UTHSC Faculty Senate
Annual Meeting

June 11, 2018, 4:00 PM
GEB A104
Awards

- Presidential Citation – Lori Gonzales
- Exceptional Meritorious Achievement Certificate – CTN2 Team
- Certificates of Appreciation
  - Lisa Zeigler
  - Tim Florence
  - Kiela Person
- Faculty Senator of the Year – Terry Cooper
- Administrator of the Year – Cindy Russell
Current Officers and University Faculty Council (UFC)

**Officers**
- President-elect – George Cook
- President – Martin Donaldson
- Past President – Terry Cooper

**UFC**
- Terry Cooper – Board of Trustees
- Phyllis Richey – Campus UFC Representative
- Martin Donaldson - President
Executive Committee Members

• College of Dentistry – Jay Regan
• College of Health Professions – Carol Likens
• College of Medicine Basic Sciences -
• College of Medicine Clinical
  • Mack Land
  • Thad Wilson
• College of Nursing – Peg Hartig
• College of Pharmacy – Frank Park
Committee Reports

- Budget and Benefits – Duane Schafer (COD)
- Clinical Affairs – Mack Land (COM Clinical)
- Education and Academic Affairs – Peg Hartig (CON), CASA Representative
- Faculty Affairs – Richard Smith (COM Clinical), FAWG Representative
- Faculty Research – RK Rao (COM Basic)
- Faculty Computing and Technology – Phyllis Richey (COM Clinical)
- Legislative Resource – Carol Likens (COHP)
- Handbook – Terry Cooper (COM Basic)
Budget and Benefits

- FY19 Budget Recap: 2109 budget forwarded to governor in April but still not signed – no indication he will not but no sure why the delay. Still on track for 2.5% faculty increase.
- FY18 Budget Review: key points include clarification of Direct vs Indirect revenue, Unrestricted vs Restricted funds, defining “Orange” dollars, and providing transparency with the General Operating Budget. A historical budget review demonstrated unparalleled financial support from the state starting in FY2005 with continuation through FY2017.
- Retirement benefit changes: the state legislature voted to remove the state of Tennessee imposed 50% maximum withdrawal of retirement funds at end of employment with UTHSC. POC’s: for TIAA it’s Bryan Nanney; for VOYA it’s Calvin Reed; for VALIC it’s Scot Brothers
- Beneficiary Update Campaign: At death you are eligible for 1 month’s salary + $ value of sick leave + $ value of annual leave balance. Several recent employee deaths where spouse preceded them and so no living beneficiary. CALL Benefits office: (901) 448-5601 to update your beneficiary information.
- Post hire survey: designed by HR ACUITY, is customizable and new employees will be contacted by email. Feedback is given to HR and then to business managers. UTHSC holds new employee orientation 2x per month and focuses on minimizing hardships.
- Exit interview survey: surveys are collected prior to employee leaving the campus. Current survey has been in place for 18 months so a wealth of data has been collected. Some findings have led to investigations.
- Compensation Project Update: goal is to create consistency along job titles and responsibilities, and pay grades across the state campuses. On occurrence that an employee falls below the new minimum pay threshold, they will get an automatic increase. Human Resources at UTHSC will use four different median metrics (ex., National, Southern, Public, etc.) to compare against salary of every individual employee on campus.
- Tuition increases: statewide tuition increases averaged 1.8%, which is the smallest increase since 1984. On this campus, as part of the preliminary UTHSC budget will range from 1-2% on in-state tuition only. Specifically, Dentistry (2%), Medicine (2%), Nursing (1%), Health Professions (2%), Pharmacy (1%), and Graduate Programs (0%). This will provide very little in added operation funds.
- Campus growth and construction: State Building Commission effect on campus - delay in eventual $20M purchase of Vivarium, surrounding land, and parking lot – will continue lease and renegotiate once moratorium is lifted. Historic Quad renovation project up and running – no more delays anticipated. Dental building next in line for construction start.
- Concur Travel implementation: a streamlined travel tool is moving forward with implementation. It should be a huge savings in effort for all travelers from booking to reimbursement.
- Facilities Management Services/JLL contract: campus specific contract voted down. In past ten years with local resourcing the custodial and landscaping upkeep has greatly improved. JLL would have kept current staff for one-year per contract and then revisited manning needs (potential loss of jobs). Mechanical, electrical, and elevator contracting is still outsourced.
Clinical Affairs

