



Minutes of the Faculty Senate

Presiding: Wade M. Jackson

Date: 2-1-11

Secretary: Cynthia G. Tucker

Senators Present: Pilar Alcalde (Foreign Languages), Leonardo G. Altino (Music), Thomas E. Banning (Engr Tech), Jeffrey S. Berman (Psychology), David C. Burchfield (Public Health), Gloria F. Carr (Nursing), Amy L. de Jongh Curry (Biomedical Engr), Antonio de Velasco (Communication), Mark H. Danley (Library), Richard D. Evans (Finance), Tarek R. Farhat (Chemistry), David J. Giacompassi (Crim & Criminal Justice), Reginald L. Green (Leadership), Wade M. Jackson (Management Info Systems), Linda D. Jarmulowicz (Audiology & Speech-Lang Path), Robert Kozma (Math Sciences), A. Katherine Lambert-Pennington (Anthropology), James M. Lukawitz (Accountancy), Thomas E. Mason (Architecture), Cathy D. Meredith (Instr & Curr Ldrship), Larry W. Moore (Civil Engr), Cedar L. Nordbye (Art), Michael S. O'Nele (Theatre & Dance) Edward H. Perry (Mechanical Engr), Lawrence A. Pivnick (Law), Jose M. Pujol (Earth Sciences), Carol A. Rambo (Sociology), Vasile Rus (Computer Sci), Steven D. Schwartzbach (Biology), Keith D. Sisson (Univ College), Arwin D. Smallwood (History), Sharon A. Stanley (Political Science), R. Jeffrey Thieme (Marketing & Sply Chain Mgmt), Cynthia G. Tucker (English) Gregory Washington (Sch Urb Aff & Pub Pol), Robert R. Wiggins (Management) and Yonghong Xu (Couns, Ed Psy & Res)

Senators Present by Proxy: Billy E. Lawson (Philosophy), Hoke Robinson

Senators Absent: Narahari B. Achar (Physics), Economics (Vacant), Elec & Computer Engr (Vacant), Derek E. Hopp (Mil Sci, Navy ROTC), Thomas Hrach (Journalism), and Terra L. Smith (Health & Sport Sci)

TBR Representative: Lawrence A. Pivnick (Law)

Faculty Senate Information Officer: Margaret E. Robinson (Univ Libraries)

Guests: David Cox (President's Office), and Thomas Nenon (Provost's Office)

The three-hundred-and-eighty-seventh meeting of the University of Memphis Faculty Senate was held Tuesday, February 1, 2011, in the Senate Chambers, Room 261 of the University Center.

2.01.11.01 Call to Order

The meeting was called to order at 2:50 p.m. with a quorum present.

2.01.11.02 Approval of Agenda

The agenda was approved as submitted.

2.01.11.03 Approval of Minutes

The minutes from December 7, 2010, were approved.

2.01.11.04 THEC Master Plan

J. Berman, President TN University Faculty Senates (TUFS) briefed the senators on the follow-up meeting of the TN Higher Education Commission (THEC) Master Plan Steering Committee on January 26 on the campus of Vanderbilt University in Nashville, TN. The forum, hosted by THEC Exec Dir, Richard Rhoda, and attended by members of the Master Plan Committee, discussed the Complete College TN Act of 2010. J. Berman stated that representatives from the following were also present: the Southern Regional Education Board, Complete College America, and the Lumina Foundation for Education.

2.01.11.05 President's Report

1. Meeting With David Cox (January 28) President W. Jackson briefed President Raines' executive assistant David Cox. There was also brief discussion on the outcome of the general education course revisions.
2. Meeting with Provost Faudree (TBR Academic Officers Subcouncil January 20): President W. Jackson informed the senate of Provost Faudree request for information learned at the TBR Faculty Subcouncil meeting. The Provost in turn will inform President W. Jackson of issues discussed by the Academic Officers at their subcouncil meetings.
3. Survey of Faculty Ideas and Issues for Senate: February 4 is the cut-off date for the survey. More than 500 faculty members have already taken part.

2.01.11.06 President-Elect's Report

L. Pivnick noted that due to inclement weather, he and most of the other members attended the January 21, 2011, TBR Faculty Subcouncil meeting via conference call. Other obligations prevented Chancellor Morgan and Vice Chancellor Short from participating. Mr. Kay Clark, who chaired the meeting, presented three action items:

1. Universal Transfer Pathways (UTP): The subcouncil approved the transfer paths for TBR Community Colleges to University of TN and TBR four-year universities.
2. Proposed Common Course Rubrics/Numbers: The subcouncil approved the application of common course numbers mandated by the Complete College Tennessee Act.
3. Proposed Change to TBR Policy on Academic Freedom: The subcouncil approved the changes proposed to expand the freedom of speech that faculty currently have so that it will cover them in the context of academic governance.

In addition, there was discussion of possible changes in the Faculty Sick Leave Bank policy. The changes involved permitting the use of sick leave to care for ailing or injured family member, something already allowed by the Family and Medical Leave Act (FMLA).

2.01.11.07 Executive Committee Resolution: Mail Service

M. O'Nele spoke of the problems created by ending direct delivery of mail to the buildings in which our departments are housed.

Rationale: During the past two years the University has implemented many means to save money, one of which was the Optional Buyout. This buyout eliminated many employees of mail services, putting the distribution strain on departments who are being saddled with more and more administrative responsibility even as the University adds more administrative positions. The departments should not be distracted from the business of operating by having to collect their own mail. As well, The Department of Theatre and Dance have had a staff member seriously injured (requiring an ambulance) in inclement weather while collecting the mail.

Motion to Senate: A system for delivering mail safely and timely to the departments must be found in order for departments to operate smoothly and for staff safety.

