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Faculty Senate - Executive Council October 7, 2013 Meeting Minutes

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Faculty Senate Executive Council
MINUTES
October 7, 2013

Present: Donna Braquet, Guoxun Chen, Chris Cimino, Jennifer Fowler, David Golden, Joanne Hall, Sally Harris, Don Hodges, John Koontz, Jon Levin, Susan Martin, Bharat Mehra, Bonnie Ownley, Stefanie Ohnesorg, David Patterson, Randall Pierce, Tina Shepardson, Steve Thomas

Guests: Jimmy Cheek, Alisa Meador, Pia Wood

I. CALL TO ORDER

D. Golden called the meeting to order at 3:32 p.m., after establishing that a quorum was present.

II. ANNOUNCEMENTS AND REPORTS

International Travel Policy - Center for International Education (P. Wood and A. Meador)

- As of October 1, UTK faculty and staff traveling internationally on university business are required to register with the CIE because UTK purchased an agreement with International SOS to provide emergency assistance and advice during foreign travel.
- International SOS is not an insurance company. They have established a worldwide network of assistance centers and clinics in more than 75 countries. They have a fleet of air ambulances and can provide 24/7 emergency assistance to travelers, including medical assistance, international healthcare, and security services.
- P. Wood emphasized that registration is required prior to travel because if UT does not know where you are, they cannot help you. In an emergency, International SOS will contact UT and ask if they approve expenditure of money to evacuate you. If you are not registered, money cannot be authorized for assistance.
- A. Meador indicated that she is available to assist with registration on the CIE website. Registration is a parallel process with the travel authorization procedure. Registration is mandatory for IRIS Travel Authorization. She stressed that all Knoxville campus faculty and staff travelling internationally on University business, with or without University funds, must register.
- Travel plans and contact information are required for the registration process. In addition, all faculty and staff are required (mandatory) to purchase a non-refundable International Teacher Identity Card, which is good for one year from date of issue. This is considered a reimbursable travel expense. Additional details are available on the CIE website.
- Discussion and questions followed. T. Shepardson asked what would happen if you did not know all of the details of your trip. A. Meador replied that you must provide information of at least one lodging location on your trip. The registration questionnaire is editable and can be amended as new travel details become available. Shepardson also asked whether the process is different for nonbusiness travel. Meador responded that nonbusiness travel portions of your trip should be captured by IRIS, but International SOS does not cover personal travel; however, it is available for purchase to cover personal travel.
- D. Hodges asked whether University of Tennessee Institute of Agriculture (UTIA) personnel are covered. P. Wood indicated that Chancellor Arrington has not decided whether to purchase this program for UTIA. However, if you are travelling on UTK funds or through the College of Agricultural Sciences and Natural Resources (CASNR), you are covered.
- S. Martin asked whether faculty travelling to nonconventional places can be covered. P. Wood indicated that all they needed was the detail for one lodging contact.
- S. Ohnesorg pointed out that evacuation costs money, and wanted to know if faculty/staff have to pay for part of this. P. Wood stated that if the emergency is medical and your insurance reimburses you, you must reimburse UT for whatever your insurance repays you.

- Political evacuation is paid by UT and faculty/staff will not have to repay UT for evacuation.
- B. Mehra asked how registration and travel approval fit in the travel procedure timeline. P. Wood indicated that registration for international travel can be started before travel authorization.
 - A PowerPoint presentation with additional details of the International SOS Program is posted on the Senate website.

Chancellor's Report (J. Cheek)

- The search for the Vice Chancellor for Student Life is underway. Candidates have been interviewed, and their seminars and CVs, as well as candidate evaluation forms are posted on the Chancellor's website. Feedback on the candidates is requested by October 8th.
- The Tickle Engineering Building was dedicated on October 4th. A student spoke on the positive impact of good facilities on student learning.
- Plans are being finalized for the renovation and expansion of Strong Hall. J. Cheek stated that transformational buildings will make an impact on our students and learning.

