



## Minutes of the Faculty Senate

**Presiding:** Lawrence A. Pivnick (Law)

**Date:** 4-17-12

**Secretary:** Cynthia G. Tucker (English)

**Senators Present:** Pilar Alcalde (Foreign Lang & Lit), Thomas E. Banning (Engr Tech) Jeffery S. Berman (Psychology), David C. Burchfield (Public Health), Gloria F. Carr (Nursing), Mark H. Danley (Univ Libraries), Dipankar Dasgupta (Computer Science), Richard D. Evans (Fin, Ins, & Real Estate), Tomoko Fujiwara (Chemistry), Thomas Hrach (Journalism), Wade M. Jackson (Mang Info Systems), Robert Kozma (Mathematical Sciences ), Billy E. Lawson (Philosophy), James M. Lukawitz (Accountancy), David G. Matthews (Communication), Larry W. Moore (Civil Engr), Cedar L. Nordbye (Art), Lawrence A. Pivnick (Law), Jose M. Pujol (Earth Sci), Steven D. Schwartzbach (Biology), Terra L. Smith (Health &Sports Sci), Sharon A. Stanley (Political Science), R. Jeffery Thieme (Mrktng & Suply Chain Mang), Cynthia G. Tucker (English), K. B. Turner (Crim & Criminal Justice), Junmin Wang (Sociology), Robert R. Wiggins (Management), John L. Williams (Biomed Engr), James F. Williamson (Architecture), Yonghong Xu (Couns, Ed, Psy & Res)

**Senators Present by Proxy:** Shaum P. Bhagat (Comm. Sci. Disorders) Michael P. Cannito, Anita Jo Lenhart (Theatre & Dance) Lawrence B. Blackwell, Reginald L. Green (Leadership), Mitsunori Misawa, A. Katherine Lambert-Pennington (Anthropology) Keri V. Brondo, Gregory Washington (Sch Urb Aff & Pub )M. Elena Delavega, Yonghong Xu (Couns, Ed, Psy & Res) Terry Ishitani

**Senators Absent:** Narahari B. Achar (Physics), Michael M. Grant (Instr & Curr Ldrship), Reginald L. Green (Leadership), Economics (vacant), Elec & Computer Engr (vacant), Billy E. Lawson (Philosophy), Edward J. May (Military Sciences, Naval Sci), Kevin M. Sanders (Music), Univ College (vacant), Arwin D. Smallwood (History),

**Guests:** David N. Cox (President Office), Thomas Nenon (Provost Office), Silverna V. Ford (University Libraries) and Annelle R. Huggins (University Libraries)

The three-hundred-and-ninety-ninth meeting of the University of Memphis Faculty Senate was held Tuesday, April 17, 2012, in the Senate Chambers, Room 261 of the University Center.

### 4.17.12.01 Call to Order

The meeting was called to order at 2:45 p.m. with a quorum present.

#### **4.17.12.02 Approval of Agenda**

The agenda was approved.

#### **4.17.12.03 Approval of Minutes**

The minutes of March 27, 2012 were approved as submitted.

#### **4.17.12.04 President's Report (L. Pivnick)**

1. TN University Faculty Senates (TUFS) General Meeting in Martin, TN: Both President L. Pivnick, President-Elect T. Banning and J. Berman (Past-President of TUFS and current member of TUFS Executive Committee) attended this meeting on March 30-April 1, 2012. TUFS, which wants more contact with legislators, recently met with TN State Senator Roy Herron (District 24). Sen. Herron agreed to ask the state Attorney General for an opinion on whether faculty members can address government officials on educational issues without overstepping the boundaries protected by their academic freedom. The next TUFS meeting will be here in Memphis in August.
2. Tenure and Promotion Survey: Status and Next Steps: The survey results are now in the hands of the Faculty Policies Committee, whose members will consider and recommend the next step in the Fall.
3. Faculty Senate Activities during 2011-2012: President L. Pivnick provided the following document summarizing the Faculty Senate's accomplishments during AY 2011-2012:

The University of Memphis Faculty Senate obtained a vote of the Full Faculty approving an amendment to the Faculty Senate Constitution allowing for future amendments to the Faculty Senate Constitution by electronic voting.

The University of Memphis Faculty Senate conducted a Faculty Survey to determine faculty views on the University Administration's proposed standards and criteria to be applied university wide in on Tenure and Promotion determinations. The major issue involved whether the evolution of college criteria adopted after hire should be applied in the tenure/promotion decision. Should first year, third year, or fifth year criteria be applied?

