



Minutes of the Faculty Senate

Presiding: Jill Dapremont (Nursing)

Date: 04-19-2022

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), David Gray (Philosophy), Denis Grele (World Languages and Literatures), Rebecca Howard (Art), Eddie Jacobs (Electrical & Computer Engineering), Brian Janz (Business Info. Tech), Amber Jennings (Biomedical Engineering), Shelley Keith (Criminology & Criminal Justice), Jeni Loftus (Sociology), DR Jones (Law), Jeff Marchetta (Mechanical Engineering), Scott Marler (History), Jim McGinnis (Engineer & Tech), Sanjay Mishra (Physics), Debbie Moncrief (Comm Sciences & Disorder), Deanna Owens-Mosby (Instr. & Curr. Leadership), Fawaz Mzayek (Public Health), Steven L. Nelson (Leadership), Esra Ozdenerol (Earth Sciences), Matthew Parris (Bio Sciences), Dursun Peksen (Political Science), Michael Perez (Anthropology), Zabihollah Rezaee (Accountancy), Terri Del Rosso (Jour. & Strategic Media), Brian Ruggaber (Theatre & Dance), Sajjan G. Shiva (Computer Science), Craig Stewart (Comm Film), Mark Sunderman (Fin, Ins, & Real Estate), Scott Sundvall (English), Jeff Thieme (Marketing & Supply Chain Management), William P. Travis (Health Studies), Jerry Watson (Social Work), Máté Wierdl (Mathematical Sciences), and Daryn Zubke (Music).

Senator Present by Proxy: Dursun Peksen, proxy for Kris-Stella Trump (Political Science), Jerry Watson, proxy for Maggie Landry (Social Work), and DR Jones, proxy for David Romantz (Law).

Senators Absent: Michail Gkolas (Civil Engineering), Joaquin Lopez (Economics), Patrick Murphy (CEPR), Curt Schuletheis (Mil Sci-Naval Sci), and Jennifer Thompson (Architecture).

Faculty Senate Information Officer: To be determined.

Guests: David Cox (UMAR Rep) proxy Stanley Hyland, Bill Hardgrave (UofM President), Markia Hilliard (Faculty Senate Admin), Thomas Nenon (Provost), James Orr Jr. (Management Administration), Martha Robinson (Lambuth Liaison), Carolyn Hull-Toye (Asst. to CIO), and Alistair Windsor (FS 22-23 Mathematical Sciences).

The four-hundred-and-eighty-seventh meeting of the University of Memphis Faculty Senate was held on Tuesday, April 19, 2022, via the Zoom video conferencing platform due to restrictions imposed in response to the COVID-19 global pandemic.

04-19.22.01 CALL TO ORDER (2:40 P.M.)

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

04-19.22.02 APPROVAL OF AGENDA

The agenda was approved as written with a change in the date of the dean's council meeting to March 27, 2022.

04-19.22.03 APPROVAL OF MINUTES

Faculty Senate – March 29, 2021

The minutes of the March 29, 2021, Faculty Senate (FS) meeting were approved as written.

04-19.22.04 PRESIDENT'S REPORT

President's Council Update

President Dapremont reported that the President's Council met on April 4. She introduced and yielded to University President Bill Hardgrave. He thanked the faculty for their service to the university and noted that the Faculty Senate is an integral part of shared governance in the university. President Dapremont continued by reporting that the President's Council met on April 4 and April 17. In the April 4 meeting, University President Hardgrave announced that he will add seven new members to the Council, the Council will have information gathering and information sharing meetings on Mondays for one hour, and he will meet with all academic units in the fall.

Provost Meeting with the EC

President Dapremont reported that the EC's April meeting with Provost Tom Nenon was cancelled.

