

## FACULTY SENATE MINUTES

### UTHSC Faculty Senate Meeting

Zoom Monthly Meeting  
December 10, 2024

*Attendance:* (senators, administrators, and faculty)

*Attending:* Alex Schaller, Anna Bukiya, Anne Zachry, April Hilsdon, Ashley W Harkrider, Ashton Brooks, Ayman Abdul H Aldayeh, Brett Wilson, Carrie Harvey, Chalet Tan, Chandra D Alston, Cheran Elangovan, Chris Wood, Cindy Russell, Dan Young, Dana Urbanski, David W Petersen, Dina Filiberto, Donna Lynch-Smith, Fatima Ahmed, Fuming Zhou, Hassan Almoazen, Hitesh Sandhu, Ioannis Dragatsis, James M. Lewis, Jacqueline D Venturin, Jeffry Bieber, Jess Wesberry, Jessica Snowden, Ji Min Yochim, Jill M. Maples, Jillian McCarthy, Karen J Derefinko, Keith May, Kevin William Freeman, Kim Carter, Kimberly Kennel, Kimberly Morris, Kristen Bettin, Laura T Reed, Laurentia Nodit, Laxmichaya Sawant, Lisa Beasley, Liza Makowski, Maria Carrillo, Mary Erickson, Matt Matthews, Michael Winstead, Michelle Lynn Abramovitz, Mike McDonald, Molly Erickson, Myra M Meekins, Nabajit choudhury, Nikhil Gopal, Nina K Sublette, Orli Weisser-Pike, Eun Jin Paek, Paul J Koltnow, Peter Buckley, Phyllis Richey, Rajashekhar Gangaraju, Rebecca Reynolds, Rima Zahr, Ron Espinal, Rong Zeng, Sarah J Rhoads, Sarah Newell, Scott Hollis, Sharon Little, Shaunta' Chamberlin, Shelley White-Means, Stephen Always, Stephen Rauls, Ted Cory, Terrance G Cooper, Thaddeus A Wilson, Tracy McClinton, Tyler Melton, Valarie Fleming, Vickie Baselski, Vonzella Bryant, Vrushali Abhyankar, Yi Lu, Zheng Fan

**Faculty Senate Meeting**

Meeting was called to order at 4:00 pm CST/5:00 pm EST

**Presiding: Dr. Tracy McClinton, President**

**Business Discussion with Dr. Tracy McClinton**

**Discussion and Approval of the November 12, 2024 minutes**

- The floor was opened for discussion of the November 12, 2024 meeting minutes. No edits were recommended. Dr. Anna Bukiya motioned to accept the minutes as written. Motion was seconded by Dr. Rajashekhar Gangaraju
- Poll Everywhere Vote:
  - Approve: 39
  - Do not approve: 0
  - Abstain: 0

**Discussion on Office of Research with Vice Chancellor Jessica Snowden (Appendix A)**

- Discussion on strategic pillars
- Has a broad background in research, including bench and clinical research
- Expanding research is a critical part of ensuring healthy Tennesseans
- Need to be leaning into strengths that we have as a University
  - Evaluating research portfolio to determine research priorities
  - Develop and Support Research ecosystem
  - Collaborative statewide presence in scholarship
  - Research Culture, strategy, and operations
- Working to revamp communication strategy, both internally and with external stakeholders
- Highlight and celebrate research
- Process mapping, revamp clinical trials infrastructure, optimize core investments

- Identifying areas of strength and opportunities for investments
- Build partnerships across the UT system
- Important emphasis on health disparities across core strengths
- Goal is to foster research collaboration and innovation across the health system
- Questions
  - Are there any decisions on what the core strengths are? No, building the strategic plan is going to take ~1 year
  - Is there a goal for campus to be a site for outside sponsored clinical research, or primarily projects coming from campus? Goal is both, as well as going from bench to a clinical trial
  - User fees for core equipment is very high, potential solutions to improve use? Evaluation of cores and core fee structures is planned for the next year