The University of Memphis Faculty Senate also conducted a faculty wide survey regarding workaround procedures utilized by faculty to obtain research materials not available at the University's Libraries.

The University of Memphis Faculty Senate has amended the Faculty Senate Handbook with the Faculty assuming a more direct role in the selection of the Faculty Ombudsperson. The Ombudsman will now be chosen by a committee of 6, with the Senate nominating three and the Administration selecting three members. The Committee will nominate one person for the position, which must then be elected or vetoed by the Faculty Senate, subject to subsequent approval of the President, rather than the Provost.

The University of Memphis Faculty Senate has adopted a revision, approved by the President for inclusion in the Faculty Handbook that clarifies that Academic Freedom of faculty at UM includes faculty participation in shared governance. This has been assumed previously, but the Faculty Handbook now will expressly so provide.

The University of Memphis Faculty Senate has appointed a Committee that has been actively considering how and where to reestablish a meeting place on campus where faculty and staff may gather on campus between the hours of 9 and 2 for brunch and lunch. The Committee has also been considering an off campus location for a UM Faculty Club.

The University of Memphis Faculty Senate has been focusing on a clarification of the functions of the multitude of Appeals and Grievances Committees that the Faculty Handbook refers to. In cases of Termination of Tenure and Demotion, and cases involving alleged violations of federal and state statutes or policies, where action by University Counsel is not required, a President's Panel shall review a Provost's decision, and the members of a President's Panel henceforth shall be chosen from a President's Committee selected by the Faculty Senate. The Panel that will hear any case shall consist of 4 persons chosen from the committee with 2 chosen by the President of the University and 2 chosen by the Faculty Senate president. Each college has representation on the President's Committee. The Faculty Senate populates the President's committee with tenured full time faculty member representing each college and a fair cross section of the faculty to assure diversity.

The University of Memphis Faculty Senate continues to work with the Administration on the development of the University and Department budgets, including faculty salary and benefit issues. Faculty senators in each college have met with the deans and Provost Faudree. President Raines has met with the full Faculty Senate and has met monthly with the Senate President.

The University of Memphis Faculty Senate's officers have served actively on the Tennessee Board of Regents Faculty Subcouncil, and in the association of Tennessee University Faculty Senates (TUFS). TUFS which has representatives from all of Tennessee's 4 year colleges in both the UT and Regents systems.

The University of Memphis Faculty Senate has addressed the issue of Extra Compensation for faculty asked to teach "overloads" in order to cover required and other courses.

The University of Memphis Faculty Senate has sought a change in TBR policies which currently limits to 30 days (with exceptions) the use of sick leave with pay to after birth or adoption care.

The University of Memphis Faculty Senate has expressed opposition to the use of E and G (Education and General) Funds to support the UM's independent Academic Department. The University Budget last year provided more than \$2 million of E and G funds to the Athletic Department, despite voiced concerns from the UM Faculty Senate that this funding be

eliminated. The university President has reported that our sister schools in Tennessee devote significantly more E and G funds to support their Athletic Programs. The University of Memphis Athletics received only \$1.2 million of E and G Funding during 2011-2012 fiscal year.

The University of Memphis Faculty Senate adopted a resolution, similar to those adopted at other TUFMS member schools and positions taken by our Central Administration, opposing legislation authorizing the carrying of firearms on campus by persons other than the police.

The University of Memphis Faculty Senate has participated in the resolution of faculty issues that arose from the merger of Lambuth University in Jackson with the University of Memphis.

This summary will be posted on the Faculty Senate (FS) website to let our constituents know that our body has worked hard to serve their interests. President L. Pivnick will also send faculty members a briefer report that highlights three items the Executive Committee (EC) judged most compelling: (1) We have taken control of selecting the Faculty Ombudsperson and were successful in changing the process so that the Faculty Ombudsperson no longer reports to the Provost but to the University President. (2) We successfully pushed through a Faculty Handbook revision that makes it clear that our academic freedom includes our right to participate in shared governance. (3) Having sought, through a survey, our colleagues' opinions and heard the vast majority's disapproval of the administration's rewording of the Tenure & Promotion policy in the Faculty Handbook, we continue to work on acceptable alternatives.

4. The EC will urge the incoming senate to set up a list of goals and work through that list systematically. J. Berman suggested the EC meet during the summer to expedite the transition to a newly constituted committee of officers. It was also recommended that the new FS amend the constitution to allow both senators and non-senators to serve on the faculty senate committees.