The Clinical Affairs Committee of the Faculty Senate met in October 2017. The members present voted to submit a Resolution to the Senate regarding the relationship among the Clinical Faculty, the Healthcare Partners and the University. This Resolution was presented to the Faculty Senate Executive Committee but did not advance to the full Senate.
Education and Academic Affairs

• Chair represented the Faculty Senate/EAAC on the following committees:
• Committee on Academic and Student Affairs (CASA) - meets 1-2 times/month
• Reviews current policies for any necessary updates
• Creates new policies related to academic and student activities (e.g., grading policies)
• Advisory to Associate Vice Chancellor for Academic, Student and Faculty Affairs
• Learning Management System (LMS) Review Committee (September 2017 – May 2018)
  • Developed RFP for LMS submissions
  • Reviewed all submissions and joined in discussion of considerations
  • Advised administration in selection of preferred LMS
• Quality Enhancement Project (QEP)
• Full Steering Committee
• Proposal Development Committee
• Co-Curricular Committee
• The EAAC committee members also participated in developing an updated text-matching system policy
• Addresses Safe-Assign use
Faculty Affairs

The first objective of the Faculty Affairs Committee (FAC) for the year was to finish compiling and examine information on faculty evaluation processes from across campus with emphasis on consistency and transparency of faculty appointments, evaluations and advancement practices across the colleges. The faculty evaluation materials and processes were compiled, distributed among the committee members and discussed. There was some discussion on materials that were actual metrics or digital, and those materials that were lists. For instance, the College of Medicine (COM) educational worksheet actually provides a quantifiable number at the end that can be used to show percent effort in teaching. Most of the materials from the Colleges mainly provide a listing of accomplishments and work done without any digital quantification. Another issue discussed was how much the new Faculty Productivity Reporting System will impact the APPR materials and processes. The new system will be Activity Insights from Digital Measures and it is hoped that the evaluation measures can be incorporated into this system. Issues of how intellectual property is incorporated or counted in the APPR were also discussed, including patents and patents that are also licensed. The FAC had no particular problems with the current materials and processes used for faculty evaluations with no comments or concerns identified.

The second objective was examining how the Faculty Senate (FS) administers the upward evaluation (UE) of campus administrators. The FAC along with Dr. Allen Dupont administer the UE through Qualtrics (an independent commercial site) to be as secure and confidential as possible. Based on the outcomes (resource questions) from the previous UE, many ideas were put forth including but not limited to, separating out the COM clinical faculty and providing them with a second survey with questions that better fit their situation within the academic community, the use of clickers at some departmental meetings to ensure that the faculties participate, having an alternative to the UE based upon what the faculty would like to see accomplished in the coming year by their administrators, and administering the UE by hand. The main emphasis this year has been ‘educating’ the faculty on the importance of participation, especially among the COM clinical departments. This education including going to various faculty meetings across campus and addressing concerns of privacy and ease of use. Also a cover email has been developed and approved by the FAC that will provide information as to how the UE is set up, the importance of participation, how the survey is set up and explicit instructions for completing the UE.

The third objective was to continue developing a fair, sensitive and equitable plan to share outcomes of the upward evaluation. The FAC has discussed what information could be disseminated back to the faculty with upper administration and have provided participation data for all the colleges from last year’s UE.

The fourth objective was participation in the Faculty Affairs Working Group (FAWG) policy development activities and reporting these to the FSEC. The FAC Chair has meet with the FAWG monthly and duly reported the activities in written reports to the FSEC and the FAC.
Faculty Research

We had 7 new members in the committee this year.

New goals were set for the year as follows: Develop faculty research resources database; continue to pursue formation of grant review committee; address MTA and invention disclosure issues; review progress of OSPR; support for established investigator; survey faculty to identify impediments to research at UTHSC.

Building a faculty research resources database was discussed in several meetings. Agreements were made with Quartzy to use it as the mechanism to build the database. Quartzy agreed to provide this service at no cost. The methods and tools were discussed by the committee, and currently a test site is created on Quartzy site. Committee members are reviewing these to fine tune the database. Once finalized a request will be sent to all UTHSC faculty to provide with the excel format file containing the list of reagents and materials available in their labs.

Dr. Goodman suggested that we first meet with each Dean to describe the need for a grant review committee and allowance of fixed effort for this service. This is an on-going process, and likely to be completed by June.

Committee discussed the issues involved in MTA processing and invention disclosure. Mr. Richard Magid addressed the committee and described the current processes and mechanisms involved in submitting invention disclosure. He assured that applications will be processed in as short time as possible. Delay in MTA processing remains to be addressed.

