



**Faculty Senate
Minutes of the Executive Committee**

Presiding: Jill A. Dapremont

Date: May 25, 2021

Secretary: R. Jeffrey Thieme

Members Present: Jill A. Dapremont (President), W. Pat Travis (President-Elect), Jeffrey G. Marchetta (Past-President), R. Jeffrey Thieme (Secretary), Mark Sunderman (Parliamentarian), Steven L. Nelson (At-Large), and Deanna Owens-Mosby (At-Large)

Members Absent: None

Guests: David Kemme (Faculty Trustee), Raaj Kurapati (Executive Vice President for Business & Finance and Chief Financial Officer)

The meeting was held on Tuesday, May 25, 2021 via the Zoom video conferencing platform due to restrictions imposed in response to the COVID-19 global pandemic.

05.25.21.01 Call to Order

President Jill Dapremont called the virtual meeting of the Executive Committee (EC) to order with a quorum at 1:03 pm.

05.25.21.02 Approval of Agenda

The agenda was approved as written.

**05.25.21.03 Approval of Minutes
(Executive Committee - April 27, 2021)**

The minutes of the April 27, 2021 Faculty Senate (FS) Executive Committee meeting were approved as written.

**05.25.21.04 President's Report
President's Council Update**

President Dapremont reported that vaccinations were discussed in the President's Council. They are providing incentives for students and faculty to get vaccinated. They also talked about strategies to get facility workers vaccinated and the compensation plan. President Dapremont invited Mr. Raaj Kurapati, Executive Vice President for Business & Finance and Chief Financial Officer, to this EC meeting to explain the compensation plan, especially with respect to the

compression rubric. She also reported that residence hall occupancy is looking good for the fall semester, Bluejeans is being decommissioned and replaced by Zoom, and on May 17, ITS (Information Technology Services) implemented additional email security protocols.

Senator Deanna Owens-Mosby asked how the compression rubric was developed and whether or not HR (Human Resources) is providing names of faculty for adjustments. President Dapremont referred the questions to the presentation by Mr. Kurapati later in the meeting.

President Dapremont reported that Dr. Karen Weddle-West, VP Student Academic Success, is developing a proposal for students for textbook affordability. President Dapremont is working with Provost on the proposal.

Senator Steven Nelson asked about confidential information email bounce backs and whether there are any exceptions. President Dapremont responded that requests for special permission can be obtained from ITS.

05.25.21.05 Old Business

EC Summer Activities

The EC agreed to meet on June 16 and July 13.

Develop Committee Charges for Fall

President Dapremont referred to the Faculty Senate Charge Log (See Appendix). Senator Nelson suggested adding “enforcement of code of conduct” to Faculty Policies charge. (3rd charge).

Faculty Trustee David Kemme asked about adding a standard syllabus statement about academic integrity.

The charge from Administrative Policies Committee on administration step down salaries is moved to Faculty Policies.

The Administrative Policies Committee to be charged with their standing charge and policy reviews for compliance. Senator Nelson requested that the Administrative Policies Committee also consider the process of selection of Title IX officers. Past-President Jeff Marchetta added that a motion to that effect passed in the last senate. President Dapremont to follow up. Senator Owens-Mosby asked about the freedom of information act. President Dapremont to follow up with HR and University Counsel.

05.25.21.06 New Business

Raajkumar Kurapati, Chief Business Officer – Compensation Plan

President Dapremont yielded to Mr. Raaj Kurapati who made a presentation on the proposed compensation plan (See Appendix).

President Dapremont asked how much of the compression part of the plan will go to faculty. Mr. Kurapati answered that about 2/3 will go to faculty and 1/3 to staff. He also encouraged the use of attrition funds to address equity and compression.

President Dapremont commented that over the past five years, faculty at the associate professor rank have been lost in the discussion of compression. Mr Kurapati referred the issue to the Provost.

Senator Nelson asked if the \$600 payment is permanent or one-time. Mr. Kurapati replied that the \$600 payment is permanent (added to base pay). He added that there is also a 1% retroactive payment coming in June. That will be a one-time payment.