EC Meeting with President Hardgrave

President Dapremont reported that the EC met with University President Hardgrave on April 5 and discussed three FS priorities: the FS would like to the FS President to continue to have a seat on the President's Council, faculty salaries/raises should be a top priority for the university, and the FS would like administration to form a university committee on the budget that includes faculty representation. President Hardgrave discussed his 100-day agenda. He had previously agreed to continue to include the FS President on the President's Council. Also, he agreed to continue the practice of holding monthly meetings with the EC.

Dean's Council Meeting – March 27, 2022

President Dapremont reported that the dean's council meeting is later this month.

Motions and Minutes

President Dapremont reported that FS motions and minutes from the current Senate session have been updated on the FS website.

04-19.22.05 OLD BUSINESS

There was no Old Business.

04-19.22.06 REPORTS

Standing Committee Reports

Academic Policies Committee

President Dapremont yielded to Senator Hal Freeman who presented the Committee's report on behalf of Senator Brian Janz, Academic Policies Committee Chair. Senator Freeman reported that there have been no major changes to the SETE revisions since the last meeting. The revised SETE instrument is expected to be used next fall. The Committee has recently been charged with studying the university's textbook affordability policy. The study has begun that study and the Committee expects it to continue into the fall with the next Senate session.

Academic Support Committee

President Dapremont yielded to Senator Michael V. Perez, Academic Support Committee Chair, who reported that DocuSign will be decommissioned on October 31, 2022 and SoftDocs is replacing it. The transition is currently underway. Information Technology Services (ITS) is removing administrative rights on faculty desktops for security reasons. Ensemble will be decommissioned in the fall and Canvas Studio will be replacing it at the end of the spring 2022 semester. Network Access Control (NEC) has been deployed and is now managing all devices on campus. NEC helps ensure all devices meet basic security requirements.

Administrative Policies Committee

The Committee had no report.

Budget and Finance Committee

President Dapremont yielded to Senator Zabie Rezaee, chair of the Budget and Finance Committee, who welcomed University President Hardgrave to the meeting. He reported that the Committee would like to emphasize that when the raise motion was passed by the Senate requesting that the raise pool for faculty be fully funded (approximately \$3500/faculty), inflation was about 7% and it is now over 10%. The Committee is hoping for generous raise this year.

Committee on Committees

The Committee had no report.

Faculty Policies Committee

President Dapremont yielded to Senator Marchetta, Faculty Policies Chair, who reported that in accordance with the Faculty Senate's approved timeline for review of new Faculty Handbook, the Committee released the final version of the 2022 Faculty Handbook for viewing on April 6. The

Committee requested that each Senator distribute the final revision of the handbook to their faculty colleagues so that each Senator could make an informed vote on a motion to approve the Handbook for adoption which will be presented later in the agenda. Provost Nenon, past University President M. David Rudd, and University President Hardgrave have already reviewed the final version that was distributed to Senators and indicated they support it as written. If the policies related to tenure are adopted by the Board of Trustees, the policies in the Handbook will go into effect at the beginning of the fall university calendar. The Committee understands the document is not perfect and received some feedback from faculty after the March 25 deadline. That feedback will be transmitted to the 2022-23 Faculty Policies Committee for consideration during next year's Senate cycle. If the motion to approve adoption of the Handbook passes today, very minor revisions, such as a grammar errors, are permitted in accordance with Chapter 6 upon agreement between the Faculty Policies Committee of the Senate and the Provost. These minor revisions will not require full Senate approval. Finally, the Committee followed the Senate approved timeline for this significant undertaking and believes that the process was transparent, inclusive, and fair. Out of respect for the process and the very positive negotiations involved with administration which were carried out in good faith, the Committee is respectfully asking that the Senators not make amendments to the motion today and to simply vote for, against, or abstain for the motion as written.