Provost's Report (S. Martin)

- S. Martin attended the Southeastern Conference (SEC) Academic Leadership Development Program. Joanne Hall, Faculty Senate President-elect, is among four UT faculty members selected to attend this year's program. The program also funds travel grants for faculty invited to visit SEC schools. Harry "Hap" McSween has been named SEC professor of the year, which is selected by the SEC provosts.
- Thursday, October 10th is "Mic/Nite" at Relix Variety Theatre on N. Central Street in Knoxville. Faculty presenters highlight their research by presenting 20 slides in 20 seconds.
- S. Martin and J. Zomchick will be attending a UT System meeting in Nashville to start the process of switching to an online search process, rather than a paper-based process.
- S. Martin indicated that the incoming class had 4,276 freshmen. Enrollment this semester has been a relatively smooth process, although two fraternities are on suspension.
- Regarding SEC travel grants, T. Shepardson described a difficulty that she had encountered. Different SEC schools have different application deadlines, which can make it challenging to host meetings and bring in faculty from other SEC schools. S. Martin indicated that she would look into the problem.

III. APPROVAL OF MINUTES

D. Golden asked for corrections or additions to the minutes of the Executive Council meeting of September 3, 2013. No changes were suggested. S. Thomas moved to approve, J. Koontz seconded the motion and the minutes were approved.

IV. UNFINISHED BUSINESS

Establishment of Quorum (for information only) (D. Golden)

Quorum is established at seven members for Faculty Senate Executive Council meetings.

Faculty Senate Committees and Councils (for information only) (D. Golden)

Committees, Councils and Chairs have been populated. Membership information is posted on the Faculty Senate website.

Non-Tenure-Track Issues Committee (for information only) (D. Golden)

The Committee has been approved.

Policy on Romantic Relationships (J. Fowler)

The new section on "Romantic and/or Sexual Relations between Faculty and Students" will be

proposed for addition to Chapter 2 of the UT *Faculty Handbook*. The language has been reviewed by various groups, including the Commission for Blacks, Commission for LGBT people, Commission for Women, and the Office of Equity and Diversity (OED).

- Discussion followed. J. Hall asked what is meant by the sentence, "If acceptable arrangements cannot be made then the relationship must not continue?" Is "romantic" defined, and who will determine that? What are the consequences if the relationship does not end? What if a third party knows about it, are they required to report it? What happens to the information? In a previous job, she said that administration chose not to do anything about this type of relationship, and elected to seal the information. She suggested that it must be acknowledged that these types of relationships do occur.
- D. Golden had received questions/comments from the Commission for Women. They asked what happens when a relationship exists beforehand. It was suggested that the sentence, "If acceptable arrangements cannot be made then the relationship must not continue," be removed.
- J. Fowler indicated that if a problem arose and acceptable arrangements could not be made, then OED would handle the problem.
- S. Ohnesorg suggested that the phrase "even an amicable relationship" be replaced with "even an amicable romantic relationship."
- D. Golden suggested that the line, "Incidents of harassment and discrimination will be met with appropriate disciplinary action," be changed to "Incidents of harassment and discrimination will be met with appropriate disciplinary action, up to and including dismissal."
- It was also suggested that in the phrase, "to influence academic or employment decisions about others", the word "others" be changed to "students."
- S. Ohnesorg suggested that "bear the potential" be added before "to undermine the atmosphere of trust."
- B. Mehra pointed out that the nature of a relationship may not be what someone perceives it to be. J. Fowler said that she did not want to discourage anyone from reporting, and OED would investigate reports.

Academic Freedom Statement (J. Fowler)

The Faculty Affairs Committee is still working on the academic freedom statement.

