2-23-2009

Faculty Senate - February 23, 2009 Meeting Agenda

Faculty Senate

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SENATE MEETING
MONDAY, FEBRUARY 23, 2009
3:30 P.M. UNIVERSITY CENTER
SHILOH ROOM

Agenda

John Nolt, President    Becky Jacobs and Carl Pierce, Co-Parliamentarians
Suzanne Kurth, Secretary to the Senate  Toby Boulet, President-Elect

ANNOUNCEMENTS
Establishment of Quorum (S. Kurth)
Senate President's Report (J. Nolt)
Chancellor's Report (J. Cheek)
Provost's Report (S. Martin)

MINUTES
Faculty Senate Meeting, January 26, 2009 (for approval)
Faculty Senate Executive Committee Meeting, February 9, 2009 (information item)

MINUTES POSTED ELECTRONICALLY
Minutes from the Graduate Council of January 29, 2009, were distributed to Senators electronically prior to the meeting and available at (http://gradschool.utk.edu/GraduateCouncil/Minutes/20090129GCMinutes.pdf)
Minutes from the Undergraduate Council of January 27, 2009, were distributed to Senators electronically prior to the meeting and available at (http://web.utk.edu/~ugcouncl/docs/minutes/UGCMinutes1_27_09.pdf)
Implementation of these minutes takes place after approval of the Faculty Senate.

PREVIOUS BUSINESS
Task Force on Faculty Senate Effectiveness: Proposed Bylaws Changes (C. White)

REPORTS OF STANDING COMMITTEES
Library Committee: UT Digital Repository (L. Phillips)
Teaching Council: Tennessee Teaching and Learning Center (D. Schumann)

NEW BUSINESS AND ANNOUNCEMENTS
Faculty Senate Elections (T. Boulet)
Definition of “program” (J. Nolt)

ADJOURNMENT

ATTACHMENTS:
Faculty Senate Meeting Minutes, January 26, 2009 (for approval)
Faculty Senate Executive Committee Meeting Minutes, February 9, 2009 (information item; will follow in later email)
UT’s Digital Repository: Sustainable Services in an Evolving Scholarly Publishing Culture
Proposed Resolution on the Procedure for Review of Administrative Proposals to Terminate Programs
Proposed Faculty Senate Bylaws Changes Draft
Rationale for Proposed Committee Changes
Committee Changes Chart

DISTRIBUTED BY:    Sharonne L. Winston, Administrative Assistant for the Faculty Senate
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PRESIDENT’S OFFICE:    John Nolt
Department of Philosophy
974-7218; nolt@utk.edu
The University of Tennessee Faculty Senate
MINUTES
January 26, 2009

Absent: Roberto Benson, Thomas Boehm, Bill Bradshaw, Cathy Cochran, Daniela Corbetta, Steven Dandaneau, Jim Drake, Becky Fields, Glenn Graber, Jerome Grant*, Lee Han, Russel Hirst, Nathalie Hristov, Yuri Kamychkov, Jeff Kovac, Ramon Leon, Murray Marks, Mike McKinney, John McRae, Lynne Parker, Gina Pighetti*, W. Tim Rogers, Rupy Sawhney, Neal Shover, Montgomery Smith, Marlys Staudt, Patricia Tithof, Michelle Violanti, Michael Wirth, Tim Young

*Alternate Senators: Richard Heitmann for Gina Pighetti, Mark Windham for Jerome Grant

J. Nolt called the meeting to order at 3:32 p.m.

ANNOUNCEMENTS
Establishment of a Quorum (S. Kurth)
S. Kurth reported a quorum was present.

Senate President's Report (J. Nolt)
Budget. J. Nolt reported the news about the budget continued to be grim. While the size of the reductions for academic units remained unknown, a reasonable guess would be 8%. With an 8% reduction, there would probably be a loss of over 300 positions (filled and unfilled) at UTK. Some contingencies bearing on the level of cuts are: the nature of the federal stimulus package, whether the state rainy day fund is tapped, what efficiency measures are demanded by the Board of Trustees (BOT), and how large a tuition increase is approved. Nolt stated the budget prospects are so grim that he found it impossible to say anything positive about it. He said that the situation has received media coverage and that faculty voices need to continue to be heard. In his view the best strategy requires putting students first and arguing for keeping teachers in the classroom. UT is visible to the largest number of people through its students, as probably everyone in the state at least knows someone who knows somebody at UT. The best path to preserving the research and service missions is by keeping teachers teaching. Nolt said that in his public comments he had been bringing up things that could be done or done more fully: releasing the rainy day fund, having flexibility in setting tuition, having the legislature reallocate money set aside for Governor’s chairs ($17 million) and Cherokee Farm development ($32 million), and pursuing energy conservation (e.g., through performance contracting). Nolt elaborated that energy conservation was proceeding but slowly, as savings to date were about 2%. Nolt proposed performance contracting to the BOT’s Efficiency and Effectiveness Committee. Nolt expressed appreciation for the comments he had received and expressed his openness to suggestions.

Program Review, Reduction and Reallocation Task Force. The purpose of this task force is to prevent the lack of faculty input that occurred last year with the Audiology and Speech Pathology Program. [The proposals currently under consideration do not involve program elimination.] It is a committee creating procedures for obtaining faculty input. It has drafted a procedure for budget-based program closures that takes administrative recommendations directly to the Graduate and Undergraduate Councils and then to the Senate. The proposed procedures are on the agendas of both Councils and should be on the agenda of the February Senate meeting. Criteria for program closure or elimination remain in the draft stage. Nolt said since the group was formed he has concluded that its scope was too narrow and there remains a considerable amount of additional work to be conducted. The previous week Philosophy, his department, and Religious Studies were presented with a merger proposal that apparently had been developed administratively at least as early as last fall entirely without department heads’ and faculty members’ input or knowledge.
**Faculty Senate Efficiency.** C. White is scheduled to report on increasing the efficiency of the Faculty Senate at the February meeting.

**Research Council Policy Statements.** The Research Council chaired by J. Hall produced two important policy statements, one on research data and one on tangible research property. The Executive Committee concluded that public comment on the statements should be solicited. Nolt sent out a message soliciting comment. The statements will be brought to the February Senate meeting. They are posted on the Senate website. Comments can be sent to jhall7@utk.edu.

**Faculty Senate Legislative Task Force.** Nolt said there is a need to do more in these times. In the past faculty members were discouraged from taking part in lobbying. He met with H. Dye and A. Haynes and they are encouraging faculty involvement. He also had conversations with J. Shefner about taking a more active role. Nolt proposed and the Executive Committee approved creation of an ad hoc Faculty Senate Legislative Task Force with the following members: J. Shefner (Chair), L. Gross, B. Lyons, H. McSween, M. Murray, and C. White. The Task Force will work closely with H. Dye and the system and on occasion travel to Nashville.

**TUFS. State Organization of Faculty Senates.** The organization of faculty senates at four-year institutions will meet April 3-5. Nolt anticipates some legislative efforts will be launched as an outgrowth of that meeting.

**UT Faculty Council Report.** T. Boulet met with the UT Faculty Council and President Petersen in Nashville. Boulet, B. Lyons, and Nolt met with the BOT’s Efficiency and Effectiveness for the Future Task Force by teleconference. Lyons and Nolt attended the BOT’s Executive and Compensation Task Force Meeting. Nolt reported that his impression was that the Trustees and system administration were more engaged with faculty than at any time in the past and that everyone was worried. The degree of faculty influence remains to be seen.

