

**THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA  
FACULTY COUNCIL MINUTES**

**OCTOBER 3, 2002**

**FLETCHER HALL ROOM 100**

**Elected Members Present:** Mike Bell, Susan Davidson, Joe Dumas, Marvin Ernst, Steve Eskildsen, Phil Giffin, Diane Halstead, Bill Harman, Karen Henderson, Jim Hiestand, Lauri Hyers, Jason Kawall, Terri LeMoyne, Vance Lesseig, Anne Lindsey, Deborah McAllister, Gail Meyer, Teresa Norris, Burch Oglesby, Joe Owino, Vickie Petzko, Oralia Preble-Niemi, John Trimpey, Judy Wakim, Randy Walker, Barbara Walton

**Elected Members Absent:** Stephanie Bellar, Dawn Ford, David Garrison, Matt Greenwell, Cheryl Robinson, Valerie Rutledge, Terry Walters

**Ex-Officio Members Present:** Richard Brown, John Friedl, Bill Stacy

**Among the Guests Present:** Deborah Arfken, Herb Burhenn, Judy Frye, Bruce Hutchinson, Lanny Janeksela

**Call to Order:**

The meeting was called to order at 3:05 PM.

**Approval of Minutes for September 19, 2002**

The minutes were corrected to reflect that Lauri Hyers was present at the meeting. It was requested that the resolution presented at the meeting by Dr. Joe Dumas be placed on the Faculty Council website. The minutes were approved as corrected.

**Report from Grade Appeals Committee**

Dr. Bruce Hutchinson distributed a recommendation from last years business of the Committee, on the mid-term grade in writing policy. The recommendation comes to provide clarification to avoid possible grade appeals and to support faculty compliance with federal privacy guidelines. The policy states that the form provided by the Provost's Office, a test, paper, or project returned to the student with a letter grade or numerical grade indicating it is the mid-term grade satisfies the criterion. A verbal report is not acceptable. With the exception of using Blackboard, a mid-term grade may not be transmitted electronically, such as email, due to federal privacy guidelines. In addition, posting grades on an office or classroom door or wall is not acceptable particularly if done alphabetically or in an easily identified manner. For example, have students choose their own individual numbers to be used for posting.

Dr. Randy Walker asked if it were true that students were assigned a code respective to their email address.

Dr. Hutchinson commented that he understood that emails could be intercepted and

therefore get the grade so it is a problem with confidentiality.

Dr. Walker then gave an example of how their students access grades through the Physical Therapy home page using a code. Was this acceptable?

Dr. Hutchinson commented that if anyone in cyberspace can access the site or figure out whose grades were posted this violated the issue of confidentiality.

Dr. Joe Dumas commented that even Blackboard can be hacked into. There is no 100% secure site.

Dr. Hutchinson stated that what we need to be asking ourselves is are we reasonably abiding by the concern of confidentiality. And we need to be answering without a doubt in the affirmative.

The discussion continued concerning email transmission if the student gave permission for this type of communication; are signatures from students necessary to give this permission; why not just use Blackboard; etc.

Dr. Hutchinson suggested that this not be used as a resolution but be placed in the minutes and posted on the website as guidelines for faculty to use in posting mid-term grades due to the fact that things change rapidly in electronic communication and that this could be obsolete in another year.

Dr. Ernst suggested a statement be added that all attempts have been made to insure confidentiality of the student's grade.

Dr. Friedl commented that several legal issues were involved and a recent court case had occurred that a university cannot be sued by an individual for release of information. The complaint has to be filed with the Department of Education which then determines whether or not to pursue the allegation.

Dr. Ernst suggested that we not take any action but attach this item to the minutes so that faculty are informed.

Dr. Preble-Niemi requested that we should require as a friendly amendment to have the student's signature as well as their social security number.

### **Report from the Executive Committee**

#### **Proposal to change the Council name to Senate**

Dr. Ernst gave an explanation on the rationale for changing the name of the Faculty Council to Faculty Senate. Dr. Joe Dumas commented it sounded reasonable. Dr. Ernst called for a voice vote. The motion carried with no opposition.

#### **Charge to adhoc committee on graduation exercises**

Dr. Ernst gave a report on his discussion with the Chancellor on graduation exercises. An ad hoc committee will be formed with Dr. Kit Rushing and Dr. Fran Bender to co-chair. The issues for discussion are to review all aspects of graduation and recommend the areas that need changing. Items for discussion include selection of marshal and deputies; selection of persons to read graduates names; seating of faculty; giving of diplomas on the day of graduation; composition of the platform party; consideration of an outdoor graduation exercise; nondenominational prayer and faculty attendance. Get any comments or suggestions to the co-chairs for consideration.

### **Report from the Committee Chairs Meeting**

Dr. Ernst reported on the retreat. One purpose was to discuss the strengths and

weaknesses of the committees as identified by the committee chairs. Other items discussed were to review the committee structure, effectiveness of the committees in reporting to the Faculty Council and vice versa, reporting mechanisms and the keeping of minutes, posting of the minutes on a website, a mechanism or form for the committees to use in compiling the annual report which will outline the business completed and the business that is ongoing and how service is viewed in relationship to membership on committees.

