FACULTY SENATE

A204 GEB   September 11, 2018   4:00 PM

Recording available: https://mediaserver.uthsc.edu/uthscms/Catalog/catalogs/tflorence-2018

Present: Kristen Bettin, Bill Callahan III, Shawna Clark, George Cook, Terry Cooper, Martin Donaldson, Molly Erickson, Meiyun Fan, Lori Gonzalez, Bruce Hamilton, David Hamilton, Peg Hartig, Carrie Harvey, Michael Herr II, Vinay Jain, Robert Jean, Vickie Jones, Vijay Joshi, James W. Kennedy, Csaba Kovesdy, Ramesh Krishnan, Santosh Kumar, Roberto Lachica, Jennifer Langford, Sam Li, Carol Likens, Tao Lowe, Nawajes Mandal, Jillian McCarthy Maeder, Tracy McClinton, Elisha McCoy, Myra Meekins, Edward Park, Frank Park, Ranjit Philip, Fruz Pourmotabbed, Laura Reed, Phyllis Richey, Shaun Rowe, Cindy Russell, Reese Scroggs, Jackie Sharp, Richard Smith, Christina Spivey, Wen Lin Sun, Fridtjof Thomas, Kwame Torgbe, Wes Williamson, and Thad Wilson

Absent: Shiva Bohn, Jami Brown, Beth Choby, MaryAnn Clark, Ricketta Clark, Shawna Clark, Wanda Claro-Woodruff, Dawson Colvert, Cathy Crill, William Dabbs, Alicia Diaz-Thomas, Ioannis Dragatsis, Tammam ElAbiad, Peter Fischer, Amado Freier, Lekha George, Oscar Grandas, Penny Head, Kenneth Hohmeier, Colin Howden, Uzoma Ibeguogu, Jerry Jones Jr., Rajesh Kabra, Rafal Kedzierski, Aneel Kumar, Sajeesh Kumar, Mack Land, Chris Ledbetter, Roberto Levi-D'Ancona, Morgan Lisner, Sharon Little, Mike McDonald, Linda Moses-Simmons, Megan Mulligan, Dayna Myers, Debendra Pattanaik, Jeff Phebus, James Pledger III, R.K. Rao, Duane Schafer, Nadeem Shafi, Anthony Sheyn, Helmut Steinburg, Michelle Surbrook, Jeffery Towbin, Kirtikumar Upadhyay, Jason Vanatta, Gregory Vidal, Regan Williams, and Yanhui Zhang.

Meeting called to order at 1600 hours CST.

A. **Approval of Minutes**

Minutes of the June 11, 2018 meeting were approved unanimously with revisions to Dr. Gonzalez's name.

B. **Announcements**

1. President's remarks – welcomed new senators, advised senators to review Board of Trustee (BOT) recordings that are available on the UT website to stay abreast of changes in the system, and shared general updates on campus improvements, ongoing Search Committees, arrival of new Deans, creation of new advisory committees, and the impending departure of President DiPietro.

2. University System Faculty Council (UFC) meetings - Faculty Senate may need to convene prior to the next scheduled meeting date to approve Faculty Handbook before the BOT deadline this Fall.

3. New Taskforce on UTHSC Non-tenure track positions - Lead by Dr. Bill Callahan III and approved by FSEC. Purpose - to explore new ways to support non-tenure track faculty on-campus. If interested, contact Bill Callahan or the Faculty Senate President and Secretary.

C. **Guest Speaker – Dr. Cindy Russell, Associate Vice Chancellor of Faculty Affairs**
   1. Shared upcoming events for faculty development & resources, including sessions on promotion & tenure.
   2. Introduced Activity Insight system that is being trialed by UTHSC. Volunteer faculty may be recruited to assist with the trial process. If interested in volunteering, then contact Dr. Cindy Russell.
   3. Highlighted key changes to the Faculty Handbook and how to locate the Handbook*
   4. TLC updates: Search for Director; Replacement for Samba; 2 other positions; Academic Technology Systems

   *Please see PowerPoint available on Blackboard for full details.