Senator Owens-Mosby commented that her dean is saying that HR is identifying faculty for equity and compression adjustments. She asked if gender is being considered with respect to equity and compression. Mr. Kurapati replied that he's not sure what information HR is providing. He will get with Maria Alam, Chief Human Resources Officer, to follow-up.

Parliamentarian Mark Sunderman asked about the timing for the 1% one-time payment. Mr. Kurapati replied that it will be in the June paycheck. Then a one-time payment of \$600 and a 2% across the board raise will come in the next fiscal year.

Past-President Marchetta commented that the arguments for the compensation plan are compelling. But looking into next year, he argued that the compensation package can't continue to sustain gaps in compensation for faculty. It needs to strike a balance between being student-centered but not at the expense of faculty. Next year we need to have a stronger discussion on tuition. Mr. Kurapati didn't disagree. The EC engaged in a discussion with Mr. Kurapati about the importance of rewarding faculty in the future.

Senator Owens-Mosby asked when we will know about our R1 status. Mr. Kurapati believes an announcement will come in the fall.

President Dapremont reiterated that the EC's statement on compensation will go out to faculty this week.

President Dapremont returned to the Faculty Senate Charge Log and the EC agreed to add "report on libraries leadership for the future" to the Library Policies Committee charge.

The EC agreed to close the special committee on anti-racism and encourage Dr. Weddle-West to accept Senate representatives on the Eradicating Systemic Racism and Promoting Social Justice Initiative Committee. The EC agreed to add faculty representatives to the diversity initiative for Committee on Committee charges.

Dates for New Faculty Senator Orientation:

The EC agreed to tentatively schedule the new Faculty Senator orientation for the first week of August. President Dapremont to coordinate the specific dates with Parliamentarian Sunderman.

President Dapremont reported that a notice will go out in September announcing the Ombudsperson position opening.

05.25.21.07 Discussion Issues

Summer Dean's Meetings

The EC agreed to request meetings with the deans this summer to discuss FS accomplishments from last year, the charge log for this year, and shared governance.

GE2044 University Code of Ethics

President Dapremont yielded to President-Elect Pat Travis who reported that this is one of two policies that are being presented to the board in their June meeting. He conveyed to Melanie Murry, University Counsel, that faculty need time to review proposed policies and are not in session during the summer. President Dapremont added that she also sent a letter with a similar request.

Format Changes to Full Senate Meetings

President Dapremont reported that we will continue to work on maintaining order in online Senate meetings. Parliamentarian Sunderman asked if we could discuss the length of FS meetings over the summer. He believes that the meetings were too long. President Dapremont agreed to discuss meeting length issues in future EC meetings. Parliamentarian Sunderman to study Robert's Rules of Order on time limits for speakers.

The EC agreed to discuss the decision regarding FS meetings online or in person in the fall. The EC will revisit this question in the July meeting.

The EC will discuss meeting length in the next EC meeting.

05.25.21.08 Discussion Issues

David Kemme – Trustee Report

President Dapremont yielded to Dr. David Kemme, Faculty Trustee, who reported that the Trustees meeting is on Wednesday. He hasn't received an agenda or materials. He reported that all other state universities in Tennessee are getting the full 4% raises. His conversation with Tom Nenon, Provost, was mostly about handbook revisions. He will keep the EC posted on board issues.

Past-President Marchetta asked if Trustee Kemme is planning to speak to the compensation issue at the board meeting. Trustee Kemme replied that the board only approves total budget, not specific elements of the compensation plan. The EC discussed with Trustee Kemme the importance of future compensation for faculty.

Gloria Carr – Ombudsperson Report

There was no Ombudsperson Report.

Senator Nelson recommended a charge to a committee to develop a grievance policy for faculty.

05.25.21.09 Adjourn

The meeting adjourned at 4:13 pm.

