



## **Minutes of the Faculty Senate**

**Presiding:** Jeffrey S. Berman (Psychology)

**Date:** 2-23-10

**Secretary:** Cynthia G. Tucker (English)

**Senators Present:** Narahari B. Achar (Physics), Leonardo G. Altino (Music), David C. Burchfield (Public Health), Gloria F. Carr (Nursing), Robert P. Connolly (Anthropology), Amy L. de Jongh Curry (Biomedical Engr), Guiomar Duenas-Vargas (History), Richard D. Evans (Fin, Ins & Real Estate), Edwin G. Frank (Univ Libraries), Reginald L. Green (Leadership), Wade M. Jackson (Management Info Systems), Linda D. Jarmulowicz (Audiology & Speech-Lang Path), William H. Jermann (Elec & Comp Engr), Candace C. Justice (Journalism), Robert Kozma (Math Sciences), James M. Lukawitz (Accountancy), David N. Lumsden (Earth Sciences), E. Trey Martindale (Instr & Curr Ldrship), Michael S. O'Nele (Theatre & Dance), Edward H. Perry (Mech Engr), Lawrence A. Pivnick (Law School), Hoke Robinson (Philosophy), Vasile Rus (Computer Science), Stephan J. Schoech (Biology), Sharon A. Stanley (Political Science), Robert J. Thieme (Mrkting & Suply Chain Manag), Joseph C. Ventimiglia (Sociology), Kathryn S. Whitted (Sch Urb Aff & Pub Pol), Robert R. Wiggins (Management) and Antonio de Vaelasco (Communication)

**Senators Present by Proxy:** Richard L. Irwin (Health & Sports Sci), Lawrence W. Weiss, and William T. Segui (Civil Engr), Roger W. Meier

**Senators Absent:** Thomas E. Banning (Engr Tech), Pinaki S. Bose (Economics), Tarek R. Farhat (Chemistry), Jaime M. Ferran (Foreign Lang & Lit), Derek E. Hopp (Mil Sci, Naval Sci), Stephen J. Leierer (Couns Ed Psy & Res), Thomas E. Mason (Architecture), Cedar L. Nordbye (Art), Keith D. Sisson (Univ College) and Yaschica D. Williams (Criminal Justice)

**TBR Representative:** Wade M. Jackson (Management Info Systems)

**Faculty Senate Information Officer:** Margaret E. Robinson (Univ Libraries)

**Guests:** David N. Cox (President's Office), Thomas Nenon (Provost's Office) and Stanley E. Stevens (Faculty Athletic Representative)

The three-hundred-and-seventy-seven meeting of The University of Memphis Faculty Senate was held Tuesday, February 23, 2010, in the Auditorium, Room 124, E. C. Ball Hall.

### **02.23.10.01 Call to Order**

The meeting was called to order at 2:40 p.m. with a quorum present.

### **02.23.10.02 Approval of Agenda**

The agenda was approved as submitted.

### **02.23.10.03 Approval of Minutes**

The minutes were approved as submitted.

### **02.23.10.04 President's Report**

1. Welcome to new senator: President J. Berman introduced our new senator Antonio (Tony) de Velasco from the Department of Communication.

2. Preparation for 2010-2011 Faculty Handbook: The provost has set a new deadline of April 1 for receiving whatever changes we recommend for the faculty handbook. Because this will shorten the window of time we currently have for responding to changes proposed by administration, the Executive Committee (EC) agreed: a) to get our modifications to the provost by April 16 this year; and b) to ask that hereafter the Faculty Senate (FS) receive proposed changes before the last FS meeting of the Fall Term. A motion to this effect will be brought to the senate on March 23.

The provost is also intent on increasing the use of hyperlinks to online information. Because this impedes an electronic archive of handbook, we're insisting on having, besides the links, the technology needed to show what the handbooks look like from year to year and the changes made.

3. Update on Policy Statements: Human Resources (HR) Director, Harriet Montgomery and Legal Counsel, Sheryl Lipman have voiced objections to the Faculty Senate's call to create a university policy stating that chairs can only be hired if their candidacy is supported by a majority of the department's faculty. They have also objected to our proposed change to UM1564, Grievance Process and Conflict Resolution a policy pertaining to formal university grievances. As a point of information, David Cox, Executive Assistant to the President, believes the concerns are not with the substance of these proposed changes, but with the ambiguity of their status and whether they would be university policy or faculty handbook policies. President J. Berman has asked for written, detailed explanations for their objections.