**Family Medical Leave Policy.** The Office of the Vice Provost for Faculty Affairs has developed a revised Family and Medical Leave Policy for Faculty. The application process has been clarified. It stipulates that tenured faculty will be eligible for leave (one semester off with pay) and a one-year extension to the promotion and tenure clock for maternity, adoption, or foster care. The revisions codify what the campus has tried to practice for the past few years. The revised policy is posted on the web [http://provost.utk.edu/policies/familycare.shtml].

**Questions/Comments.** P. Crilly commented that there were not a lot of rewards for teaching on campus and that it seemed ludicrous to emphasize teaching. R. Leon commented that good teaching and research were interrelated. Crilly responded that it felt intellectually dishonest to make the argument. J. Shefner commented that given no raises were likely in the foreseeable future that it was not an issue. He encouraged participation in the UCW rally scheduled for January 28 outside of the Law School. Shefner noted that the Union had already talked to Sen. Corker and Rep. Duncan's people, as well as local legislators and the press. T. Wang commented that for the leave policy to really work men needed to be encouraged to take advantage of the leave. At other institutions women have been afraid to take it for fear they would be perceived as weak.

**Chancellor's Report (J. Simek)**
J. Simek noting that it was his last meeting as Chancellor said it had been a privilege to serve, but he was also looking forward to returning to the faculty. He said the times were difficult but the
situation was not all bleak, for he perceived that by taking a long-term view there was much to be positive about.

**Budget Cuts.** He indicated the target for reductions kept changing but currently plans were for a 13.9% base budget reduction for the next fiscal year. Combined with the previous base budget reduction, there would be an overall 20% base budget cut. He said if the institution comes out of this situation, it would be in good shape. He argued instruction should be emphasized for UT to continue to be the strong comprehensive institution it wants to be. All academic units were asked to make 8% base budget reductions. Facilities Services and other units will experience cuts of up to 17%. Simek said a tuition increase was needed. A 7% tuition increase would cover fixed cost increases. A higher increase could address other issues, but the focus would be on the academic enterprise.

**Reduction in Force.** Simek said there would be a reduction in force. On campus 220-230 positions were at risk, although less than 100 of them were occupied. The campus will do its best to retain employees. Decisions would be made as soon as possible. Programs would be in place for affected employees. Contact had been made with organizations such as Oak Ridge that are engaged in activities requiring skilled craftspeople. He indicated that while there were not plans to eliminate programs, program consolidations and shrinkage were likely.

**Positive Assessment.** Simek said when he asked units to develop plans to reduce their budgets by substantial amounts he received cooperation. He found a shared vision of what the University is and perceived that that common understanding would be the University's salvation. He emphasized the need to convince the state of the University's value.

**Comments.** Nolt said that where his figures differed from Simek's on the projected size of the reduction in force, his figure of 326 represented positions while Simek's figure of 230 represented fulltime equivalents.

Nolt recognized J. Heminway who introduced a resolution to recognize Chancellor Jan Simek. The resolution was approved by acclamation.

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**THE UNIVERSITY OF TENNESSEE, KNOXVILLE, FACULTY SENATE**

WHEREAS just over one year ago, our colleague and friend Jan F. Simek agreed to serve as Interim Chancellor for The University of Tennessee, Knoxville, under emergent and difficult circumstances; and

WHEREAS Interim Chancellor Simek has served the campus and the University with energy, passion, and distinction since January 2008; and

WHEREAS Interim Chancellor Simek has upheld the principles of shared governance, working cooperatively with the Faculty Senate in
difficult times to minimize losses of faculty and programs and to promote the practice of sustainability; and

WHEREAS a new Chancellor for the campus is scheduled to take office on February 1, 2009, allowing the Interim Chancellor to return to full-time teaching as a Professor of Anthropology and to his beloved research on the ancient human use of caves for habitation, exploration, and religion;

NOW, THEREFORE, IT IS RESOLVED that the Faculty Senate of The University of Tennessee, Knoxville expresses its sincere appreciation to

Dr. Jan F. Simek

for his exemplary leadership of and service to our campus and to The University of Tennessee as Interim Chancellor of The University of Tennessee, Knoxville, from January 2008 through January 2009: and

BE IT FURTHER RESOLVED that a copy of this Resolution be presented to Jan F. Simek, and that the Resolution become part of the minutes of the Senate meeting held on January 26, 2009.

Suzanne Kurth       John Nolt
Secretary       President

Simek was given the resolution.

Heminway introduced a resolution to recognize Vice Chancellor Denise Barlow. The resolution was approved by acclamation.

THE UNIVERSITY OF TENNESSEE, KNOXVILLE
FACULTY SENATE

WHEREAS Denise Barlow has worked diligently and faithfully for The University of Tennessee, Knoxville, since 1978, serving the campus
as a clerk in the Bursar’s office, the Bursar, the Director of Finance, and the Vice Chancellor of Finance and Administration; and

**WHEREAS** over the years, Vice Chancellor Barlow has been a voice of calm confidence, a source of detailed knowledge about campus and University financial matters, and an administrator who has shown that she values the faculty’s role in campus governance through her responsiveness to Faculty Senate questions and her open willingness to share information with (among others) the Executive Committee and Budget and Planning Committee of this Faculty Senate; and

**WHEREAS** The University of Tennessee, Knoxville, has come to rely upon and highly value Vice Chancellor Barlow’s dedication, her ability to provide comments based on evidence rather than opinion, and her insight as to how to effectively manage our complex institution;

**NOW, THEREFORE, IT IS RESOLVED** that the Faculty Senate of The University of Tennessee, Knoxville, expresses its sincere appreciation to

**Denise Barlow**

for her many and varied extraordinary positive contributions to The University of Tennessee, Knoxville, over a 30-year period; and

**BE IT FURTHER RESOLVED** that a copy of this Resolution be presented to Denise Barlow, and that the Resolution become part of the minutes of the Senate meeting held on January 26, 2009.

___________________________   ______________________________
S u z a n n e  K u r t h       J o h n  N o l t
Secretary       President

Barlow was given the resolution.

Provost’s Report (S. Martin)
S. Martin thanked Chancellor Simek and Vice Chancellor Barlow for their leadership. She commented that everyone could work together following the path set by former Chancellor Crabtree. She said the Provost’s Office is working to see what a smaller faculty means in terms of the future.
Work is proceeding with a scalpel rather than a chainsaw. S. Gardial is working on faculty job satisfaction issues, including Family Medical Leave, a gender-neutral policy. Focus groups and lunches with new faculty were continuing in an effort to see how to make UT a better place for them.

Students. She noted that the profile of student applicants was very good. She pointed out an article in the daily newspaper showing the fruits of a new student fee supporting international travel. And, she reported on the high quality of Honors Program recruits.

Finally, she noted that she and Nolt would be sponsoring a series of monthly brown bags to improve communication

Report of Vice President for Agriculture (J. DiPietro)

Nolt introduced J. DiPietro noting that while the Faculty Senate represents UTIA and the Space Institute, as well as UTK, he believed it might be the first time the Senate was addressed by the Vice President for Agriculture. A number of Senators from the West Campus had pointed out that traditionally the chief executive officer of the campus has reported to the Senate, but the chief executive officer of Agriculture had not been heard from.

