



The University of Memphis

Faculty Senate

Presiding: Sheryl A. Maxwell

Date: 11-29-05

Secretary: Teresa S. Dalle

Senators Present: Jan R. Acuff, Reza Banai, Jeffrey S. Berman, Cynthia Bond-Hopson, Jennifer A. Borek, Joel D. Bumgardner, Alan Bush, Cheryl A. Cox, David W. Case, Teri L. Castelow, Chhabil Dass, Robert J. Frankle, Gary K. Golightly, Cheryl A. Cox, William H. Jermann, Gene G. James, Walter G. Kirkpatrick, O. Richard Lightsey, David N. Lumsden, Robert E. McDonough, H. Richard Mahood, Christopher E. Matz, Roger W. Meier, Sanjay R. Mishara, Albert A. Okunade, Alan W. Proffitt, Gang Qi, Jean-Pierre Reed, Leslie S. Scruggs, Thomas Stafford, Patricia M. Stevens, Stanley E. Stevens, Irvin L. Tankersley, Howard S. Tu and Lecolion Washington

Senators Absent: Vacant (Military Sciences ROTC), Vacant (Mathematical Sciences), Carol O. Eady, Satish K. Kedia (Daniel C. Swan, explained), and Joan D. Thomas

Representative to the Faculty Sub-council of the TBR: Charles J. Biggers (Stanley E. Stevens)

11.29.05.01 CALL TO ORDER

The President called to order the three hundred and forty first meeting of The University of Memphis Faculty Senate in room 201, Manning Hall Auditorium at 2:40 p.m. on November 29, 2005, with a quorum present.

11.29.05.02 APPROVAL OF THE AGENDA

The agenda was modified to delete A. Proffitt's report from the Executive Committee.

11.29.05.03 APPROVAL OF THE MINUTES

The minutes were approved as written.

11.29.05.04 REPORTS FROM COMMITTEE CHAIRS

Executive Committee – P. Stevens

MOTION: “Move that the Faculty Senate’s Committee on Committees nominate six faculty members from various colleges and or schools to serve on the Undergraduate Grade Appeals Committee, to be effective in responding to future request for committee membership. These nominees will be called to serve on the committee as needed.”

The motion passed.

Committee on Committees – E. Stevens

MOTION: “Move that the Faculty Senate approve the nomination of Larry Moore, Accountancy and Business Law. Fogelman College of Business & Economics: Jack W. Grubaugh, Biology, College of Arts and Sciences and alternate Daniel H. Phillips, Rudi E. Scheidt School of Music, College of Communication & Fine Arts to serve on the Undergraduate Grade Appeals Committee.”

The motion passed.

Library Policies Committee – C. Matz

Sen. C. Matz on behalf of the Library Policies Committee made a brief statement about the proposed Learning Commons in the library. The Commons will be more productive for students and make better use of databases. It will expand the number of computers but will be more than just a TigerLAN branch. Other university libraries such as Georgia Tech and Emory have built successful information commons. He suggested that Dr. Ford, Dean of Libraries, come in the spring to talk to the Senate.

Ad hoc IT/Spectrum (ERP) Committee – T. Stafford

Sen. T. Stafford stated that the university's conversion to Outlook is moving along. The goal of Spectrum is to act as a single source sign-on. It is now half completed. He also reported that the plan of the new student union design is available for view at the FedEx center. He stated that the VAX system will be removed at some point. The Ad hoc committee is meeting on a regular basis and keeping up with IT issues.

Faculty Policies Committee – J. Berman

The Faculty Policies Committee's charge was to make recommendations in response to the Provost's handling of academic program changes in respect to the current Faculty Handbook (on-line) in reference to clarification of language defining faculty involvement in decision making. A history of the issue was provided. Sen. Berman stated that the committee recognized that faculty often have expertise in areas and that not including faculty input undermines faculty morale. Sen. R. Frankle was able to give the committee the historic background to issues. The committee located various files that showed the topic of faculty involvement has been of interest to the Senate in the past. (See attached document).

The committee looked at three issues:

Independence—Who represents the faculty?

Representative—Is the faculty consultant speaking personally or as a representative of faculty?

Transparency—Are decisions made without faculty knowing what is going on?