Suggested solutions:

1. Charge Greek Organizations a clean-up fee anytime University grounds keepers are required to cleanup around university owned housing that is rented by those organizations. Use the funds to pay for mail delivery.
2. Hire work-study students to deliver the mail to departments.
3. Offer graduate assistantships to deliver the mail, much like IT uses GA's for computer service.
4. Send the mail out with grounds keeping to deliver at buildings they're going to work at.

Tabled by unanimous voice vote on February 1, 2011.

NOTE: President W. Jackson to consult with administrative officials about mail delivery.

2.01.11.08 Committee on Committees' Motion

A. de Jongh Curry, chair put forward the nominations of individuals who have expressed an interest in serving and agreed to be nominees (individual motions were combined by general consent):

Motion: Move that the Faculty Senate elect Katherine G. Hendrix, (Communication) to serve as the faculty representative on the Tenure and Promotion Appeals Committee.

and that the Faculty Senate elect Khan M. Iftekharuddin, (Electrical & Computer Engineering) to serve as the faculty representatives on the President's Panel Hearing.

Adopted by unanimous voice vote on February 1, 2011

NOTE: President W. Jackson asked the senate for volunteers to serve on this committee. J. Berman provided background information about the panel and its membership. The following senators volunteered to serve on the President's Panel Hearing:

Gloria F. Carr (Nursing), Jose M. Pujol (Earth Sciences), Robert Kozma (Mathematical Sciences), Cedar L. Nordbye (Art), Cynthia G. Tucker (English), Lawrence A. Pivnick (Law), Mark H. Danley (University Libraries), Margaret E. Robinson (University Libraries), Reginald L. Green (Leadership), Wade M. Jackson (Management Information Systems) Youghong Xu (Counseling Educational Psychology and Research) and David C. Burchfield (Public Health).

J. Berman then put forth the following motion:

All members of the current senate be considered for the pool and not excluding other faculty members.

Adopted by voice vote with 3 nays and 7 abstentions on February 1, 2011.

2.01.11.09 Committee Reports

There were no committee reports.

2.01.11.10 New Business

1. 2010-11 Faculty Senate Ad Hoc Budget and Finance Committee's Report: under Martha D Robinson chairmanship this committee found that in a comparative study of institutional expenditures by peer institutions, the University of Memphis falls somewhere in the middle. Spending at the University of Memphis, as at other institutions of higher learning, is traditionally reported in the broad categories of Instruction, Research, Public Service, Academic Support, Student Services, Institutional Support, Operation and Maintenance of Plant, Scholarships and Fellowships and Auxiliary Operations. The study is on the senate web site.
2. Administrative Process Improvement Project: Thomas "Tom" Nenon, VProvost Assessment, Institutional Research, Report and co-lead of the Administrative Process Improvement project, described this project current focus as geared toward faculty. The processes were Electronic Personnel Action Forms (EPAFS) and electronic evaluation of faculty.

The Administrative Process Improvement group working on improving the processing of 9-month faculty compensation has made significant process using electronic contracts and appointment forms (EPAFS) to help reduce paperwork and make sure that faculty are aware of any compensation issues before they begin their work. These processes will be implemented for this summer's appointments.

We are also establishing a work group to make it possible for annual evaluation of faculty, chairs, and deans to be done electronically along the lines of the processes already implemented by the College of Arts and Sciences. This group will begin their work this spring, complete it by the summer, and have those forms available for use in all colleges for the performance evaluations that will take place at the beginning of 2012. He added that the "senate will be consulted before any implementation of this new evaluation process." NOTE: Administrative Process Improvement project was initiated by President office and the members of the President's Council.

2.01.11.11 Announcements/Events

1. Insurance: To ensure that they are enrolled in the plan they want, Faculty will need to check their monthly pay stubs. Those who wish to belong to the Partnership PPO will also need to complete the health questionnaire and schedule a worksite health screening as required by the Partnership Promise. If this is not done by June 30, faculty will be placed in the standard plan. For more information, see the Human Resources Newsletter for Jan/Feb 2011 at <http://bf.memphis.edu/hr/newsletter0100.pdf>
2. Employee Raises: Faculty who wish to communicate with our elected state representatives and urge them to allocate funds for employee raises should contact our Government Relations Officer, Kevin Roper, at (901)678-5561 or go to the Government Relations website:

<http://www.Memphis.edu.govern/>

3. Black History Month, February 2011. The U of M calendar will include the presentation of the Arthur S. Holman Lifetime Achievement Award to Judge Bernice Donald. The event, which is free and open to the public, will take place on Tuesday, February 1, in the Rose Theater at 7:00 p.m. A reception will follow.
4. National 'Wear Red' Day is Friday, February 4. Faculty are urged to show their support for fighting heart disease in women by wearing the designated color. More information can be obtained from the AHA of the Midsouth at (901) 282-5400.
5. Presentations of 2011 Distinguished Alumni Awards: Hosted by the Alumni Association, this event will take place at the Peabody Hotel on Friday, February 25, 2011.
6. The next meeting of the Faculty Senate: Tuesday, February 22, 2011.
7. Retirement: President W. Jackson announced that our colleague Senator William "Bill" Jermann retired from the university, effective December 31, 2010.
8. Healthcare Screenings: President W. Jackson announced additional off campus healthcare screenings for those persons enrolled in ParTNers insurance Partnership Promise program. February 1-2 Southwest Community College Farris Complex (7 am - 5 pm); February 10-11 and March 10-11 UT Memphis/Student Alumni Center, (7 am - 1pm).

2.01.11.12 Adjournment

The meeting was adjourned at 4:00 p.m.