DiPietro said he appreciated the opportunity to speak. When he came to the University, he heard that the Joe Johnson Bridge was a bad thing, but he thought it was a good thing. UTIA is a statewide operation with extension offices in every country engaged in outreach activities. The faculty consists of scholars in a range of fields. Many collaborative activities are in place between the two campuses, for example, the new Master’s degree program in Landscape Architecture, a Master’s in Public Health in collaboration with Veterinary Medicine, a program with Business, and one with Social Work. UTIA is facing a budget reduction of about 13%. Focus is on retention of faculty positions. The RIF would be about 100 positions of which 55 are vacant. An “incentivized” separation plan is being pursued that might include as many as 25 positions. He applauded the “Switch Your Thinking” campaign. Fundraising will become more and more important. For example the Veterinary College needs funds for remodeling and an addition to its teaching hospital for large animals. He noted various UTIA accomplishments, including faculty awards.

Comments. J. Malia asked about incentives for retirement noting that at the last Faculty Senate meeting Senators had asked about such incentives and were told they were not forecast. DiPietro explained a model was being explored for extension agents whose funding sources provided other possible options.

MINUTES

Faculty Senate Meeting
The minutes of the November 17, 2008, Faculty Senate meeting were moved and seconded. Minutes approved.

Faculty Senate Executive Committee Meeting
The minutes of the January 12, 2009, meeting of the Executive Committee were available on the web as an information item.

REPORTS OF STANDING COMMITTEES

Teaching Council Report on SAIS (I. Lane)
I. Lane introduced Elizabeth Pemberton who distributed a handout on SAIS. Pemberton reported that the most common questions tend to be about what forms are available and online evaluations. The campus system is based on the University of Washington system. The system has not changed
for a number of years, as theirs has not. There are 11 forms. Online SAIS provides instructors with feedback much more quickly. As response rates are a concern, instructors who received online response rates of 80% of better were asked about what they did. Their answers are on the web. An effort is under way to eliminate paper reports to the faculty. The goal is to have a site from which faculty can download reports from various years. J. Lounsbury asked whether that information was already available on TN101 Online. Pemberton said that it was the last thing updated and it was under the auspices of SGA. She said response rates were lower for online evaluation. Large classes obtain lower online response rates and have brought the overall online response rate down. Those with questions can contact her at epembert@utk.edu.

NEW BUSINESS AND ANNOUNCEMENTS
Faculty Involvement with the Legislature (H. Dye)
Nolt introduced Hank Dye, Vice President for Public and Government Relations, who works in Nashville with Anthony Haynes. Dye said the dynamics are going to change with a new Speaker and a Republican legislature working with a Democratic Governor. Both Education Committees will have new chairs. He noted the importance of the constitutional officers. The budget will drive everything. More will be known after Governor Bredesen's February 9 State of the State address. Economic stimulus funds will require projects that are “shovel ready.” Probably there will be block grants from the federal government. He encouraged faculty to look for possible damaging outcomes and to articulate their issues for legislators. Faculty members can aid UT's representatives by helping them develop their message and inform them about relationships they have with legislators. If faculty members write letters, they should be personal letters to individuals they know who are in the legislature. He noted that sometimes faculty members are free to say things that UT lobbyists cannot.

B. Lyons asked how many members of the Tennessee Legislature have an Associate or a Bachelor's degree. Dye replied that a number of them did not. J. Koontz noted that the discussion had focused on not hurting students, but he wondered whether there would be an identifiable impact if teaching loads were increased. Increased teaching loads would affect research activities and morale. R. Leon suggested that the faculty should always use language that indicates it is really trying. In answer to a question about how legislators perceive the faculty, Dye said they tend to see the faculty as in an ivory tower. In his view, the faculty is best suited to articulate its message. The plan is to give legislators models with different levels of tuition increase showing the impact of each. One model will be with a zero tuition increase. The goal is to show cuts have been made, but that further budget cuts will make inroads to the core.

Faculty Reductions Resolution (D. Bruce)
The resolution from the Budget and Planning Committee was previously distributed to Senators. The resolution was approved.

Resolution of the UTK Faculty Senate Budget and Planning Committee
Whereas the University of Tennessee, Knoxville, is faced with the prospect of severe budget reductions for the 2009-10 fiscal year, and

Whereas at least partly as a result of our current inability to replace faculty who have left the university, many students are already having difficulties obtaining the classes they need, and

 Whereas a 5% budget cut proposal from the Provost's office currently under consideration would reduce the money available for faculty salaries at UTK by $4.4 million, about 40% of which would be obtained by not filling tenured faculty lines and about 60% of which would be obtained by layoffs of non-tenure-track faculty, and
Whereas more recent discussions suggest that the actual budget reduction will be larger than 5%, with proportionately larger reductions in faculty workforce, and

Whereas such a reduction in faculty workforce would further reduce the availability of classes for students, and

Whereas tuition increases and the uncapping of tuition are currently under discussion as means of addressing part of this shortfall, and

Whereas the Board of Trustees has in establishing the UTK Faculty Senate stipulated that the Senate may:
- consider, advise, and recommend to the chief academic officer, or, if appropriate, through the chief academic officer to the President, policies and procedures in other matters which concern the general welfare of the faculty of The University of Tennessee, Knoxville, such as priorities for the University budget
- and further that it may consider, advise, and recommend on proposed policies regarding student life, rights, and responsibilities.

And whereas budgetary proposals affecting availability of classes are matters regarding student life and rights,

Therefore, the UTK Faculty Senate recommends to the Provost and Chancellor of UTK and to the President of the UT system that:
1. The first priority for the use of any increased revenue from the uncapping of tuition or tuition increases in Fiscal Year 2009-10 be to retain current faculty or to fill faculty vacancies, and that
2. Savings achieved by efficiencies or cuts in administrative functions be applied not to other administrative functions but to retain current faculty or to fill faculty vacancies

UTK Honorary Degrees Policy (V. Anfara)
V. Anfara explained the Board of Trustees has a policy on honorary degrees. The proposed policy is procedural specifying faculty involvement in the award process for UTK. The campus did not have procedures in place after the BOT adopted its honorary degree policy. The policy was approved by electronic vote of the Graduate Council on December 16, 2008. S. Thomas asked whether #2 was omitted or if the points should be renumbered. Anfara said they should be renumbered as one point was dropped. Motion passed.

2009-2010 Faculty Senate Calendar (T. Boulet)
The proposed calendar for the 2009-2010 meetings was approved.

Faculty Senate Elections (T. Boulet)
T. Boulet said the elections would begin in February.

Other
J. Malia said she reported at the last Senate meeting a candidate would be offered the Ombuds position. The person declined the offer. She learned a decision was made to put making another offer on hold for Chancellor Cheek. She asked what had happened as there was a plan to make an offer to another person if the first person declined. Simek said the first candidate wanted too much
money and the second candidate’s salary expectations were too high. The administration pulled back given the budget crisis.

Malia asked about the refrigerator policy. She thought a large refrigerator would be provided to units before individual refrigerators were removed. Nolt said departments could have refrigerators. Simek explained that there was never a promise to purchase refrigerators.

Meeting adjourned at 5:10 p.m.

Respectfully submitted,
Suzanne Kurth, Secretary
**UT’s Digital Repository: Sustainable Services in an Evolving Scholarly Publishing Culture**

Faculty Senate
February 23, 2009

**Digital Repository Definitions**


A university-based institutional repository is a set of services that a university offers to the members of its community for the management and dissemination of digital materials created by the institution and its community members. It is most essentially an organizational commitment to the stewardship of these digital materials, including long-term preservation where appropriate, as well as organization and access or distribution.


