



Health Science Center

FACULTY SENATE
Virtual Meeting by Zoom
November 10, 2020 4:00 PM CST/5:00 PM EST
Monthly Meeting

Attendance: 90 (senators, administrators, and guests)

Senators Attending: T. Wilson, Venturin, McCarthy Maeder, Starlard-Davenport, Sun, Waters, Smith, Jasmin, Reed, Hartig, Derefinko, Russell, Lackey, Cory, Moore, Orucevic, Steinberg, Jean, Spivey, Davis, Little, Bieber, Moss, Dragatsis, McCoy, Williams, Hevener, Mandal, Fan, McClinton, Abhyankar, Strahan, Epps, Quesenberry, Li, Richey, Jiang, Koltnow, T Cooper, Park, Ishrat, R. Clark, Sittnick, Lancaster, S. Clark, Murray, Pourmotabbed, Choby, Lin, Williams, Claro-Woodruff, Williams, Pishko, Torgbe, Lu, Philip, White-Means, Donaldson, Enomoto, Krishnan, Harvey, Zite, Bohn, Reed, Zachry, Doettl, R. Wilson, Enomoto, and three phone attendees

Guests: John Lacey, Meg Doolin, Jess Newman, Dr. Cindy Russell

5:18-72 in the meeting

Meeting was called to order at 4:02 pm cst/5:02 pm est.

Dr. Smith opened the floor for discussion of the October 2020 Full Faculty Senate minutes, following no discussion, Dr. Hartig made a motion to accept the minutes as written, and was second by Dr. Choby.

- 100% in favor to pass the minutes as written (42 senators approved, 0 disapproval or abstaining votes)

New Business/Speaker:

- Dr. Smith introduced John Lacey, from the UT System office, who is the project manager for the Tennessee Solutions Market.
 - Mr. Lacey provided background in relation to the development of the Tennessee Solutions Market idea; specifically creating a space or platform for faculty, staff, students, and the community to be more collaborative. Tennessee Solutions Market is still in a discovery/development stage. It would be a platform in which nonprofit organization or start-up companies could collaborate with university wide faculty and/or students to solve problems (i.e., technology, provide expertise).
 - Currently individuals or companies interested would fill out a short survey/questionnaire and post it to Tennessee Solutions Market. The needs would be defined and potential ideas for solutions outlined in the posting proposal. Faculty, students, and/or companies would be able to search the website for potential matches and collaborations.

- Floor was opened for questions/ideas/thoughts:
 - Some faculty interested in how Intellectual property would be handled. This is still an area that is being developed, but if the university's time and resources are being used most likely all intellectual property would belong to the university system.
 - Suggestions for how include national or international collaborations, as the current system is for the faculty at UT only.
 - Some faculty questioned how time might be devoted by faculty, if this is something they would need to discuss with their chair or administration, as some of the serviced provided would be pro bono (i.e., service activities).
 - Discussed how this could be a way to develop/create a community for faculty across all of the UT system campuses, and might open doors for faculty on smaller campuses work with community partners on solving challenges/problems.
 - Mr. Lacey shared that non-profit and other groups across the state have expressed there is a need for one centralized location for entities outside of UT to find expertise they are looking for specific projects.

Dr. Smith thanked Mr. Lacey for his time and efforts on the project (left at 4:25).

- Dr. Smith introduced Dr. Cindy Russell, Megg Doolin, and Jess Newman to discuss changes and updates to Digital Measures as people prepare for the APPR process.
 - Faculty will receive an email on or around December 1st indicating that their Digital Measures account is "launched" for the 2020-2021 process. Once faculty have received the email, they will be able to log in and update their information.
 - There are now user guides available on the website. Additionally, Dr. Russell is offering workshops in the APPR process, if interested in attending or watching at a later date.
 - New for 2021 there will be an overall performance rating using a 4 point scale. Ratings will be related to individual's performance in each of the mission areas they are assigned effort. All faculty will be able to complete an independent rating in the system.
 - Updates to Digital Measures include: (a) the teaching feature is now unlocked, allowing for information to be pulled from Banner, but also allowing instructors to add course information; (b) course evaluation and peer review teaching summaries can now be added to the teaching tab; (c) addition of a "Other Research" screen, allowing individuals to add other research, or non-Cayuse, activities.; (d) faculty profiles have been updated; (e) addition of workflow to see what faculty need to complete or the status of materials; (f) there are new conflict of interest forms, that all faculty need to complete.
 - Faculty were reminded that there are 9 steps to complete the annual review. Important steps include: outside interest form, goals and assignments sections of Digital Measures, loading a CV or using the Digital Measures version, adding

course evaluation (however this is optional), complete the self-rating form, and submitting all materials to the department chair.

- Critical for faculty to remember is that they have 10 days from when a department chair uploads information before it will auto submit. Faculty should acknowledge the materials from the chair, to avoid any incorrect information.
- Megg is holding office hours from 1-2 pm cst every day for anyone interested in learning more about adding information to Digital Measures.
- Floor was opened for questions: one concern regarding browser preference, and Digital Measures appears to work with any browser.

Dr. Smith thanked Dr. Russell and team for their time and efforts (left at 4:48).

Committee Updates:

- **Handbook** (Dr. Cooper) – Handbook committee has forwarded their edits and comments regarding Chapter 8: Faculty Termination to the Vice Chancellor’s office. They will be meeting with Dr. Russell to look at the revisions, and begin negotiations. The committee hopes to have a copy of the chapter to the senate for review soon, as well as submitting the chapter to the Board of Trustees by either March or June for approval.
- **Faculty Affairs** (Dr. Mandal) – Faculty Feedback Action (FFA; formally Upward Evaluation) will be released soon. Questions have been modified based on input from the Deans as well as the Faculty Affairs Committee. The evaluations will be completed using Qualtrics. Faculty will be receiving an email from Qualtrics alerting them that the survey is ready. Each faculty member will get two emails, each with a survey; one for administration and 1 for college/department specific evaluation. Senators were encouraged to remind faculty to complete the surveys.
- **Research** (Dr. Dragatsis) – No report.
- **Communications** (Dr. Richey) – Committee has met and is currently looking at developing/generating ideas for the best way for the senate to communicate with the university faculty. The committee is currently exploring the use of Teams.
- **Technology and Computing** (Dr. Koltnow) – The Cybersecurity Awareness Report will be coming out soon. The university is working on getting Adobe Sign, to allow faculty to sign documents electronically. If interested faculty can request a license. The IT department is using a number of different programs; however, IT is encouraging people to utilize OneDrive, Teams, and Zoom. If faculty have questions or concerns regarding technology, please contact Dr. Koltnow, so he can share people’s concerns/questions.
- **Budget and Benefits** – No report.

New Announcements:

- All senators are strongly encouraged to reach out to the faculty in their departments/colleges and encourage them to complete the FFA/Upward Evaluations starting at the end of the month.
- *Next Faculty Senate Meeting will be on December 8, 2020 4:00 pm cst/5:00 pm est.*

There being no other business, the meeting adjourned at 4:57 pm cst/5:57pm est.

Respectfully Submitted,

Jillian McCarthy Maeder, PhD, CCC-SLP
Faculty Senate Secretary