5. Faculty Evaluations of Administrators: This year's evaluation form has been sent out electronically with two separate boxes for faculty's comments: one for those to be shared only with the administrator in question, and one that will be accessible to anyone with a U of M password. The faculty have been given ten days in which to participate.

#### **4.17.12.05 President-Elect's Report**

1. Faculty Senate Information form 2012-13 Faculty Senate: Next Tuesday all officers for the new senate will be elected. President-Elect T. Banning would appreciate it if all current standing members were present to welcome the 20 new members. All members, old and new, will need to fill out the information form indicating committee preferences.

2. The 2011-12 Faculty Survey of Administration will close Monday, April 23, at 5:00 p.m.

3. Twenty-fifth Annual Faculty Convocation Day Procession, Friday, April 20: President L. Pivnick and President-Elect T. Banning are working on having the Faculty Senators placed toward the front of the procession, so keep an eye out for them if you plan to take part. The group will gather in the Administration Building's first floor lobby at 1:45.

#### **4.17.12.06 Report of Committee on Committees (C. Nordbye).**

1. Faculty Ombudsperson Applicants, Selection Process, and Nominee: C. Nordbye, chair of the Faculty Ombudsperson selection committee presented the name of its nominee, Lawrence A. Pivnick. Several questions from the body elicited a description of how the selection committee reached its decision. Selection committee members C. Nordbye and C. Tucker explained that all three candidates were interviewed on the same day and asked the same questions to get a comparative sense of (1) how the candidate would make the position of ombudsperson more visible to the faculty; (2) how the candidate envisioned this job enhancing the university; (3) and what philosophy of communication would govern the candidate's methods (e.g., "some things are best left unsaid," "full disclosure and clarity are imperative"). The committee also considered the candidates' familiarity with administrative procedures, experience mediating conflicts, and reasons for wanting to be ombudsperson. At this point in the meeting, President-Elect T. Banning presided over the meeting. The nominee, L. Pivnick was asked to leave the room prior to the vote and returned when the vote was completed.

MOTION: That the Faculty Senate approve the committee's nominee, Lawrence A. Pivnick as Faculty Ombudsperson and his name be sent to President Shirley Raines for her approval.

Adopted by show of hands with 32 for, 0 nays and 2 abstentions on April 17, 2012.

President L. Pivnick was asked to return to the room and resumed presiding over the meeting.

#### **4.17.12.07 Report of Faculty Policies Committee**

In the absence of G. Lewis, chair of the Faculty Policies Committee, President L. Pivnick acting on the committee's behalf, reintroduced the motions that were tabled at the March 27, 2012 meeting. President L. Pivnick explained that the motions simply codify what was done by the previous senate. The motions are as follows:

1 President's Panel: No additional people have yet been selected to fill the seats on this panel of 20 faculty members. President L. Pivnick urged the senators to send C. Nordbye the names of others who might have an interest in serving on this panel.

2. Amendment to Faculty Handbook, Chapter 4: Procedures for Termination for Adequate Cause: MOTION: "That the Faculty Senate approve the motion of the Faculty Policies Committee to amend the 2012 Faculty Handbook, Chapter 4-Tenure and Promotion-Procedures for Termination for Adequate Cause as follows:

Faculty with tenure, or faculty members on tenure-track appointments, may be terminated prior to the end of the term of appointment for *adequate cause*. *Adequate cause* is defined as:

1. Incompetence or dishonesty in teaching or research
2. Willful failure to perform the duties and responsibilities for which the faculty member was employed; or refusal or continued failure to comply with the policies of the Tennessee Board Regents, the university, or department; or to carry out specific assignments, when these policies or assignments are reasonable and nondiscriminatory.
3. Conviction of a felony or a crime involving moral turpitude
4. Improper use of narcotics or intoxicants which substantially impairs fulfillment of departmental or institutional duties and responsibilities.
5. Capricious disregard of accepted standards of professional conduct

6. Falsification of information on an employment application, curriculum vitae, or other information concerning qualifications for a position.

7. Failure to maintain the level of professional excellence and ability demonstrated by other members of the faculty in the department or division of the university.

NOTE: The above listed grounds for "termination for adequate cause" are defined by state law at Tennessee Code Annotated 49-8-302. The University is committed to fulfillment of the *Post Tenure Evaluation and Faculty Development* prior to invoking either *Provision 1* (incompetence in *teaching* portion only) or *Provision 7* as grounds for termination for cause.

