

Full Faculty Meeting Minutes

Date: September 21, 2021
Time: 3:00 pm
Location: online live at <https://tennessee.zoom.us/j/94024129611>
Called By: Tammy Garland, Faculty Senate President

Author: Cecelia M. Wigal, Faculty Senate Secretary
Date: November 18, 2021

The meeting was called to order by President Tammy Garland at 3:00pm.

1. Approval of Minutes

The meeting minutes from February 22, 2021 meeting were reviewed.
<https://www.utc.edu/sites/default/files/2021-03/Full%20Faculty%20Meeting-MinutesFebruary%2022-21.pdf>
There was not discussion or corrections. Minutes were approved.

2. Administrative Reports

The following reports were provided.

Chancellor Angle

Chancellor Angle welcomed new faculty to the University. He thanked Vice Provost Lauren Ingraham on the Reimagining Gen Ed process. He asked faculty to please contribute to the discussion. He then provided a quick update of the University.

- The number of cases of Covid 19 are decreasing.
- Enrollment is down about 300 students (about 3% FTE).
- Retention went from 77% to 73%. The goal is 85% in 10 years. Covid has affected students' desire to go to college. Administration is looking at data to figure out what affected the decrease in retention.
- Present University composition is 60% female and 40% male.
- The Strategic Plan is going to the system on Oct 22nd for vote.
- The University is updating the master facilities plan.

Provost Hale

Provost Hale addressed the following items.

- Provost Hale met with President Boyd regarding the UTC Strategic Plan progress. President Boyd is impressed with the contribution from constituents and the content. The Board of Trustees will review the plan on Friday October 22nd. The next step is to send a draft out for review by campus constituent groups. (The Strategic Plan is not yet available to the general public.)
- Vice Provost Matt Matthews will be having meetings in the next weeks for Reappointment, Tenure and Promotion instructions and discussion.
- Provost Hale is planning two student surveys to help departments build schedules for the spring semester. Course modalities are considered. The 2nd survey, in coordination with Vice Chancellor Freeman, is hoping to determine why students did not return for the fall semester.

Full Faculty Meeting Minutes

- Provost Hale invited all to join Senate President Garland and himself on Thursday morning for the Academic affairs forum.

Vice Chancellor Tyler Forest

Vice Chancellor Forest addressed the following items.

- The slight FTE decline may result in a small budget impact. But presently the budget is absorbing the revenue decline. The situation will be monitored in the spring semester. If the decline continues the resulting financial impact must be addressed.
- HERF funding is continuing to flow.
- There is a new Master plan being started. The last one was completed in 2012. One should be completed every 10 years. A contract has been provided for the work and the goal is completion by Oct 2022. In the near future there will be campus sessions to engage faculty, staff, community, students in the master plan process.

Dean Teresa Leidtka

Dean Leidtka spoke about the SACSCOC Quality Enhancement plan. She mentioned the call for Concept Papers. The link for the instructions for the papers is here:

<https://www.utc.edu/SACSCOC/qep/information/concepts>. The desired topic for the papers is cohorts and/or collaborative learning and diversity. The proposals are due October 18th.

The best concepts will be shared with the campus. The committee will select the best proposal and build a final proposal from it. UTC has 5 years to implement the QEP.

Vice Chancellor Vicki Farnsworth, IT and Chief Information Officer and Susan Lazenby, IT Budget and Planning Manager

Vice Chancellor Farnsworth and Susan Lazenby updated the Faculty on the Microsoft 0365 Migration. Migration affects all MS products including email, SharePoint, and OneDrive.

The following information was provided.

- Migration to the shared statewide Microsoft Office 365 environment will occur Oct. 8 (5pm) through October 10. Services are expected to be restored by 7am Oct 11th.
- The migration is necessary to simplify collaboration across all UT campuses and to improve storage capacity.
- Migration only affects Faculty and Staff and not students unless they are using TEAMS. Student email capabilities will not be affected.
- Faculty and Staff should check out the link below to learn about the migration and what they should do prior to and after the migration.
<https://www.utc.edu/information-technology/projects/microsoft-o365-migration>
- Before October 8th everyone should go to <https://oit.utk.edu/accounts/netid> and change their password for the UT system. New email will be structure as UTCID@UTC.edu
- During the migration the UTC email and all TEAMS sites will be moved and thus not available for use. Incoming emails will be queued for later retrieval (available in inbox on October 11th.)
- Faculty should not use the Microsoft 0365 services during this time since they may lose their work during the move.
- OneDrive will not be available during the migration. If Faculty need files stored there they should down load them to a hard drive.

