

A GENDA: EXECUTIVE COMMITTEE

June 2 , 2020

■ **CALL TO ORDER** (2:30 P.M. VIA ZOOM)

■ **APPROVAL OF AGENDA**

■ **APPROVAL OF MINUTES**
(Executive Committee-June 16, 2020)

■ **PRESIDENT'S REPORT**
President's Council Update
COVID – Task Force Update
Budget Reductions Update
Update on Discussion Boards
Faculty Senate Calendar update
Master Calendar update

■ **OLD BUSINESS**
-EC Summer Activities
-Discuss University Calendar adjustments (Final Decision has been made)
-Develop Committee Charges for Fall
-Discuss Reschedule dates for New Faculty Senator Orientation

- Fall Activities
-Begin Trustee Selection Process

■ **NEW BUSINESS**



DISCUSSION ISSUES

- Instruction in the Fall
- Summer Dean's Meetings



ANNOUNCEMENTS



ADJOURN (4:30 P.M.)



**Faculty Senate
Minutes of the Executive Committee**

The meeting was held on Tuesday, May 12, 2020 via the Zoom video conferencing platform due to restrictions imposed in response to the COVID-19 global pandemic.

02.13.20.01 Call to Order

President Jeff Marchetta called the virtual meeting of the Executive Committee (EC) to order with a quorum at 11:00am and yielded the floor to Provost Thomas Nenon. Provost Nenon thanked faculty for what they have done through this extraordinary time. He had fewer student complaints and better posting of grades by faculty. He's hoping to come through this in a strong way and improve our competitive advantages. He noted that there is faculty representation on the steering committee and its working groups which were kept small to facilitate more productive interactions. These working groups cover lessons learned, safely reopening in the fall, student support and student life, staff, and facilities management including dorms. He also noted that he is getting some requests by faculty to stop the clock and that they are being handled appropriately.

Secretary Jeff Thieme: What are the appropriate mechanisms for faculty to provide input for committees?

Provost Nenon: Faculty should mostly contact chairs of the working groups, but contact with individual members is fine, too.

Secretary Thieme: Will the EC be getting intermediate progress reports from the steering committee and working groups?

Provost Nenon: We will work to draft a message to faculty about charges and how they can contact committees.

Secretary Thieme: What is your current thinking on synchronous teaching in online courses?

Provost Nenon: Best practices are evolving. We discovered that asynchronous teaching shouldn't be mandatory in all cases.

President Marchetta: Guidance on this issue on the UM3D web site was very helpful. Also, Chief Information Officer (CIO) Robert Jackson is working to develop more detailed guidance.

Parliamentarian Mark Sunderman: I'm concerned about filling faculty positions under the hiring freeze. My department is frustrated. Several positions have been lost. We had to cancel courses for the fall. Our dean hasn't been helpful.

Provost Nenon: All deans have had to restrict what they wanted to do. The short answer is that, given the situation, it would be irresponsible to not recognize that our budgets will be smaller in the short-term future. The state is likely to lose approximately \$1billion dollars. We need to maintain enrollment, or we'll make the situation worse. We will find out more from the state in June. Summer enrollment is good and fall looks promising. It's not a complete hiring freeze, but it is very restrictive at this point. Also, he is trying to figure out how to communicate financial difficulties to the University community without causing panic.

President-Elect Jill Dapremont: What is the University planning for in the case of drastic cuts? When will faculty be notified? End of June? July?

Provost Nenon: It'll be the end of June before we will know what the legislature will do. Also, we need to have a better understanding of fall enrollments before putting together a budget. President Rudd will communicate to faculty and staff once we learn more from the state in June, with updates as new information develops. The impact of athletics is also another unknown. He added his appreciation for the involvement of the Senate in the LMS choice. Many faculty find Canvas to be a better alternative to D2L, but are concerned about the demands of migration. It's not an IT or administration decision. We want it to be a faculty decision.

Parliamentarian Sunderman: I'm concerned that this is a state decision.

Provost Nenon: No. We can continue to participate in the TBR contract if we want. But we can opt out.

Parliamentarian Sunderman: I'm concerned that going alone isn't really an option because of pricing.