He further reported that the Committee approve the new policy on Faculty Administrator Appointment and Retreat Salaries which was posted to MS Teams for questions or discussion on March 29. As a reminder, although the formulas for faculty administrative appointment salary adjustments are not new, the intent of the policy is to make the formulas transparent and to ensure they are consistently applied across the university. The university currently does not have a policy on faculty administrator retreat salaries. The new policy clearly defines the formulas for determining the retreat salaries when faculty transition from administrative appointments to regular faculty appointments. If the new policy is approved, it would not be retroactively applied. The policy is the culmination of over two years of collaboration between the committees of the Faculty Senate, Provost Nenon, and the past University President Rudd. The policy will be voted on at an upcoming meeting of the Policy Review Board (PRB). President-elect Pat Travis is the Senate's voting member on the Policy Review Board. A motion will be presented later in the meeting to recommend approval of this new policy. The Senate's vote on the policy is intended to inform President-elect Travis on his vote when the policy is considered by the PRB.

Library Policies Committee

The Committee had no report.

Research Policies Committee

The Committee had no report.

Senate Representative Reports

University Undergraduate Council Report – Terra L. Smith

President Dapremont directed Senators to the University Undergraduate Council report from Senator Terra L. Smith in the supplemental materials. (See Appendix A.1).

The report is accepted by acclamation.

04-19.22.07 NEW BUSINESS

Motion to Approve 2022 Faculty Handbook - Chair, Jeff Marchetta

President Dapremont yielded to Past-president Marchetta who read the motion (See Appendix A.2).

The motion is adopted by a vote of 39 for, 0 against, and 1 abstain.

Motion to Recommend Approval of Policy AA3030 – Academic Administrator Appointment and Retreat Salaries - Chair, Jeff Marchetta

President Dapremont yielded to Past-president Marchetta who read the motion (See Appendix A.3).

The motion is adopted by a vote of 36 for, 0 against, and 1 abstain.

Motion Regarding Institutional Autonomy – Scott Sundvall

President Dapremont yielded to Senator Scott Sundvall who read the motion (See Appendix A.4). The motion was seconded by Senator Deborah Moncrief.

Senator Steven Nelson moved to lay the motion on the table indefinitely and the motion was seconded by President-elect Travis.

The motion to lay the motion on the table indefinitely is adopted by a vote of 24 for, 9 against, and 5 abstain.

04-19.22.08 ANNOUNCEMENTS

Faculty Senate Meeting April 26

Commencement – May 7

President Dapremont reviewed the announcements. The next meeting is a transition from the 2021-2022 session to the 2022-2023 session. She asked Senators to check their email for the ballots for elected positions.

04-19.22.09 ADJOURN

The meeting adjourned at 3:18 pm.

Appendix

A.1 University Undergraduate Council Report – Terra L. Smith

Terra L Smith, UUC Faculty Representative

University Undergraduate Council Report

Summary of UUC Essential Minutes from the meetings for September 2021 to March 2022
(February 2022 during which the UUC failed meet)

The UUC conducted curriculum- or program-related votes (N=61) with 100% passing. Essential business during this term included piloting of the Low-Impact Curriculum Change process and the UUC Bylaw changes for the description of quorum and for the nature of Faculty Representation on UUC.

Changes for Article III: Section 1: REPRESENTATION

Article III:

Section 1: REPRESENTATION

Voting membership shall consist of dean-appointed directors, faculty representatives elected by colleges and schools granting baccalaureate degrees, and one representative chosen by the Faculty Senate. Ex officio members shall include the Vice Provost for Academic Affairs and Strategic Enrollment, Director of University Honors Program, Registrar, a representative from the University Libraries, Director of Academic Advising, Director of the Academic Counseling Center, and a representative from the Student Government Association.