**Procedures for Termination for Adequate Cause:**

Termination of a faculty member who has tenure or is on tenure-track prior to the end of the annual specified term of the appointment, is subject, UM Policy 1564 (Grievance Process and Conflict Resolution involving "Demotion, Suspension Without Pay, or Termination for Cause; and in Cases alleging Work assignment or condition of work that Violate Federal Law, Tennessee State Law, TBR Policy or University Policy or Inconsistent Application of TBR or University Policy) and the following procedures:

1. No termination shall be effective until the following procedures have been complied with:

2. Suspensions pending termination shall be governed by the following procedure.

a. A faculty member may not be suspended pending completion of steps 4 through 10 unless it is determined by the institution that the faculty member's presence poses a danger to persons or property or a threat of destruction to the academic or operational processes of the institution. Reassignment of responsibilities is not considered suspension; however, the faculty member must be reassigned responsibilities for which he/she is qualified.

b. In any case of suspension, the faculty member shall be given an opportunity at the time of the decision or immediately thereafter to contest the suspension; and, if there are disputed issues of fact or cause and effect, the faculty member shall be provided the opportunity for a hearing on the suspension as soon as possible at which time the faculty member may cross-examine his/her accuser, present witnesses on his/her behalf, and be represented by an attorney. Thereafter, whether the suspension is upheld or revoked, the matter shall proceed pursuant to these procedures.

3. Except for such simple announcements as may be required concerning the time of proceedings and similar matters, public statements and publicity about these proceedings by either the faculty member or administrative officers will be avoided so far as possible until the proceedings have been completed, including consideration by the Board.

4. Prior to the convening of a President's Panel under UM Policy 1564, upon a recommendation by the provost to the president or upon a decision by the president that these procedures should be undertaken in consideration of the termination of a tenured faculty member, one or more appropriate administrators shall meet privately with the faculty member for purposes of attempting to reach a mutually acceptable resolution of the problems giving rise to the proposed termination proceedings.

5. If no mutually acceptable resolution is reached pursuant to paragraph 4,

a. The faculty member shall be provided with a written statement of the specific charges alleged by the institution which constitute grounds for termination and a notice of hearing before a President's Panel, specifying the time, date, and place of the hearing. The statement and notice must be provided at least twenty (20) days prior to the hearing. The faculty member shall respond to the charges in writing at least five (5) days prior to the hearing. The faculty member may waive the hearing by execution of a written waiver.

b. Pursuant to UM Policy 1564, the President's Panel that hears a case and determines if adequate cause for termination exists according to the procedure hereinafter described, shall be appointed from a President's Committee consisting of twenty (20) faculty members, with at least two (2) from each college or school, selected annually by the Faculty Senate and representing the breadth of the faculty. The President's Panel that hears a case shall consist of four faculty members chosen from the President's Committee, but may not include a member of a grievant's department or college, The President of the University and the President of the Faculty Senate shall each select two faculty members on the President's Committee to serve on a President's Panel. Members deeming themselves disqualified for bias or interest shall remove themselves from the case, either at the request of a party or on their own initiative.

Members of the committee shall not discuss the case outside committee deliberations and shall report any ex-parte communication pertaining to the hearing to the president who shall notify all parties of the communication.

6. The hearing committee (President's Panel) shall elect a chairperson who shall direct the proceedings and rule on procedural matters, including the granting of reasonable extensions of time at the request of any party and upon the showing of good cause for the extension.

7. The chairperson of the hearing committee (President's Panel) may in his/her discretion require a joint prehearing conference with the parties which may be held in person or by a conference telephone call. The purpose of the pre-hearing conference should include but is not limited to one or more of the following:

- a. Notification as to procedure for conducting the hearing.
- b. Exchange of witness lists, documentary evidence, and affidavits.
- c. Define and clarify issues.
- d. Present stipulations of fact.

A written memorandum of the pre-hearing conference should be prepared and provided to each party.

