



Minutes of the Faculty Senate

Presiding: Jill Dapremont (Nursing)

Date: 08-31-2021

Secretary: R. Jeffrey Thieme (Marketing & Supply Chain Management)

Senators Present: Reza Banai (City & Regional Planning), Brennan K. Berg (KWS), Theodore J. Burkey (Chemistry), Gerald Chaudron (Univ Libraries), Jill Dapremont (Nursing), Frances Fabian (Management), Hal Freeman Jr. (Professional & Lib. Studies), Michail Gkolias (Civil Engineering), David Gray (Philosophy), Denis D. Grele (World Lang & Lit), Rebecca Howard (Art), Stephanie Huette (Psychology), Eddie Jacobs (Electrical & Computer Engineering), Brian Janz (Business Info. Tech), Jessica Amber Jennings (Biomed. Engineering), Shelley Keith (Criminal Justice), Maggie Landry (Social Work), Jeni Loftus (Sociology), J. Joaquin Lopez (Economics) Jeffrey Marchetta (Mechanical Engineering), Scott Marler (History), James McGinnis (Engineering Tech.), Sanjay Mishra (Physics), Debbie Moncrieff (Communication & Science Disorders), Deanna Owens-Mosby (Instr. & Curr. Leadership), Patrick Murphy (CEPR), Fawaz Mzayek (Public Health), Matthew Parris (Biological Sciences), Michael Perez (Anthropology), Steven L. Nelson (Leadership), Esra Ozdenerol (Earth Sciences), Zabiholah Rezaee (Accountancy), David Romantz (Law), Teresa Del Rosso (Jour. & Strategic Media), Sajjan G. Shiva (Computer Science), Craig Stewart (Communication and Film), Mark Sunderman (Fin, Ins, & Real Estate), Scott Sundvall (English), Jennifer Thompson (Architecture), William P. Travis (Health Studies), Kris-Stella Trump (Political Science), Stephen J. Watts (Criminal Justice), & Máté Wierdl (Mathematical Sciences), and Daryn Zubke (Music).

Senator Present by Proxy: Holly Lau (Theatre & Dance); proxy Brian Ruggaber, Michael Perez (Anthropology); proxy Katherine McMickelson, & Kris-Stella Trump; proxy Nikki Detraz

Senators Absent: Curt Schuletheis (Mil Sci-Naval Sci)

Faculty Senate Information Officer: To be determined.

Guests: Thomas Nenon (Provost's Office), Robert Jackson (Information Tech Services), Stanley Hyland (UMAR-absent), James Orr (Academic Affairs), David M. Kemme (Board of Trustees, Faculty Rep.), Gloria F. Carr (Faculty Ombudsperson-absent), Meghan Cullen (Staff Senate-absent), and Martha Robinson (Lambuth Liason), Justin Lawhead (Dean of Students)

The four-hundred-and-eighty-first meeting of the University of Memphis Faculty Senate was held on Tuesday, August 31, 2021 via the Zoom video conferencing platform due to restrictions imposed in response to the COVID-19 global pandemic.

08.31.21.01 CALL TO ORDER (2:40 P.M.)

President Jill Dapremont called the virtual meeting to order at 2:40 pm with a quorum present.

08.31.21.02 APPROVAL OF AGENDA

The agenda was approved as written with the addition of Academic Policies Committee to New Business under Standing Committee Report and a correction to the title for the Policy Review Board Committee Update in New Business.

Senator Máté Wierdl objected to approval of the agenda because there is no discussion of covid-related issues. President Dapremont responded that there will be a discussion in her report. The amended agenda was approved.

08.31.21.03 APPROVAL OF MINUTES

Faculty Senate – April 27, 2021

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

08.31.21.04 PRESIDENT’S REPORT

Executive Committee Actions

President Dapremont reported that over the summer, the Executive Committee (EC) developed charges for standing committees, discussed the return to campus, and discussed mask mandates. Most of these discussions happened at the end of the summer. University President M. David Rudd discussed enrollment patterns. In-state enrollment is down but out-of-state enrollment is up. He highlighted that 20% of freshman class didn’t return as sophomores.

President Dapremont yielded to Provost Tom Nenon who reported that anyone can view enrollments online. The freshman class numbers ended up close to 2019, which was a recent record. That was the good news. The positive trends are that we are attracting more out-of-state students at the undergraduate level. At the graduate level, international enrollments are improving. The university is undertaking initiatives aimed towards boosting undergraduate enrollments. Demographics within the state are challenging. Covid probably reduced the number of freshmen from last year coming back as sophomores by about 20% and this is having a big impact. Overall enrollment is down 1.8% which translates to about \$3M. He doesn’t expect any additional cuts but managing the budget will be a challenge going forward.

