



Faculty SENATE Newsletter

Sept. 2003

The 2003-2004 Faculty Senate: Carrying the Torch Forward

by Beauvais Lyons,
Faculty Senate President

Each year the Faculty Senate has an opportunity carry the torch of initiatives from previous years.

One of my motivations as Faculty Senate President this year is to see that work we have done in the past is not lost or forgotten. We face a fundamental challenge as an institution to maintain continuity from one year to the next. With this in mind, I have issued a scorecard for the senate this year. All of the items on this card are there because of previous senate resolutions or task forces, or they are manifested in our bylaws. The 2003-2004 Faculty Senate Scorecard includes the following initiatives:

THE PRESIDENTIAL SEARCH: 3 TORCHES

The faculty has expressed concerns about the Board of Trustees bylaws regarding the selection process for the university president since 1970. Thirty-three years ago we made the case that faculty and students should play a greater role in the search process. In 1988 the Faculty Senate also condemned the process that led to the selection of Lamar Alexander as our University President. Ten years later, in 1998, we approved a resolution concerning procedures and criteria for selection of the President which served as another effort to reform the process. Last month our Executive Committee met in a special session to make a series of recommendations to the Governor and the Trustees. Our web site includes a record of these resolutions. Today, through our coordinated efforts with the Faculty Senates on the other UT campuses, and with the encouragement of

Governor Bredesen, we are finally seeing deeper systemic reform of the process.

PROFESSIONAL LEAVE: 2 TORCHES

Two years ago, as a result of discussions that took place at our Faculty Senate retreat, and through the good work of our Professional Development Committee we formulated a Professional Leave



Beauvais Lyons

Policy. We are grateful to the support of Chancellor Crabtree in this initiative. The policy, which was approved in principle by the Faculty Senate was developed with the understanding that granting of professional leave strengthens an institution's academic program by enhancing the faculty member's teaching effectiveness and scholarship. This year we hope to see this program take shape for professional leaves beginning in the fall of 2004.

GENERAL ED. PROPOSAL: 2 TORCHES

Two years ago the Undergraduate Council presented the Faculty Senate with a basic plan for reforming the General Education Requirements of the university. The plan makes sense in many respects, especially in instituting a public-speaking requirement for all undergraduates. One pending issue to address regarding the proposal is the role of interdisciplinary courses in the undergraduate experience. It is my hope that this issue will be given attention as the proposal comes under review. The current draft of the proposed policy is posted on the Faculty Senate web site

THE FACULTY HANDBOOK: 3 TORCHES

Two years ago at the Faculty Senate Retreat we identified the Faculty Handbook as a document needing the revision and updating. The current handbook dates to 1996. A task force led by Marian

Moffett was formed in consultation between the Chancellor and the Faculty Senate. As a member of this task force, I can attest that it has been one of the most productive and rewarding committees on which I have ever served. The new Faculty Handbook will serve UTK, The UT Space Institute and the Institute of Agriculture. It will also serve as a handbook for non-tenure track faculty. The Faculty Senate retreat held September 4-5 was devoted to reviewing the work of the Handbook Revision Task Force, and a Senate Blackboard site makes it possible for all faculty and administrators to have input into the process. We preach shared governance. This is an opportunity to put it into practice.

EFFECTIVE COMMITTEE WORK: 1 TORCH

In early August, Candace White, President-Elect and I met with various chairs of Faculty Senate Committees to review the work of recent committees and to formulate charges for the upcoming year. These have been shared with the committees themselves, and discussed by the Executive Committee at our meeting on September 8th. These charges are posted on our web site.

The senate web site will serve to archive the work of our committees and along with our list-server, allow for input as resolutions come forward. The role of Bob Glenn, as Information Officer is vital to this process. The work of our committees is fundamental to the work of the senate. They offer the lesson that shared governance is more often a marathon, than a 100 meter dash.

THE LIVING WAGE: 1 TORCH

On March 5, 2001 the Faculty Senate approved a resolution brought by the Budget Committee to pay all UTK Workers a Living Wage of \$9.50/hour plus benefits. This pay level was based on a 1998 study of the cost of food, shelter, clothing and transportation for a family in Knoxville. The Faculty Senate took this position with the knowledge that UTK's Department of Human Resources estimated that the wages of over full-time 400 UT employees fell below the Federal poverty guideline. They also estimated that about 2/3 of the employees making poverty wages are women. Thus the University pays over 20% of its hourly employees so poorly that they qualify for various forms of public assistance.

