



**Faculty Senate
Minutes of the Executive Committee**

Presiding: Jeffrey G. Marchetta

Date: August 18, 2020

Secretary: R. Jeffrey Thieme (Secretary)

Members Present: Jeffrey G. Marchetta (President), Jill A. Dapremont (President-Elect), Thomas E. Banning (Past-President), R. Jeffrey Thieme (Secretary), Mark Sunderman (Parliamentarian), W. Pat Travis (At-Large), and Leigh Falls Holman (At-Large)

Members Absent: None

Guests: David Kemme (Faculty Trustee), Gloria Carr (Ombudsperson)

The meeting was held on Tuesday, August 18, 2020 via the Zoom video conferencing platform due to restrictions imposed in response to the COVID-19 global pandemic.

08.18.20.01 Call to Order

President Jeff Marchetta called the virtual meeting of the Executive Committee (EC) to order with a quorum at 2:44 pm. President Marchetta reviewed the speaking rules for the guests.

08.18.20.02 Approval of Agenda

The agenda was approved as written with the addition of discussion of the ad hoc Anti-racism Committee in New Business and addition of discussions with David Kemme (Faculty Trustee) and Gloria Carr (Ombudsperson) to the end of the agenda for five minutes each.

08.18.20.03 Approval of Minutes

The minutes of the July 14, 2020 EC meeting were approved as written.

08.18.20.04 President's Report

President's Council

President Marchetta reported that the steering committee wrapped up its work. It may reconvene if phase 2 reductions are needed.

Budget Reduction Task Force

President Marchetta reported that the budget reduction task force ended last week. He sent out their draft report for the EC to review. The Provost's Office and Business & Finance Office will reconcile any suggestions/comments. He has asked University President M. David Rudd to

make sure that the final cuts would be transparent. This is phase 1 (\$17M in reductions). Phase 2 will commence if needed after final enrollment numbers are in. He suggested that the Senate Budget and Finance Committee handle any phase 2 reductions. After discussion in the EC, it was decided that a FS committee will be involved in phase 2 reduction discussions, most likely a subcommittee of the Budget and Finance Committee. Parliamentarian Mark Sunderman asked about the timing of a phase 2 reduction and whether it would be feasible to get a committee involved. President Marchetta replied that there should be enough time for a committee to engage. Secretary Jeff Thieme suggested that President Marchetta reach out to the chair of that committee, Senator Zabi Rezaee, so he can start preparing for a subcommittee.

Faculty Senate Office To-do List (Provide Attachment)

President Marchetta yielded to Administrative Assistant Kim Marks who reviewed the action items for the Faculty Senate Office (See Appendix). She also shared a PowerPoint presentation introducing the EC to the new Senate Office (See Appendix).

08.18.20.05 Old Business

Review Committee Charges for Fall (Provide Attachment)

President Marchetta asked if any EC members had any changes for the FS Charge Log. He noted that he added two charges for the EC: Develop motion to use Discussion Boards in lieu of Distribution List and Develop motion of Workload issues from Brennan Berg.

Past-president Tom Banning mentioned that the Administrative Policies Committee needs to follow up on the safety issues charge. The due date in the Charge Log was updated to November. President Marchetta suggested that Senator Leigh Holman and Past-president Banning meet with the committee to update them on the safety issues. He will set up the meeting with the committee chair.

Review List of External Committees that need faculty reps. (Provide Attachment)

President Marchetta pointed the EC to the attachment (See Appendix). He also reported that the Faculty Senate (FS) committee memberships are posted on the Senate web page. There are a number of positions that need to be filled. He urged members to reach out to the committee chair, Senator Melissa McLean, with suggestions/volunteers.

08.18.20.06 New Business

Statement of Senate Service

President Marchetta explained why Provost Tom Nenon heavily edited the EC's draft of the statement on Senate service. The EC will consider sending the original statement from the Senate Office next time (spring). Senator Pat Travis agreed to develop some potential guidance on Faculty Senate performance and potential removal for lack of service.

Charge to EC-Review State of TN Records Disposition Authorization-Accreditation Records and provide feedback to Business and Finance (Provide Attachment)

President Marchetta reviewed the State of TN Records Disposition Authoriation – Accreditation Records (See Appendix). He asked if anyone had any suggested changes. There were no suggestions, so President Marchetta will send it back with the EC's approval.

