

# *Minutes*

THE UNIVERSITY OF TENNESSEE HEALTH SCIENCE CENTER

## FACULTY SENATE

March 12, 2013

GEB A204

**Members present (n= 26)** Ginna Betts; Beth Bowman; Ashanti Braxton; Lawrence Brown; Joseph Callaway; Harris L. Cohen; Terry Cooper; Maggie DeBon; Martin Donaldson; Andrea Elberger; Heather Eppert; Brenda Green; David Hamilton; Robert Hoover; Patti Johnston; Victor Kolad; Ann Nolen; Molly Rosebush; Cheryl Scott; Cheryl Stegbauer; Pat Speck; Elaine Stegman; Jeff Steketee; Joe Swanson; Thad Wilson; Zhaohui Wu;

**Academic Affairs Representative:** Cheryl Scheid; Cindy Russell

**Members absent (n= 57):** Anita Airee; Tiffany Bee; Bob Belland; Sarka Beranova; Howard Bromley; Steven Buckingham; Brad Canada; James Christian; F. Hammond Cole; Leilani Collins; George Cook; Robert Craft; Melody Cunningham; Pranab Das; Alicia Diaz-Thomas; Laura Eison; Eldon Geisert; Oscar Grandas; Edward Harris; Karen Hasty; Stacey Headley; Amanda Howard-Thompson; Mohammad Kashif Ismail; Lisa Jennings; Monica Jablonski; Irma Jordan; Vijaya Joshi; Anastasios Karydis; Brian P. Kelly; Santhosh Koshy; Edward Lazarus; Chris Ledbetter; Michael Levin; Maurice Lewis; Donna Lynch-Smith; Dan Martin; Alexander Matthew; Michael McDonald; Rob Nolly; Elena Parfenova; Susan Patton; Jeff Phebus; Avi Reddy; Merry Sebelik; Marcia Sharp; Stephanie Storgion; Mike Storm; Ajay Talati; Antheunis Versluis; Deborah Von Hapsburg; Jim Wan; Junling Wang; Christopher Waters; Sherry Webb; Russell Wicks; JM (Mack) Worthington; Jie Zhang

### **Guests (n-0)**

Faculty Senate President T. Wilson began the meeting at

- I. Meeting Begins at: 4:02 pm
- II. Approval of February Minutes as written
- III. Old Business
  - a. Teaching Tool Update: There has been an update. The tool will not be applied to evaluations this year. The Colleges will form groups to develop a tool to evaluate teaching. There was discussion as to where each College is in this process. T. Wilson described the process by which he feels this tool should be developed and he suggested that faculty become involved in the process. There was additional

discussion on the purpose of the tool and the reasons provided by the Chancellor.

IV. Committee Reports (e-mailed prior to meeting)

Budget and Benefits Committee

• A. Elberger –

BENEFITS:

- 1) We presented Jerry Hall with a list of suggestions from our Committee and from the Faculty Senate Executive Committee, regarding how to achieve a higher compliance rate for new faculty hires to make their Health Insurance choice known on the day that they sign in to UTHSC. In this way, they and their dependents will have coverage immediately, instead of having to wait 30 days or longer.
- 2) We asked Jerry Hall and Tony Ferrara for clarification of the proposed Hybrid Plan for the TCRS retirement plan. The plan would be implemented for people hired July 1, 2014 or later, and would affect the form of the TCRS pension system, as well as the formula required for retirement from the State system. Tony and Jerry emphasized that this is only a draft of the plan, and it would likely be changed before the implementation date. Furthermore, the decisions regarding TCRS are made at the State level, so that we have no say in the matter.

BUDGET:

- 1) We discussed the charts presented online at the University of Tennessee Strategic Plan Dashboard. Tony clarified several points such as: UTHSC has a large amount listed under Sponsored Program Expenditures, but approximately half are for the costs of supporting clinical residencies; UTK gets more funds from contracts, much of it due to funds from ORNL; UTK gets more NSF funds than UTHSC, because they have non-health units that can apply for NSF but not NIH funds.
- 2) We discussed the effects of the winding down of ARRA funds from NIH on our campus budget.
- 3) We discussed reasons as to why the rate of grant submissions from our campus has gone down, and may go down more with time.
- 4) We discussed the possible effects of sequestration on our campus budget.
- 5) Presentation of additional salary analyses for the Colleges of Nursing and Pharmacy were begun, but time ran out, so these will be continued next month.
- 6) The Committee and Tony discussed a written request that was sent to Tony to obtain a list of Administrators (excluding those with Service functions) from 2005 onward, to list all positions of any percent effort - who filled the position, at what percent effort, and what the salary was. Tony requested clarifications on a number of issues prior to proceeding with the list. It was decided that the Chair and Tony would discuss this further via email – this has been done. Tony is still saying that the request is impossible to fulfill, and won't answer the questions that we are asking.

As a possible solution to the problem, Tony has agreed to send out to the Committee the audited campus Budget Reports back to 2007, to allow us to evaluate the overall effect of Administration salaries in our campus budget. Due to the sizes of the files, Tony will send a few years out at a time. After we examine these, we will comment on our findings.

