

Faculty Senate Retreat Action Plan Proposals September 22 – 23, 2001

Focus Area: Undergraduate Issues Group

Issue: Recruitment and retention of undergraduate students

Proposed Action Plan

1. Involve faculty in student recruitment, in VAN parties, and in the summertime student orientation program.
2. Highlight academic strengths on the UT Website, in the media and in Admissions literature.
3. Improve visibility on the UT Website for information on career options to specific majors. (Career Services)
4. Guarantee access to every UT freshman to a great faculty member.
5. Assign resources and responsibility for minority student success to a single office and hold it responsible for results. Use Minority Engineering Program as a model.
6. Create a pedestrian friendly campus. Limit parking and explain why.
7. Coordinate a database of faculty research and outreach interests, listing their needs for help from undergraduate students. Consider adding undergraduate students to research teams for either credit or pay. The database should be on the Web. (Research Council)
8. Develop a profile “university status” students and identify the barriers they face. Departmental progression requirements may need to be reviewed and updated. (Undergraduate Council)
9. Look seriously at establishing a series of full-time postgraduate teaching fellowships (for new PhDs who do not have a tenure-track appointment.)

Responsible Parties:

- Undergraduate Admissions, Orientation Office
- Office of University Relations (John Clark's shop) where UT website is maintained
- Career Services and Office of University Relations
- Undergraduate Council (this links to recommendation #1 on the third issue)
- Provost's Office

- Campus Master Plan Committee
- Research Council
- Undergraduate Council
- Provost's Office

Issue: Honors Program

Proposed Action Plan:

1. Every department with honors courses should review the Boyer Report and assess its relevance to their offerings.
2. One central office should be designated to maintain and disseminate information on such scholarships and grants as Rhodes, Marshall, Truman, Eisenhower, Fulbright, etc. That office would work with faculty to ensure that exceptional students are referred early in their undergraduate careers to the appropriate campus individual or office that would help groom them.

Responsible Parties:

- Undergraduate Council coordinate this with all colleges & departments
- Center for Undergraduate Excellence

Issue: Student/faculty interaction

Proposed Action Plan:

1. Implement a one-hour freshman seminar on the model of the Boyer Report as a contribution to the intellectual life of the university and to help build community. There should be fifteen students maximum per seminar. Faculty should be carefully selected, not compensated financially, and serve as mentors to the students. Some means for compensating faculty would be found -- e.g. course banking, travel options, etc.
3. Grant Academic Affairs access to the UT database of student ID photographs so that faculty members may more easily connect faces with names.

Responsible Parties:

- Undergraduate Council
- Office of the Provost

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Focus Area: Graduate/Research

Issue: Library Funding

Proposed Action Plan:

Charge Faculty Senate Library Committee to look at problem of increased funding to take care of increased subscription rates for medical and scientific journals.

Issue: Balance between Research and Teaching

Proposed Action Plan:

1. Discussion of loads and such standards in different departments.
 2. Demonstration of link between research and teaching.
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Issue: Graduate Student Recruitment and Evaluation

Proposed Action Plan:

1. Initiate series of conversations on recruitment and evaluation of international student credentials.
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Issue: Center for the Humanities

Proposed Action Plan:

1. Form task force involving offices of Development, Provost, ORA, Library, to investigate the development of foundation and other non-governmental support.

Issue: Carry over policies on research funds returned to units

Proposed Action Plan:

1. The problem is educating the P.I.s and unit heads. Avoid placing funds generated by externally sponsored grants & contracts in accounts that force expenditure by the end of each fiscal year.
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Issue: F & A Distribution

Proposed Action Plan:

1. Research Council Committee on Research Infrastructure will investigate and report after consulting with other units in University.
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Issue: UT/ Battelle Relationship

Proposed Action Plan:

1. The two have independent interests. Work together with appropriate caution. The Senate and Campus Administration should continually evaluate the relationship.
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Issue: Leave Time Accumulation on contracts and grants.

Proposed Action Plan:

1. Finance/ORHM and ORA will fix this.

Issue: Inventory and visibility of Centers

Proposed Action Plan:

1. List all Centers on ORIT web site.
2. Make directory widely available .
3. Encourage Centers to have web sites.

Issue: Performance standards for graduate student work.

Proposed Action Plan:

1. Initiate a university wide discussion of performance standards for graduate student work.

Issue: Enhance high performance computing on campus.

Proposed Action Plan:

1. Reconvene technical advisory committee on high performance computing . Use the committee to develop policy. Examine access issues to ORNL resources for domestic and international students.
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Focus Area: Faculty Issues

Issue: Professional Leave Proposal

Proposed Action Plan:

Review proposal with Deans, Department Heads, and Central Administration in regard to specifics of implementation of the professional leave proposal.

