

FACULTY SENATE MINUTES

Hybrid Monthly Meeting in-person and by zoom
June 14, 2022

Attendance: (senators, administrators, and faculty)

Attending: Charisse Madlock, Tayebah Pourmotabbed, Dong Xi, Phyllis Richey, Terrance G Cooper, Maria Carrillo, Vinay Jain, Beth Carper, Jillian McCarthy, Orpheus L Triplett, Rebecca B Reynolds, Richard Smith, Thad Wilson, Jaqueline D Venturin, Ted Cory, Steven M Doettl, Yi Lu, Sheila Criswell, Vickie S Baselski, Alicia Sanders, L. Alexia Williams. George A Cook, Jay Fowke, April Hilsdon, Kimberly Morris, Sarah J Rhoads, Helmut, Steinberg, Lisa Aitken, April Hilsdon, Maryann Clark, Karen Johnson, Santosh Kumar, Zheng Fan, Anne Zachry, Vrushali Abhyankar, Fridtjof Thomas, Mark A Lackey, Matthew Davis. Alexandria Q Wilson, Laura K Reed, Bill Cushman, Erinn Finke, Wen Lin Sun, LaToya Green, Vikki Massey, Christina A Spivey, Stephanie Lancaster, Tauheed Ishrat, Paul J Koltnow, Kristen Bettin, Il Hwan Kim, Shaun Rowe, Dean Kirson, Michael J Herr II, Mark Lackey, David Schwartz, Jeff Kalmowicz, Nate Summers, Narasimman Gurusamy, Rachel Barenie, Wanda Irene Claro-Woodruff, Chelsea Peeler, Burt Sharp, Stephen Pishko, John O Schorge, Richard Walker, Maggie, Ashanti Braxton, Xavier L Agee, Robert Jean, R. Wilson, Elisha McCoy, Muthiah Muthiah, Ricketta Clark, Dan Harder, Mary Erickson, Chris Wood, Qiqi Zhou, Meiyun Fan, Stephen Alway, J. Welch, Deloris Mabins, Myra Meekins, Kim Morris, Shriya Swaminathan, Rob Williams, Heather Moss, Yanhui Zhang, C. Polk, Karen Derefinko, Shelly White-Means, Martin Donaldson, Cynthia Russell, Kristi Forman, Peter Buckley.

Meeting called to order at pm 3:32 CST/4:32 pm EST

UTHSC Annual Faculty Meeting

Address from Chancellor Peter Buckley:

- The Chancellor shared his gratitude to Dr. Pourmotabbed for her leadership throughout the year. It was a pleasure to see the warmth UTHSC expressed to the previous Chancellor. Chancellor Buckley believes strongly in shared governance
- Invitation to have fully shared governance is important. The Chancellor hopes we see his actions match his words. He believes we have a highly functional shared governance structure
- Chancellor Buckley follows ideas from the book *The First 90 Days*. It is about how to approach a new leadership position by listening and learning. During his first 90 days, he met with the legislature and community leaders

**Annual Faculty Senate Report, Dr. Tayebah Pourmotabbed,
Faculty Senate President:**

- Dr. Pourmotabbed reviewed senate positions and campus committees.
 - University Faculty Council (UFC). Topics discussed this year:
 - 9-month sick leave policy
 - Designating a faculty member on the Board of Trustees (BOT)
 - Employee Privacy Concerns about the emails
 - System policies regarding research security and associated changes in Outside Interest Disclosure (OID) policies and the OID form that all employees fill out
 - Addressing faculty and students' mental health
 - Increase of HOPE scholarship funds to \$4,700 for full-time freshmen and sophomores and to \$5,700 for juniors and seniors
 - UTHSC has a voting faculty representative on the UT Board of Trustees Education, Research, and Service

Committee every four years on a rotating basis with the other three campuses. Phyllis Richey was the 2021-2020 UTHSC representative

- Tennessee University Faculty Senates (TUFS) discussed the following this past year:
 - Policy regarding COVID-19 mask mandate; class participation; online classes
 - Enrollment/Budget Discussion
 - Faculty Grievance Procedures/Misconduct Policies
 - Raises for faculty
 - Non tenured faculty insurance/sick leaves/annual leaves policy
 - Issues and concerns regarding teaching Critical Race Theory
 - Administrator/faculty ratio: Universities have had more administrative growth than teaching & research growth
 - Trends in hiring-tenure track versus non-tenure, lecturers, instructors; Increase in NTT faculty
 - Advocating for funding in higher education
 - Post-Tenure Review Policies

Committee reports

- **Budget and Benefits.** This committee provided data showing that faculty have a salary raise distribution similar to the administration's distribution for FY2022. This has not been true previously. This committee reviewed indirect cost allocations on campus. Additionally, they provided input into developing policies pertaining to health, benefits, and budgeting
- **Clinical Affairs.** Formulated Clinical Affairs Survey to disseminate to faculty across campuses. Supported clinical faculty professional development (publication, resource availability and grant support). Discussed Faculty Retention with Faculty Affairs and Non Tenure committees. Ensured necessary resources are

made available to meet expectations set forth by each college (i.e. faculty development, time allocation to meet service expectations, appropriate time allocation to meet workload expectations in proportion to scholarship and/or research expectations, mental and emotional support for faculty members to support them professionally and personally. They revised ‘Clinical Care’ section of Digital Measures. Discussed with campus Clinical Affairs Working Group to create One UT System and Campus-wide Clinical Services and Collaboration Unit to align with President Boyd’s one UT Goal