Institutional repositories—digital collections that capture and preserve the intellectual output of university communities—respond to two strategic issues facing academic institutions: 1) they provide a central component in reforming scholarly communication by stimulating innovation in a disaggregated publishing structure; and 2) they serve as tangible indicators of an institution’s quality, thus increasing its visibility, prestige, and public value.

**Repository Benefits to Faculty**

- Safe archive where scholarship is preserved and migrated
- Content accessible to the world, increasing personal visibility and showcasing university specialties and achievement
- Use data provides tangible indicator of quality
- Enhances communication with prospective students
- Authors who hold copyright may also use the content in other ways
- Publishing platform stimulates new forms of scholarship
- Enables scholars to share their work widely

**Chronicle of Higher Education References to University Repositories**
Charles Lowry. Let’s Spur Recovery by Investing in Information.
…workers with skills they can use in the years ahead—skills for the information age. A large-scale effort to digitize library and related cultural-memory holdings would be an effective response to the mounting problems that challenge…

Jeffrey Young. Physicists Set Plan in Motion to Change Publishing System.
…the repository and subscription model scheme,” said Ralf Schimmer, head of scientific-information provision at the Max Planck Digital Library, in Germany: “Open access is an inevitable, unstoppable, and irreversible development.”

Jennifer Howard. For Advice on Publishing in the Digital World, Scholars Turn to Campus Libraries.
…pack without trampling on fair use and risking a fine or legal action? How does a researcher upload her work to her institution’s repository, and are there consequences if she opts out? Those are just some of the questions that professors…

4/4/2008
How to Channel the Data Deluge in Academic Research.
…A special supplement on information technology…

Publisher Copyright Policies & Self-Archiving
SHERPA/RoMEO
http://www.sherpa.ac.uk/romeo/
Searchable database of permissions normally given as part of each publisher’s copyright transfer agreement. Based at University of Nottingham, the SHERPA partnership of 33 members includes the British Library.

University of Tennessee Libraries Scholarly Communication Site
http://www.lib.utk.edu/scholar/
Contains background information on intellectual property, open access, digital repositories, university library publishing and much more. Links to UT Scholarly Communication Committee and to the UT Open Publishing Support Fund.

Repositories Featured in the Slides
• University of California eScholarship Repository http://repositories.cdlib.org/escholarship/
• ScholarlyCommons@Penn
http://repository.upenn.edu/policies.html
• Social Science Research Network
• Purdue University Journal of Problem Solving
http://docs.lib.purdue.edu/jps/
Proposed Resolution on the Procedure for Review of Administrative Proposals to Terminate Programs

Whereas the Undergraduate Council in its January 27 meeting and the Graduate Council in its January 29 meeting, have approved the Procedure for Review of Administrative Proposals to Terminate Programs proposed by the Task Force on Program Review, Reallocation and Reduction, and

Whereas the Faculty Senate has today in approving appropriate sections of the minutes of these councils also approved this Procedure, and

Whereas there is need to eliminate ambiguity as regards what counts as a program for the purposes of this Procedure,

Now be it resolved that the term ‘program’ as used in the statement of this Procedure be understood to mean “degree program, minor or concentration.”
ARTICLE III. Committees.

Section 1. General Aspects of Committees. Committee, subcommittee, and council memberships for a given academic year shall be approved by the Senate at the last Senate meeting of the spring term of the preceding year. Whenever possible, Chairpersons of all committees and councils shall be elected senators. Committee Chairpersons shall be nominated by their committee members or by the Committee on Nominations and Appointments in compliance with Section 2.D. of these Bylaws and the Bylaw subsections in Section 2 for each committee, subcommittee, or council, unless another means of selection is provided in Section 2.

Members shall be nominated in consultation with current committee Chairpersons and through regard for preferences shared by each Senator for personal committee membership. To further communication and collaboration throughout the University, the Chairperson of each committee has the discretion to recommend members who may or may not be elected Senators. Such members’ service on committees is subject to the approval of the Committee on Nominations and Appointments. The Committee on Nominations and Appointments shall approve these members when they are recommended. Most committees shall also have ex officio members who will not be voting members. Most committees shall use some form of staggered membership as designated in committee subsections. Senate Committees shall have at least 25 percent new members each year, with at least 30 percent of committee members continuing service from the prior year. The President of the Senate is an ex-officio member of all standing committees.

Prior to or at the beginning of each academic year, the Chairperson of each committee will meet with the Executive Council to share committee goals for the upcoming year, review the bylaws concerning duties for that committee, if any, and discuss other information relevant to that committee.

Section 2.
Committee on Nominations and Appointments. Membership shall consist of the chairs of each college or division caucus. Membership shall be for a one-year term to begin in June of each academic year. The President-Elect of the Faculty Senate shall be the Chairperson of the Committee on Nominations and Appointments.

It shall be the duty of the Committee on Nominations and Appointments to nominate faculty members, and in some cases Chairpersons to the Faculty Senate for all special and standing committees, subcommittees, and councils except the Undergraduate and Graduate Councils. The nominations shall be made in compliance with Article III, Sections 1 and 3. The Senate President shall retain responsibility for all nominations of
faculty to administrative committees and other bodies. The Committee on Nominations and Appointments shall render a report to the Senate at its regular May meeting of each year and at other times as may be required.

Section 2. Standing and Special Committees. The standing committees of the Faculty Senate are:

A. Executive Committee Council of the Faculty Senate.

_membership shall consist of the Chairpersons of the standing committees of the Senate; the officers of the Senate, including the Immediate Past President; and up to two at-large faculty members. The Executive Council will include the elected faculty representative to the University Faculty Council. Ex-officio non-voting members shall include the chief academic officer(s) and the chief officer in charge of business and finance. The Chairperson of the Executive Council shall be the President of the Senate.

The Executive Council shall represent the Senate as needed in meetings with the administration and other groups, shall handle necessary business on an emergency and interim basis between Senate meetings (including matters that may arise after the last scheduled Senate meeting in the spring and before the first scheduled Senate meeting in the fall, during which time a quorum will be seven members of the Executive Council including the Senate President) shall recommend and review assignments to other committees, and shall establish ad hoc committees on behalf of itself or as directed by the Senate.

The Executive Council shall concern itself with the formulation and review of the long-range and short-range educational policies of the University as represented by the monetary allocations made in the budget.

The Executive Council shall not concern itself with individual salaries nor with college or departmental allocations, except as they may relate to the educational policies of the University.

When campus or system administrative appointments are to be filled and where it is appropriate for faculty to be of assistance in the recruitment and screening of candidates, the Executive Council will assist in the selection of the faculty members to serve on screening committees and lend its counsel to the development of procedures for recruitment and screening of such candidates.

The Executive Council shall annually review these Bylaws and make appropriate recommendations to the Senate for amendments. It shall also review any revisions suggested by members or committees of the Senate. This latter duty shall in no way prevent members or committees from bringing amendments directly to the Senate for consideration. It is the responsibility of the President-Elect to make sure that revisions to the bylaws are accurately communicated to the Information Officer.
Senate website.

(2) The Executive Council of the Executive Committee. Membership shall consist of the
President, the President-Elect, the immediate Past President, the Secretary, and at least
four other members of the Executive Committee. The Chairperson of the Executive
Council shall be the President of the Senate.

The Executive Council shall prepare annually a Statement of Objectives for the Senate,
based on consultations with the Standing Committees and with appropriate administration
officers, and shall present the Statement of Objectives for review and approval by the Ex-
ecutive Committee and the Senate at their first meetings in the Fall. Any activities of the
Executive Council shall be reported to the Executive Committee and the Senate at the
earliest scheduled opportunity.