Appendix

Faculty Senate Charge Log AY2021-22

| Type | Date | Reporting Date | Charge | Committee Assigned | Status |
|----------|-----------|------------------------|--|---------------------------------|-------------|
| One-time | 8/24/2021 | Monthly June – Dec. | Edit Faculty Handbook for all Sections of Chapter 4 as appropriate with emphasis on detailing and modernize Post-Tenure Review Section 4.2 | Faculty Policies | In progress |
| One-time | 8/24/2021 | Monthly June – Dec. | Revise Section 2.4 on Department Chairs to strengthen emphasis on internal hires & selection by department faculty first with approval of Dean. | Faculty Policies | In progress |
| One-time | 8/24/2021 | Monthly June – Dec. | Edit Faculty Handbook Chapter 1 with emphasis on addition of Faculty Code of Conduct, procedure for enforcement and statements on Shared Government. | Faculty Policies | In progress |
| One-time | 8/24/2021 | Monthly Aug - Dec | Add new non-retroactive Univ. of Memphis policy clarifying step down salary adjustment for administrators stepping down from admin duties. | Administrative Faculty Policies | Ongoing |
| Standing | 8/24/2021 | Monthly Aug - Dec | Policy review for compliance to free speech and freedom of information act. | Administrative Policies | Ongoing |
| Standing | 8/24/2021 | Monthly June – Dec. | Review annual University Budget Proposals with Univ. Executive VP of Business and Finance and make recommendations as needed. | Business & Finance | Ongoing |
| One-time | 8/24/2021 | Monthly June – Dec. | Work with Administration to quantify and carefully assess low producing programs for potential permanent budget reductions beginning FY22. Consider student success, student retention, research productivity, and the broader | Business & Finance | Ongoing |

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|----------|-----------|---|--|-----------------------|------------|
| | | | impacts of budget reductions to the unit or the university. In phase 2 implementation | | |
| One-time | 8/24/2021 | Monthly June – Dec. | Review unit budget proposals for potential permanent budget reductions beginning FY22. Look for Administrator and Staff efficiencies at unit levels. Student success, student retention, and research productivity should be considered. In phase 2 implementation | Business & Finance | Ongoing |
| Standing | 8/24/2021 | Oct | Review previous year's faculty senate compensation motion and retain/revise | Business & Finance | Continuing |
| Standing | 8/24/2021 | Report monthly as needed but at least twice a year | Report monthly to the Executive Committee on relevant ITS activities and report to the Faculty Senate as needed. Update on canvas implementation. | Academic Support | Continuing |
| Standing | 8/24/2021 | Oct | Meet with the Provost and Dean/Director at least once each term to review of policies, procedures, and practices associated with the libraries. Include review of support personnel, facilities, acquisitions, and related activities along with the allocation of fiscal resources. Report on libraries leadership strategies for the future. | Library Policies | Continuing |
| Standing | 8/24/2021 | Report monthly as needed but at least twice a year | 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 | Academic Polices | Continuing |

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|----------|-----------|---|--|----------------------------|------------|
| | | | policy changes that may require broader Senate input. | | |
| One-time | 8/24/2021 | Monthly June – Dec. | Review current instrument for student evaluation of teaching (SETE). Provide recommendations to the Senate for improving and/or replacing the current instrument. | Academic Policies | Continuing |
| Standing | 8/24/2021 | Report monthly as needed but at least twice a year | Meet with VP for Research and Innovation at least twice each term to review faculty research 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. | Research Policies | Continuing |
| Standing | 8/24/2021 | August – April, 2021 | <ul style="list-style-type: none"> • Appointment of FS representatives for standing university committees • Three senators needed to serve on the Indirect Cost Recovery (IDCR) and Faculty Buyout (FB) funds committee FA'21 committee. Chair Jasbir S Dhaliwal, Exec VP Research Innovation. • Senator needed to serve on Alcohol and Drug College Campus Connect to address AOD use and support on UofM's campus. Chair Brittany Morgan Bryson • Two senators needed on Compliance Council, Chair Tiffany Cox | Committee on Committees | New |

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|--|--|--|--|--|--|
| | | | <ul style="list-style-type: none">• Add FS representatives to the diversity initiative (recruitment and retention of AA faculty) | | |
|--|--|--|--|--|--|