President Marchetta reviewed the draft agenda for the FS meeting (8/25).

08.18.20.07 Announcements

Faculty Trustee position-June 2021-Process for New Trustee begins in January

President Marchetta announced that the process for selecting a new Faculty Trustee begins in January 2020.

08.18.20.08 Discussions

President Marchetta yielded to Ombudsperson Carr. She reminded the EC that faculty want more input in the hiring practices of managers. President Marchetta shared with Ombudsperson Carr that the EC has charged a committee with investigating policies regarding hiring practices of managers. She also reported that a few faculty have approached her about retaliation from deans and chairs. She referred them back to discuss the issues with their deans and chairs to try to reach resolution and gain a better understanding of their situations. She has also referred them to Human Resources (HR) and the Office of Institutional Equity (OIE). Also, students have approached her regarding student/faculty issues. These are mostly PhD students who have issues with their advisors. She has made referrals in those cases. There were also COVID-19 related issues with housing and she referred them to Student Affairs. She also discussed the administrator code of conduct.

President Marchetta yielded to Faculty Trustee Kemme. He reported that we have a new Chair of the Board of Trustees (David North). Chairman North is in favor of more discussion, so the board meetings will be longer – mostly in the committee meetings. Faculty Trustee Kemme also reported that his position on budget cuts was that there are three areas of income generating units (IGU): advancement, government relations, and academic programs (research grants). Those three revenue generators should not be touched. He emphasized that we look at non-academic programs/services first. With respect to athletics, he is firm that faculty salaries should not be touched without cuts in athletics. Also, there is a threshold for COVID-related statistics. If our statistics exceed that of the community, we'll take action. The quarantine facility was the Fogelman Executive Center. Now it's South Hall. They have room for 60 in quarantine. He thinks we're in better shape than other universities. He reported that he discussed issues regarding increasing enrollments in online sections to 150 with the Provost. He suggested that more comprehensive reviews of administrators be done throughout all levels of administration. He also reported that the Board isn't well informed on university performance. He reported that he believes any phase 2 budget reductions would not happen quickly, but instead would be taken after thoughtful review. He expressed concern about potential budget cuts being considered by the State of TN. He reported that employee incentive programs are being discussed. He understands that Senator Máté Wierdl wants faculty to have more control over retirement funds. Trustee Kemme doesn't want those discussions to reach the board.

07.14.20.08 Adjourn

The meeting adjourned at 5:00 pm.

Appendix

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 (Complete)
- Build list of Committee Charges in Spreadsheet or Table (Complete)
- 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 (Complete)
- Obtain a list of all committees that we are responsible for filling (Faculty Senate Appointed Representatives) (Complete)

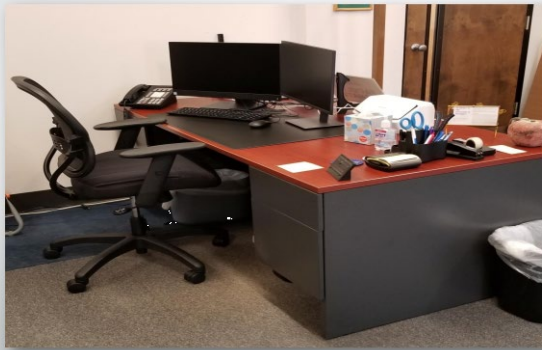
Update website a. Standing Committee Updates b. Articles of Authority Standing Rules
Standing Committee Updates c. Update List of Representatives d. Remove Investigation of
UofM Confucius Institute Report e. Update Meeting Calendar (Complete)

The New Faculty Senate Office

Administration Building, Room 382

Reception Area

- Jada's Desk



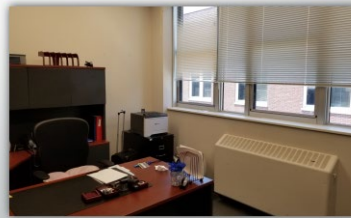
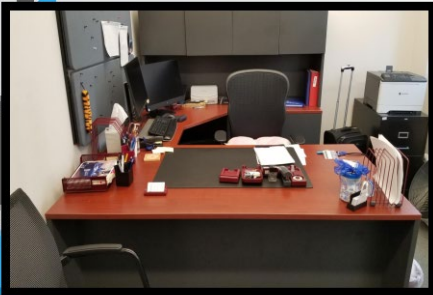
Reception Area



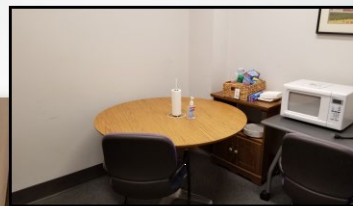
Conference Room



Kim's Office



Break Area





A very special THANK YOU
to
Tom Banning for donating
this equipment!!!