B. Appeals Committee. Membership shall consist of at least 18 tenured faculty members
appointed to staggered three-year terms by the Faculty Senate Committee on Nomina-
tions and Appointments with the advice and consent of the Faculty Senate. At least one
member of the committee must have legal expertise. This committee shall have no ex-
officio members, and no member shall be an administrator at or above the level of
department head or above. The Chairperson shall be appointed by the Faculty Senate
Committee on Nominations and Appointments.

The function of the Faculty Senate Appeals Committee is to gather evidence and make
recommendations to the chief academic officer of the University for the disposition of
cases within its jurisdiction. The Faculty Senate Appeals Committee does not replace the
role of faculty and administrators in making employment-related decisions. Instead, it is
guided by the aim of maximizing the protection of the principles of academic freedom
and due process. In all cases, faculty members are entitled to notice regarding grounds on
which administrative action has been taken. All matters before the Faculty Senate Ap-
peals Committee are kept in strict confidence, subject to state open records laws.

The jurisdiction of the Faculty Senate Appeals Committee includes complaints regarding
violations of due process and fairness in tenure or promotion decisions, annual
performance reviews, and violations of provisions contained in the Faculty Handbook,
the Manual for Faculty Evaluation, and collegiate and departmental bylaws.

C. Faculty and Staff Benefits Committee. Benefits and Professional Development
Committee. Membership shall consist of ten faculty members, and the Chairperson of
the Benefits and Professional Development Committee shall invite appropriate campus
administrators to attend meetings as needed, with three-year staggered terms. Ex officio
members shall include the University Treasurer, Director, Office of Retirement Services,
and the Executive Director of Human Resources for the University (or their designees).
The Chairperson shall be appointed by the Committee on Nominations and Appoint-
ments, and should have been an active member of the committee prior to serving as
Chairperson.

This committee will examine, clarify, and make recommendations to the Faculty Senate on
issues and concern on retirement, leave, faculty welfare, insurance, and fringe benefits; cooperate with committees addressing similar concerns on other higher education campuses in Tennessee; receive representation from and provide representation to any other Faculty Senate or University task force or committee addressing issues directly related to faculty and staff benefits. Duties of the Benefits and Professional Development Committee shall include (1) suggesting administrative actions that would permit and encourage professional development and monitoring and evaluating the resulting actions and programs; (2) initiating activities to facilitate the development of faculty members as professionals and monitoring and evaluating these activities and resulting programs; (3) developing a policy of professional leave (sabbatical leave) and monitoring the resulting program; (4) enhancing and expanding international teaching and research opportunities for faculty and strengthening opportunities for participation of scholars and artists from outside the U. S.; (5) examining, clarifying, and making recommendations to the Senate on issues and concern on retirement, leave, faculty welfare, insurance, and fringe benefits; cooperate with committees addressing similar concerns on other higher education campuses in Tennessee; (6) receiving representation from and provide representation to any other Faculty Senate or University task force or committee addressing issues directly related to faculty and staff benefits. When appropriate, the Benefits and Professional Development Committee will cooperate with other Faculty Senate committees on base salary and other issues that are related to faculty and staff benefits.

**B. Athletics Committee.** Membership shall consist of twelve faculty members appointed to two-year staggered terms. Ex-officio members shall include the chief campus administrative officer charged with academic affairs (or designee), the Director of Athletics, the Director of Women’s Athletics, the faculty chairperson of the UT Athletics Board, the Director of Student Recreation, two student athletes appointed by the Athletics Department, and two students elected by the Student Senate. The Committee will also include the following non-voting ex-officio members: the Director of the Thornton Advising Center, the Associate Director of Women’s Athletics Compliance, the Associate Director of Men’s Athletics Compliance. The Committee on Nominations and Appointments shall appoint the Chairperson of the Athletics Committee for a one-year term.

This committee shall concern itself with academic aspects of intercollegiate athletics as well as the intramural athletics program. It may also concern itself with any other athletics matters which the committee deems appropriate and which lie within the purview of the Faculty Senate.

**D. Budget and Planning Committee.** Membership shall consist of at least ten faculty members appointed to two-year staggered terms. Ex-officio members shall include the chief financial officer for the campus. The committee shall elect the Chairperson for a one-year term at the last meeting of the Spring semester.

The duties of the Budget and Planning Committee are: (1) to provide for campus-wide faculty input into the University budgeting process; (2) work with the UT System Relations Committee to monitor the UT system budget including the Athletics Department; (3) to encourage the use of faculty expertise in budget matters; (4) to inform the faculty,
through the Senate, concerning budget matters. Both long-range and short-term aspects of its role will receive the committee’s attention, including budget priorities, THEC formulas, and planning for projects of the University or other entities that may eventually result in changes to campus facilities.

The primary concerns of the Budget and Planning Committee will be policy and communication. The Budget and Planning Committee is not expected to become involved in detail with, nor engaged in, comprehensive investigations necessary as a basis for budget decisions.

**E. Committee on Nominations and Appointments.** Membership shall consist of the chairs of each college or division caucus and the Senate President-Elect. Membership shall be for a one-year term to begin in June of each academic year. The Senate President-Elect of the Faculty Senate shall be the Chairperson of the Committee on Nominations and Appointments.

It shall be the duty of the Committee on Nominations and Appointments to nominate faculty members and, in some cases, Chairpersons of all standing and special committees, subcommittees, and councils of the Senate, except that the Chairpersons of the Executive Council, this Committee on Nominations and Appointments, and the Undergraduate and Graduate Councils shall be nominated as set forth in this Section 2. The Senate President shall retain responsibility for all nominations of faculty to administrative committees and other bodies. The Committee on Nominations and Appointments shall render a report to the Senate at its regular May meeting of each year and at other times as may be required.

This Committee on Nominations and Appointments shall also recruit two nominees for Faculty Senate President-Elect and two nominees for the campus representative to the University Faculty Council.

**D. Executive Committee of the Faculty Senate.**

(1) Membership shall consist of the Chairpersons of the Standing Committees of the Senate, the officers of the Senate, including the Immediate Past President, and up to two at-large faculty members, and one administrator who is an elected Senator. Ex officio members shall include the Chief Academic Officer and the chief officer in charge of business and finance. The Chairperson of the Executive Committee shall be the President of the Senate.

The committee shall represent the Senate as needed in meetings with the administration and other groups, shall handle necessary business on an emergency and interim basis between Senate meetings, shall recommend and review assignments to other committees, and shall establish ad hoc committees on behalf of itself or as directed by the Senate.

The committee shall concern itself with the formulation and review of the long and short range educational policies of the University as represented by the monetary allocations made in the budget.
The committee shall not concern itself with individual salaries nor with college or departmental allocations, except as they may relate to the aforementioned educational policy decisions.

When campus or system administrative appointments are to be filled and where it is appropriate for faculty to be of assistance in the recruitment and screening of candidates, the Executive committee will assist in the selection of the faculty members of such screening committees and lend its counsel to the development of procedures for recruitment and screening of such candidates.

The committee shall annually review the Bylaws and make appropriate recommendations to the Senate for amendments. It shall also review any revisions suggested by members or committees of the Senate. (This latter duty shall in no way prevent members or committees from bringing amendments directly to the Senate for consideration.) It is the responsibility of the President-Elect to make sure that revisions to the bylaws are accurately communicated to the Information Officer.