Each independent college/school with baccalaureate degrees shall appoint one undergraduate director to represent their college/school on the UUC. Additional representatives for colleges/schools shall be elected by their college/school to three-year terms. The Office of Institutional Research will provide a list of representation numbers to the Chair of the UUC based on fall enrollment census data. Elections must be held in the spring semester for terms to commence at the start of the next fall semester. Reapportionment of elected representatives shall occur once every three years starting spring semester 2022 with terms starting at the beginning of the following fall semester. Representation among colleges/schools with baccalaureate degree-granting units will be based on their previous three-year average (e.g., fall 2019, fall 2020, fall 2021). Total elected representation is based on the college/school's percentage of the total undergraduate student population using the following table:

<u>% of Baccalaureate Student Population</u>	<u>Total Elected UUC Representatives</u>
.01 – 10%	1
11-20%	2
21+%	3

Section 2: ELECTIONS / APPOINTMENTS

Each college/school shall establish criteria for the election of representatives to the UUC that will ensure broad disciplinary representation. No term limits for elected representatives exist at the university level. The Dean of each college/school shall appoint one undergraduate director to represent their college/school.

Prior to the first meeting of the academic year, the respective units shall forward the names of

their elected representative(s) and appointed undergraduate director to the Vice Provost for Academic Affairs and Strategic Enrollment (or designee). At the first UUC meeting of the academic year, the UUC shall announce the newly constituted University Undergraduate Council. A three-year term of service begins for elected representatives in September or when a vacancy occurs.

Ex officio members shall serve without voting privileges.

A.2 Motion to Approve 2022 Faculty Handbook

Originator: Faculty Policies Committee

Whereas, the Faculty Policies Committee was charged by the Executive Committee to improve the University of Memphis Faculty Handbook using best practices at other R-1 institutions and develop modern tenure policies for consideration by the Board of Trustees.

Whereas, the Faculty Senate approved of the timeline for Faculty Senate review of the 2022 Faculty Handbook on January 25th, 2022.

Be it resolved that,

The Faculty Senate approves of the attached 2022 Faculty Handbook and recommends approval and adoption by the Provost.

The Faculty Senate recommends that the Board of Trustees adopt the tenure policies described in the 2022 Faculty Handbook under the authority granted to the Board of Trustees by the State of Tennessee under Tennessee Code Annotated § 49-8-301.

Recipients: Faculty Senate

Dr. Thomas Nenon, Executive Vice President for Academic Affairs & Provost

Helen Johnson, Office of the Provost

Dr. Bill Hardgrave, President

Melanie Murray, Office of Legal Council & Board of Trustees Secretary

A.3 Motion to Recommend Approval of Policy AA3030 – Academic Administrator Appointment and Retreat Salaries - Chair, Jeff Marchetta

Originator: Faculty Policies Committee

Whereas,

In 2020, the President asked the Faculty Senate to work with the administration to develop a new university policy on faculty administrator retreat salaries with the goal of making pay more equitable between faculty members and former faculty administrators by placing limits on the salaries those ex-administrators receive when returning to full-time non-administrative faculty duties.

In addition, the new policy codifies the practices of salary adjustments for faculty receiving administrative appointments to improve transparency and to ensure consistency across all academic units.

Be it resolved that,

The Faculty Senate recommends approval of the attached new policy AA3030 – Academic Administrator Appointment and Retreat Salaries.

Recipients: Faculty Senate

William Travis, Policy Review Board Faculty Senate Representative

Thomas Nenon, Executive Vice President for Academic Affairs and Provost

Helen Johnson, Office of the Provost

Maria Alum, Chief Human Resources Officer

Issued: Not Approved Yet

Responsible Official: Provost

Responsible Office: Provost Office

POLICIES

Purpose

This policy addresses the terms and conditions governing the determination of the salary increase for service as an administrator and the retreat salary. Faculty members may serve in administrative positions. This policy applies to both internal and external faculty that are hired or promoted initially to the University. Non-tenure track faculty are not eligible because they are not returning to tenured or tenure-track faculty positions. For all administrative appointments, base salary adjustments can also be negotiated based on market. Base adjustments should be clearly noted in the administrative appointment. Exceptions to the policy are only given in rare and extraordinary circumstances and require approval of the president.