MOTIONS on three recommendations:

1. The Faculty Senate should approve as written the College of Arts and Sciences Council statement on faculty involvement in decisions affecting departments and programs. **(Passed)**

2. Based on documentation provided to the Faculty Policies Committee, the committee noted past situations in which the level of faculty involvement in

decisions affecting academic programs and faculty appeared inadequate. In particular, past faculty consultation regarding changes in academic programs made in response to financial concerns lacked important aspects of independence, representativeness, and transparency. The Faculty Senate should consider proposing amendments to the Faculty Handbook to indicate the importance of these qualities in policies regarding faculty involvement in such decisions. **(Passed)**

3. The provost has expressed interest in working with the Faculty Senate to develop procedures for future faculty consultation. The Faculty Policies Committee recommends that the Faculty Senate charge either the Faculty Policies Committee or an ad hoc committee to delineate acceptable procedures for faculty involvement in decisions affecting academic programs and to meet with representatives from the provost's office as needed during this process. **(Passed)**

The above recommendations are to be forwarded to the Provost.

No other standing committee reports were given.

11.29.05.05 GUEST SPEAKER

Sandeford J. "Sandy" Schaeffer, III, Assoc. Dir. Cal. & FedEx Institute of Technology (Advanced Learning Center), spoke on the statewide course management system, which deals with such issues as WebCT and RODP. A Powerpoint on the topic: The Statewide Course Management System: RFP (Request for Proposal) Process (powerpoint presentation) was made available to the Senators. Mr. Schaeffer explained that there were two processes. One is through the Academic Integrity Committee in which the instructor has no control on the final outcome. In addition, Mr. Schaeffer talked briefly about the new on-line testing center on campus. The center is located in room 430, of Manning Hall. Contact information for Mr. Schaeffer is as follows: UoM Advance Learning Center, phone: 678-5715, email: sschaffr@memphis.edu

11.29.05.06 PRESIDENT'S REPORT

1. Meeting with President Raines and Provost Faudree
 - a. Communication -- Visit from TBR, Dr. Paula Short, Vice Chancellor for Academic Affairs, on April 26, 2006 will visit the Senate was announced by President S. Maxwell. President S. Maxwell informed the Provost that Dr. P. Short expressed a desire to hear directly from faculty. Dr. P. Short's email address is: paula.short@tbr.edu.
 - b. President S. Maxwell, welcomed and acknowledged the presence of retired Prof. Delano Black (Biology) to the meeting. Dr. Black is representing the Retired University of Memphis Faculty and Staff.
2. Service Awards (Faculty and Staff) - Faculty Service Awards ceremony was held at 1:30 pm, November 3, 2005, in the M. Rose Theatre and the Staff Service Awards was held at 10:30 am, November. 10, 2005, in the

M. Rose Theatre also. The participation at both service awards ceremonies was low.

11.29.05.07 Ad hoc MARCUS ORR FACULTY SENATE LECTURESHIP IN HIGHER EDUCATION COMMITTEE- T. Dalle
T. Dalle, Chairperson, reported that the committee had selected John M. Barry for spring 2006, but was waiting for final funding approval.

11.29.05.08 REPORT OF TN BOARD OF REGENTS (TBR) REPRESENTATIVE – C. Biggers
C. Biggers was in attendance at the meeting but had no issues to report on. Senator E. Stevens attended the October 21, 2005 meeting of the faculty sub-council of the TBR in lieu of Charles Biggers. Sen. E. Stevens gave no report, since a report was given at the previous meeting of the Senate. The next meeting of the faculty sub-council is scheduled for Friday, January 21, 2006.

11.29.05.09 FACULTY SENATE’S STANDING COMMITTEE CHARGES
Senators were reminded of the following charges: Intellectual Property (Student Property), Supplemental Instruction, SIRS for On-line courses, Clarification of Tenure and Promotion Participation and Voting, and Clarification of Faculty Involvement in Decision Making as indicated in the Faculty Handbook.

11.29.05.10 ANNOUNCEMENTS
Up ‘til Dawn, Silent Auction and Dinner, Dec. 2, 2005. For additional information, contact: 678-0106, 427, University Center, www.utdmemphis.com . NOTE: Up ‘til Dawn is a student-led, student-run event hosted by colleges and universities nationwide benefiting St. Jude Children’s Research Hospital. Up ‘til Dawn is in its seventh year at the University of Memphis and under the leadership of Laurie Yeargin, Director.

Dr. Raines’ First Friday Forum, Faculty Lounge (317), University Center will be held on December 2, 2005.

