorough review. They are waiting on the final report, but it should note that there are (1) many things the DRC is doing very well and (2) some things that the DRC could be doing differently to align with best practices. President Tammy Garland thanked all who participated in the review of the DRC. She specifically thanked Provost Hale and Vice Chancellor Freeman for the transparent process.
- The results of the Evaluation of Administrators is now available to faculty and staff.
- Provost Hall thanked Wes Smith for hard his work on updating the faculty handbook this year.
- Finalist for the director of the Walker Center will be on campus over the next two weeks. Provost Hall requested that those who have benefited from and have interest in the Walker Center attend the interview meetings which will occur at 1:00pm most days.
- 64 of the SACS COC draft reports are complete. There are 7 draft reports still to be submitted.

### *Vice Provost Matthews*

Vice Provost Matthews reminded the Senate of the following regarding Course Learning Objectives Evaluations.

- Please ask students to complete the course learning objectives evaluations. The evaluations close at 11:59pm on reading day. The response rate is presently in the low 20%.
- You will receive an invitation to look at your course evaluations at your own time in your own way.

### *Vice Provost Lauren Ingraham*

Vice Provost Ingraham thanked the Reimagining General Education committee members for their dedication and provided the following update regarding the initiative (the slides used for the update are provided on the Full Faculty website). The information on the slides is the outcome of the feedback the committee received from the UTC faculty throughout the process.

- The Gen Ed Elective and the Gen Ed Chattanooga Project did not make the final proposed design.
- Details of the Proposed plan
  - There are no longer individual subcategories under the Humanities and Fine Arts categories.
  - The math and statistics topics are combined into the Quantitative Reasoning category.
  - The Individual and Global Citizenship is the new category.
  - No category is aligned with a single UTC department.

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- The plan aligns well with existing clear path – exemptions are still met.
- There are less Student Learning Outcomes overall and within each category and they are more specific and measurable.
- Details of the remaining process
  - The Full Faculty will meet virtually on Monday April 25<sup>th</sup> for a formal presentation on Reimagining General Education and the proposed plan. This will be followed by a 3-day online discussion and then a period for voting.
  - Email [UTCERGE@utc.edu](mailto:UTCERGE@utc.edu) if you have questions or comments regarding the plan or the process.
- Questions
  - Lucy Schultz asked how does this design change the process for certifying and recertifying a course? Vice Provost Ingraham stated that this is a question for the Faculty Senate General Education committee.
  - Courtney Crittenden asked how is the new General Education process going to be communicated to? Vice Provost Ingraham answered that the process will be implemented in Fall 2023 using that year's Catalog.
  - Implementation Fall 2023
  - Chris Cox suggested that we do a good job at communicating the purpose of the new general education policy and why it was updated.

### ***Vice Chancellor Yancy Freeman***

Vice Chancellor Freeman thanked all faculty who helped with the DRC review. He mentioned that the Blue and Gold Award Ceremony is tomorrow at 6:00pm. This ceremony celebrates our top students on campus. If anyone is interested in attending, please contact him to get a seat.

Vice Chancellor Freeman is looking forward a busy season of face-to-face orientation sessions this summer. He thinks there will be about 6000 people through the process.

Enrollment is at the pre pandemic level.

### ***Vice Chancellor Tyler Forrest***

Vice Chancellor Forrest thanked all for the great semester. He also thanked the faculty for the exceptional feedback for the 1<sup>st</sup> day complete program. Based on the feedback from students and faculty, they decided to postpone its implementation and continue to study its possible impact.

The state budget is anticipated to pass today or tomorrow. It is a positive impact for UTC. A Budget Townhall meeting is set for Tuesday April 26<sup>th</sup> at 2:00pm to provide the details. They will also cover the proposed salary pools for next year at this Townhall.

The Master Plan effort is continuing. It is in Phase 2 where the planning firm comes in and does an assessment of the plan and provides suggestions.

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### *Vice Chancellor Vicki Farnsworth, IT (represented by Jamie Walden)*

Faculty and staff are being asked to update their passwords. If the passwords are 12 or more characters and Duo is used, then the password will not have to be changed in the future. Student email accounts are being revised so that those students who are primarily at UTC will have UTC addresses. There is a small subset of students who are at multiple campuses – they are specifically working with these students so they can receive their UTC email.

### *Christine B. Smith (Covid) Chief Health Affairs Officer*

Dr. Smith reviewed where the University stands on Covid. Specifically, we will change how we are covering Covid based on the status of Covid in Hamilton County and the State of Tennessee. Updates of the county and state status are included in the Covid Blog. In addition,

- Testing has not stopped, and it will not stop. Anyone who wants a Covid test can get one. It is intended that Covid tests be free to faculty and staff.
- UTC has completed 1170 tests since January. The positive rate from January was 22%. The positive rate since March 25<sup>th</sup> is 7.5%
- UTC is no longer giving vaccines because they were wasting the vaccines. Too few are asking for the vaccine.
- UTC has a mask optional policy. CARTA may be going mask optional. UTC is moving toward a pre-pandemic environment.
- There is still an option to fill out Covid documentation so that notices can be sent to the appropriate people and offices for both students and faculty and staff. However, there is no Contact Tracing.
- Covid will now be followed on campus as part of the infectious disease posture and fall to University Health Services (UHS). UHS is in process of finding someone to be over this.
- An outside agency will provide a final report on how Covid was handled on campus. This will be done in phases over approximately 3 months. Dr. Smith hopes this report will help the University in the future if another such event occurs.

Dr. Smith responded to the following questions:

Julia Cummiskey asked if the research for the report can be extended into the fall semester so others can give feedback. She also asked her to comment on the capacity of UTC to respond to an uptick in Covid. She also wondered if there is any way to recognize all the employees who have helped with the Covid response over the last 2 years.