- **Research.** The purpose of this committee has changed over time. During the past academic year, they have developed new goals. They have included non-research faculty who contribute to research in discussions. They have initiated a discussion to better understand the review process for internal awards. They disseminate information from the Office of Research, the Office of Research Development, the Clinical Trials Network of Tennessee, and the Clinical Trials Governance Board. This committee collaborates with Faculty Senate Faculty Affairs Committee to enhance team science/interdisciplinary collaborations
- **Faculty Affairs.** This committee implemented the FFA Survey (upward evaluation of administrators) and provided feedback. This up-coming year, it will be disseminated in November for faculty convenience. They developed a fair, sensitive, and equitable plan to share administrative strategies in response to faculty feedback. Along with Non-tenure track and Clinical Affairs Committees, developed advocacy strategies for faculty support and incentives to encourage faculty retention. Additionally, they worked with Research Committee to develop strategies to promote Team Science at UTHSC (Interdisciplinary and across college collaborations). Collated and reported faculty memorials and retirements on the Faculty Senate website. Volunteered to assist with COACHE reporting when results are tabulated
- **Faculty Communications.** Developed senate branding for utilization across various communication platforms.

Recommended guidelines for senate communication practices to:
Develop templates to be used on various communication platforms, convey senate activities and announcements, and solicit information from the faculty as it pertains to issues addressed by the Senate and its committees. Explored utilization of web-based technologies to provide a more streamlined method of disseminating Senate activities and announcements as well as conducting Senate business including: Senate email templates (Mail Chimp) and share folder utilization (OneDrive and SharePoint), greater utilization of the Campus Calendar system

- **Computing & Technology.** Addressed concerns about the role of ITS and privacy regarding faculty technology. Informed faculty via senate of cyber security and privacy. Informed faculty of new Windows and Apple major operating systems. Helped to provide information to departments regarding RingCentral, new UTHSC telephone system. Developed a resolution for a campus-wide technology replacement policy. This was presented to the Faculty Senate Executive Committee and edits were provided. TLC and Library services are a vital component of this committee. These two entities working closely together to merge shared interests such as Blackboard, Blackboard support, and migration to more centralized and secure document storage
- **Handbook.** This committee completed a draft of the *UTHSC Faculty Handbook* chapter on terminations. Concisely edited the *UTHSC Faculty Senate Procedures Manual*. Members of this committee developed the Adjunct Faculty Appointment Policy for approval by FSEC. They tracked the progress of the *UTHSC Faculty Senate Bylaws and Bylaws Supplement*
- **Legislative Resources.** The Committee was re-launched this academic year after an absence. This committee has been in discussion with the administration on hosting a legislative reception on campus. The committee has explored opportunities to engage local, state, and federal legislative members
- **Non-Tenure Track.** Determined that 75% of faculty are on the non-tenure track. This committee displayed the breakdown by

college and position. They researched and reviewed policies across UTHSC regarding promotion. They explored how peer institutions handle appointment length, renewals, non-renewals, and terminations for tenure-track employees

Transition of the Senate Office:

- Dr. Pourmottabbed passed the gavel to Jillian McCarthy, the 2022-2023 Senate President.

Faculty Senate Annual Business Meeting

Presiding: Dr. Jillian McCarthy, President

Approval of May minutes:

- The floor was opened for discussion of the May 17, 2022, meeting minutes. Pending edits suggested by Dr. Cooper, Dr. Rowe moved to accept the minutes. Dr. Cooper seconded. Minutes passed with 43 (93%) "yes", 0 (0%) "no," and 3 (7%) "abstain"

Installation of new senators:

- Dr. McCarthy welcomed new senators across various colleges. Some colleges are still completing the election process, so this list will get updated
- The Executive Committee list was also presented

Election for President-elect and Secretary:

- Dr. Karen Derefinko was elected with 97% in favor, 0% opposed, and 3% abstaining. The vote was disseminated via email
- The online presidential vote ended in a three-way tie. A run-off vote was conducted in-person and via zoom. Results of run-off: Dr. Tracy McClinton received 9 votes (20%), Dr. Phyllis Richey received 14 votes (32%), and Mr. PJ Koltnow received 16 votes (37%). Two voters abstained

Senate Award Announcements:

- Exceptional Meritorious Award was presented to the COVID-19 Observational Registry and the Information Technology Help Desk
- The Certification of Appreciation was presented to Dan C. Harder, CIO, and the Health Sciences Library
- The Administrator of the Year Award went to Dr. Kristi Forman, Director of Faculty Affairs
- The Senator of the Year went to Dr. Shelley White-Means
- The Presidential Citation Award went to Dr. Terri Cooper and Mr. Anthony Ferrara.

Proposed Bylaw changes/additions - discussion and vote:

- Dr. Cooper moved to accept the specific revisions of Faculty Senate Bylaws, recommended by the FSEC and forwarded to the full Senate for disposition (highlighted in yellow) and the amendments (highlighted in green). The motion was approved with 34 (89%) "yes", 0 (0%) "no," and 4 (11%) "abstain"
- Dr. Cooper moved to accept amendments highlighted in green in the Bylaws document presented during this meeting. Dr. Wilson seconded. The motion was approved with 34 (89%) "yes", 0 (0%) "no," and 4 (11%) "abstain"

The meeting adjourned at 5:13 pm CST/6:13 pm EST.

Respectfully Submitted,

Charisse Madlock, PhD, MLS
Faculty Senate Secretary