Issue: Budget Prioritization and Advice Faculty Salaries

Budgetary transparency

Proposed Action Plan:

- 1 Develop manual for the Faculty Senate about the budget and budget categories and process
 - 2 Publish relevant budget information on the web.
 - 3 Present a dynamic budget summary listing assets, liabilities, and flexible resources.
 - 4 Prepare recommendations on funding priorities
 - 5 Prepare a resolution encouraging department heads to share all information, including budgets, with faculty.
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Issue: Faculty Senate Process

Proposed Action Plan:

- 1 Executive committee will appoint small committee (executive committee members, past Senate presidents, Deans, and Central administration)
- 2 Create a process for maintaining the Faculty Handbook and dissemination
- 3 A process for communication of Senate activities to constituents and appropriate administrators, and opportunity for input to Senators before motions are voted upon
- 4 Develop procedures and operations for implementing the entire process from committee/task force work to interaction with faculty at large, to interaction with appropriate administrators, to Senate

decision making, to the Provost Office, the President's Office, to representation by the Provost to the Board of Trustees, to inclusion in the Faculty Handbook when appropriate

- 5 Develop standing rules for Senate meetings
 - 6 Develop a process for Senate officers to clarify responsibilities and develop a process to maintain continuity.
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Issue: Revision of Faculty Handbook

Proposed Action Plan:

1. Set up task force and essential administrators to revise handbook
 2. Determine principles of shared governance to guide the process
 3. Collect best practices of handbooks across the nation
 4. Compare with current handbook
 5. Determine chapters and table of contents
 6. Determine Senate committees to address chapters/issues
 7. Task force writes chapters
 8. Explore consistency across other UT Handbooks in Agriculture, Health Sciences in Memphis, and the Space Institute in Tullahoma
 9. Develop a process for Ex. Committee, Faculty Senate, Provost office, and legal counsel to review chapters\
 10. Submit Faculty Handbook to AAUP for review and comment
 10. Develop communication process for all appropriate members of university community
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Issue: Task Force on Contingent Employees

Proposed Action Plan:

1. Verify accuracy and completeness of the data on employment for Fall 2000 and update for Fall 2001. Analyze data
 2. Interview heads of departments with high numbers of contingent employees and some contingent employees to identify the issues, problems, and related concerns.
 3. Prepare a preliminary draft of the issues involved in contingent employment. Begin discussion with the Faculty Senate on the most effective way to inform the university community of our findings and concerns.
 4. Collect data on contingent employment at other large state universities, especially our peer institutions.
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Focus Area: University Issues

Issue: Diversity

Proposed Action Plan:

Train to do effective searches; train to recruit faculty in non-traditional searches; opportunity fund for hires; focus on retention through mentoring; fostering scholarship, emphasis on good teaching.

Input into Geier committees.

Plan for a diversity in an uncertain legal world.

Encourage flexibility in job descriptions.

Faculty Senate resolution on diversity and inclusiveness.

Scholarship challenge program and help show “ownership” of scholarships.

At every level of recruitment, cultivate relationships.

Define diversity broadly to include, among other things: race, gender, religion, culture, and intellectual views.

Strive to promote and secure gender equity throughout the entire University.

Issue: Tax Reform/Funding

Proposed Action Plan:

Take a leadership role with four-year faculty senates across the state to place collective emphasis on the funding crisis in higher education, and to link with students and other groups.

Support increased and sustained revenues for higher education; support tax reform that is not regressive.

Seek innovative ways to get the university's message across.

Encourage faculty, staff, and etc. to be active in the 2002 legislative campaigns of candidates who support increased funding for higher education.

Issue: University Structure/Presidential Search

Proposed Action Plan:

People should participate, note their concerns, and attend the forums.

Semi-finalists equals public.

Include the Board of Trustees in the concept of shared governance. Work toward recognition and in the bylaws of faculty, staff, and student groups.

Knoxville representative on the Board of Trustees.

Provide information and then assess faculty opinion on issue of chairs vs. heads.

Open lines of communication between faculty and staff and administration at all levels and all issues including reallocation. Continue with positive changes made in communications model.

Issue: University Outreach and Communications

Proposed Action Plan:

Communicate the contributions that UT makes to the state. Listen to state citizens to discover their needs.

Create a speaker's bureau to represent the university in a variety of ways.

Look for ways to integrate UT with K-12 and other community entities.

Review ways to better use existing communications resources.

Resist being Knoxville-centric in communications efforts.

Support and recognize faculty and staff outreach and service.

Issue: Living Wage and Community

Proposed Action Plan:

Ensure the living wage is a priority. Include both faculty and staff salaries.

Look at creating intellectual space.

Help vest incoming faculty with a sense of UT.