Provost Nenon: If we need to, we can go a different direction from TBR. I'm not sure that TBR pricing is going to drive the decision. Banner is a similar issue. We don't need to stick with it because of TBR. He added that regarding the potential of pushing back the

timetable on T&P, administration can move the calendar, but his experience is that anything that's not in by Labor Day doesn't come later. External reviewers are active. He's also not sure that the T&P college committees want to be evaluating candidate portfolios in November. Most of them want to finish in October.

President Marchetta: Do we need to look into this in more detail?

Provost Nenon: I just wanted to let you know that I've heard it and if there's a strong sentiment that we want to do that, administration would do that. But I don't see it as necessary at this point.

Senator Leigh Holman: Regarding a new LMS, now's not a great time. But can we add additional tools to D2L?

Provost Nenon: Let Robert Jackson know if there's anything of interest. If it's possible we'll try to accommodate.

Senator Holman: What about the lockdown function? Some have access, but others don't.

Provost Nenon: I'd refer you to Robert Jackson. The bigger issue is how to manage academic integrity, especially online.

Parliamentarian Sunderman: D2L has a group of features that we don't have access to because TBR is controlling those functions. We may not be able to utilize some features. There are outside programs that can connect through D2L, but those will incur additional expenses.

President-Elect Dapremont: Are we asking students (in nursing) to pay for online proctoring tools?

Provost Nenon: We are trying to get away from nickel and diming students. We already price some colleges at higher rates. I'm not sure how to handle it. Students pay or it hits our budget. Small sections are also a budget issue. If we spend \$1M on software, we can't hire 10 faculty.

President-Elect Dapremont: How will nursing students complete their clinical requirements?

Provost Nenon: Nursing is more dangerous than other fields. How we handle clinical in nursing might be different from other disciplines.

President Marchetta: I suggest that the EC meet with Provost Nenon later in the summer after more is known.

Provost Nenon: Around July would work best. It would also be a good idea for administration to discuss the budget with University President Rudd and the EC.

President Marchetta: He thanked Provost Nenon for joining the meeting and stressed that the steering committee and working groups are listening to faculty.

02.13.20.02 Approval of Agenda

The agenda was approved as written with the addition of a discussion of whether the EC wants to send out a letter to chairs about Senate service in New business.

02.13.20.03 Approval of Minutes

The minutes of the April 28, 2020 EC meeting were approved as written prior to the meeting via email by the EC members from the prior term (2019-2020).

02.13.20.04 President's Report

President's Report: Fall Preparedness Steering Committee Task Force Update

President Marchetta reported that the President's Council has been eye-opening. He is positive that leadership is listening to input, and he's not shy about providing input. Working groups haven't really started as they are mostly organizing. He will encourage Provost Nenon to send out charges to all faculty.

President's Report: Board of Trustees Information Session on 5/6

President Marchetta referred to information in the email attachment sent to the EC prior to the meeting. He conveyed faculty concerns to the board, including academic integrity. The board seemed to be very understanding of the transition in the spring. They are mostly concerned about budget issues.

President's Report: Spring Adjunct Faculty Extra Compensation (See Appendix A)

President Marchetta reported that he expressed his concern about compensating adjunct faculty for the extra burden of the online transition. Overall, the President's Council agreed with the point and will look hard to find some funding, even if it's minimal. But they made no promises.

Faculty Senate Office To-do List (See Appendix B)

President Marchetta referred to information in the email attachment sent to the EC prior to the meeting. He is looking to build on what Past-President Banning built in the last couple years. He asked for suggestions. He is looking to improve organization and information dissemination.

TUFTS Update

President Marchetta reported that every university came back with their own problems, making it difficult to create a uniform response. Currently, the effort is stuck.

2020-21 Faculty Senate Goals

President Marchetta expressed his goals for the year. He wants to: 1) help navigate through the COVID-19 situation and budget issues, 2) increase organization in the Senate, 3) ensure that the Faculty Policies Committee finishes tenure and promotion language for the Faculty Handbook by the end of fall, 4) re-emphasize what shared governance is to clarify it across the board. The Senate is advisory, not decision-making., 5) be clear what the Senate's role is, and 6) make sure motions are well-thought through and vetted.