In our Living Wage Resolution we advocated that The University of Tennessee (1) uses the first 1.5 million dollars of discretionary, recurring funds annually for three years to increase the minimum wage for all non-exempt employees with the University of Tennessee while minimizing wage compression. (2) That the University make a long-term commitment to improving the wages of its lowest paid workers to provide a living wage for UT employees. And (3) that as part of its long-term commitment to improving the wages of its lowest-paid workers, in any future contracts negotiated by the University of Tennessee with private contractors whose employees perform their jobs on the UTK campus to pay \$9.50 per hour plus benefits. We need to consider if the university has a moral obligation consistent with its service mission as a land-grant institution not to balance its books off the backs of the working poor.

The problem is so bad that some previous cost of living raises for the lowest paid workers barely covered increases in employees contributions to health care benefits. In January of this year the university gave all UTK workers a minimum raise of \$750 a year. For this the university should be commended, but there is still along way to go.

Throughout the year I will make regular reports on our progress with the 2003-2004 Faculty Senate Scorecard at our meetings.

Task Force Report

Update on the Faculty Handbook Revision Process

by Marian Moffett, Chair
Faculty Handbook Task Force

The Faculty Handbook is the guiding document for university faculty, affirming the principles of academic freedom and tenure, while also articulating the central role of faculty in curriculum and shared governance. The Handbook contains policy related to faculty appointment, promotion, tenure, and evaluation; an outline of the appeals process; and a compilation of other university policies that apply to faculty.

In Fall of 2001, Chancellor Crabtree charged members of the Task Force -- Mary Albrecht, Jon Coddington, William Dunne, Clark Garland, Kathy Greenberg, Peter Höyng, Beauvais Lyons, Marian Moffett, David Patterson, Charles Reynolds, and Joe Trahern -- with the responsibility for revising the Handbook, the first time faculty had been given such an assignment. We began work by looking at handbooks used in universities comparable to UT in both scale and mission-- comprehensive state universities that are also land-grant institutions. Based on what we found, we decided to write a Handbook that would separate policy from procedure, so that future procedural changes could be made without seeking approval from the Board of Trustees. We also needed to update content and clarify information to create a single Handbook that would apply to faculty at the Knoxville campus, the UT Space Institute, and the Institute of Agriculture.

On September 4-5, 2003 the Faculty Senate Retreat was devoted to assessing the first complete draft of the proposed handbook. Prior to the retreat, the UTK Chapter of the AAUP sent a copy to the national AAUP office, which reviewed the drafts and made several recommendations that have been incorporated into the second draft. By visiting the Faculty Senate Blackboard site, all Faculty Senators (and others who so wish) may read and comment upon the

second handbook draft. Members of the Task Force serve as moderators of the Blackboard discussions. We now encourage you to make your comments on Chapters 1 to 3 before October 3, 2003. After that date, moderators will collect all comments received and prepare a third draft that will be considered by the Faculty Senate at its meeting on October 20. Input concerning Chapters 4-6 should begin October 4th and be completed by October 31, 2003, so that moderators have time to incorporate recommendations into the drafts that will be presented to the Senate for approval at the November 17 meeting.

Overview of Handbook Revisions

The proposed handbook reflects the editorial approach of the Task Force, which was to pare down the Handbook to statements of policy, and where useful, to provide electronic links to other University documents that contain detailed procedures or other information. Consequently, the new version is shorter than its predecessor and is constructed with the intent of being a web-based document that is capable of timely

update. We envision that, once approved, the Handbook would be distributed annually to all faculty members as a CD, with printed copies available in all academic units.

Chapter 1: Governance & Organization

While in many respects the new version of this chapter is simply an update of the older version, the new version has three key differences. First, a new section explicitly and directly discusses the importance of shared governance to the successful administration of the University. Second, the description of the role in administration and appointment of department heads is expanded to reflect the efforts of the Taskforce on Departmental Leadership from Spring of 2003. Third, a new section deals with evaluation procedures for university administrators.

Chapter 2: Faculty Rights Responsibilities

This new chapter includes material about academic freedom that was contained in Section 3.1 from the existing the UTK Handbook, presented here as a free-standing section so as to emphasize the impor-

To be added to the Faculty Senate Blackboard site, send an email to Beauvais Lyons (blyons@utk.edu).

tance of Faculty Rights and Responsibilities. The chapter states the rights of faculty members concerning academic freedom, tenure, and citizenship. The chapter also identifies responsibilities stemming from these rights that faculty members have with respect to job performance, students, colleagues, staff, the profession, and community.

Chapter 3: Appointment, Evaluation, Promotion & Tenure for Tenure Track Faculty

This chapter applies specifically to faculty holding tenure-track appointments and concerns policies related to appointment, evaluation, tenure, and promotion. Revisions were made to separate policy from procedure, so its necessary complement is the Manual for Faculty Evaluation, a document that details process. (The Manual for Faculty Evaluation is itself being reviewed by the Senate this year.) This chapter nonetheless contains enough description of process to make clear its relationship to policy. Recent revisions by the Board of Trustees to Cumulative Review have been incorporated, and annual retention reviews for tenure-track faculty have been clarified.