D. **New Business**
   1. Voting on Descriptions and Goals for Faculty Senate Committees

   Committee information is available here: https://www.uthsc.edu/faculty-senate/committees.php

   Action taken:
   - Voted on the new Faculty Handbook committee. Results: Total of 39 responses (36 in-person and 3 online) - 100% voted in favor and 0% voted against.
   - Voted on all remaining Committees. Results: Total of 39 responses (34 in-person and 5 online) - 100% voted in favor and 0% voted against See Appendix A-H.

   2. Voting on Quality Enhancement Plan (QEP) resolution

   Action taken: Voted on the QEP resolution. Results: Total of 37 responses (30 in-person and 7 online) - 97% voted in favor and 3% voted against. See Appendix I.

- Old Business – Secretary/Treasurer Report was submitted but not reviewed during June meeting. Procedures Manual needs to undergo review and revisions since it was last revised in 2006.
- Next full Faculty Senate meeting: October 9, 2018 from 4-5 p.m. in GEB A204.

There being no other business, the meeting was adjourned at 1711 hours CST.

Respectfully submitted,

Jami E. Flick, MS, OTR/L

Faculty Senate Secretary

Appendix A

Budget and Benefits Committee

Specific areas of responsibility include, but are not limited to, policies and recommendations related to the following:

- Faculty Handbook sections related to faculty compensation
- Compensated outside activities policy
- Faculty compensation package
- Campus-wide long-range planning
- Evaluation of space allocations and physical facilities
- Faculty recruitment and retention
- Education of faculty about the budget process and related issues
- Examine tuition, specifically, the non-educational use of tuition dollars
- Promote transparency in the campus budget and the budget process
- Examine tenure and how the percentage of guaranteed salary is determined

The goals of the Budget and Benefits Committee include:

- Promote the dissemination of clearly stated Faculty compensation and benefits policies and encourage the equitable application of these policies across all colleges.
- Promote clear and equitable consideration regarding the criteria for faculty salary raises and bonuses (based on merit, market/gender equity and/or cost of living and salary compression).
- Monitor the campus debt service.
- Review faculty salaries to ensure gender equity.
- Review the budget to ensure that all tuition payments are dedicated to student education.

Chair - Duane Robert Schafer, College of Dentistry
Ex Officio - Chandra Alston, Associate Vice Chancellor of Human Resources
Ex Officio - Tony Ferrara, Vice Chancellor of Finance

Appendix B

Clinical Affairs Committee

Specific areas of responsibility include, but are not limited to, policies and recommendations related to the following:

- Enhancing awareness of excellence in clinical activities
- Promoting clinical research
- Facilitating corporate/clinical relations
- Chair of Clinical Affairs attends the Dean's Faculty Advisory Committee (DFAC)

The goals of the clinical affairs committee include:

- Promote consistent faculty practice expectations and rewards within the Colleges and Departments.
- Support clinical faculty professional development, including publication, resource availability and grant support.
- Promote involvement of clinical faculty in all UTHSC missions by providing time to participate in teaching, research, and service.
- Participate in the development and evaluation of policies and plans affecting clinical faculty and their missions.
- Keep abreast of the new curriculum changes and be active in the content and implementation of teaching metrics.
- Keep abreast of the construction plans of any new clinical building.

Chair - Helmut Steinberg, College of Medicine-Clinical

Appendix C

Computing and Technology Committee

Specific areas of responsibility include, but are not limited to:

- To represent the faculty advocating for the computing and technology needs and concerns of the faculty on the UTHSC campus regarding training, infrastructure and support.
- Regularly update the Faculty Senate regarding committee work.
- Provide input to handbook committee for faculty computing and technology sections.

The goals of the faculty computing and technology committee include:

- Facilitate communication and collaboration for the Faculty with the IT Department technology resource units and Administration regarding technologies and resources available to the Faculty.
- Provide input to IT on new and existing technologies, including training education for those technologies, as they relate to faculty academic, research, and clinical computing.
- Promote continued expansion of electronic access to campus resources and events (i.e. meetings) from off campus via web-casting or other remote conferencing technologies.
- Promote improved funding for faculty on major software innovations and a replacement cycle for faculty and student lab computers.
- Promote clinical application technology, such as 3-D printing and robotics.