Parliamentarian Sunderman emphasized that adjuncts signed on in the spring with expectations that changed drastically mid-semester with the online transition. President-Elect Dapremont added her concern that full-time faculty not be replaced by adjuncts. She requested that going forward we engage administration on this issue. President Marchetta suggested that our new Business and Finance Committee have a standing charge on tenure and tenure track positions. Secretary Thieme asked about the appropriateness of standing charges, given that each Senate session controls committee charges. President Marchetta responded that he has seen standing charges in other senates. If we need to change the standing rules, we should do that in our Constitution. If standing charges are not prohibited, he wants to implement them. Parliamentarian Sunderman agreed to investigate the issue.

04.23.19.05 Old Business

Standing Committee Final Membership List (See Appendix C)

President Marchetta referred the EC to the membership list. He stated that he's encouraging committees to do some work over the summer. Once the EC decides on charges next month, he will communicate charges to each committee. He wants to hit the ground running in the fall.

04.23.19.06 New Business

EC Summer Activities: Dean Meetings (Shared Governance at Unit Level, Unit Governance Documents)

President Marchetta mentioned the meetings with deans this summer. He wanted to make sure everyone else wants to do them. There were no objections. The meetings are generally 30-40 minutes. He wants to be clear about shared governance, improve communication between faculty and administration, and stressed that it's an informal meeting. We will probably hold off until June or July so that budget issues can be discussed with more information.

EC Summer Activities: Develop Draft Procedure for Code of Conduct for Faculty Policies Committee

President Marchetta reported that Eugene Buder (Faculty Policies Committee Chair) asked him about the faculty code of conduct and doesn't want the effort to lose steam. President Marchetta reported that he wants the EC to develop the process for grievance and appeals. Where do complaints go and how would they be handled? It doesn't need to be final, but he wants to get them at least a draft. He asked for volunteer to begin the draft. Senator Pat Travis volunteered.

EC Summer Activities: Develop Draft Procedure for Code of Conduct for Faculty Policies Committee

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EC Summer Activities: Develop Committee Charges for Fall

President Marchetta wants the EC to develop committee charges next month for the fall. He asked EC members to be thinking about them. He also referred the EC to the attachment (See Appendix D) for last year's charges as a starting point. Proposed charges should include any standing charges.

EC Summer Activities: Review List of External Committees that Need Faculty Reps.

President Marchetta wants to get a list of all committees that need assignments. He asked Past-President Banning to meet with Jada Ingram (Graduate Assistant), Kim Marks (Administrative Assistant), and himself to discuss after the meeting. Past-President Banning agreed to participate.

EC Summer Activities: Schedule dates for New Faculty Senator Orientation

Reminded the EC that Parliamentarian Sunderman will be leading the new senator orientation sessions. It'll be in late summer.

EC Summer Activities: Faculty Representatives for LMS Review

President Marchetta reported that he was very concerned about LMS review but was quickly relieved to find out that two faculty members from the EC (President-Elect Dapremont and Parliamentarian Sunderman) were on the committee reviewing our LMS. He reiterated what Provost Nenon said: the review is mandated because of the end of the contract, but everyone on the President's Council is supportive of a one-year extension. We will revisit the decision next summer. Parliamentarian Sunderman pushed for a decision on the extension sooner rather than later. President Marchetta replied that they are looking at the contract now. He asked President-Elect Dapremont and Parliamentarian Sunderman to report back to the EC later this summer.

Letter to Chairs about Senate Service

President Marchetta shared his position that he'll send out the letters if needed, but first he'll bring it up again with Provost Nenon to ask him to send it.

04.23.19.07 Announcements

Faculty Trustee position-June 2021

President Marchetta announced that the trustee selection process is being put on the calendar.

Senator Travis asked President Marchetta to invite Raj Kuraparti (Executive Vice President & Chief Financial Officer) to an EC meeting this summer. President Marchetta replied that he will do that and he'll ask University President Rudd and Provost Nenon to join in on that meeting as well.

Parliamentarian Sunderman suggested that we deal with the issue of all-senate emails. He wants to set up some sort of alternative, specifically, a discussion board. President Marchetta reminded the EC that this issue is on his list of things to do this summer. He also mentioned that we'll develop an all-faculty template for email. He also wants to post committee charges on the Senate web site. He wants to build and post a motion or resolution log on the Senate web site. He also mentioned that he wants to create a

master schedule for the Senate and update the Senate website. Secretary Thieme mentioned that the Senate could set up a course shell limited to Senators within D2L and utilize the discussion forums in D2L instead of email for any discussion of Senate issues outside of normal Senate meetings. President Marchetta stated that he will pursue that option. Administrative Assistant Marks suggested working with Kelly Freeman.