Definitions

Appointment Salary

The academic base salary for 9-month and 12-month faculty appointments indicated in the signed offer letter for new hires or negotiated when a current faculty member accepts an administrative appointment or duties.

Retreat Salary

The adjusted base salary for 9-month and 12-month faculty appointments that a faculty member will receive upon relinquishment of the administrative appointment or duties.

Policy

**Academic Administrator
Provost/Executive Vice-
President (Academic
Affairs)/Vice-
Provost/Assistant Vice
Provost**

Appointment Salary: 12-month base salary is negotiated based on market

Retreat Salary: At least the median of the top 3 faculty in the home department but no more than 125% percent of the salary

of the highest earning faculty member in their home department.

Dean

Appointment Salary: 12-month base salary is negotiated based on market

Retreat Salary: At least the median of the top 3 full-time faculty in their department but no more than 125% percent the salary of the highest earning full-time faculty member in their home department.

Associate Dean

Appointment Salary: 9-month base salary is multiplied by 12/9 to convert to 12-month salary. Unit workload policy will be applied with consideration of administrative workload.

Retreat Salary: 12-month base salary at the end of the appointment is multiplied by 9/12 to convert to 9-month salary

Assistant Dean

Appointment Salary: 9-month base salary plus 5/32 summer compensation. Unit workload policy will be applied with consideration of administrative workload.

Retreat Salary: 9-month base salary and the end of the appointment and loss of 5/32 summer compensation.

Department Chair

Appointment Salary: 9-month base salary increased by 7% plus 5/32 summer compensation. Unit workload policy will be applied with consideration of administrative workload.

Retreat Salary: 9-month base salary at the end of the appointment reduced by 7% and loss of 5/32 summer compensation. Department Chairs that have served at least eight years as chair are eligible to request a waiver of the 7% reduction.

Director

Appointment Salary: 9-month base salary increased by 5% plus 3/32 summer compensation. Unit workload policy will be applied with consideration of administrative workload.

Assistant/Associate
Director

Retreat Salary: 9-month base salary at the end of the appointment and loss of 3/32 summer compensation.

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Who do I contact with further questions?

Links

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Revision Dates

Subject Areas:

[illegible]

A.4 Motion Regarding Institutional Autonomy – Scott Sundvall

SUBMITTED BY: SCOTT SUNDVALL, DEPARTMENT OF ENGLISH

Whereas,

There is ongoing debate in the state legislature regarding public education curriculum in general, ranging from what can be taught, or how such can be taught, to what books can be rendered available to students;

Such debate has included institutions of higher education (i.e., academe), which would include the University of Memphis;

The proper and necessary function of academe, at least in terms of curricular maintenance and development, relies upon institutional autonomy and agency, free from political and economic influence;

Be it resolved,

Faculty Senate condemns any past, current, future, or ongoing attempts by the state to legislate curriculum at the University of Memphis in particular, public education in general, including but not limited to: critical race theory; American history; slavery; imperialism and colonialism; critical theory; gender studies; sexuality studies; feminist theory, etc.;

Faculty Senate disagrees with the University of Memphis's decision to cancel the faculty grant program designed to redevelop existing courses so as to better promote inclusivity, diversity, social justice, etc.;

Faculty Senate calls upon the Faculty Senate Executive Committee to create an ad hoc committee, to be renewed each term indefinitely, to appropriately review and respond to infringements upon our institutional autonomy, as potentially leveled by the state and/or private donors, including but not limited to: transparency regarding what donors refuse to continue funding in light of a given issue, as provided by administration; a streamlining of such communication so that decisions are communicated by administration to faculty first, rather than by other means (e.g., news media); establishment of a clear directive to have administration in general, Office of Development in particular, strategically devise an outreach and fundraising effort to gather funds from donors that would otherwise counteract such influence;

Faculty Senate requests funds from administration to provide stipends for such an effort in general, an ad hoc committee in particular, to fulfill such a charge.