Chair -William (Bill) Callahan III, College of Dentistry
Ex Officio - Cindy Russell, Associate Vice Chancellor of Faculty Affairs
Ex Officio - Jan van der Aa, Vice Chancellor of Informational Technology/CIO
Ex Officio - Sally Badoud, Assistant Vice Chancellor of Communications and Marketing

Appendix D

Education and Academic Affairs Committee

Specific areas of responsibility include, but are not limited to, policies and recommendations related to the following:

- Honor Code
- Curricular and instructional goals
- Proposal, review, and approval of new programs and elimination of existing programs
- Development of interdisciplinary programs
- Standards for admission, retention, graduation, and grading
- Chair serves on CASA

The goals of the Education and Academic Affairs committee include:

- Communicate regularly with Academic, Faculty and Student Affairs (AFSA) about new program development or proposals and changes to or elimination of existing programs.
- Review proposals for new academic programs and provide feedback and make recommendations about those programs.
- Review and assess learning platforms utilized by the campus to enhance teaching effectiveness in accordance with the UTHSC Strategic Plan.
- Promote and monitor the use of electronic plagiarism tools used by faculty and students.
- Monitor guidelines and/or procedures for teaching metrics; provide a committee member for a UTHSC committee reviewing these policies, if requested.
- Provide a stable link between the faculty and the Teaching and Learning Center.

Chair - Beth Choby, College of Medicine – Clinical
Ex Officio - Karen Shader, Associate Director of the Teaching and Learning Center
Ex Officio Maryann Clark, Associate Vice Chancellor of Academic Affairs

Appendix E

Faculty Affairs Committee

Specific areas of responsibility include, but are not limited to, policies and recommendations related to the following:

- Policies for appointment, promotion, and tenure
- Policies for off-campus assignments and leaves of absence
- Policy for discharge for cause
- Evaluation of administrators
- Procedures for faculty performance assessment
- Workshops on promotion and tenure
- Policy on consulting
- New faculty orientation
- Chair of the Faculty Affairs Committee serves on Faculty Affairs Working Group

The goals of the Faculty Affairs Committee include:

- Compile and examine information on the faculty evaluation processes employed across campus with an emphasis on consistency and transparency of faculty appointments, evaluations and advancement practices across colleges.
- Continue examining how the Faculty Senate administers upward evaluation of campus administrators, especially in view of faculty privacy concerns.
- Continue developing a fair, sensitive and equitable plan to share outcomes of the upward evaluation.
- Participate in Faculty Affairs Working Group policy development activities and report them to the FSEC.
- Promote consistent and transparent faculty appointments, evaluation, and advancement practices across all colleges.
- Advocate for faculty support and incentives to encourage faculty retention.
- Promote transparent and equitable workload expectations and requirements for all Faculty across all colleges.
- Continue upward evaluation of administrators on a regular basis.
- Promote the optimal balance between campus security and access.
- Provide feedback and input into the New Faculty Orientation as appropriate.

Chair - Richard Smith, College of Medicine – Clinical
Ex Officio - Lori Gonzalez, Vice Chancellor of Faculty and Student Affairs
Ex Officio - Cindy Russell Associate Vice Chancellor of Faculty Affairs

Appendix F

UTHSC Faculty Handbook Committee

Specific areas of responsibility include, but are not limited to, the following activities:

- Work collaboratively with the UTHSC Faculty, The Faculty Senate, the Faculty Senate Executive and other Senate committees, the Faculty Affairs Working Group, the Office of Academic, Faculty and Student Affairs leadership as well as the UTHSC and System Administrations to propose, develop, review, and negotiate changes to the UTHSC Faculty Handbook.
- Contribute to the Preparation of UTHSC Faculty Handbook or sections thereof negotiated between the Faculty Handbook Committee and Administration for presentation to the UTHSC Faculty Senate Executive Committee and the UTHSC Faculty Senate.
- Verify the accuracy of texts as they proceed through the process of negotiation, approval and subsequent integration into the UTHSC Faculty Handbook

The goals of the UTHSC Faculty Handbook Committee include:

- Collaboratively propose, develop and negotiate policies, processes, procedures and language for the UTHSC Faculty Handbook that are in the best interest of the UTHSC faculty and for achievement of the missions of the UTHSC campus within the limits of policies approved by the UT Board of Trustees.