4. Update on Early First Paychecks for New Faculty: According to President Raines, a procedure already exists for paying newly hired faculty earlier, thus helping relieve the financial distress many new colleagues experience under the present system. Few if any outside of the president's office appear to have known of this mechanism. Interim VP for Finance, David Zettergren, who, having received no complaints or requests, has questioned the need for earlier checks, but David Cox will pursue this issue with the Office of Business and Finance.

5. Senate Role on Faculty Athletics Advisory Committee: Satisfied that the faculty as a whole are sufficiently represented by the faculty members whom President Raines appoints to fill their seats, the Faculty Athletics Advisory Committee tabled the idea of having members elected by

the Faculty Senate. President J. Berman stated that this issue will be addressed in further detail under New Business.

6. Legislative Liaison's Lack of Communication with Senate: While President Raines's legislative liaison, Kevin Roper, Executive Assistant to the President for Government Relations has been aware of several outrageous bills---including House Bill 3542, allowing our state universities to hire presidents who hold no advanced degrees---K. Roper has not communicated with the Faculty Senate. K. Roper is responsible for government relations, which works with elected officials on legislative and funding issues for the University.

7. First Meeting of Administrative Council on February 19: At its first meeting, this council, chaired by President Raines, attended by the provost, vice presidents and deans was informative. A few points of interest: The expected drop-off in funding starting in 2010-11 and continuing in 2011-12 is being called the budget "gap" that will have to be reckoned with once the stimulus money is gone. It was also announced that the new University Center is slated to open on March 15, which means that the Faculty Senate might be able to meet there for its next meeting, March 23.

8. Comments on SoftGrid Software Distribution System: Ed Koshland, Director Research and Infrastructor (Information Technology Division) would like to hear from faculty who have used this system to download programs for use in smart classrooms and can help him assess the level of satisfaction: [koshland@memphis.edu](mailto:koshland@memphis.edu).

#### **02.23.10.05 Guest Speaker: Dr. Sylverna V. Ford, Dean University Libraries**

In lieu of opening remarks, Dean Ford distributed copies of University Libraries Summary Data 2008/2009 in reference to the university libraries, and moved directly to taking the following questions from FS Standing Committees:

1. From the Administrative Policies Committee: *Many faculty and most students are unaware of the many resources available from the UofM library. Could the library send out a monthly newsletter informing the UofM community of resources available?* Dean Ford agreed that more needs to be done to inform faculty and students about new acquisitions and other resources and assured us that steps to do so are being taken.

2. From the Faculty Policies Committee: *How could the University Library be proactive in ensuring that its limited resources are being used to guarantee that the University is capable of maintaining its commitment to function as a site of significant graduate and faculty research?* In these hard economic times, the best we can do is beef up our efforts to build an endowment from private and other non-government donors.

3. From the Research Policies Committee: *We have had colleagues from numerous universities that have seemingly unlimited access to online journals that are essential for writing research papers and grants. However, our access to journal article PDFs seems quite limited, putting us at disadvantages in academic research and in getting funded research. What are the main types of access that have been restricted for budgetary reasons? What plans are in place to increase access for faculty and students?* Here, again, the bad economy and our particular history of being the worst-funded library when compared with our peers in ASERL (Association of Southeastern

Research Libraries) continue to hamper our efforts in this direction. For the moment, every possible avenue for relief is being explored, including access through the consortia to which we belong.

4. From the Academic Policies Committee: *What if any coordination is there between our library and the other libraries (both college/university) and public in the acquisition of materials to reduce duplication and enhance total holdings?* There are several consortia, one composed only of academic libraries, and another composed of both colleges and the public library system.

In closing, Dean Ford thanked the senate and provided her contact information:  
[sford@memphis.edu](mailto:sford@memphis.edu), 678-2201.

## **02.23.10.06 New Business**

The following business was brought to the floor of the Senate:

### **1. Motion for Evaluation Survey of Top Administrators**

On behalf of the Executive Committee, W. Jackson presented the rationale and motion for the Evaluation Survey of Top Administrators. Survey overview: Overall, this survey will provide an opportunity to provide feedback on the President, Provost and the Dean of your College. This brief questionnaire takes about 15 minutes to complete. You will be asked a variety of questions about your opinions, observations, and thoughts.