Dr. Goodman presented us with the progress made so far on the OSPR and Dr. Tiffany Seagrove presented the changes made to the UTHSC core services.

Committee discussed the potential requirement of additional support for established investigators who have spent 15 years more. These investigators are faced with unique issues of ageing instruments, an impediment to continued research. Although it was thought that this is a college level issue, it was agreed that it is worth an attempt to bring it to Chancellor’s attention. This mission is in working.

Although committee had a long discussion on the value of the surveys with less than 40% participation, it was agreed that faculty survey would be a worthwhile an effort to pursue to identify current impediments for research. This is in progress and a survey is likely to happen in a couple of months.
Committee communicated faculty concerns to the Vice Chancellor of Informational Technology, Dr. van der Aa, throughout the year and received prompt feedback and support on faculty concerns.

The Vice Chancellor van der Aa (IT), Assistant Vice Chancellor Baduoud (Communications and Marketing) and Associate Vice Chancellor of Faculty Affairs, Russell (AFSA) attended the committee’s meetings and together we identified technologies and resources relevant to faculty needs that IT, Communications and the TLC could prioritize and/or address.

Committee provided input on various technologies including Activity Insight (Digital Measures), Blackboard Canvas, Banner, D2L, Qualtrics, MediaSite, OU campus website management system, migration of campus websites, air printing from mobile devices, encryption.

Committee provided input on QEP objectives and is specifically involved with the QEP Technology Committee charge with ensuring the appropriate technology in place to support the QEP objectives.

Regarding policies and procedures covering procurement of electronic resources, the committee reviewed existing policies and recommended that additional examination by administration is warranted to ensure future purchases are properly vetted for security and network compliance as well as fiscal responsibility to eliminate redundancy of systems.

Regarding Electronic Information Systems, this year, and over the past several years, the committee has continuously provided support for various faculty documentation needs (e.g. annual evaluation/promotion and tenure documentation, biosketch, etc.) The UT has implemented a System-wide project for such a solution on all campuses. Going forward, at UTHSC, Activity Insight will allow these systems to be integrated into such a reporting structure to meet several of these needs.

To help facilitate efficient transition of faculty scholarship information, the Committee has recommended that all faculty be issued an ORCiD and is collaborating with AFSA and the UTHSC Library to bring this process to fruition.
Legislative Resource

• The Committee has been working with UTHSC Government Relations and Advocacy, Mr. David Mills, on plans to host a gubernatorial forum and reception ahead of the mid-term elections.

• The forum and reception are scheduled for Thursday, July 12, 5:30-8:30, in the GEB. Invitations have gone out to candidates. We have secured a moderator who is not affiliated with UTHSC, and are working on questions to present to the candidates.

• Committee members: Carol Likens, Bruce Hamilton, Jie Zhang, Tammam ElAbiad, Elisha McCoy, Stephanie Nikabkht.
UTHSC Faculty Handbook Revision

Section 4

• Required documents in promotion and tenure dossiers
• External letters and procedure for mutual agreement of evaluators between chair and candidate
• Explanations of reasoning for tenure, promotion decisions by chair or dean (no longer summary explanations)
• Provision of documents to all pertinent parties, faculty member, chair, dean, CAO
• Chancellor makes final decisions on all standard 6 year tenure applications
• BOT makes decisions on all early tenure application
Section 4

• Vote
UTHSC Faculty Handbook Revision

Appendix B

Greater transparency as described for Section 4 and provision of documents to all pertinent parties
Section B

• Vote
UTHSC Faculty Handbook Revision

Appendix C

• Greater transparency as described for Section 4 and provision of documents to all pertinent parties
Appendix C

• Vote
Gavin Resolution – George Cook

Whereas the University of Tennessee, Chattanooga (UTC) and the broader University of Tennessee community lost a valued faculty member and leader on June 3, 2018 with the death of Dr. Gavin Townsend;

Whereas Dr. Townsend was a tireless and outspoken advocate of academic freedom and intellectual individuality in the University of Tennessee System;

Whereas Dr. Townsend was a faculty member in art history for more than 30 years at the University of Tennessee, Chattanooga, had a long-standing commitment to research and teaching, and inspired countless students, preparing them to become effective leaders;

Whereas Dr. Townsend served with distinction as Faculty Senate President at UTC from 2006 to 2008;

Whereas Dr. Townsend was an enthusiastic supporter of the University of Tennessee System Faculty Council (UFC) in their work with the University of Tennessee President, serving as the UTC representative to the UFC from 2012 to 2018;