Chair - Terry Cooper, College of Medicine – Basic
Ex Officio - Lori Gonzalez, Vice Chancellor of Faculty and Student Affairs
Ex Officio - Cindy Russell Associate Vice Chancellor of Faculty Affairs

Appendix G

Legislative Resource Committee

Specific areas of responsibility include, but are not limited to:

- Maintain contact with legislators for efficient exchange of information
- Update legislators on UTHSC events, resources, expertise, etc.

The goals of the Legislative Resource Committee include:

- Continue efforts to effectively communicate with our legislature using every available channel.
- Gather information from UTHSC sources to present to legislators.
- Maintain open communication with the Director of Government Relations.
- Facilitate a legislative reception during session.
- Send UTHSC representatives to participate in the Day on the Hill.

Chair - Carol Likens, College of Health Professions - At-large
Ex Officio – David Mills, Director of Government Relations

Appendix H

Research Committee

Specific areas of responsibility include, but are not limited to, policies and recommendations related to the following:

- Enhancement of the research environment
- Policies on research grants and funding
- Policies on intellectual property, including copyrights and patents
- Policies on human and animal research
- Policies on scientific misconduct and fraud
- Development of interdisciplinary research
- Removal of impediments to research
- Chair attends Post-Doc Committee and Graduate Studies Council

The goals of the Faculty Research Committee include:

- Implement UTHSC Faculty Research Resource Database on Quartzy-UTHSC site.
- Collaborate with Vice Chancellor for Research in reviewing the institutional and foundation grant applications.
- Continue to pursue formation of grant review committee.
- Review invention disclosure and MTA approval policy and procedure.
- Assist and oversee progress in Office of Sponsored Programs (OSP).
- Discuss and prepare a request for research support among long standing faculty.
- Survey faculty to identify impediments for research at UTHSC.

Chair - Fruz Pourmotabbed, College of Medicine – Basic
Ex Officio – Steven Goodman, Vice Chancellor of Research

Appendix I

Resolution of the
Faculty Senate of the University of Tennessee Health Science Center in support of the Quality Enhance Project (QEP)

Whereas: The purpose of the QEP is *"to provide a well-rounded educational paradigm on social determinants of health that is uniquely Mid-Southern"*;

Whereas: The QEP framework includes*" …gaining knowledge of the history of health disparities with a goal of providing culturally competent care and achieve health equity"*;

Whereas: A focus on social determinants of health is aligned with the existing mission of the University of Tennessee Health Science Center with particular emphasis on care of all citizens of Tennessee and the region by pursuing an integrated program of education, research, clinical care, and **public service**;

Whereas: Student participation in the QEP will enable them to define social determinants of health and their role in a patient's health across diagnoses and health domains;

Whereas: QEP participation will enable students and others to assess the impact of one's life experiences on patient care and her/his interactions with patients;

Whereas: QEP participation is intended for all participants to develop skills toward cultural humility in improving communication between health care providers and patients;

Whereas: All participants in the QEP will analyze local health needs and identify the impact of social determinants of health on populations at risk for health disparities in their local communities;

Whereas: QEP participants will describe how social determinants of health contribute to health disparities and examine how creating change would lead to health equity;

Whereas: QEP participants will develop effective skills, including leadership skills, incorporating social determinants of health in the work flow of inter-professional teams benefiting patient and family centered care plans;

Whereas: QEP participants will appraise the impact of their local history on the health of patients and the health care system by increasing exposure to diverse patient populations, in culturally appropriate ways, who may be experiencing health disparities;

Therefore, be it resolved that the UTHSC Faculty Senate strongly supports the objectives and implementation of the Quality Enhancement Project on campus and encourages all of our faculty to enthusiastically participate in achieving its goals.