Your participation in the survey is voluntary and you may refuse to participate without any penalty. It is also anonymous – you will not be asked to disclose your name or any other primary identifying information. Also, none of this information is tracked - including IP addresses. You may refuse to answer any question(s) or discontinue your participation in the survey at any time.

The results of this study will be used to inform the Faculty Senate about current challenges and opportunities to improve our University.

If you have any questions or other concerns about the survey you may contact any member of the Faculty Input Committee: Margaret “Bess” Robinson, Chair - [merobnsn@memphis.edu](mailto:merobnsn@memphis.edu), Carrie Brown - [cbrown14@memphis.edu](mailto:cbrown14@memphis.edu), Paul J. Palazolo - [ppalazol@memphis.edu](mailto:ppalazol@memphis.edu), Wayne J. Pitts - [wpitts@memphis.edu](mailto:wpitts@memphis.edu), and Jin Yang - [yinyang@memphis.edu](mailto:yinyang@memphis.edu).

Qualtrics Survey Software will be used in administering the survey. Discussion ensued and several minor editorial changes were to the survey instrument.

Rationale: In order to provide feedback to our top administrators and to determine for the senate insight concerning the level of confidence that the faculty have in their administration.

Motion to the Senate: Move that the Faculty Senate survey the Faculty on their evaluation of the President, Provost, and the Deans. The results will be provided to those evaluated and the Faculty Senate.

**Adopted by voice vote, with 1 nay on February 23, 2010.**

### **2. Motion for Survey on Last Day to Add Courses**

J. Lukawitz, chair of the Academic Policies Committee presented the rationale and motion for the survey regarding student's late adding of classes.

Rationale: Currently, students are allowed to add classes without any special permission during the first 5 days of the semester. In the spring semester we start on the Thursday before the MLK holiday. Therefore the add period is over before a Monday (or a Monday/Wednesday) class has even met. After this five day time period students can only add a class with permission of the instructor and the department head, regardless of whether the class has met or not. On the other hand, students can add into a Tuesday/Thursday class that has met for an entire week without any special permission.

Motion to Senate: Move that the Faculty Senate approved the survey by the Academic Policies Committee and approved sending the survey to all faculty at the university.

**Adopted by unanimous voice vote on February 23, 2010.**

### 3. Motion for Online Senate Voting

In the absence of the Faculty Policies Committee, chair, K. Sisson; V. Rus committee member presented the rationale and motion for online senate voting.

Rationale: The Committee believes that while online voting may not be appropriate for some motions, it holds the potential to increase the effectiveness and efficiency of the senate. In order to ensure that only appropriate motions are sent to an online vote the Committee recommends that senators and committees use discernment and sound judgment when initiating online votes and that online votes be presented with the option to vote 'aye', 'nay', or 'I believe this motion would benefit from physical discussion and should not be decided through an online vote'. This practice, if adopted would allow for many items of business that are voted on fairly routinely with an expectation of a unanimous vote to be taken care of outside of meeting time, allowing the meetings to cover more material in a smaller amount of time. It would also allow faculty senators who must be absent and cannot send a proxy to participate in voting on motions. Perhaps most significantly it would allow the senate to move on items outside the limited time-frame of the monthly meeting and thus allow the senate to progress on its business in a more dynamic, responsive, and effective manner.

Motion to Senate: The Faculty Policies Committee, after gathering significant input from peer institutions on the use of online voting in their senates, moves for the Faculty Senate to initiate a practice of online voting.

**Adopted by voice vote, with 1 nay, and 3 abstentions on February 23, 2010, the motion was amended to extend online voting to all faculty.**

### 4. Faculty Senate Appointments to Faculty Athletic Committee

On behalf of the Executive Committee, E. Perry presented the rationale and motion for the Faculty Senate appointment of faculty members to serve on the Faculty Athletic Committee.

Rationale: Although the university's Faculty Athletic Committee is listed in the Faculty Handbook as one of the standing committees of the university reporting directly to the president of the University, no description of this committee's duties, responsibilities, or membership is

found in the Handbook. Likewise no mention of this committee is readily found on the official athletic department website (www.gotigersgo.com) or the University's website (www.memphis.edu).