Whereas Dr. Townsend’s sense of humor, kindness, energy and graciousness enriched those fortunate enough to know and work with him;

Whereas, the passing of Dr. Townsend has left us deeply saddened; he will be missed but not forgotten; now, therefore, be it

Resolved, that the Faculty Senate of the University on Tennessee Health Science Center, on behalf of its senators and other faculty members, celebrates the service and recognizes the many contributions of Professor Gavin Edward Townsend over the course of his distinguished career, mourns his death and extends its sincerest condolences to his family and friends.
Gavin Resolution – George Cook

• Vote
Memorial to those who retired and passed

- As part of the annual meeting last year, Terry Cooper published a list of faculty who had retired and those who has passed in the past
- I have started this project and will continue to work on and will report over the summer
Training of New Senators

• I am working with Lori to supply a training session for new senators

• There will be more information on this next week

• First we will survey current senators about what information would have helped them when they first became a senator
New Committee Chairs – George Cook
I. ACTIONS AND PROGRAMS
1. Increased visibility of the Faculty Senate through headline communications of pertinent Senate and campus information to faculty via listserv.
2. Redeveloped the Upward Evaluation to increasing ease of participating and faculty anonymity.
3. Renovated and Updated the Faculty Senate Website.
4. Established Senate memorial for departed UTHSC Community members.
5. Changed future Senate member term limits, now 7-1 to 6-30.
6. Introduced anonymous voting on tenure, promotion & termination – goal, to be applied campus-wide in the Faculty Handbook.
7. Achieved Senate-Administration consensus on 8 policies with 3 integrated into the Faculty Handbook. First policies to be forwarded to System for Board of Trustees approval in 4 years.
8. Survey on 4 vs. 5 APPR performance categories.
9. Answer to faculty question about working on campus.
10. Survey on external letters for faculty tenure and promotion procedures.
11. Recognition of faculty and staff who have retired.
II. RESOLUTIONS PASSED CONCERNING:

1. Enhanced post-tenure performance review
2. Supporting mandatory faculty supervisor training
3. Increased transparency for APPR, EPPR & grievance data
4. Opposing student firearms carry
5. Credit allocation for research grants
6. Support for campus space policy
7. Anonymous balloting
8. Revision of the Faculty Handbook to integrate the EPPR Policy
9. Support of library resources and services
10. Faculty Handbook integration - Appointment of visiting & distinguished visiting professors
11. Faculty Handbook revision & integration - Faculty Senate Bylaws on term limits
12. Faculty and staff cost of living salary increases (Vote pending)
III. 14 SENATE PRESENTATIONS ON 16 TOPICS:

9-13-16
Vice-President Katie High
New Enhanced Post-Tenure Performance Review Policy Elements

10-11-17
Vice-Chancellor Lori Gonzalez
Open access (to relevant faculty member) to faculty promotion and tenure documents

Executive Vice-Chancellor Kennard Brown
Gun policies on UTHSC Campus

11-8-17
Chancellor Stephen Schwab
The New Enhanced Post-Tenure Performance Review & Mandatory Evaluator Training

Vice-Chancellor Tony Ferrara
Policy Website – Capabilities, Advantages & Use

12-13-17
Vice-Chancellor Jan van der Aa
Future of IT at UTHSC

Assist. Vice-Chancellor – Communications & Marketing, Sally Badoud
Vision for Our Social Media Strategy, Staffing Changes, Website Revisions, Listserv emails, etc.

1-10-17
Vice-Chancellor Lori Gonzalez
Debrief of UTHSC Administrator’s Retreat
[Improving administrator-faculty interactions for ranks chair & above]

Allen DuPont
Security in the Faculty’s upward evaluation of UTHSC Administrators

2-10-17
Vice-Chancellor Steven Goodman
Allocation of credit for externally funded research grant awards
Memphis Research Consortium proposal: Adverse Childhood Experiences

3-14-17
Director Teresa Britt
Into The Future of UTHSC Medical Education

Professor Peg Hartig
UTHSC Committee on Academic and Student Affairs (CASA)
UTHSC Quality Enhancement Plan

4-11-17
Library Associate Director – Randall Watts
You Want to Do What? A Brief Introduction to Best Practices in the Utilization of Copyrighted Materials by Educators

5-9-17
Vice-Chancellor Tony Ferrara
The State and UT Budgets - How They Affect UTHSC