(2) The Executive Council of the Executive Committee. Membership shall consist of the President, the President-Elect, the immediate Past President, the Secretary, and at least four other members of the Executive Committee. The Chairperson of the Executive Council shall be the President of the Senate.

The Executive Council shall be empowered to represent the Senate in all urgent matters that may arise after the last scheduled Senate meeting in the spring and before the first scheduled Senate meeting in the fall. The Executive Council shall prepare annually a Statement of Objectives for the Senate, based on consultations with the Standing Committees and with appropriate administration officers, and shall present the Statement of Objectives for review and approval by the Executive Committee and the Senate at their first meetings in the Fall. Any activities of the Executive Council shall be reported to the Executive Committee and the Senate at the earliest scheduled opportunity.

F. Faculty Affairs Committee. Membership shall consist of nine faculty members, none of whom shall be an administrator at or above the level of department head, with three-year staggered terms. The Chairperson shall be appointed by the Committee on Nominations and Appointments.

This Faculty Affairs Committee shall concern itself with the adoption and amendment of faculty governance policies and rules, including the development and refinement of criteria and procedures for faculty appointment, promotion, retention, evaluation, the granting of tenure, retirement, and discharge for cause. It will check college, school, and department bylaws for compliance with the Faculty Handbook. The Faculty Affairs Committee is responsible for reviewing proposed revisions and recommending changes to the Faculty Handbook following review provisions as in accordance with the amendments procedures set forth in the Faculty Handbook, and for reviewing proposed revisions and recommending changes to the Manual for Faculty Evaluation in accordance with the amendments procedures set forth in the Manual for Faculty Evaluation. The activities of
the Faculty Affairs Committee shall be conducted at all times in a manner consistent with
the Trustees’ Policies Governing Academic Freedom, Responsibility, and Tenure, as the
same may be amended from time to time, and shall be guided by faculty governance best
practices in higher education, including especially those identified and promoted by the
American Association of University Professors.

G. Graduate Council. Membership shall consist of faculty representatives chosen for
three-year terms from the schools and colleges of the University engaged in graduate
work, and two graduate students appointed by the Graduate Student Senate. Members
shall be chosen in the spring term for terms to commence at the start of the next fall term.
Representatives shall be apportioned among the schools and colleges according to the
number of graduate students enrolled in the college or school in the previous fall term,
using the following table:

<table>
<thead>
<tr>
<th>Graduate Students Representatives</th>
<th>Total Graduate Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 – 300</td>
<td>1</td>
</tr>
<tr>
<td>301 – 500</td>
<td>2</td>
</tr>
<tr>
<td>501 – 700</td>
<td>3</td>
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<tr>
<td>701 – 900</td>
<td>4</td>
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<tr>
<td>901 – 1100</td>
<td>5</td>
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<tr>
<td>1101 – 1300</td>
<td>6</td>
</tr>
<tr>
<td>1301 – 1500</td>
<td>7</td>
</tr>
<tr>
<td>1501 – 1700</td>
<td>8</td>
</tr>
</tbody>
</table>

Representatives must regularly teach graduate courses or supervise graduate study and
must (1) hold full-time or continuing part-time appointment with the rank of assistant
professor or higher and (2) perform academic duties consisting of at least half-time
teaching, research, service or departmental administration. Ex-officio, non-voting mem-
ers (without vote) shall be the Dean of Libraries, the Dean of Outreach and Continuing
Education, the Director of the Center for International Education, and the Chair of the
Research Council, or their respective designees. In addition, the administrative officer
having primary responsibility for graduate curriculum in each college or school shall
serve as ex-officio, non-voting member (without vote) of the Graduate Council if that
person is not a college or school representative. The Chairperson of the Graduate Council
shall be a faculty member from the Graduate Council elected for a two-year term by vot-
ing members of the Graduate Council. The election of the Chair will take place at the last
meeting of the Spring semester—is a faculty member from the Council who serves for a
one-year term, following a one-year term as Vice-Chair and Chair-Elect.

The Graduate Council shall report its actions to the Executive Committee of the Faculty
Senate. The agenda and minutes of the Graduate Council meetings will be distributed
electronically to all senators at least five business days prior to the next senate meeting.
Implementation follows approval of the changes at that meeting. Any curricular change
may be reopened for review and its implementation delayed at the will of the Executive
Committee, or the full Senate.
H. Library and Information Technology Committee. Membership shall consist of six
ten faculty members representing broad interests with experience in library policies, edu-
cational and/or information technology and research that are appointed to three-year
staggered terms by the Committee on Nominations and Appointments. One undergradu-
ate student member may be selected by the Student Government Association, and one
graduate student member may be selected by the Graduate Student Senate. The Chair-
person shall be elected by the members of the committee and shall serve a two-year term.
The Chairperson shall be appointed by the Committee on Nominations and Appoin-
tments.

Voting ex-officio members shall include the Dean of the Libraries, (or designees), the
chief information officer of the Office of Information Technology, the chief information
officer for the Knoxville campus, and the director of the Innovative Technology Center.
Non-voting ex-officio members shall include other leaders of the Office of Information
Technology, specifically the executives responsible for engineering services, and cus-
tomer technology support, and also a representative of University outreach distance edu-
cation.

Duties of the Library and Information Technology Committee include: (1) identifying,
reviewing, and recommending information technology policies, (2) representing the Se-
ate on key university committees that address information technology, and (3) reporting
to the Senate on key information technology issues and developments that affect the
campus, and (4) ensuring that library services and collections meet the teaching, research,
and public service needs of the University community with particular focus on library
policies and procedures that facilitate use of resources.

I. Library Committee. Membership shall consist of one faculty representative from each
college or school, except in the case of Arts and Sciences that shall be represented by
three faculty members, one from each of the major divisions of the college. One student
representative may be selected by the Graduate Student Senate and one by the
Undergraduate Academic Council. Ex-officio members shall include the Dean of
Libraries and the Associate Dean of Libraries (or designees). The Committee on
Nominations and Appointments shall select the Chairperson.

The Committee’s duties include working with the Dean of Libraries to ensure that library
services and collections meet the teaching, research, and public service needs of the
University community. Particular focus shall be placed on library policies and procedures
that facilitate use of resources.

J. Nominating Committee. Membership shall consist of five members of the Senate who
serve a one-year term and are appointed by the Committee on Nominations and
Appointments. None of the members shall be a member of the Committee on
Nominations and Appointments. No ex-officio members will be appointed. The
Committee on Nominations and Appointments shall appoint the Chairperson. This
committee shall nominate two candidates for the President-Elect. The committee shall
solicit nominations from the University Faculty at large and shall prepare a ballot that includes biographical information on all candidates.

This committee shall nominate two candidates for position of faculty representative to the University Faculty Council. The committee shall solicit nominations for the University Faculty Council from the University Faculty at large and shall prepare a ballot that includes biographical information on all candidates. Elections shall be held every third academic year in the spring.

K. Professional Development Committee. The membership of the Committee shall consist of a minimum of nine faculty members serving one-year terms and representing the diversity of programs on the campus. Ex-officio members shall be the chief campus academic officer with primary responsibility for academic affairs and the chief campus academic officer with primary responsibility for graduate education (or their designees). The Committee on Nominations and Appointments shall appoint the Chairperson.

Duties of the committee shall include (1) suggesting administrative actions that would permit and encourage professional development; monitoring and evaluating the resulting actions and programs; (2) initiating activities to facilitate the development of faculty members as professionals; monitoring and evaluating these activities and resulting programs; (3) developing a policy of professional leave (sabbatical leave) and monitoring the resulting program; (4) enhancing and expanding international teaching and research opportunities for faculty, and strengthening opportunities for participation of scholars and artists from outside the U.S.