President Marchetta yielded to Faculty Trustee David Kemme. Trustee Kemme addressed the EC with his thoughts. He is impressed with the efforts of the faculty as well as administration through these difficult times. He recommends that the EC, and especially President Marchetta, discuss issues with faculty leadership in other universities. He thinks that there are areas of improvement in support for faculty needing to transition to online instruction. University President Rudd and Provost Nenon are optimistic, but he is doubtful that we'll be on ground in the fall. If we are not open in the fall, athletics will be a serious budgetary issue. He urged the EC to pay attention to college budgets, specifically the budget working group. He will make the case that administrative restructuring should be a part of any downsizing. University President Rudd has done this to some extent at the University level, but he wants to see similar efforts at the college level. He wants to push for more support for online teaching and academic integrity online, pointing to the lessons learned working group. He's learned more about what not to do than what to do. He encouraged the EC to be as engaged as possible with administration before decisions are made. It's harder to make changes after decisions have been announced. President Marchetta asked Trustee Kemme to encourage Melanie Murry (University Council) to give separate time in board meetings for him to address the board instead of being lumped in with Provost Nenon on the agenda. Trustee Kemme responded that it might be difficult to get that done. The agenda is driven by the Board president and it has already taken a lot of work to get President Marchetta and Provost Nenon on the agenda. But he will make the suggestion to David North (University of Memphis Board of Trustees President). He mentioned that the next board meeting will not include committee meetings and will be online. He will also make this suggestion to University President Rudd. Finally, he mentioned that the board is very interested in budget issues, but not very interested in other topics.

Administrative Assistant Marks provided a number of updates. The Robert's Rules of Order book for Parliamentarian Sunderman is in the Senate office. The group email for the Senate has been created, so she can send emails to all Senators. President Marchetta's new business cards are in. She is working on a custom order with a trophy company. Also, she is working on creating an email template that will be consistent with the University's branding policies.

President Marchetta requested that the next meeting be June 16th at 2:30pm. There were no objections. The EC will cover charges and updates in that meeting.

04.23.19.08 Adjourn

The meeting adjourned at 1:22pm.

Appendix A: Adjunct Pay Increases

	Per Cr hour				
FY	Min Pay	% change			
FY20	754	2.0%	ATB		
FY19	739	2.5%	ATB		
FY18	721	3.0%	ATB		
FY17	700	Raised the min from \$500 to \$700 per cr hour			
FY16	500				

Appendix B: Faculty Senate Office To-do List

Pending Action Items For Office:

- Course Releases for Jeff M. and Jeff T.
- Ability for outgoing emails from 'Office of Faculty Senate' address (check with IT).
- Professional formatted Email Template for 'All Faculty' emails (check with Marketing)
- Build list of Committee Charges in Spreadsheet or Table (Current and Future)
- Build a Motion/Resolution log in Spreadsheet or Table
- Build a Master Schedule
- Obtain a list of all committees that we are responsible for filling (Faculty Senate Appointed Representatives)
- Update website
 - a. Standing Committee Updates
 - b. Articles of Authority Standing Rules Standing Committee Updates
 - c. List of Representatives
 - d. Remove Investigation of UofM Confucius Institute Report
 - e. Update Meeting Calendar