### **Discussion on 9 Month Appointments, COACHE Survey with Associate Vice President Matt Matthews**

- COACHE Faculty Satisfaction Survey
  - First administered at UT Health Science Center February 2022
  - Is administered across all campuses every 3 years
  - Next planned for 2025
  - Is important for campus administration
  - Questions
    - How has Knoxville handled dissemination of results from the survey? Dr. Matthews does not speak directly for Knoxville, but the understanding is that generally has not been a lot of publicity of results, but does guide development, workload, etc. Other systems similarly use the results. System level results

should be shown at the next UT Board of Trustees meeting

- 9 Month faculty sick leave
  - Discussion from faculty concerns, draft policy developed by HR for 9 month faculty sick leave
  - Would incorporate 9 month faculty along with other employees, would accrue 8 hours of leave per month. This is independent of modified duties guidelines
  - Faculty governance encouraged to make recommendations
  - Options include status quo, adopting revised sick leave policy
  - Description of policies at LGIs in Tennessee, which has a higher administrative burden, sick leave requirements, substitutes for lectures
  - Questions
    - Is there a sense on the timeline for this, opportunity to review policy, etc.? Each campus will take their own approach for getting comments. No decision has been made, the goal is put together a draft on a more developed policy. Goal is to learn from other campuses on what they do, but we do not necessarily need to mimic other policies
    - Would family leave be included on this? 9 month faculty are eligible for maternity/paternity leave
    - Does this include annual or sick leave? 9 month faculty would still be on leave outside of 9 month appointment

#### **Holiday wishes from Chancellor Buckley**

- Thanks for the partnership with faculty as we move the University forward
- Thanks for the resolution of gratitude

- Review of candidates for COM Executive Dean search has occurred, candidates to be invited to campus in new year
  - High interest among the candidates
- Vice Chancellor for Strategic Communications and Marketing search launching shortly
- Happy holidays to everyone
- Holiday celebration on Memphis campus this Friday

### **Discussion on DASH transition with Vice Chancellor Chandra Alston**

- All faculty should have received a link to a course on KATE for DASH
- 30 day DASH checklist discussed
- W2 forms to be mailed for 2024
- Brief walkthrough of DASH system provided
- Questions
  - Question on time sheets with DASH? Time entry is handled directly through DASH, no paper sheets
  - OID forms? Need to be done in IRIS in 2025. OID may need to be redone if a faculty member gets a new grant
  - Leave requests? DASH has a system for this: time/absences
- At holiday party will be accepting toys for teens/pre-teens, where there is highest need

### **Discussion on Revised Emeritus Appointment Policy with Terry Cooper (Appendix B)**

- The floor was opened for discussion of the Revised Emeritus Appointment Policy. No edits were recommended. Dr. Terry Cooper motioned to accept the drafts as written. Motion was seconded by Dr. Shelley White Means
- Poll Everywhere Vote:
  - Approve: 32
  - Do not approve: 0

- Abstain: 1

### **Discussion on Revised Documentation of Faculty Credentials Policy with Terry Cooper (Appendix C)**

- Vote is subject to confirming the names of organizations listed in the form
- The floor was opened for discussion of the Documentation of Faculty Credentials Policy. No edits were recommended. Dr. Terry Cooper motioned to accept the drafts as written. Motion was seconded by Dr. Jillian McCarthy
- Poll Everywhere Vote:
  - Approve: 35
  - Do not approve: 0
  - Abstain: 0