I. Research Council. Membership shall consist of no fewer than 12 appointed faculty or faculty/administrator representatives chosen by the Committee on Nominations and Appointments for staggered three-year terms. In addition, there shall be three graduate students selected by the Graduate Student Senate. Ex-officio members shall include the chief academic officer responsible for research, the Associate Vice President of the Office of Research, the Dean of Libraries and college-level administrators with responsibility for research (or their designees). The composition of the Research Council shall reflect balance among externally funded and institutionally supported research, between research and other creative activity, and between disciplines. Members must be actively engaged in research or other creative activity and must (1) hold full-time or continuing part-time appointment with the rank of assistant professor or higher, and (2) perform academic duties consisting of at least half-time teaching, research, service, or departmental administration. Ex-officio members shall be the Dean of Libraries and up to two additional designees. The Council members shall elect the Chairperson for a one-year term. The Chairperson must have served at least one year on the Research Council prior to election appointment by the Committee on Nominations and Appointments. The members of the Research Council may elect co- or vice Chairpersons.

The Research Council acts as an advisory body to the chief university officer for research. The Research Council shall promote excellence in research and other creative activity through the study and recommendation of policies. The Research Council shall
sponsor programs to communicate an understanding and appreciation of research and
other creative activity to the University community and the community at large. The Research Council co-administers some programs of the Office of Research as requested by
the chief university officer for research. Areas of concern include research incentives and
support, intradisciplinary and interdisciplinary research activities, compliance with State,
federal and University regulations governing the conduct of research, rights to and com-
mercialization of intellectual property, the broad range of research infrastructure includ-
ing all forms of telecommunications and computational support, and other appropriate
matters. Further, the Research Council shall concern itself with the institutional policy on
research grants and funding, with copyright and patent policy, with protection of investi-
gators, with the protection of human subjects of research, with the protection of experi-
mental animals, and with policies affecting compliance of research activities with envi-
ronmental and occupational health and safety requirements. Further, the Research Council
shall encourage publications and the development of specialized research facilities for
intercollegiate and/or interdisciplinary uses and with any other policies pertaining to
research programs. The Research Council shall also encourage the advertisement of re-
search successes of The University of Tennessee, Knoxville researchers. When appropri-
ate, the Research Council shall report its actions for approval to the Faculty Senate.

M. Student Concerns Committee. Membership shall consist of four faculty members,
Vice Chancellor of Student Affairs, a representative from the Dean of Students’ Office,
President of the Student Government Association, Vice President of the Student
Government Association, Director of Student Services, President of the Faculty Senate,
President Elect of the Faculty Senate, and President of the Graduate Student Senate. The
chairperson shall be a faculty member appointed by the Committee on Nominations and
Appointments.

This committee shall serve as a liaison between the Faculty Senate and student
government organizations. It shall make recommendations to the Faculty Senate on
matters of mutual concern.

J. Teaching and Learning Council. Membership shall consist of fifteen faculty mem-
bers nominated to the Senate by the Committee on Nominations and Appointments, as
well as three graduate students selected by the Graduate Student Senate in consultation
with the Chairperson of the Teaching and Learning Council and three undergraduate stu-
dents selected by the Student Government Association, and/or the Director of the Honors
Program, in consultation with the Chairperson of the Teaching and Learning Council.
The faculty members should have currently active teaching/advising responsibilities.
Members shall serve for three-year staggered terms with 1/3 of the terms expiring each
year. All colleges offering instruction at the graduate or undergraduate level will have at
least one representative. Attempts will be made to distribute the other representatives
among the colleges of the university. Ex-officio members shall include the Dean of Under-
graduate Academic Affairs, and the Associate Dean of the Graduate School and the
Director of the Tennessee Teaching and Learning Center, the coordinator of SAIS and the
Director of the Student Success Center. The Teaching Council shall elect the Chairperson
for a one-year term at the last meeting of the spring semester; the Chairperson takes of-
Office at the first meeting of the fall semester. Should the Teaching Council so decide, the Council may have co-Chairpersons who operate within the same procedures as a single Chairperson.

The Teaching and Learning Council is a committee of the Faculty Senate that works to advance excellence in teaching and academic advising at UTK. Areas of concern for the Teaching and Learning Council include incentives for recognizing quality instruction and advising, methods for improving instruction at a campus and departmental level, guidelines for routine and disciplinary evaluation of teaching, academic advising, and curriculum. For example, the Teaching and Learning Council examines policy issues related to teaching on the UTK campus and works with the chief academic officer to recognize excellence in teaching and advising. The Teaching and Learning Council works with the Tennessee Teaching and Learning Center to run a yearly campus-wide program that involves faculty and staff in addressing issues central to improving instruction and advising. The Teaching and Learning Council works with both the Graduate School and the Tennessee Teaching and Learning Center to develop practical means of improving and rewarding instruction and advising on campus.

K. Undergraduate Council. Voting membership shall consist of representatives chosen for three-year terms from the schools and colleges of the University granting baccalaureate degrees, one member of the ROTC faculty, and four students designated by the Undergraduate Academic Council. Members shall be chosen in the spring term for terms to commence at the start of the next fall term. Representatives shall be apportioned among the baccalaureate degree-granting units according to the number of degrees granted during the prior academic year, using the following table:

<table>
<thead>
<tr>
<th>Baccalaureate Degrees Granted</th>
<th>Total Undergraduate Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 – 300</td>
<td>1</td>
</tr>
<tr>
<td>301 – 500</td>
<td>2</td>
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<tr>
<td>501 – 700</td>
<td>3</td>
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<td>701 – 900</td>
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<tr>
<td>1301 – 1500</td>
<td>7</td>
</tr>
<tr>
<td>1501 – 1700</td>
<td>8</td>
</tr>
<tr>
<td>1701 – 1900</td>
<td>9</td>
</tr>
</tbody>
</table>

In the College of Arts and Sciences, representatives shall be apportioned among the Divisions of Social Sciences, Humanities and Natural Sciences. Members must (1) hold full-time or continuing part-time appointment with the rank of assistant professor or higher and (2) perform academic duties consisting of at least half-time teaching, research, service or departmental administration. Ex-officio, non-voting members (without vote) shall be the Dean of Admissions and Records, the Dean of Outreach and Continuing Education, the Dean of Libraries, the Director of the Center for International Education, the Director of the Chancellor’s Honors Program and the Chair of the Standing Committee on Advising (or their designees). In addition, the administrative officer
having primary responsibility for undergraduate curriculum in each college or school shall serve as an ex-officio, non-voting member (without vote) of the Undergraduate Council if that person is not a college or school representative. The Chair of the Undergraduate Council shall be a faculty member from the Undergraduate Council elected for a two-year term by voting members of the Undergraduate Council. The election of the Chair will take place at the last meeting of the Spring semester.

The Undergraduate Council shall concern itself with standards for admission, retention, and graduation; with curricular matters in the undergraduate programs; with the development of interdisciplinary programs; with the approval of new programs and any other matters of educational policy pertaining to undergraduate programs. The Undergraduate Council shall report its actions for approval to the Executive Committee of the Faculty Senate. The agenda and minutes of the Undergraduate Council meetings will be distributed electronically to all senators at least five business days prior to the next senate meeting. Implementation follows approval of the changes at that meeting. Any curricular change may be reopened for review and its implementation delayed at the will of the Executive Council or the full Senate.

