THE UNIVERSITY OF MEMPHIS

Faculty Senate

Presiding: Stanley E. Stevens   **Date:** 9-04-07

Secretary: Mary V. Battle

Senators Present: Jan R. Acuff**,** Jerry L. Anderson, Melvin L. Beck, Jeffrey S. Berman, Joel D. Bumgardner, Laurenda K. Cunningham, Chhabil Dass, Steven Fell, Linda C. Finch, Donald R. Franceschetti, Nicholas V. Holland III, Susan Magun-Jackson, Wade M. Jackson, William H. Jermann, Jonathan Judaken, Candace C. Justice, Walter G. Kirkpatrick, Balaji C. Krishnan, J. Harvey Lomax, David N. Lumsden, William C. McKeown, E. Trey Martindale, David A. Nofsinger, Edward H. Perry, Richard L. Petersen, John R. Petry, Lawrence A. Pivnick, Alan W. Proffitt, Margaret Quinn, Jean-Pierre Reed, Hoke Robinson, Leslie S. Scruggs, Jr., Michelle L. Stockton, Irvin L. Tankersley, Bette R. Veteto, Francisco Vivar, Charles Williams Jr., and Peter Wright

Senators Present by Proxy: Balaji C. Krishnan (Marla Stafford)

New Senators Absent: SUAPP, Economics (vacant)

T.B.R. Rep: Vacant, to be elected at a later date

Guests: David N. Cox (President's Office), Douglas Hurley (VP Information Technology/CIO), and Thomas Nenon (Academic Affairs)

The three hundred and fifty-sixth meeting of the University of Memphis Faculty Senate was held Tuesday, September 4, 2007, in the Entertainment Lobby of the Michael D. Rose Theatre.

09.04.07.01   CALL TO ORDER (2:40 p.m.)
       The meeting was called to order at 2:40 with a quorum present.

09.04.07.02   APPROVAL OF AGENDA
       The agenda was approved.

09.04.07.03   APPROVAL OF MINUTES
       It was moved to approve the minutes of the Faculty Senate meeting of April 24, 2007, with the records reflecting Senator L. Finch as present, not absent as reflected in the minutes. Secretary M. Battle urged all Senators to record their presence in writing before or after each meeting. The minutes were approved with the change.

09.04.07.04   PRESIDENT'S REPORT
1. Decentralization of Faculty Service Awards—President E. Stevens stated that the Faculty Service awards will be held in each college and or area. Faculty participation through e-mail was a major factor in the decision to decentralize.
2. Work Team on Effort Certification—Failure to follow Effort Certification rules may result in heavy fines. An interim University policy on effort certification has been approved. Only those faculty with federal funding will certify effort. President E. Stevens stated that the University of Memphis is a BETA test site. The final policy on Effort Certification will go into effect when the module to Banner goes on-line about a year from now.
3. Enrollment Management Council—President E. Stevens attended the Enrollment Management Council Workshop held August 21, 2007. The workshop centered on ways to achieve the University's goals for student enrollment and student quality. The University is putting real dollars in the University's Honors and Emerging Leaders programs. Fall 2007 enrollment figures show 400+ freshmen in the University Honors Program. There was discussion about asking faculty to take an active role in helping to retain students. Research shows that intervention should take place during the first three weeks of the semester. For example, Mississippi State had a marked increase in student retention with early intervention. The U of M Provost's Office will probably fund two (2) counselor positions to help with early intervention. In addition, Dual Enrollment at the U of M of seniors from local high schools was discussed. Transfer and Returning Adult students were viewed as populations where significant increases in student enrollment might occur.
4. Academic Enrichment Funds—The annual Marcus Orr Faculty Senate (MOFS) Lecture has received $4,000.00 in funding. Additional funding sources should be explored by the MOFS committee.
5. Other Concerns – Photo Session. Senator T. Martindale requested that at the end of the meeting each senator would participate in a brief photo session so that he could put a name with each face.
6. President E. Stevens acknowledged the presence of all guests. Doug Hurley (VP Information Systems/CIO, asked whether he could briefly address the Senate regarding what Information Technology was doing at present. The Senate as a whole agreed.

09.04.07.05   OPEN FORUM ON INFORMATION TECHNOLOGY
        D. Hurley,Vice President Information Technology/Chief Information Officer, asked whether the Senators had any issues related to his area that they would like to discuss. The main topic for discussed was Desire2Learn (D2L), known issues, work arounds, and solutions. No single signon is available at this time. The system has experienced a number of changes because of inherent technical problems and also the overall learning curve associated with a new system.

Banner/D2L interface has been a problem. Data must be correct in Banner to be processed in D2L. The worst of the problem is behind us at U of M. Batching happens once in the 24-hour timeframe. But faculty members are requesting real-time update. Current IT focus on the system is twofold: Is the system operational, and is the system

stable?   The time frame for the system to generate a combined list of students is unknown.