8. A hearing shall be conducted by the hearing committee (President's Panel) to determine whether adequate cause for termination of the faculty member exists. The hearing shall be conducted according to the procedures below.

a. During the hearing, the faculty member will be permitted to have an academic advisor present and may be represented by legal counsel of his/her choice.

b. A verbatim record of the hearing will be taken and a typewritten copy will be made available to the faculty member, upon request, at the faculty member's expense.

c. The burden of proof that adequate cause exists rests with the institution and shall be satisfied only by clear and convincing evidence in the record considered as a whole.

d. The faculty member will be afforded an opportunity to obtain necessary witnesses and documentary or other evidence. The administration will cooperate with the committee in securing witnesses and making available documentary and other evidence that is under its control.

e. The faculty member and the administration will have the right to confront and cross examine all witnesses. Where the witnesses cannot or will not appear, but the committee determines that the interests of justice require admission of their statements, the committee will identify the witnesses, disclose their statements, and, if possible, provide for interrogatories. An affidavit may be submitted in lieu of the personal appearance of a witness if the party offering the affidavit has provided a copy to the opposing party at least ten (10) days prior to the hearing and the opposing party has not objected to the admission of the affidavit in writing within (7) days after

delivery of the affidavit or if the committee chairperson determines that the admission of the affidavit is necessary to ensure a just and fair decision.

f. In a hearing on charges of incompetence, the testimony shall include that of qualified faculty members from the institution or other institutions of higher education.

g. The hearing committee will not be bound by strict rules of legal evidence and may admit any evidence which is of probative value in determining the issues involved. Every possible effort will be made to obtain the most reliable evidence available.

h. The findings of fact and the report will be based solely on the hearing record.

i. The president and the faculty member will be provided a copy of the written committee report. The committee's written report shall specify findings of fact and shall state whether the committee has determined that adequate cause for termination exists and, if so, the specific grounds for termination found. In addition, the committee may recommend action less than dismissal. The report shall also specify any applicable policy the committee considered.

9. After consideration of the committee's report and the record, the president may in his/ her discretion consult with the faculty member prior to reaching a final decision regarding termination. Following his/her review, the president shall notify the faculty member of his/her decision, which, if contrary to the committee's recommendation shall be accompanied by a statement of the reasons. If the faculty member is terminated or suspended as a result of the president's decision, the faculty member may appeal the president's action to the Chancellor pursuant to TBR Policy 1:02:11:00. Review of the appeal shall be based upon the record of hearing. If upon review of the record, the Chancellor notes objections regarding the termination and/or its proceedings, the matter will be returned to the president for reconsideration, taking into account the stated objections, and, at the discretion of the president, the case may be returned to the hearing committee (President's Panel) for further proceedings.

3. Motion on Appointment Types (New Faculty Categories): The Administration has approved the senate's Faculty Policies Committee response to its proposed new faculty categories: Lecturer and Senior Lecturer Appointments for The University of Memphis at Lambuth Faculty Only; Joint Appointments; and Shared Appointments. It was also agreed that the Lambuth Lecturer and Senior Lecturer Appointments shall be in effect for 3 years after which their continuation will be reviewed.

MOTION: "Move that the Faculty Senate approve the motion of the Faculty Policies Committee to revise the 2012 Faculty Handbook, Chapter 3, to add the following additional faculty types: Lecturer and Senior Lecturer Appointments for The University of Memphis at Lambuth Faculty Only."

Lecturers teach and provide other services within the academic departments. Their positions are non-tenurable, renewable appointments for fixed terms. They devote a preponderance of their time to faculty responsibilities including but not limited to: teaching, advising, student mentoring, and varying degrees of research and scholarship. Lecturers and Senior Lecturers are distinguished by experience and scholarly production. These Faculty appointment types shall be in effect for 3 years after which their continuation will be reviewed.



### **Joint Appointments**

A non-university employee may be offered a Joint Faculty appointment at the discretion of the Department Chair or Dean. Joint faculty appointments do not confer employment; however, joint faculty appointees are eligible for various campus privileges as denoted in Chapter 9 of this handbook. Joint appointments may be made to promote the research and learning missions of the university. Jointly appointed faculty are bound by the University's Intellectual Property Policy (UM1607) and may serve as principal investigator or co-PI on externally funded research projects. Joint faculty members are professionals who are experts in their field of study and may reside locally, regionally, nationally or internationally. (ex: private practice physician; corporate scientist; etc.)

### **Shared Appointments**

While faculty members are conventionally appointed to a single academic unit in a School or College, various professional or programmatic reasons may result in developing an arrangement that shares duties and responsibilities across two or more units (departments, divisions, schools, centers, institutes, etc.). These appointments share/apportion regular instructional, research, or clinical duties among multiple units.

An individual on a shared appointment will be on tenure-track in the home department only. The Home department/college will initiate a draft Memorandum of Understanding (MOU) which will describe the distribution of teaching, service, and research loads of the faculty member. Each department chair and School/College Dean and the Provost will sign the agreement before an offer letter is sent to the candidate from the Dean of the home college/school.