He continued by discussing covid issues. When the vaccine came out it looked like we’d have a more normal fall. The only real solution is for everybody that can take the vaccine to take it. There is a small number of people who will not be able to take it for various reasons. Administration is trying to encourage and make it easy for everyone else to get the vaccine. As the delta variant began to spread and we peaked on vaccinations, the CDC (Centers for Disease Control and Prevention) recommended that everyone wear a mask indoors, so we made that a policy on campus. There are students in some classes that cannot maintain social distance. CDC guidance is that properly wearing a mask is an alternative. Administration is performing contact tracing and has also recently imposed assigned seating to assist in contact tracing. Faculty should contact the dean of students in case of positive cases. The dean of students will perform contact tracing.

Senator Denis Grélé asked whether online students are included in the in-state vs out-of-state enrollment numbers. Provost Nenon responded that we do have additional online students who are listed as UMGlobal in the enrollment numbers. We also have additional students on campus from out-of-state. Most freshmen are on ground. We’ve seen a 14% increase in undergraduate students on ground.

Senator Wierdl expressed appreciation for the news that University President Rudd submitted a request to the Tennessee state government to advocate for a mandate for covid vaccinations on campus. He asked about the details of this effort and expressed support for such a mandate. Provost Nenon responded that he's heard widespread support from faculty, staff, and students. He noted that University President Rudd shared his letter to the governor in his recent email. It appears that the governor will need some sort of legislative action to implement a mandate.

Senator Scott Sundvall asked if we knew that vaccine approval was around the bend and why were we not working with the governor ahead of time. Provost Nenon responded that University President Rudd conveyed his wishes to the governor well ahead of the FDA (Food and Drug Administration) approval of the vaccine. The governor was fully aware of his position. He also announced it to the press prior to the full FDA approval.

Senator Sundvall asked if the university was already coordinating with the governor and legislature. Provost Nenon responded that we were coordinating with the governor, but we were told explicitly that we couldn't mandate it. In April, Provost Nenon wrote a letter encouraging everyone to get vaccinated. The legislature pushed back by saying that the university was not explicit enough that it would be voluntary. He noted that in the chat feature of Zoom, Senator Debbie Moncrieff stated that the School of Communication Science and Disorders mandates vaccine for students who see patients in their clinic. He stressed that the financial and student progress implications for going hybrid would be dire. We do not expect faculty to be public health experts unless they are in that school. We are consulting with public health experts and the CDC for guidance. If students have questions, please refer them to the dean of students. If faculty have questions, please contact that office. President Dapremont reiterated that when handling covid issues with students, faculty should refer those students to the dean of students. Provost Nenon added that if only one student isn't wearing a mask, faculty may not need to dismiss class. Instead, they can remind the student to get a mask. If they don't, refer the student to the dean of students. The dean of students will administratively withdraw them from all classes. There was only one case of this happening last year and there is only one case so far this year.

Senator Eddie Jacobs commented that in a faculty meeting, several faculty members expressed concerns about students that have a suspected covid exposure. He asked what faculty should do in this case. He also asked why we can't have the guidelines at the faculty level. Provost Nenon called on Dr. Justin Lawhead, Dean of Students, who responded that we simply report CDC guideline to them. We walk them through the guidelines. We have a protocol. He stressed that we need to have one central reporting place. That's why we need referrals. The university must produce reports weekly, so we need central reporting. Provost Nenon added that the dean of students office is the place for student wellness and student support. They provide the most up to date CDC guidelines, but also ask how students are doing and what help they might need. We use a link for guidance because guidance changes and the link keeps guidance updated. He suggested that Dean Lawhead send out the link to faculty so they can refer students to the link for consistent guidance.

Provost Nenon thanked faculty and recognized the difficulty of the situation. He is trying to improve his timeliness and clarity of communication on these issues. He asked faculty to reach out to him with any questions they might have. He stressed that it's a difficult time and he knows it's a special burden on top of everything else for faculty.

IT Canvas update

President Dapremont reported that the Canvas learning management system will go live in January 2022. Also, Canvas training will start the week of August 30 with both virtual and in-person training offerings.

President Dapremont yielded to Dr. Robert Jackson, ITS Chief Information Officer, who asked if there were any questions. President-elect Pat Travis asked where faculty should go for asynchronous training for faculty. Dr. Jackson deferred to Dr. Robert Johnson, Associate Chief Information Officer, who responded that all announcements about Canvas will come from UMTech. He also stated that there will be both asynchronous and synchronous training.