Senate Appointed Faculty Representatives on External Standing Committees

Office of the President

President's Council

Jeffrey Marchetta

Institutional Effectiveness Council

VACANT

Honorary Degree Committee

Thomas E. Banning

Policy Review Board

William Pat Travis

Faculty Athletics Advisory Committee

Thomas E. Banning, President's appointee

Tracy M. Collins, Senate appointee

Esra Ozdenerol, Senate appointee

Office of the Provost

Academic Freedom & Responsibility Committee (Faculty Handbook)

Karyl K. Buddington

Jeffrey Byford

Candace C. Justice

Steven J. Mulroy

Michael S. O'Nele

VACANT

VACANT

VACANT

VACANT

Safety and Security Committee

VACANT

Undergraduate Grade Appeals Committee (Faculty Handbook)

Jill Dapremont, Nursing - Primary

Stephen Watts, Criminal Justice - Primary

Sanjay Mishra, Physics & Materials Science - Alternate

Alena Allen, Law School – Alternate

Graduate Grade Appeals Committee (Faculty Handbook)

VACANT - Primary

VACANT-Primary

VACANT-Secondary

VACANT- Secondary

University Graduate Council (Faculty Handbook)

VACANT

University Undergraduate Council (Faculty Handbook)

Terra L. Smith

Space Policy Council (Faculty Handbook)

VACANT

Division of Business and Finance

Facilities and Services Committee

Culeta Byars

Perveen Rustomfram

Fee Refund and Appeals Committee

VACANT

Joy Goldsmith

Glenda Wothers

Public Records Committee

Peter L. McMickle

George E. Relyea

Traffic and Parking Committee

Kyle Ferrill

Y'Esha V. Williams

Office of the Institutional Equity

Title IX Faculty Hearing Officers - TBD

Information Technology Division

IT Policy and Planning Council (ITPPC)

VACANT

Deans Technology Access Fees (TAF) Committee

VACANT

Enterprise Systems Advisory Committee (ESAC)

VACANT

Information Security Advisory Committee (ISAC)

Brian Janz

Teaching & Learning Advisory Committee (TLAC)

Mark Sunderman

Office of the Faculty Senate

Tenure & Promotion Appeals Committee (Faculty Handbook)

Kenneth Lambert, Chair

Brian Janz

K.B. Turner

VACANT

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VACANT

Faculty Grievance Committee (Faculty Handbook)

VACANT, Chair

Division of the Research and Innovation

Research Council

David Gray

Sanjay Mishra

Kris Stella Trump

Reza Banai

Erno Lindner

STATE OF TN RECORDS DISPOSITION AUTHORIZATION - ACCREDITATION RECORDS

The State of Tennessee Records Management Division has proposed the following Records Disposition Authorization (RDA) regarding accreditation records. RDAs are guidelines to ensure the proper storage and disposal methods for a State record series. At this time, we have the opportunity to provide feedback prior to the creation of the new RDA. Before responding, I wanted to allow the faculty an opportunity to review and provide any necessary suggestions.

University Accreditation Records

Abstract: Records include but are not limited to university, college, or department files documenting accreditation review by accrediting agencies. This series may include but is not limited to: reports, questionnaires, guides, and related documentation and correspondence.

Cut off: Accreditation Cycle Retention: Permanent

Disposition Notes: Records may be maintained in either paper or electronic format, as long as the electronic content has been verified for completeness, accuracy, and usability. Records in electronic format shall be maintained in a system that meets minimum requirements of Finance and Administration (F&A)/Strategic Technology Solutions (STS). Any sensitive or confidential information contained therein shall be destroyed according to standards for destruction of confidential information. Maintained in agency for 10 years then destroyed.