The Home department, school/college will conduct the annual faculty evaluation in collaboration with the shared unit(s). The tenure and promotion process for joint appointments will follow university policy and timelines, and will include one additional step. The process will start with reports from the sharing unit(s) to the home department.

Adopted unanimously by voice vote on April 17, 2012.

The decision about designing additional faculty categories is at the heart of what the Faculty Senate does. J. Berman would like a statement added that in the future the administration will work with the Faculty Senate on matters like this.

Motion to amended main motion: "Move that the Faculty Senate approve the amendment to the main motion to add that in the future the administration will work with the Faculty Senate on matters like this".

Adopted unanimously by voice vote on April 17, 2012, the motion was amended.

### **4.17.12.08 Old Business: University Libraries Dean Sylverna V. Ford**

1. Dean Ford distributed copies of her 2010-2011 "Update for the Faculty Senate," a comprehensive overview of the University Libraries minus the Law School Library that included financial charts. In response to a couple of questions that came from the floor spontaneously, she explained that the budget's \$50,000 for travel is for training and professional development for 20 faculty members and 70 others on staff. As the EC requested beforehand, however, her

comments were focused primarily on the resolution the senate's Library Policies Committee brought to the body last month. Dean Ford expressed strong support for it.

#### **4.17.12.09 Old Business: Library Policies Committee Resolution**

Senators G. Matthews and T. Hrach, members of the Faculty Senate Library Policies Committee introduced the tabled motion from the previous FS meeting along with an amendment (formation of a joint senate-administrative committee to develop a solution). They also addressed the document provided to senators giving some responses to various concerns raised during and after the last Senate meeting about the Library Policies Committee proposal.

##### **R E S O L U T I O N, April 17, 2012**

We the Faculty Senate of 2011-2012 declare that our University Libraries represent a central, shared and treasured resource for the entire university community and that safeguarding its communal value is of the utmost concern to this faculty. Because of its foundational significance in both practical and symbolic terms, we resolve:

To exhort the President to appoint a joint faculty- administrative committee charged with developing and implementing a plan for increasing the annual % of the total University budget funding our library with a defined target date for achieving a budget that is in accordance with the ASERL threshold.

To develop and implement an aggressive capital campaign to supplement University funds with private funds to enhance the library collection ensuring that our library receives continual and maximal financial support, from the public, the University administration, this body, our colleagues and our students. Due to the current financial problems of maintaining the library collection, we urge the administration to increase the budget of University Libraries.

Adopted by voice vote on April 17, 2012.

#### **4.17.12.10 Committees Reports**

Due to time constraints and no pending items, no standing committee reports were given.

#### **4.17.12.11 End of Term**

President L. Pivnick expressed his thanks to the members and non-members (including his graduate assistant, Neely Campbell) for the help he received this past year. Secretary Cynthia G. Tucker also recognized the priceless assistance provided by Carolyn Featherstone in the Senate Office.

#### **4.17.12.12 Announcements**

1. Centennial Anniversary (2012) Celebration: For information about events visit:

<http://www.memphis.edu/centennial/>

2. University of Memphis Association of Retirees (UMAR) Centennial Reunion: Thursday, April 19, 2012, University Center Ballroom, complimentary parking in Zach Curlin Garage, registration & reception 5:30 pm, Dinner 6:15 pm, Program 7:00 pm, Tickets \$30 per person,

RSVP by April 12 to Alumni Coordinator Connie Thiemonge at 678-1333 or pay online at <http://memphis.edu/alumni/rsvp>

3. Faculty Convocation 2012: Friday, April 20, 2012, Processional at 2 pm. Come and join the celebration-regalia rental \$19.12. There will be various activities, plus the unveiling of the bronze tiger presented by Alumni Association.

4. Study Day: Thursday, April 26.

5. Celebration: 100 Years of Women: This event on Friday, April 27, 2012 at The University of Memphis Holiday Inn will recognize women who have made a difference to the UofM. For more information call 901.678.2770 or go to: <http://memphis.edu/crow/100women>

6. 2012-13 Faculty Senate Forms: All senators are required to submit a "Faculty Senate Information Form" to the FS Senate Office, 154, Administration Bldg. Newly elected members beginning a 2-year term should also return their "Certificate of Agreement to Serve" form ASAP.

7. 2012-13 Faculty Senate's First Meeting: Tuesday, April 24, 2012.

**4.17.12.13 Adjourn Sine Die:** Final adjournment at 4:35 p.m.