### **Membership on the Faculty Council**

Dr. Ernst reported that the ratio of representation in relation to number of faculty in a department has not been updated in quite some time. He reported that we need to increase the size of the Council by five members according to the Faculty Handbook. There is to be 1 Faculty Council representative for each 15 members of faculty in a department. According to the latest faculty list by department, Fine Arts has 33 faculty and 3 representatives, Humanities has 61 faculty and 4 representatives but should have 5, Behavioral Sciences has 40 faculty and 3 representatives, Math & Sciences has 60 faculty and 3 representatives but should have 4, College of Business has 46 faculty and 2 representatives but should have 4, Education has 51 faculty and 3 representatives but should have 4, Engineering & Computer Science has 32 faculty and 3 representatives, College of Health & Human Services has 39 faculty and 3 representatives, and the Library has 13 Faculty and 1 representative. Elections need to be held to update Council membership.

### **Abstentions**

Dr. Ernst reported that Dr. Hiestand researched Roberts Rules of Order and noted that abstentions are not counted except for historical record. We can stick by the Rules of Order, continue the current process and include abstentions realizing that they don't count or modify the bylaws to include abstentions. Due to lack of interest, it was determined by the president to continue the current process.

Dr. Dumas asked a question about a previous issue, the name change of the Council and when would it take effect. Dr. Ernst commented it would take "years". Dr. Hiestand suggested that the whole faculty be allowed to vote on the issue.

### **Administrative Report**

#### **Chancellor Stacy**

We did not receive the 6-7 million increase we asked THEC for. The Engineering, Math & Computer Science building is a month ahead of schedule. The fundraising to accompany it, the 10 million dollar campaign is approaching the  $\frac{3}{4}$  mark. The UC Foundation has acquired the building on MLK Blvd. that needs 1.5 million dollars in renovation and will be for the SIMS Center. We have identified about 1  $\frac{1}{4}$  million dollars in scholarships to go along with the Foundation scholarships in helping to identify students interested in pursuing their education in engineering here. We have looked at retention data information on freshman and those in development courses as well as freshman seminar and need to see what is working. We looked at alumni survey data from 2 years out and didn't do as well. We need to look at the data and find out why. Faculty rigor gets high marks but the library didn't fare so well.

### **Provost Friedl**

The IRB or Human Subjects Committee which approves any research proposal that involves any human subjects has been reconstituted with their first meeting next week with a new membership. With our continued growth in external funding we need to be sure that approval is obtained from this board. Dr. Arfken is the university administrator of the IRB and Dr. Eigenberg is the chair.

Dr. Friedl met with the deans and looked at budget and recruiting needs. He has authorized more than 20 searches for the fall.

The Board of Trustees will meet at the end of this month to approve a doctorate in physical therapy on this campus. Once the board approves, the proposal will go to THEC for approval with the admission of students to the new program by fall 2003.

Dr. Ernst asked if the 20 searches are for new faculty, replacement faculty or mixed?

Dr. Friedl responded that they are a mix due to retirements, resignations, new positions due to SACS review, etc.

### **Vice Chancellor Brown**

Mr. Brown had 3 items to bring to the Council. First was phase 3 of the new housing across McCallie Ave. to include faculty town homes along with student housing. We are talking to the mayor next week about the configuration of 5<sup>th</sup> street and how it can be redesigned to meet our needs. The United Way campaign is up and running. Please support your team captains. Our goal this year is \$88,000. The university is a great part of the community so we need to give and give often.

### **Old Business**

Dr. Ernst reported that Dr. Jonathan Mies is not a member of the Council; therefore he cannot be the representative to the Graduate Council. Therefore we must void his nomination and choose someone else. Dr. Mies would be willing to serve and report back.

Dr. Hiestand suggested that we up the membership first and then choose the representative.

### **Faculty Concerns**

Dr. Lindsey raised the issue of the rumor of the wearing of identification badges or security badges.

Mr. Brown commented that the campus looked at security issues in light of 9/11. We are in the process of rekeying the campus. With the use of Lupton funds, we are working on this a building at a time. We are narrowing down who has a master key and also who has access at night. We are also looking at having more visible security guards walking through the buildings. The next piece is having security badges in helping to identify people. We will start with administration and staff and try it as a pilot project for about six months before bringing it to the faculty. It will be a picture I.D. that is being developed by Monty Wilson. This will also function as your MOCS card. But again, we will pilot it first and then bring it to faculty before doing anything campus wide.

Dr. Ernst commented on the issue of Dr. Shumaker's evaluation. System wide goals have

been identified that are outlined to cover the next 10 years. The measurement tools are not articulated. The Board of Trustees will evaluate him and essentially this document defines what is expected by the board.

Dr. Dumas suggested that this document be placed on the web site.

**Announcements**

None

**Adjournment**

The meeting was adjourned at 3:54 PM.

Submitted with great relief,

Susan Davidson  
Faculty Council Secretary