Standing Committee Preferences										
Senator	Academic Policies	Academic Support	Faculty Policies	Business and Finance	Research Policies	Admin Policies	Library Policies	Committee on Committees	Executive Committee	
1	Holly Lau (new)			x						
2	Melissa J. McLean							Chair		
3	Mate' Wierdl			x						
4	Denis Grele	Chair								
5	Stephanie Huette (new)					x				
6	Michael Perez		Chair							
7	Melissa Hirschi					x				
8	Coriana Close		x							
9	Mark Sunderman									Parliam.
10	Daryn Zubke (new)							x		
11	Steven Schwartzbach			x						
12	Eugene Buder		Chair							
13	Jeni Loftus		x							
14	Alena Allen (new)			x						
15	Fawaz Mzayek (new)			x						
16	Sanjay Mishra				x					
17	Erno Lindner				x					
18	Kris-Stella Trump				x					
19	Michail Gkolias		x							
20	David Gray					Chair				
21	Sajjan Shiva					x				
22	Reza Banai				x					
23	Theodore Burkey					Chair				
24	Zabiholah Rezaee (new)			Chair						
25	Curt Schuletheis (new)			x						
26	Frances Fabian						x			
27	Gerald Chaudron						x			
28	Esra Ozdenerol			x				x		
29	Deanna Owens-Mosby							x		
30	Jill Dapremont									Pres. - Elect
31	Brennan Berg							x		
32	William Travis									At-Large
33	Leigh Falls Holman									At-Large
34	Stephen Watts			x						
35	Stephen Nelson			x						
36	Jeff Thieme									Secretary
37	Mohammed Yeasin (new)				x					
38	David Goodman						x			
39	Lorinda Cahoon						Chair			
40	Scott Marler	x								
41	Hall Freeman	x								
42	Jeffrey Marchetta									President
43	Tom Banning									Past-Pres.
44	Vacant (Architecture)					x				
45	Brian Janz	x								
		4	3	7	5	6	5	4	5	7

Appendix C: Standing Committee Final Membership List

Appendix D: Committee Charges

2019-2020 Committee Charges

Academic Policies

1. Coordinate a review of the upcoming changes to the Student Code of Conduct with a follow-up review and recommendation. Coordination is with Associate Dean of Student Accountability, Darren Wibberding. A report is due to the Executive Committee no later than December 3, 2019.

Academic Support

1. Develop a process with IT to get information as any new IT initiative is started and to set up communications that keep this committee informed and involved. Report monthly to the Executive Committee for including the report at the Faculty Senate meetings.

Faculty Policies

1. Continue to update handbook. Specific items to look at are A) rework for clarity, procedures for termination with cause of non-tenure faculty categories, B) rework for clarity procedures for tenure, promotion and appeals. The committee will include representatives from Legal Counsel and Administration as part of the rework process. Due to the Executive Committee no later than April 14, 2020.
2. Using OIR data provide a report and recommendations to guide the distribution of faculty pay raises by administration when pay raises for faculty are distributed. The report will include bring to the Senate a discussion of issues around faculty raises, such as a potential cap on across-the-board raises, framework for allocation of raises into different pools (cola, merit, equity, compression). Include annual process for getting faculty senate input as decisions are made, and other issues that the committee deems appropriate. Due to the Executive Committee no later than March 12, 2020.
3. Develop a Faculty Code of Conduct. Compare other TN state university's Code of Conduct as well as our peer institutions.
4. Provide an initial Code of Conduct document to the Executive Committee no later than January 14, 2020.
5. The Faculty Policies Committee (FPC) (or subcommittee as organized by the FPC chair) is charged to investigate the apparent decline over time in the number of Full Time Equivalent (FTE) tenured/tenure track (T&TT) positions at the University of Memphis. The FPC should work with the Office of Institutional Research (OIR), the Provost's office, and/or President's office as

appropriate to obtain and report the following data for the most recent 5 year period. The report should be submitted to the Executive Committee no later than November 12 so that it can be included in the Faculty Senate Meeting Agenda on November 19. The committee should be prepared to present its report to the full senate on November 19.

Research Policies

1. Report on developments with the new Research Council and ways the Senate can be involved as it goes forward. A report with recommendations is due to the Executive Committee, January 14, 2020.
2. Review Policy HR5011 on Extra Compensation and Outside Employment Due 4/14/2020

Administrative Policies

1. Meet with the Provost to clarify the plan for administrator evaluations.
Provide a report and recommendations to the Executive Committee motions no later than December 3, 2019.
2. Investigate faculty safety issues on campus related to student threats and report to the Faculty Senate Executive Committee before its February 14, 2020 meeting with any recommendations for improvements/updates/additions to current University Policy. The Committee is to include, but not limit, their investigation on the following issues raised by Senator Holman:

Library Policies

1. Meet with the Provost to discuss future directions for the library. Meetings will include the leadership of the library. Report and recommendations given to the Executive Committee no later than December 3, 2019.
2. The committee is charged to investigate the following statement in the committee's December 2, 2019 Report (page 5):
"University administration is moving the UM Library towards a clinical faculty rather than a research-based faculty." Include in the investigation the move of three open tenure-track librarian positions to non-tenure track faculty status in the Fall of 2019. The committee shall provide a report to the Faculty Senate Executive Committee no later than the March 17, 2020 Executive Committee meeting.