Full Faculty Meeting Minutes

- Faculty should download or take a screen shot of their Calendar for the upcoming days since it will not be accessible.
- Canvas is not affected by the migration and students and faculty can email through Canvas. However, links to OneDrive files will need new links after the migration.
- Once migration is complete, logging on to MS 0365 will be different.
- If faculty or staff need to use an email address at this time, they should use the @mocs.utc.edu address. If they do not have one they can request IT for one.
- IT will have support staff on campus on Oct 11th to help out faculty having issues following the migration.
- Faculty can reach out to Susan Lazenby at susan-lazenby@utc.edu and 423.425.2291 as well as the Help Desk at 423-425-4000 if they need help or have any questions.

President Garland will send a reminder to faculty to update their passwords prior to October 8th.

Vice Provost Lauren Ingraham, General Education

Vice Provost Ingraham gave a short history on how the Reimagining General Education (RGE) campaign was initiated and the making of the committee. The Committee was put in place in Fall 2020. The committee work is available on the committee website:

<https://www.utc.edu/academic-affairs/general-education/rge> . Vice Provost Ingraham then reviewed the progress of the RGE process.

- The committee has developed an initial prototype of the General Education requirements. This is not a final design. The committee is soliciting feedback on the prototype. The present prototype
 - Aligns with developing strategic plan with respect to commitment to a liberal arts and diversity
 - Offers a civic engagement experience
 - Provides students an opportunity to explore but does not negatively affect hours in a curriculum program.
 - Includes the following categories and hours
 - Writing and Communication (6 to 7 hours) one course at 1000 level other at 1000/2000 level
 - Quantitative Reasoning (3 hours)
 - Natural Science (3 to 4 hours)
 - Behavioral and Social Science (6 hours from different disciplines)
 - Humanities (9 hours)
 - Diversity, Equity, and Inclusion (6 hours)
 - Chattanooga-based project (3 hours)
 - Gen Ed Elective (3 hours – from any category above)
- There are 5 desired General Education outcomes: Communicate, Critique, Cultivate Inclusion, Create, Collaborate.
- The rubrics for being considered are based on AAC&U VALUE rubrics. These rubrics can be found at <https://www.aacu.org/value-rubrics>
- On going work includes looking at clear paths of all programs to determine how programs may be affected and developing working groups to develop learning outcomes and requirements for each category.

Full Faculty Meeting Minutes

Discussion on the prototype followed. A summary of the outcome of the discussion is below.

- The faculty will vote on the design of the new General Education requirements if the Faculty Senate President determines it is a major issue.
- The prototype is not designed around only what students want. However, it is hoped that general education requirements will help recruit students.
- The cuts in science and math general education requirements (3 hours each) is discouraging. Aspirational peer schools have higher general education requirements for math and science. It is proven that lab experience is a positive hands-on learning experience for the students. Why were these categories cut and not others?
- Math and science courses contribute to the outcome of creative thinking as well as courses in the behavioral sciences.
- One of the C outcomes could be “Calculate”.

3. Faculty Senate Report

The Faculty Senate adopted a fall Covid19 absence policy. President Garland thanked all who worked to generate the policy. She assumes there will be another such policy for the spring semester.

President Garland thanked the Senate committees for working hard the past and current semesters. The Course Learning Evaluation committee developed a statement on bias which has been approved by the Faculty Senate.

The University Faculty Council developed a sick leave policy for 9-month faculty that is in review. Special thanks to Past President Charlene Simmons for her work on this issue.

4. New Business

President Garland welcome new faculty to the University using PowerPoint slides. President Garland mentioned that the Course Learning Evaluations survey is presently available and requested faculty to take the survey if they have not already done so. Results will be addressed in an upcoming meeting.

6. Faculty Concerns

None

7. Announcements

Please take a look at the proposed Sick Leave policy and provide comments/concerns to President Garland. Please attend the virtual campus update meeting with Provost Hale and President Garland on Thursday this week at 9:00am.

8. Adjournment

Jennifer Boyd motioned to adjourn. The motion was seconded. Meeting was adjourned at 4:46pm