I. University/System Relations Committee. Membership shall consist of at least eight faculty members including the elected campus representative to the University Faculty Council and the Faculty NCAA Representative. During years when the campus has a faculty representative on the UT Board of Trustees, that person will also serve on the University/System Relations Committee. The Chairperson shall be a faculty member.

The University/System Relations Committee will provide for faculty input (a) into activities of The University of Tennessee system, including Athletics, Research, ORNL, Information Technology, the Cherokee Campus and (b) with the Board of Trustees and the Tennessee legislature. The University/System Relations Committee shall work with the Budget and Planning Committee to monitor The University of Tennessee system budget and Athletics Department budget.

Section 3. Other Committees. The Senate shall have such other committees, standing and special, as it may establish from time to time. The members of all committees shall hold office for one year from the time of their appointment, unless otherwise specified. Membership of these committees may include any faculty (unless membership is restricted to Senators designated only), as well as students and staff. The President of the Senate is an ex-officio member of all standing committees.

Section 4. Committee Vacancies. In the event of a vacancy in the faculty membership of the Committee on Nominations and Appointments or of any committee, the Faculty Senate shall fill the vacancy by an election at the next regular meeting. The new members shall be elected for the unexpired portion of the term vacated.

Section 5. Committee Reports. Each standing or special committee shall submit a written report to the Senate at least once during the academic year.
<table>
<thead>
<tr>
<th>General Aspects of Committees (Art. III. Sect. 1)</th>
<th>Edit to indicate that committee chairpersons will be chosen by the Committee on Nominations &amp; Appointments, with the exception of the Graduate and Undergraduate Councils; remove references to staggered terms for committee members.</th>
<th>The change matches reality to the bylaws. Without sufficient administrative support, it is not possible to keep up with terms of individual committee members.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Committee (Art. III, Sect. 2)</strong></td>
<td><strong>Key Proposed Actions</strong></td>
<td><strong>Rationale for Actions</strong></td>
</tr>
<tr>
<td>Committee on Nominations and Appointments</td>
<td>Add to charge—This committee shall recruit two nominees for Faculty Senate President and two nominees for the campus representative to the University Faculty Council.</td>
<td>Nominating Committee has a single function. The change would increase input into nominations of senate officers.</td>
</tr>
<tr>
<td>Appeals Committee</td>
<td>Add – at least 18 members</td>
<td>The workload sometimes requires more members.</td>
</tr>
<tr>
<td>Athletics Committee</td>
<td>Delete from bylaws as standing committee</td>
<td>Athletics is a system entity and policy-making does not occur in this committee. The Senate needs to position itself at the policy intersections: NCAA compliance and monitoring athletics budget, which can be done by 1) building direct ties with the Athletics Board through the Executive Council; 2) adding Athletics budget oversight to the charge of the Budget &amp; Planning Committee; and 3) adding the NCAA faculty rep to the proposed new University System Relations Committee. Issues concerning student/athletes will be handled by the Teaching &amp; Learning Council.</td>
</tr>
<tr>
<td>Budget &amp; Planning</td>
<td>Add to charge – work with the University System Relations Committee to monitor the UT system budget including the Athletics Department Add – at least 10 members</td>
<td>See above and also University System Relations Committee</td>
</tr>
<tr>
<td>Committee</td>
<td>Action</td>
<td>Description</td>
</tr>
<tr>
<td>-----------------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Executive Committee</td>
<td>1) Change name to Executive Council of the Faculty Senate Add – The Council will include the elected Faculty Representative to the University Faculty Council 2) Change voting status of ex-officio members to non-voting 3) In the summer, a quorum will be 7 members of the Executive Council</td>
<td>Name change reflects smaller size and reflects change eliminating Executive Council of the Executive Committee. The Executive Council will assume summer duties held by the Executive Council of the Executive Committee.</td>
</tr>
<tr>
<td>Executive Council of the Executive Committee</td>
<td>Delete from bylaws as a subcommittee of the Executive Committee</td>
<td>Function will be covered by members of Exec. Committee</td>
</tr>
<tr>
<td>Faculty Affairs Committee</td>
<td>Delete – It will check college, school, and department bylaws for compliance with the Faculty Handbook.</td>
<td>The task of reviewing bylaws for Handbook compliance is an administrative responsibility and should be assumed by the chief academic officer.</td>
</tr>
<tr>
<td>Faculty and Staff Benefits Committee</td>
<td>Delete from bylaws as a standing committee</td>
<td>New Benefits &amp; Professional Development committee will assume charge. Relatively few policy issues fall to this committee.</td>
</tr>
<tr>
<td>Benefits and Professional Development Committee</td>
<td>Add to bylaws as a standing committee</td>
<td>Streamlines committee structure and increases efficiency by merging charges of Faculty and Staff Benefits and Professional Development. One committee could easily handle these policy issues.</td>
</tr>
<tr>
<td>Graduate Council</td>
<td>Add – The chair is a faculty member from the Council who serves for a one-year term, following a one-year term as Vice-Chair and Chair-Elect.</td>
<td>Complies with approved bylaws changes of the Graduate Council.</td>
</tr>
<tr>
<td>Library &amp; Information Technology Committee</td>
<td>Add to bylaws as a standing committee</td>
<td>Policy issues overlap of Library and information technology are increasingly connected; increases efficiency by merging charges.</td>
</tr>
<tr>
<td>Committee</td>
<td>Action</td>
<td>Change Details</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>---------------------------------------------</td>
<td>--------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Library Committee</td>
<td>Delete from Bylaws as a standing committee</td>
<td>See Library &amp; Information Technology Committee</td>
</tr>
<tr>
<td>Nominating Committee</td>
<td>Delete from bylaws as a standing committee</td>
<td>See Committee on Nominations and Appointments</td>
</tr>
<tr>
<td>Professional Development Committee</td>
<td>Delete from bylaws as a standing committee</td>
<td>This committee rarely deals with policy, and in fact was not staffed for several years. Functions will be covered by new Benefits and Professional Development Committee.</td>
</tr>
<tr>
<td>Information Technology Committee</td>
<td>Delete from Bylaws as a standing committee</td>
<td>See Library &amp; Information Technology Committee</td>
</tr>
<tr>
<td>Teaching and Learning Council</td>
<td>Add to bylaws as a standing committee</td>
<td>This committee will assume the charge of the Teaching Council, will work with the Teaching and Learning Center, and will look at educational policies other than curricular issues. Administrative duties for the Chancellors Teaching Awards will move to the Provost.</td>
</tr>
<tr>
<td>Student Concerns Committee</td>
<td>Delete from Bylaws as a standing committee</td>
<td>Student academic issues will be handled by the Teaching and Learning Council; the senate president and Executive Council build lines of communication with SGA and GSS presidents.</td>
</tr>
<tr>
<td>Research Council</td>
<td>Add – <em>Chair will be appointed by Committee on Nominations &amp; Appointments</em></td>
<td>Complies with Art. III, Sect. 1 of bylaws</td>
</tr>
<tr>
<td>Teaching Council</td>
<td>Delete from Bylaws as a standing committee</td>
<td>The charge will move to Teaching &amp; Learning Council.</td>
</tr>
<tr>
<td>Undergraduate Council</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>University System Relations Committee</td>
<td>Add to bylaws as a standing committee</td>
<td>Many policies are determined at the system or state level. The committee will provide faculty input system-reporting entities including athletics, ORNL, Cherokee Farms campus, Board of Trustees and legislature.</td>
</tr>
</tbody>
</table>