Executive Committee

1. Draft a Dean's Checklist for dissemination of unit level information to faculty. Due 12/4/2019

Update on Action Items For Office:

- Course Releases for Jeff M. and Jeff T. (Complete)
- Ability for outgoing emails from 'Office of Faculty Senate' address (Complete).
- Professional formatted Email Template for 'All Faculty' emails (In progress)
- Build list of Committee Charges in Spreadsheet or Table (Current and Future)
- Build a Motion/Resolution log in Spreadsheet or Table (In progress)
- Build a Master Schedule (in progress)
- Create Discussion Board (Complete)
- Move Faculty Senate Office (in progress)
- Obtain a list of all committees that we are responsible for filling (Faculty Senate Appointed Representatives) (Complete)
- Update website
 - a. Standing Committee Updates
 - b. Articles of Authority Standing Rules Standing Committee Updates
 - c. List of Representatives
 - d. Remove Investigation of UofM Confucius Institute Report
 - e. Update Meeting Calendar (in progress)

Faculty Senate Charge Log

Type	Date	Reporting Date	Charge	Committee Assigned	Status
One-time	9/6/2019	12/3/2019	Coordinate a review of the upcoming changes to the Student Code of Conduct with a follow-up review and recommendation. Coordination is with Associate Dean of Student Accountability, Darren Wibberding.	Academic Policies	In progress
One-Time	9/6/2019	10/3/2019	Develop a process with IT to get information as any new IT initiative is started and to set up communications that keep this committee informed and involved.	Academic Support	Complete
Standing	9/6/2019	Monthly	Report monthly to the Executive Committee on relevant ITS activities and report to the Faculty Senate.	Academic Support	In Progress
One-time	9/6/2019	##/##/###	Continue to update handbook. Specific items to look at are A) rework for clarity, procedures for termination with cause of non-tenure faculty categories, B) rework for clarity procedures for tenure, promotion and appeals. The committee will include representatives from Legal Counsel and Administration as part of the rework process.	Faculty Policies	In progress (Rework)
One-time	9/6/2019	3/12/2020	Using OIR data provide a report and recommendations to guide the distribution of faculty pay raises by administration when pay raises for faculty are distributed. The report will include a Senate a discussion of issues around faculty raises, such as a potential cap on across-the-board raises, framework for allocation of raises into different pools (cola, merit, equity, compression). Include annual process for getting faculty senate input as decisions are made, and other issues that the committee deems appropriate.	Faculty Policies	Complete (Convert to Standing Charge for B&F Committee)
One-time	9/6/2019	##/##/###	Develop a Faculty Code of Conduct. Compare other TN state university's Code of Conduct as well as our peer institutions.	Faculty Policies	In progress
One-time	9/6/2019	1/19/2020	The Faculty Policies Committee (FPC) (or subcommittee as organized by the FPC chair) is	Faculty Policies	Complete (Convert to

			charged to investigate the apparent decline over time in the number of Full Time Equivalent (FTE) tenured/tenure track (T&TT) positions at the University of Memphis. The FPC should work with the Office of Institutional Research (OIR), the Provost's office, and/or President's office as appropriate to obtain and report the following data for the most recent 5 year period.		Standing Charge?)
One-time	1/15/2019	4/14/2020	Review Policy HR5011 on Extra Compensation and Outside Employment	Research Policies	Complete
One-time	9/6/2019	12/3/2019	Meet with the Provost to clarify the plan for administrator evaluations.	Administrative Policies	Complete
One-time	10/18/2019	9/1/2020	Investigate faculty safety issues on campus related to student threats and report to the Faculty Senate Executive Committee before its February 14, 2020 meeting with any recommendations for improvements/updates/additions to current University Policy. The Committee is to include, but not limit, their investigation on the following issues raised by Senator Holman	Administrative Policies (Tom Banning will close)	In progress
One-time	9/6/2019	12/3/2019	Meet with the Provost to discuss future directions for the library. Meetings will include the leadership of the library. Report and recommendations given to the Executive Committee.	Library Policies	Complete
One-time	1/15/2019	3/17/2020	The committee is charged to investigate the following statement in the committee's December 2, 2019 Report (page 5): "University administration is moving the UM Library towards a clinical faculty rather than a research-based faculty." Include in the investigation the move of three open tenure-track librarian positions to non-tenure track faculty status in the Fall of 2019. The committee shall provide a report to the Faculty Senate Executive Committee no later than the March 17, 2020 Executive Committee meeting.	Library Policies	Complete
One-time	9/6/2019	12/4/2020	Draft a Dean's Checklist for dissemination of unit level information to faculty.	Executive	Complete