While the role and composition of the Faculty Athletic Committee remain unclear, it is quite clear that the Faculty Senate currently plays no role in the appointment of faculty members to that committee. Instead members are appointed by the university president with no involvement of the Faculty Senate.

Policies affecting the academic welfare of student athletes are certainly important to the faculty, and the faculty at large should be aware of those policies.

Since faculty representatives on the Faculty Athletic Committee are not appointed by the Faculty Senate, they do not report to the Senate. Consequently, the Faculty Senate has no knowledge of the activities of the committee which it could pass along to the faculty at large nor can the Faculty Senate play a role in the development of sound policies by that committee.

Since the Faculty Senate is designated as the "forum for the formulation of faculty opinion" and serves as the "primary vehicle for faculty participation in university governance," it seems only appropriate that the Faculty Senate appoint one or more members to the Faculty Athletic Committee.

Motion to Senate: *The Faculty Senate respectfully requests the following:*

- 1. One or more faculty representatives to the University's Faculty Athletic Committee be appointed by the Faculty Senate;*
- 2. The roles and responsibilities of the Faculty Athletic Committee be included in the Faculty Handbook; and*
- 3. The responsibilities and membership roster of the Faculty Athletic Committee be made readily apparent on the university's website and that of the Athletic Department.*

As a point of information, Stanley "Ed" Stevens, Faculty Athletic Representative (FAR) informed the senate the phrase, *and that of the Athletic Department*, if left in the motion would put the university in violation of NCAA rules. After a brief discussion, the motion was amended to delete from part 3 of the motion the words, "and that of the Athletic Department."

Motion to Senate: *The Faculty Senate respectfully requests the following:*

- 1. One or more faculty representatives to the University's Faculty Athletic Committee be appointed by the Faculty Senate;*
- 2. The roles and responsibilities of the Faculty Athletic Committee be included in the Faculty Handbook; and*
- 3. The responsibilities and membership roster of the Faculty Athletic Committee be made readily apparent on the university's website.*

**Adopted by unanimous voice vote on February 23, 2010.**

5. Motion on T&P Criteria Language in Handbook

In the absence of the Faculty Policies Committee, chair, K. Sisson; V. Rus committee member presented the committee's rationale and motion for tenure and promotion criteria language in the Faculty Handbook.

Rationale: Provost Faudree has requested that the Faculty Senate consider language to be added to the Faculty Handbook acknowledging that "as departmental guidelines change, tenure-track faculty should receive information and support to deal with the changes."

The language for a statement in the Faculty Handbook should affirm the following principles:

1. Tenure and promotion standards may evolve.
2. Nontenured faculty members must be given appropriate time to adjust to any changes in criteria that have occurred during their probationary period.

Motion to Senate: *The following text should be added as a final paragraph of the section entitled "Tenure and Promotion Overview" in chapter 4 of the Faculty Handbook:*

*"As departmental, college, and university standards for tenure evolve, the expectations for faculty members seeking tenure will also evolve. However, tenure-track faculty members must be given adequate opportunity to adjust to changes in expectations for tenure that have occurred since they were hired. To ensure that adequate opportunity is given, each department's tenure and promotion guidelines must not only specify the procedure for making changes to its criteria but must also state that faculty already on tenure-track when changes are made will not be subject to the changes for a specified period following the change. Faculty being considered for employment must be given written copies of their department's tenure and promotion guidelines before the hiring process is completed."*

**Adopted by show of hands, with 17 for, 3 nays, 3 abstentions on February 23, 2010.**

#### **02.23.10.07 Committee on Committee Nominations**

The Committee on Committees chair, C. Justice brought to the senate the following nominations:

Motion to Senate: Move that the Faculty Senate approve the nomination of Sarah Clark Miller (Philosophy) and Larry W. Moore (Civil Engineering) to serve on the Division of Student Affairs ad hoc Academic Integrity Week Committee.

**Adopted by unanimous voice vote on February 23, 2010.**

#### **02.23.10.08 Announcements**

1. Black History Month Celebration will run through February 26, 2010. For the calendar of programs: [www.memphis.edu/releases/feb10/bhm.htm](http://www.memphis.edu/releases/feb10/bhm.htm).
2. The next meeting for Standing Committees is March 2.
3. The next Faculty Senate meeting is March 23.

#### **02.23.10.09 Adjourn: 4:25 p.m.**