#### Clinical Affairs Committee

- T. Bee –

#### Educational Policy Committee

- J. Callaway – The EP Committee met Tuesday, February 26. Dr. Don Thomason, Dean of the Graduate College met with the committee and introduced himself along with, Dr. Monica Jablonski, the new Associate Dean of Postdoctoral affairs and Dr. Isaac Donkor, Association Dean of Student Affairs at the Graduate College. Dr. Thomason reported that there are two new graduate programs will be initiated in advance of the freeze to program changes due to SACS accreditation this Summer. The first is a Masters program in Pharmacology that will be restarted after stopping for several years. The second will be a new Masters program for training lab technicians as lab managers. Please contact the EP Committee or Dean Thomason if you need additional information about these programs.
- The EP Committee continues to review of new and updated educational policies for students and faculty and will update senators when there are new policies or changes the committee determines are of importance or interest. Changes and updates to policies are being driven by the upcoming SACS accreditation and are being posted regularly on the Office of Academic, Faculty, & Student Affairs web pages (<https://academic.uthsc.edu/policy.php>). We are discussing with Dr. Cindy Russell how best to document and keep faculty updated about new policies and changes to existing policies. Senators that have any comments or recommendations are encouraged to contact us.
- The next regularly scheduled EPC meeting is Tuesday, March 26. Recent modifications of the Student Honor Code will be reviewed in addition to other agenda items. Please contact a member of the committee if you have any issues that need to be addressed.

#### Faculty Affairs Committee

- T. Cooper – Update information about setting up the Upward Evaluation Process – Members of the Committee were asked to participate in beta-testing of the Upward Evaluation Survey before it goes online live. All agreed. A further suggestion was made to add Executive Committee members as additional testers, which has been done. About half of the faculty verification responses have been received at this writing (3-5-13) and beta-testing is underway with most if not all testers now notified of their test sites. It was agreed that following conclusion of the Upward Evaluation Survey, an email would be sent to all faculty members informing them of the fact that all files

relative to the Survey have been deleted. This email will be sent on the day that the files are actually deleted. This action represented an additional attempt to assure the faculty that all possible steps will be taken to insure their anonymity.

- The status of the Handbook – The Committee was informed that the Handbook had been forwarded to the lawyers and UTHSC Administration for review. No further information available at this time.
- Potential topic for a future version of the Handbook – One topic was suggested, i.e., the issue of supervisor or other retaliation following filing of a faculty grievance. Since there was question that the topic had already been covered in the most recent draft of the Handbook, a word search of the Handbook was performed. The word appeared only once. Therefore, it is a legitimate topic for future consideration. The issue of whether or not the Administrative and Faculty Senate routes for grievance resolution could be followed simultaneously, as occurs at UTK, was raised. No decision was raised with respect to its inclusion as a future topic to be added to the Handbook.
- Current status of the teaching evaluation tool – There was no additional information to report beyond the fact that DFAC in the College of Medicine had voted to reject the current version of the teaching tool.
- Difficulty meeting during working hours – The issue of a meeting time convenient for everyone was discussed. Given everyone's complex and full schedules, success here will be difficult. It was decided that some meetings would be shifted from the last Tuesday to the last Thursday of the month to facilitate participation for all members of the Committee.

#### Faculty Research Committee

- M. DeBon – Nothing additional.

#### Faculty Computing Committee

- M. Rosebush – Committee met on 2/6. UT system-wide audit of Adobe licensed products is ongoing-- IT is performing automated scans on UT computer hard drives. A new product (Axelion) is being researched to potentially replace Xythos (secure, encrypted file sharing). Blackboard assessment is ongoing to determine if it is the best learning management system for our needs-- these will be conducted every 4-6 years routinely in the future.

#### Communications (Legislative Resource) Committee

- M. Donaldson – UT Day on the Hill is Wednesday March 13 in Nashville. The current plan is to drive to Nashville that morning. If anyone is interested in attending, please contact me and we can make travel arrangements. Three people from the Communication / Legislative Resource committee have expressed an interest in attending.
- Anyone attending should contact their representatives and make appointments to visit with them as soon as possible. If you are interested in seeing your government in action, the House Health Committee is meeting at 1:30, the Senate Health Committee is meeting at 3:00 and the Senate Health Committee is meeting at 9:30/10:00.

- The University is sponsoring a luncheon for the Shelby County Delegation from Noon to 1:00. I will need a count of those interested in attending.
- Because of budget restraints, the list of invited persons needs to be limited to Executive Committee, Committee Chairs, and the Communication Committee. I will send information about talking points after finalizing this with Brandy.
- Speakers from our campus for the luncheon still need to be finalized.
- Four members of the senate going to UT day on the Hill and with students also attending. There are appointments to meet with representatives and there is a luncheon also scheduled.
- The plan is to alternate yearly between traveling to Nashville and inviting representatives to Memphis.

V. New Business

- a. Information only: Board Policy Changes – T. Wilson described the changes to Board Policy.
- b. Comments offline on HR Policy Changes (George Cook) – T. Wilson described the policy changes. He noted that the representative for faculty is Tony Ferrara. He expressed his desire to have a faculty member involved in this process. Specific comments on these policies should be addressed to George Cook. It was asked that T. Wilson describe the issues he had with the changes in policies. He described the issues he identified. L. Brown described the issues he identified, specifically addressing the minimum wage policy on campus.
- c. Information only: Upward Evaluations (Terry Cooper) – T. Cooper described the tests of the Upward Evaluation. The final validations of faculty rosters are being conducted. The proposed online start date is March 18, 2013. He described who may see the evaluation. He also described the process for purging this information after it is no longer needed.
- d. Information only: Nominations for President Elect/Secretary/UFC rep. – T. Wilson requested nominations for the previously stated positions be made. He further described the role of the UFC representative and noted that L. Brown is a candidate.

VI. Miscellaneous – A. Elberger raised the issue of post-doctoral fellows attending Faculty Senate meetings. There was discussion about their attendance.

VII. Adjournment 4:39 pm.

Next Meeting April 9, 2013

Respectfully submitted,  
Joseph Swanson