Executive Vice-Chancellor Kennard Brown
A Look at the UTHSC Campus of the Future (re-scheduled to fall, 2017)
# Faculty participation in the Upward Evaluation of campus administrators

<table>
<thead>
<tr>
<th>College</th>
<th>Participants/Members</th>
<th>2017%</th>
<th>2015 %</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM Chatt.</td>
<td>4/100</td>
<td>4%</td>
<td>3%</td>
</tr>
<tr>
<td>COM Knoxville</td>
<td>8/226</td>
<td>3.5%</td>
<td>1.4%</td>
</tr>
<tr>
<td>*COM Memphis</td>
<td>125/751</td>
<td>16.6%</td>
<td>15.5%</td>
</tr>
<tr>
<td>Dentistry</td>
<td>72/161</td>
<td>44.7%</td>
<td>16%</td>
</tr>
<tr>
<td>Health Professions</td>
<td>31/63</td>
<td>49.2%</td>
<td>40.3%</td>
</tr>
<tr>
<td>Non-college</td>
<td>9/20</td>
<td>45%</td>
<td>25.9%</td>
</tr>
<tr>
<td>Nursing</td>
<td>24/75</td>
<td>32%</td>
<td>15.2%</td>
</tr>
<tr>
<td>Pharmacy</td>
<td>25/68</td>
<td>36.8%</td>
<td>42%</td>
</tr>
</tbody>
</table>

*COM Basic Science only 23.5%

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Richard Smith - Chair
4. Approval of the Minutes

5. Election of Senate President-elect and Secretary
   Nominated by Executive Committee:
   President-Elect – George Cook
   Secretary – Jennifer Langford

   Nominations from the floor:

   Vote

6. Approval of Senate Committees: Tabled until the September meeting

7. New Business:


9. Adjournment

Future Senate Meetings:
   Next Faculty Senate Meeting – Sept. 12, 4:00 PM, GEBA204
   Executive Committee Meeting – Jun. 20, 8:00 AM, 407 Hyman
Ballot

President-elect:  
a. George Cook  
b. Write in Candidate 1  
c. Write in Candidate 2
Ballot

Secretary:  a. Jennifer Welch-Langford
           b. Write in Candidate 1
           c. Write in Candidate 2
UTHSC Faculty Senate

Bensinger, Hallie
Beranova, Sarka
Braxton, Ashanti
Boughter, John
Brown, Jami
Burton, Eddie
Callahan III, William
Choby, Beth
Christian, James
Clark, Ricketta
Colvert, Dawson
Cook, George
Cooper, Terry
Craft, Robert
D'Ancona, Roberto
Diaz-Thomas, Alicia
Donaldson, Martin
ElAbiad, Tammam
Fan, Zheng
Flick, Jami
Freier, Amado
George, Lekha
Grandas, Oscar
Haberman, Brent
Hamby, Ellen
Hamilton, David
Hartig, Margaret
Hastings, Colleen
Hatten, Marie
Head, Penny
Hohmeier, Kenneth
Hori, Rod
Howden, Colin
Ibeguogu, Uzoma
Jain, Vinay
Joshi, Vijay
Kabra, Rajesh
Karydis, Anastasios
Kedzierski, Rafal
Kovesdy, Csaba
Kumar, Aneel
Kumar, Sajeesh
Land, Mack
Ledbetter, Chris
Levin, Michael
Likens, Carol
Lowe, Tao
Malakoff, Gary
Mandal, Nawajes
Marion, Tony
Matthew, Alexander
McClinton, Tracy
McCoy, Elisha
McDonough, Sharon
Mutrie, Lauren
Myers, Dayna
Nelson, Eric
Nikbakht, Stephanie
Pattanaik, Debendra
Phebus, Jeff
Ragain, Jay
Rao, R.K.
Reed, Laura
Richey, Phyllis
Saltuklaroglu, Tim
Scroggs, Reese S.
Self, Tim
Shafi, Nadeem
Sharp, Chris
Sharp, Jackie
Simmons, Linda
Smith, Richard
Spivey, Christiana
Steinberg, Helmut
Sun, Wen Lin
Surbrook, Michelle
Thomas, Fridtjof
Towbin, Jeffery
Vanatta, Jason
Versluis, Anthony
Vidal, Gregory
Wang, Junling
Welch, Jennifer
Williams, Regan F.
Williams, Richard
Williamson, Wes
Wilson, Thad
Wu, Zhaohui (Sunny)
Yates, Ryan
Zhang, Ji