*Dr. Smith responded that Dr. Freeman is fully supportive to hire people if UTC must respond to another Covid or Covid like situation again. Dr. Freeman concurred that UTC is prepared to gear back up if necessary.*

*Dr. Smith recognized that Brett Fuchs was one of the most important people on campus during the last 2 years. He did what was needed for the students.*

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*Dr. Dawn Ford is having a small ceremony for the contact tracing staff to thank them. However, she agrees there needs to be a more visible recognition of the contribution.*

Chandra Ward asked if the Covid nurse and doctor are staying on.

*Dr. Smith is hoping the Covid Nurse Practitioner will stay on as the infectious disease practitioner.*

### 3. Committee Reports

The following reports were provided.

#### ***Academic Standards (Amanda Clark Chair)***

Amanda reported on the specifics of Grade Appeals. The process needed to be clarified for the student, faculty, and administration. It also needed to be streamlined to allow students to enroll correctly for the next semester. She provided a new timeline for the process. The timeline now ends with the Provost instead of the Chancellor. The process will now use a dynamic form to track the grade appeal progression. It is expected that the grade appeal can be linked with the grade change procedure.

The Motion for the change in the Grade Appeals process is brought to the Senate from a committee and thus does not require a second. The vote passed (32 in favor).

Erika Schafer clarified that faculty should check their email at the end of the semester so they can respond to an appeal situation. The appeal request should come from the student to the course instructor within 4 days following the end of the grading period. The new process will start fall 2022.

#### ***Faculty Rating of Administration (Dunstan McNutt Chair)***

The results of the latest Faculty Rating of Administration was posted today. There was an update to the survey for this year. The recommendation from the committee is to include all administrators in the review process, not just those in the position for a year or more. This is a motion from the committee and thus does not need a second. The motion passed (34 in favor).

#### ***Handbook Committee (Wes Smith)***

The language in the Bylaws for Divisional and At-Large members was edited to streamline the language and to correct a few dates. This motion from the committee passed. (33 votes)

In addition, Charlene Simmons proposed, and Beth Crawford seconded to remove the language for nominations that states, “the four persons in each category receiving the highest number of nominations will be the nominees, with the following exceptions: if three or fewer persons per rank are nominated or if a minimum of four persons do not receive multiple nominations, the names received shall be those on the ballot”. The motion passed (33 votes).

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## 4. New Business

President Garland discussed the recent faculty survey and provided some highlights from the data analysis.

### *University-wide attendance policy*

A small majority (60.45%) of faculty are in favor of a university-wide attendance policy. Of those not supportive of the policy, 51% stated they will support a modified version. It is interesting to note that only 36% of respondents state there should be a Covid 19 policy.

### *EDO*

A small majority (61%) of faculty said the EDO instructions are clear. 30% however stated they had problems entering information. 90% of the respondents approve of a timeline change to August.

### *Early Tenure*

45% of respondents are aware of the early tenure. 75% stated that their department does not have a clear policy for early tenure applications. However, 75% of respondents noted that departments have clear policies for tenure and promotion.

### *Workload Policy*

57% of respondents say the university needs a standard workload policy. Faculty are almost evenly split about finding a balance in life, home, and work. They are also almost evenly split about finding balance between teaching, research, and service.

### *Compensation*

68% of faculty feel they are not adequately compensated for their work at UTC. They also state there is a lack of equity in departments with respect to compensation.

## 5. Unfinished Business

### *University-Wide Attendance Policy (Brett Fuchs)*

The university-wide attendance policy was discussed to some extent. Brett concerned that the policy will never happen unless the Senate acts. There was no action taken on this policy because there was no longer a meeting quorum. There was a motion to move any vote to the September 2022 meeting.

The following are highlights of the discussion.

- The departments, individually, should determine the number of absences that are acceptable for their program(s).
- The policy is a guideline, not a requirement.
- Erika Schafer stated that there could be other acceptable absences by the faculty member.
- Tiffany Mitchell is concerned that the reporting of requested absence approval timeline is long, sometimes 5 days after the absence occurred. Brett stated that it sometimes takes that long to get documentation (from doctor offices, etc.).

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- Charlene Simmons commented that there should be more time for departments to look at the proposed policy. The university-wide policy depends on departments developing their own attendance policy. Departments need to determine if they need an attendance policy. This is especially important to consider since just over 60% of faculty are in support of a university-wide attendance policy.

### **6. Faculty Concerns**

Devori Kimbro asked if it is a guideline or policy to have final exams during the final week, and not during the final week of class. Matt Matthews stated that the Faculty Handbook section 2.11.10, page 18, states that Final Exams are to be given during the final exam week at the scheduled time. Faculty members must work with the Dean or Department Head to move a scheduled exam time. Tiffany Mitchell wondered if there is something that students can do if faculty are scheduling final exams outside of the given final exam time. Brett says they always get concerns about this at the end of the semester. Charlene Simmons suggested that maybe UTC needs a Dead Week where no exams are given during the last week of class. Maybe the Faculty Senate Handbook Committee can investigate this.

### **7. Announcements**

The following were announced.

- There is a Full faculty meeting on Monday April 25<sup>th</sup> at 3:00pm to discuss the final General Education proposal.
- Graduation is just around the corner. Charlene needs more marshals from CHEPS.
- Tammy thanked all for the chance to serve the Senate as Senate President.

### **8. Adjournment**

Tiffany Mitchell motioned to adjourn. The motion was seconded by Beth Crawford. The meeting was adjourned at 5:39 pm.