Senator Maggie Landry asked if there is any paperwork for faculty to fill out to get the stipend. Dr. Jackson responded that he doesn't know the logistics of any payments yet. Provost Nemon added that they expected to provide a \$200 stipend to faculty for Canvas training. However, there is only \$60,000 budgeted for the stipends. If 300 faculty do the training, they will cover it. If more do the training, they might have to adjust the amount. The issue is still being worked out.

Senator Patrick Murphy asked for an update on a third-party company responsible for moving courses from eCourseware to Canvas for faculty. Dr. Jackson responded that they are going to archive the content using K16. The archives will include the 2020-2021 academic year.

Senator Stephanie Huetten asked if the stipend is for all who teach or only tenure track faculty. Provost Nemon responded that he's worried about the total amount of funding for the stipends. He's not sure how far the \$60,000 will go, but everybody that teaches is eligible for the stipend.

Senator David Romantz expressed that some at the Law School appreciate when training can be performed at the Law School. Dr. Jackson responded that ITS would love to meet with everybody individually, but our timeline is really tight. He suggested that taking advantage of online opportunities would be best approach. Whether or not they can do training in person at the Law School will depend on resources. Provost Nemon added that training is remote synchronous or remote asynchronous right now, so the Law School is not disadvantaged by being downtown.

Parliamentarian Mark Sunderman asked if we'll be able to have access to our course shells while doing the Canvas training. Dr. Johnson responded that the intention at this point is to have shells available prior to the training. They are moving as many courses into shells for training as possible. It's his hope to have that done.

Senator Scott Marler added that it would be helpful to include 2018 and 2019 because later courses were affected by covid. Dr. Jackson responded that he would ask the steering committee about the costs of doing that. If there's money in the budget, they will consider doing it. Provost Nemon added that there is a cost associated with moving shells. If faculty are going to use them, we'll try to find the funds. But we don't want to import five years of shells automatically if they aren't going to be used. If there are specific shells that faculty know they will need, let ITS know so they can do customized retrieval on a case-by-case basis.

Senator Landry asked if the perpetual shells will be transferred automatically or will faculty need to make a special request. Dr. Jackson responded that he's not sure. He will get back to President Dapremont with an answer.

President Dapremont thanked Dr. Jackson, Provost Nemon, and Dr. Johnson for attending and answering questions.

LMCIS phase 1 summary report - Zabihollah "Zabi" Rezaee, PhD

President Dapremont yielded to Senator Zabi Rezaee who reported on the phase 1 summary report of the LMCIS (Lean Management and Continuous Improvement Strategies) process. He thanked all Senators for helping with the process. He also expressed his thoughts on the seriousness of covid as he is isolated because of it. He reported that:

1. Senators completed and submitted the LMCIS/SWOTS analysis reports for their units by April 15, 2021.
2. The completed and submitted LMCIS/SWOTS analysis reports were compiled and integrated to a single report for each college.
3. The integrated LMCIS/SWOTS analysis report for each college and the senators reports for departments within the college were submitted to the dean of each college in May and June 2021 under three categories of educational, financial, and governance sustainability.
4. A meeting with all twelve deans of all colleges was scheduled in summer of 2021. Attendees were the dean of each college, President Dapremont, Past-president Jeff Marchetta, Dr. James Orr, President-elect Travis, and himself. Some meetings were productive, and some were less productive.
5. The last meeting was scheduled on August 25, 2021.
6. Deans were asked to identify and discuss things that concern them about their college and sustainability measures and safeguards that are planning to implement to do things better, stronger, and more sustainable (BSS).
7. Deans were asked to discuss more than fifty financial, educational, and governance sustainability issues with the provost and submit their synopsis report back the BFC by September 10, 2021.
8. I will compile these reports and submit the final report of the phase I sustainability review first to the BFC and then to the Faculty Senate in the September meeting.
9. This completes phase 1 and phases II & III are being considered by the Executive Committee of the Faculty Senate.

Senator Sanjay Mishra asked when the report will be available to his department. He asked if it would come from the dean or the Budget and Finance Committee. Senator Rezaee responded that the Committee will make the summary report available to the Senate when it's ready. The Committee is still waiting for reports from some deans. He will discuss any progress in the next FS meeting. It's up to deans whether they want to share extensive reports.

Senator Mishra asked about the next steps. Senator Rezaee responded that he is hoping the deans will implement some of the suggestions from the report. He was told that some deans are already implementing some suggestions.