Faculty Retention Review Policy for the Manual for Faculty Evaluation (D. Golden)

There is a proposal to change policy in regards to retention reviews at the department level. The primary changes include: 1) a recommendation that the narrative written be divided into three sections: areas of strength, areas for improvement, and specific recommendations for the current academic year; 2) the formal retention vote by the tenured faculty be taken only in the year of the enhanced retention review of the tenure-track faculty member. However, a vote can be taken during any retention review if a majority of the tenured faculty are present at the retention review and request that a vote be taken; and 3) the tenured faculty's vote on retention should focus on the tenure-track faculty member's ability to meet the requirements for tenure in the department, college, campus and University. J. Hall raised the question of whether the tenured faculty could choose to selectively vote (prior to the year of the enhanced retention review) on some tenure-track faculty but not on other candidates. This was not known.

V. REPORTS OF SPECIAL COMMITTEES

There were no reports.

VI. REPORTS OF STANDING COMMITTEES

Appeals Committee (B. MacLennan)

There was no report.

Athletics Committee (J. Koontz)

- Minutes of their meeting have been posted to the Faculty Senate website. J. Koontz indicated that if anyone had questions please contact him.
- A question was raised about whether committees should post documents other than meeting minutes. D. Golden indicated that agendas do not need to be posted, but PowerPoint presentations should be posted. Committees that have their own website were told to also post on the Faculty Senate website.

Benefits and Professional Development Committee (D. Braquet)

The Committee has met and will provide a report soon.

Faculty Affairs Committee (J. Fowler)

Other than the items presented today, there was no additional information.

Graduate Council (D. Hodges)

The Graduate Council has met, but minutes have not yet been approved.

Library and Information Technology Committee (B. Mehra)

The Committee has met and will share their minutes on the Faculty Senate website.

Nominations and Appointments Committee (D. Golden)

There was no report.

Non-Tenure-Track Issues Committee (S. Harris)

- The Committee met last week and discussed issues to cover for the year. Issues included communication with everyone, comparisons of pay and salaries, and lack of awareness of college level policies for non-tenure-track faculty.
- S. Harris indicated that a committee member had expressed concern about changing policies made by a unit head in regards to non-tenure-track faculty. They had asked who they should approach to address their concerns. S. Martin asked whether the concerned committee member had an opportunity to discuss issues with the unit head. Harris said that there had been a meeting, but that it lacked openness. Martin suggested that the committee member contact J. Zomchick for discussion about the issues.

Research Council (T. Shepardson)

The Council met earlier this semester and did not meet quorum to approve meeting minutes. However, sub-committees have been populated and some sub-committees have already finished their work.

Teaching and Learning Council (L. Rinehart)

There was no report.

Undergraduate Council (J. Levin)

The Undergraduate Council met and discussed issues to be addressed this coming year. D. Golden, Mary Albrecht and Sally McMillian met with them.

University System Relations Committee (G. Chen)

There was no report.

VII. NEW BUSINESS

By-laws – Information Officer (D. Golden)

- D. Golden is continuing to work on the listserv for information dissemination to faculty. Those receiving the information cannot reply, and they cannot post without approval. They can also opt out of receiving information from the listserv.
- Bylaws changes are needed regarding duties of the Information Officer. Posting to the Faculty Senate website is done by Sharonne Winston, rather than the Information Officer.

Responsible Investment

- A resolution has been submitted by UT students on responsible investment of funds in UT's investment portfolio. They cite several reasons in support of their resolution, and resolve that UT divest all of its holdings from American Electric Power or Duke Energy Corporation by January 1, 2014; the UT Board of Trustees establish a subcommittee on responsible investment under the Investment Advisory Committee to review UT's investment portfolio on the basis of environmental and social responsibility on a regular basis; and that UT make a public commitment not to invest any future holdings in coal, natural gas or oil companies, and completely divest from the previously listed companies by 2018. See the posted resolution for additional details.
- C. Cimino stated that it would not be possible to divest all of these holdings because some are held in trusts that are not managed by UT.
- D. Patterson mentioned that there was hope that the Faculty Senate would come forward with a similar resolution.

Additional Business

- D. Golden mentioned that bylaws issues regarding committee and council membership have been identified and revisions are needed. These are mainly problems with ex officio committee positions at UT that no longer exist.

VIII. ADJOURNMENT

The meeting was adjourned at 4:44 p.m.