T. Nenon gave feedback on things faculty want to see, such as, downloadable text or Excel documents; currently one can download the web screen. T. Nenon stated that e-print can download the roster at the administrative level as a quick fix, but he understands that the fix is inadequate. Faculty feedback is a high priority for the administration. T. Nenon noted that the ad hoc IT committee can provide him a list of problematic issues regarding the system.   One of several questions posed was: Who is the vendor for Banner? Banner's vendor is SUNGuard, an SCT company.

09.04.07.06   PRIMER ON PARLIAMENTARY PROCEDURES
Senator A. Proffitt, Parliamentarian, gave a brief but informative overview of parliamentary procedures to ensure that everyone understood the basic rules for conducting business at the Senate meetings. Robert's Rules of Order is the basic handbook of operation for our group. Prior to his presentation, he give to each Senator a two-page handout, "Robert's Rules of Order Motions Chart" (based on Robert's Rules of Order newly revised (10th ed.). See attachment.

09.04.07.07   NEW BUSINESS
1. **Executive Committee**. Senator W. Kirkpatrick made a motion on behalf of the Executive Committee, **Motion: "The Executive Committee moves that the Senate establish an *ad hoc* Committee on Shared Governance made up of 9 members to serve rotating three-year terms. The Committee on Committees would be charged with developing a slate of faculty members representing diverse areas of the University to serve on the *ad hoc* committee**.
Adopted by voice vote, with 0 nays and 0 abstentions

2. **Committee on Committees**
Motion 1: Move that the Faculty Senate approve the nomination of Terra Smith (HSS) to serve on the Dining Services Committee. Adopted by voice vote, with 0 nays and 0 abstentions

Motion 2: Move that the Faculty Senate approve the nomination of E. Trey Martindale to serve on the Faculty Senate ad hoc Information Technology Committee. Adopted by voice vote, with 0 nays and 0 abstentions

Motion 3: Move that the Faculty Senate approve the nomination of John Petry (Leadership), Jonathan Judaken (History), Jeffrey Berman (Psychology), and Michele Alexandre (Law) to serve on the Faculty Senate Marcus Orr Faculty Senate Lecture in Higher Education Committee. Adopted by voice vote, with 0 nays and 0 abstentions

Senator L. Pivnick, Chair, Committee on Committees stated the nominations for the TBR Faculty Sub-Council Representative, Tenure and Promotions Appeals Committee, Academic Freedom and Responsibility Committee, and Four (4) Business and Finance

Standing Committees were not available at this time. He asked that Senators respond to the mass e-mail that will be sent inquiring about the faculty members' desire to serve on various committees.

3. New and Continuing Charges to Senate Standing Committees and Senate

1.   Status of Business

	TITLE	COMMITTEE	STATUS	ADMIN
Amendments for the <u>Faculty Senate Constitution</u>	Amendments	Executive Committee	New	
Nominations	Nominations to University standing committees	Committee on Committees	New	
General Education	Review Report on General Education to formulate motions	Academic Policies Committee	New	
Green Power	Green Power Switch	Administrative Policies Committee	Continue	
SETE (formerly SIRS)	SETE evaluation	Academic Support Committee	Continue	
<u>Faculty Handbook</u> proposed changes	<u>Faculty Handbook</u>	Faculty Policies Committee	New	
University Library	Review Library Allocations Report	Library Policies Committee	New	
Strategic Planning Goals	Review Strategic Planning Goal (Research $100M)	Research Policies Committee	New	

2. Charge for **ad hoc Faculty Grievance Committee.** Organize the committee, elect a chair, and develop guidelines (a model for discussion is the committee on Academic Freedom and Responsibility).

3. Charge for **ad hoc Information Technology Committee.** Follow up on the replies from the Provost's office, from Doug Hurley's office, and from faculty.

09.04.07.09 ANNOUNCEMENTS/EVENTS

1. Tennessee Board Regents Academic Affairs launched a new electronic newsletter, <u>Cutting Edge.</u>

2. President Shirley Raines' First Friday Forum, 1 p.m., Friday, September 7, 2007, in 177B, Administration Building.

3. Marcus Orr Center for the Humanities Lecture Series speaker, Dr. Eboo Patel, on <u>The Struggle for Identity: A Commitment to Pluralism,</u> Wednesday, September 5, 2007.

4. International Travel (Alaska, Hawaii, and out-of-country travel) is now approved by the Presidents' office. At the June, 2007, meeting of the Tennessee Board of Regents, approval was granted for revisions to TBR Policy 4:03:03:00 – General Travel.

09.04.07.10   ADJOURN
 The meeting adjourned at 3:50 p.m.