Senator Sundvall asked why some deans shot down some reports. He asked if some deans were expecting reports that supported what they were doing. Senator Rezaee responded that the Committee submitted challenging reports to the deans and had meetings with deans. Some deans took it more positively than others during the meetings. Overall, the meetings went well. He made it clear to the deans that he compiled the report but didn't create it. They were created from faculty involvement. President Dapremont added that Senator Rezaee reassured deans that

the Senate was not there to micromanage the deans. We were bringing input from faculty to help them improve. She stressed that deans answer to the Provost.

Senator Craig Stewart asked for an outline of the process. President Dapremont responded that the process started as a result of the impact of covid on potential budget cuts. The first step (phase 1) was to have faculty discuss what was going well and what needed improvement. Phase 2 would put together an action plan in case there were budget problems. Senator Stewart asked if this was an initiative of the Faculty Senate or the deans. President Dapremont responded that the Senate agreed to this process, but we didn't initiate it. Senator Stewart commented that his department wasn't clear on the process, and they would like to see the report that was sent to the deans. President Dapremont responded that the Senate will work on that. Provost Nenon added that the original impetus was from two Senate representatives on the Budget Committee that was brought together to handle any potential initial budget cuts. The Senate representatives recommended that Senate be involved in that process. Senator Rezaee suggested that faculty review the Senate minutes where the process is laid out. He discussed the process that the committee pursued to manage the process. He stressed that the process has been transparent and will continue to be transparent.

Senator Sundvall asked if the Provost's Office will provide oversight going forward. Senator Rezaee responded that his understanding is that phase 1 is completed. The Provost and deans will have candid discussions and report back to the Committee. The Committee will submit that report to the Senate. Provost Nenon responded that this is a FS initiative, and it would not be appropriate for him to be giving directions. He assigned Dr. Orr to help because OIR is important to the process. He encourages faculty to become familiar with the data used in decision making by chairs and deans. He doesn't think it would be appropriate for him to tell the FS Committee what they should be doing. He stressed that this is still a faculty led initiative. Senator Rezaee agreed that this process is faculty driven. President Dapremont responded that phase 2 will be discussed in the EC with respect to the next steps. A decision on how to move forward has yet to be made.

President Dapremont thanked Senator Rezaee for all his work on this project.

Faculty Handbook updates on Lecturers and Instructor ranks– Jeff Marchetta, PhD

President Dapremont yielded to Past-president Jeff Marchetta, Faculty Policies Committee Chair, who reported on updates on lecturers and instructor ranks in the Faculty Handbook. The Committee needs to make some changes to the final language on instructor and lecturer ranks and promotions. The first substantive change addresses the time period for eligibility. For both instructor and lecturer ranks, they will need to be in those ranks for five years before promotions. This will align their timeline with other faculty ranks. The second substantive change is to include a third rank for instructors. Currently there are three ranks for lecturers and two for instructors. Colleges need to modify their college handbooks to specify criteria for promotions. He will post a draft of the proposed language to the FS Teams website for review and bring a motion to the next Senate meeting for a vote.

Senator Brennan Berg commented that faculty were asking about the post tenure review policy. He encouraged the Committee to bring updates to the Senate soon so they can be shared with faculty for review before being finalized. President Dapremont responded that it will happen. Past-president Marchetta responded that the process is important, and the Committee wants to move on it. He will discuss the reasons why it's important in the next meeting. Draft language of

changes do not yet exist. The Committee's goal is to try to keep Senators up to date on what's going on and what the Committee is considering.

08.31.21.06 NEW BUSINESS

Preparedness Committee meeting restarted 8/9/2021 – Jill Dapremont

President Dapremont reported that the University Preparedness Committee restarted their meetings on August 9. The Committee has been discussing ways to bring faculty, staff, and students back to campus safely. The Committee is encouraging vaccination, mask wearing, and good hygiene. She referred Senators to the university's covid web page for details. She asked Senators to send her questions for the preparedness meeting. She reported that the university is partnering with Baptist Memorial Health Care for vaccinations.

Senator Martha Robinson asked if there is a plan for administering the booster shots. President Dapremont responded that there hasn't been any discussion about the booster yet. Provost Nenon added that the issue just came up, but the answer is yes, the university will provide the booster shot within CDC guidelines.

Policy Review Board (PRB) Committee update – Pat Travis

President Dapremont yielded to President-elect Pat Travis, Policy Review Board Senate representative, who reported that the PBR is comprised of administration, faculty, and staff that review existing and new university policies. Policy revisions are debated and then recommendations are made to the University President for review and signing. He represents faculty on this board and focuses on details when policies affecting faculty are reviewed. He brings those policies to the EC for assignment to the appropriate committee for review. Then the Senate considers the policy from the committee. Any Senate recommendations are then sent back to the PBR.