Faculty Senate Charge Log (New Charge Ideas & Carry Forward)

Type	Date	Reporting Date	Charge	Committee Assigned	Status
One-time	8/25/2020		Review and Revise Faculty Handbook Chapter 4. T&P Suggest to move all Processes and Procedures to Appendices (ex. T&P, Grievance, Appeals, etc) See UTK Faculty Handbook.	Faculty Policies	In Progress
One-time	8/25/2020		Detail and Modernize Post-Tenure Review Section 4.2. Recommend to view UTK and soften their approach some. We need something better than we have which is still fair, but it doesn't have to be overly tenuous and frequent.	Faculty Policies	
One-time	8/25/2020		Revise Section 2.4 on Department Chairs to strengthen emphasis on selection by department faculty first with approval of Dean. Add 5 year term with rare exceptions for renewal. Emphasize preference for internal hires and promotion before hiring externally. External hires should become and exception.	Faculty Policies	
One-time	9/6/2019		Develop a Faculty Code of Conduct. Compare other TN state university's Code of Conduct as well as our peer institutions.	Faculty Policies	In progress
One-time	8/25/2020		Revise Univ. Policy on Search Committees to strengthen shared governance. Clearly define role between Search Committee and Hiring mgr. (for faculty typically Dept Chair). OIE has agreed that revision is needed.	Administrative Policies	
One-time	8/25/2020		Add new Univ. of Memphis policy clarifying step down salary adjustment for administrators stepping down from admin duties	Administrative Policies	
One-time	10/18/2019		Investigate faculty safety issues on campus related to student threats and report to the Faculty Senate Executive Committee before its February 14, 2020 meeting with any recommendations for improvements/updates/additions to current University Policy. The Committee is to include, but not limit,	Administrative Policies (Tom Banning will close)	In progress

			their investigation on the following issues raised by Senator Holman		
Standing	8/25/2020		Review University Budget Proposals with Univ. VP of Business and Finance	Business & Finance	Continuing
One-time	8/25/2020		Work with OIR, Provost, and B&F to quantify and carefully assess low producing programs for potential permanent budget reductions beginning FY21. Consider student success, student retention, and research productivity.	Business & Finance	
One-time	8/25/2020		Unit level reviews should be subjected to review for potential permanent budget reductions beginning FY21. Look for Administrator and Staff 'bloat' at unit levels. See if a common metric exists that provides a good measure of Admin&Staff/Faculty Ratios. Consider student success, student retention, and research productivity	Business & Finance	
Standing	8/25/2020		Review previous year's faculty senate compensation motion and retain or revise if necessary. (Will not have an impact for next few fiscal years)	Business & Finance	Continuing
Standing	9/6/2019		Report monthly to the Executive Committee on relevant ITS activities and report to the Faculty Senate.	Academic Support	Continuing
Standing	8/25/2020		Meet with the Provost and Dean/Director at least once each term to review of policies, procedures and practices associated with the libraries including support personnel, facilities, acquisitions and related activities along with the allocation of fiscal resources. Report and recommendations given to the Executive Committee.	Library Policies	Continuing
Standing	8/25/2020		Coordinate with Faculty Senate representatives on the Undergraduate and Graduate Councils and report to the Faculty Senate on major programmatic, curricular changes, academic advising, and admissions policy changes that may require broader Senate input	Academic Policies	Continuing
Standing	8/25/2020		Meet with VP for Research and Innovation at least twice each term to review faculty research	Research Policies	Continuing

			opportunities, the award and administration of University supported grants, administration and support of grant and contract research, important changes in research policies, computer applications and utilization, and allocation and use of over-head funds		
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