Drs. R. Canady and S. Raines’ Holiday Party, 10 am-2pm, December 15, 2005, Administration Bldg. (Atrium).

11.29.05.11 ADJOURN
The meeting adjourned at 4:10 p.m.

Teresa Dalle, Secretary

Faculty Policies Committee
**Clarification of Faculty Involvement in Decision
Making in the Faculty Handbook**

Faculty Senate 2005-2006 Academic Year
November 29, 2005

**THE FOLLOWING CHARGE IS GENERATED FROM THE FACULTY SENATE EXECUTIVE COMMITTEE VIA THE
COLLEGE OF ARTS & SCIENCE S GRADUATE COMMITTEE.**

Charge:

To investigate and make recommendation in response to the Provost's handling of academic program changes in respect to the current Faculty Handbook (on-line) in reference to clarification of language defining faculty involvement in decision making.

History:

In Spring 2003 the university administrators changed the university's academic program without faculty participation in the decision-making process that led up to the changes. The Russian and Chinese Language Programs were among the programs affected by the actions of university of administrators.

In response to the Spring 2003 administrative authority events, the Faculty Policies Committee deliberated and proposed a recommendation on existing university procedures for altering academic programming. On December 2, 2003, the Faculty Policies Committee recommended that the Senate be informed of potential administrative actions affecting academic programming and that a university academic/financial exigency policy be instituted in accordance with TBR policy 5:02:06:00.

On December 8, 2003, David H. Ciscel, then Faculty Senate president, issued a memo to Provost Ralph Faudree on the Faculty Senate recommendation on altering academic programming and the potential role of faculty input.

In light of impending U.S. legislation related to translation services, the Faculty Policies Committee deliberated and recommended on April 13, 2004 that "discussion" on terminating the Chinese and Russian Language Programs be re-opened and that an Arabic language major be established. It restated the position that the senate be informed in the event of potential administrative actions affecting academic programming. It also recommended that a faculty-based committee be formed to help create: 1) an academic/financial exigency policy and 2) a permanent committee that considers academic restructuring issues.

On April 15, 2004, David H. Ciscel, then Faculty Senate President, issued a memo to Provost Ralph Faudree on the Faculty Senate recommendation on foreign language offerings.

On December 20, 2004, Provost Ralph Faudree issued a memo to the Faculty Senate on the reinstatement of the Chinese Language Program. The memo also raised the issue of faculty input in financial decision-making, specifically asking for advice about "how the Faculty Senate should participate in the budget process."

On August 30, 2005, the College of Arts and Science Council submitted a proposal for consideration for inclusion in the Faculty Handbook on the role of faculty consultation in the decision-making process affecting academic programming.

Rationale:

The lack of adequate faculty consultation in decisions affecting academic programs is unfortunate, both because faculty often have expertise that could result in wiser decisions and because administrative actions without consultation or transparency undermine faculty morale and sense of community.

Proposal/Recommendation to Full Senate:

1. The Faculty Senate should approve as written the College of Arts and Sciences Council statement on faculty involvement in decisions affecting departments and programs. ~~It should also recommend that language from this statement be considered for inclusion in the Faculty Handbook.~~
2. Based on documentation provided to the Faculty Policies Committee, the committee noted past situations in which the level of faculty involvement in decisions affecting academic programs and faculty appeared inadequate. In particular, past faculty consultation regarding changes in academic programs made in response to financial concerns lacked important aspects of independence, representativeness, and transparency. The Faculty Senate should consider proposing amendments to the Faculty Handbook to indicate the importance of these qualities in policies regarding faculty involvement in such decisions.
3. The provost has expressed interest in working with the Faculty Senate to develop procedures for future faculty consultation. The Faculty Policies Committee recommends that the Faculty Senate charge either the Faculty Policies Committee or an ad hoc committee to delineate acceptable procedures for faculty involvement in decisions affecting academic programs and to meet with representatives from the provost's office as needed during this process.

Attachment:

Resolution of College of Arts and Sciences Graduate Council

Resolution of College of Arts and Sciences Graduate Council

“All faculty in departments and programs to which the administration proposes program, curriculum, or organizational changes must be consulted and made a part of the discussions throughout the process. The administration must not initiate this consultation as a formality, but must solicit and seriously entertain alternative suggestions of the faculty, departments, and programs involved, as well as the advice of the Faculty Senate.

When proposed changes affect graduate programs, the Graduate Council of the appropriate college and the University Graduate Council must also be consulted.”