Chapter 4: Appointment, Evaluation, & Review for Non-Tenure Track Faculty

This new chapter concerns the appointment, promotion and review of all non-tenure-track faculty. It incorporates uniform titles for various appointments and clarifies policies. Much of the work on this chapter was accomplished by a Task Force on Non-Tenure-Track Faculty, chaired by Alan Chesney.

Chapter 5: Faculty Rights of Appeal

Several new ideas are contained in this chapter. .

First, it proposes the position of Faculty Ombudsperson to serve as a point of contact for faculty grievances or appeals. Additionally, this chapter proposes establishment of a Faculty Senate Appeals Committee that will take over part of the responsibility now held by the Faculty Senate Faculty Affairs Committee. Both these structural changes have been discussed with the Chancellor and the Faculty Affairs Committee of the Senate. We are proposing that rights of appeal in this chapter will apply to all tenure-track, tenured, and non-tenure-track faculty.

Chapter 6: Benefits

This chapter is pulled from Section 3 of the current UTK Faculty Handbook and Chapter 7 from the UT Institute of Agriculture's handbook. This chapter will have numerous links to useful Human Resources documents.

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UPCOMING MEETINGS:

FULL SENATE

3:30pm, Shiloh Room,

University Center

October 20, 2003

November 17, 2003

EXECUTIVE COMMITTEE

3:30pm, 8th Floor, Andy Holt Tower

September 29, 2003 (2pm)

October 6, 2003

November 3, 2003

Search Process Update

Reforming the UT Presidential Search Process

The UT Board of Trustees has approved a new, open procedure for selecting the next UT President. Governor Bredesen has led the UT Board of Trustees in this process. The search procedures are posted at: web.utk.edu/~senate/SearchProcedures2003.pdf

Nominations and self nominations are being solicited from faculty at UTK, the UT Space Institute and the Institute of Agriculture to serve on the Presidential Search Advisory Council and the Presidential Search Committee. The Search Advisory Council will serve as the first tier of the process, and will develop the position criteria, will actively promote the position, and will make the initial screening of the candidates. The Search Committee will determine the finalists from a short pool submitted by the Search Advisory Council. The UTK Faculty Senate will select one of the members of the Search Advisory

Council and will propose nominees for the two seats on the Search Committee.

Nomination materials will consist of a one-page statement of interest and qualifications and a 2-page vita. Nominees should indicate their interest in being considered for the Search Advisory Council, the Search Committee, or both. Nominations will be accepted until Friday, September 26, at 1 p.m. They should be emailed to the UTK Faculty Senate President Beauvais Lyons (blyons@utk.edu). Nomination materials will be posted on the Faculty Senate web site (web.utk.edu/~senate) as they are received.

The Faculty Senate Executive Committee will hold a special meeting on Monday, September 29, at 2 p.m. in the Andy Holt Tower 8th Floor Board Room to review faculty nominees to serve on the Presidential Search Advisory Council and the Presidential Search Committee. This (and all) Faculty Senate meetings are open to the public.

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How to Preserve Affirmative Action at Your University

www.preserveaffirmativeaction.org

In the wake of the U.S. Supreme Court's recent University of Michigan decision to pressure schools to abandon affirmative action in favor of less effective race-neutral "alternatives", a Compliance Manual is being formulated on how to preserve Affirmative Action. Titled *Preserving Diversity in Higher Education*, the manual counters this problem by providing a clear legal interpretation of the University of Michigan admissions cases to assist colleges and universities around the country as they redraft their policies to comply with the Court's rulings. The national law firms of Bingham McCutchen LLP and Heller Ehrman White & McAuliffe LLP wrote the compliance manual.

Faculty and administrators concerned about this issue are encouraged to read this report, which is posted at the web address listed above.

Submissions for the next issue of the Faculty Senate Newsletter should be sent to Candace White, Faculty Senate President-Elect: white@utk.edu

2003-2004 Faculty Senate Committees

The Faculty Senate web site includes a complete record of committee membership, the bylaws description for each committee and a set of charges for the year. The web site also has a "Guide to Chairs of Senate Committees." The guide includes a process for setting goals for the year, scheduling meetings, the role of committee chairs on the Executive Committee, setting agendas and keeping minutes, and archiving reports and activities on the Faculty Senate Web Site. The web site serves as an organizational tool for the committee, as a window into the work of the committee for the university community and as a resource and archive for the Senate in the future.

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