FY 2022 Compensation Strategy

- Four percent (4%) salary pool was approved by the Legislature and partially funded by State Appropriations
- Effective July 1, 2021
- For Higher Education, the salary pool is to be distributed at the discretion of each institution

FY22 Salary Pool calculation

Governor's Budget

| Cost of 4% Salary Pool * | State Funding | Additional funding needed |
|--------------------------|---------------|---------------------------|
| \$8,400,000 | \$5,424,800 | \$2,975,200 |

Traditionally, the State funds approximately 60% of the funding required for a salary increase. The remaining 40% needs to be funded through other University resources (i.e., Tuition Increase, Reallocation of Recurring Budget, State Appropriations)

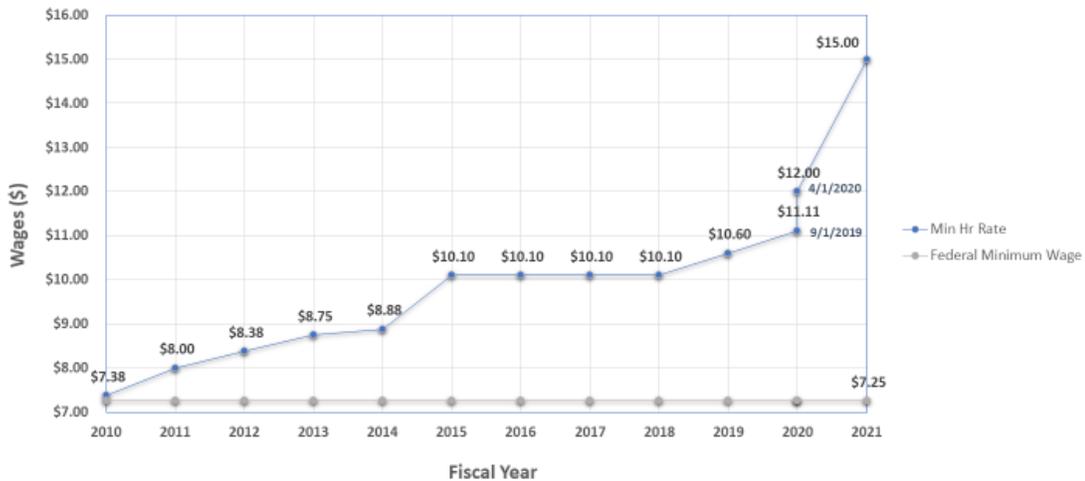
University's Recommendation

| Cost of 3.4% Salary Pool * | State Funding | Additional funding needed |
|----------------------------|---------------|---------------------------|
| \$7,215,000 | \$5,424,800 | \$1,790,200 |

* Cost of Salary Pools includes associated benefit increases

Minimum Wage History

UofM History of Annual Minimum Wage Rates



Salary Pool will be used for :

- 2% ATB Salary Increases for Faculty and Staff
 - Additional \$600 flat amount added to the 2% ATB
- \$15/Hour Minimum Wage and Supervisor Compression Adjustments
- Meet our faculty promotions outlay
- ATB increase for part-time faculty
- Set aside some funds to address equity & compression
- Allows us to implement a tiered base increase structure which rewards our lowest paid employees and those slightly above the \$15 per hour minimum wage

The steps UofM will be taking this year will provide for the fourth increase in our minimum wage in the past five years as well as allow a disproportionate increase for those at the lower end of the wage scale.

July 1, 2021 Salary Pool

| Annual Salary Range | Avg Inc % w/ 2% and \$600 |
|---------------------|---------------------------|
| 30,000 - 34,999 | 3.9% |
| 35,000 - 39,999 | 3.6% |
| 40,000 - 44,999 | 3.4% |
| 45,000 - 49,999 | 3.3% |
| 50,000 - 54,999 | 3.2% |
| 55,000 - 59,999 | 3.1% |
| 60,000 - 64,999 | 3.0% |
| 65,000 - 69,999 | 2.9% |
| 70,000 - 79,999 | 2.8% |
| 80,000 - 94,999 | 2.7% |
| 95,000 - above | 2.6% - 2.2% |