Standing Committee Reports:

Academic Support Committee

President Dapremont yielded to Senator Kathy Mickelson, proxy for Michael V. Perez, Academic Support Committee Chair, who reported that the Committee has no report.

Administrative Policies Committee

President Dapremont yielded to Senator Theodore Burkey, Administrative Policies Committee Chair, who reported that the Committee has no report.

Budget and Finance Committee

President Dapremont yielded to Senator Rezaee, chair of the Budget and Finance Committee, who reported that they will receive their charges from the EC and have a meeting soon.

Committee on Committees

President Dapremont yielded to Senator Daryn Zubke, Committee on Committees Chair, who reported that the Committee is still trying to fill a seat on the Indirect Cost and Faculty Buyout Committee and two seats on the Compliance Council.

Faculty Policies Committee

President Dapremont yielded to Past-President Marchetta, Faculty Policies Chair, who reported that their general charge is related to changes in the faculty handbook. The Committee's primary charges this term are to finalize language on instructor and lecturer ranks and promotions as discussed earlier, modernizing our post-tenure review process, moving the faculty code of conduct forward, adding language on shared governance to the faculty handbook, and work that may or may not go into the faculty handbook on a new non-retroactive university policy clarifying salary adjustments for administrators stepping down from administrative duties.

Library Policies Committee

President Dapremont yielded to Senator Stewart, Libraries Policy Committee Chair, who reported that the Committee has no report

Research Policies Committee

President Dapremont yielded to Senator, Michail Golias, Research Policies Committee Chair, who reported that the Committee has three charges: post award support, indirect cost recovery, and tuition for graduate students on funded research. The Committee will meet with Dr. Jasbir Dhaliwal, Executive Vice President for Research and Innovation, to discuss issues related to their charges. He also reported that most of the Committee is on the university's Research Committee.

Academic Policies Committee

President Dapremont yielded to Senator Brian Janz, Academic Policies Committee Chair, who introduced himself and reported that they are mainly working on the student evaluation process. A research team led by Dr. Eli Jones worked on it over the summer. They collected data and developed new items for the instrument. Currently they are evaluating that data. He is hopeful that a new instrument will be developed and implemented a year from now. The Committee also works with faculty representatives on the university's graduate and undergraduate subcouncils.

08.31.21.07 ANNOUNCEMENTS

Faculty Trustee Report – David Kemme

President Dapremont yielded to Dr. David Kemme, Faculty Trustee, who reported that he appreciates the work of the FS over the last year, especially during the summer and work on the handbook and student evaluations. These are major tasks and accomplishments. He is optimistic about direction of the university and faculty engagement. There have been two board meetings, one in June and one last week. He encouraged Senators to review the board's website and emphasized that the committees are where all the action takes place. He encouraged Senators to contact him for more information. He reported that he meets with the EC regularly. He has

discussed covid with Dean Lawhead, Provost Nenon, University President Rudd, and Raj Kurapati, Chief Financial Officer, stressing that vaccinations should be mandated. Currently, the university can't legally mandate vaccinations, but we need to press forward and argue for it.

President Dapremont asked about the board's position on a covid vaccine mandate. Trustee Kemme responded that he doesn't speak for the board, but thinks the board supports the University President. The board doesn't take a formal position. University President Rudd is arguing to the state government to allow universities to use their own discretion. It's political at this point. On the presidential search, the board will consider candidates in October. There are over fifty candidates. President Dapremont and Past-president Marchetta may know more about it since they are on the Search Committee. At the board level he sees things from a mile high point of view. He discussed building renovations and that the university's R1 status might be announced in November. He believes the university's chances of attaining R1 status are good, but not a sure thing. He reported that athletics looks good, but the university still has an NCAA investigation that is active. He is hopeful that the investigation will be resolved by the end of this semester. He finds the investigation process to be fascinating.

President Dapremont commented on the presidential search. It is being led by the Parker Executive Search firm and they made a report at the last board meeting. The next meeting is September 15. The Committee will look at candidates in the October 6 meeting and go over candidates to make suggestions in the October 20 meeting.

Ombudsperson Report – Gloria Carr

President Dapremont yielded to Ombudsperson, Dr. Gloria Carr, who reported that she had no report.

President Dapremont reported that the search for the Ombudsperson is beginning and the announcement should come out tomorrow by email.

08.31.21.14 ADJOURN

The meeting adjourned at 4:25 pm.