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### **New Business**

- Happy holidays to everyone, and will see you in the new year

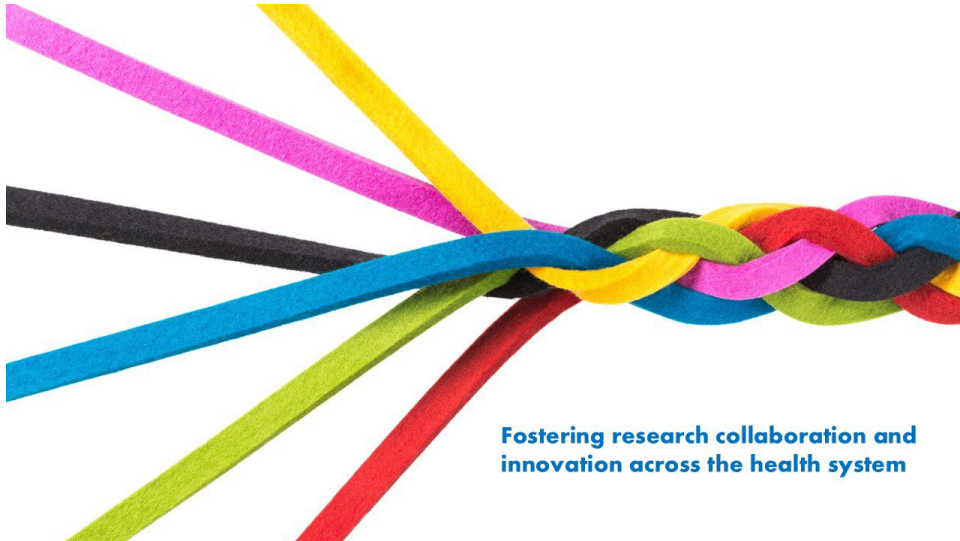
### **Announcements**

- None

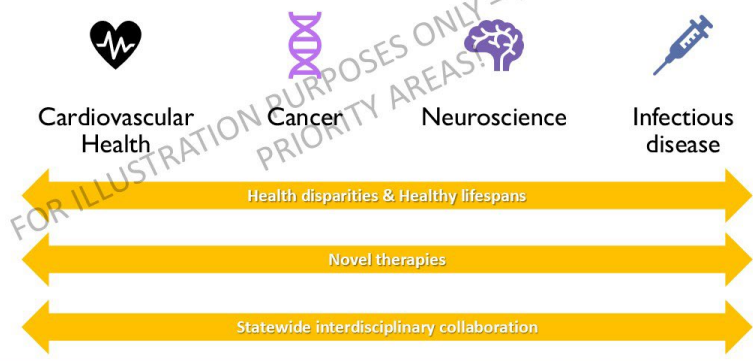
The meeting was adjourned at 5:15 pm CST/6:15 pm EST.

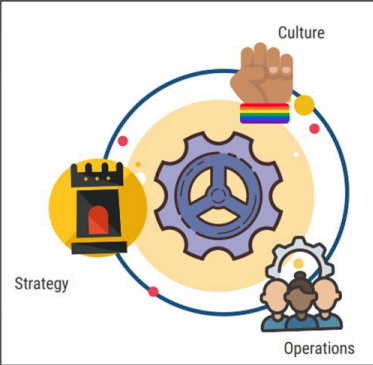
Respectfully Submitted,  
Dr. Ted Cory  
Faculty Senate Secretary

## Appendix A: Vice Chancellor Snowden's presentation



### Strategic work in Progress: What strengths do we build on?





- Identify 3-4 areas of strength & opportunity to focus investment & activity on
- Build partnerships across the UT system & beyond

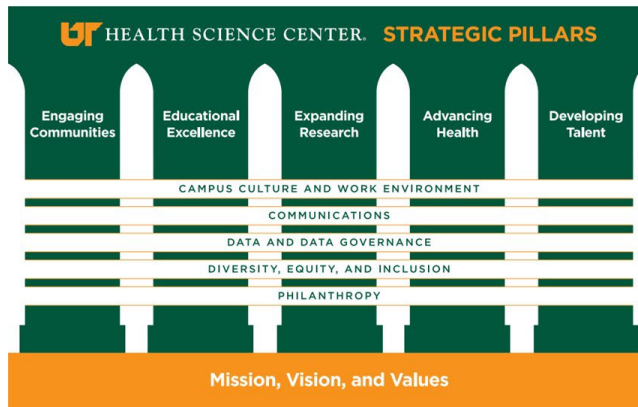
- Revamping communication strategy
- Identifying more opportunities to highlight and celebrate research

- Process mapping for research operations
- Revamp clinical trials infrastructure
- Optimize core investments

**GOAL:** UT Health Science Center will enhance collaborative statewide efforts in research, scholarship, innovation, and entrepreneurship, focusing on identified priority areas.

- Strategically evaluate the research portfolio and determine research and scholarship priorities.
- Develop and support the UT Health Science Center research ecosystem.
- Create a collaborative statewide presence in scholarship, innovation, and entrepreneurship.





## Q&A From Discussion

- Are the four areas in the slide the set priorities for research strategy?
  - No – that is just an example of how we'll frame the priorities & cross cutting areas of strength when we do finalize the focus areas. We'll work with investigators & other interested parties to identify our 3-4 areas of focus over the course of my first year and will connect with the Faculty Senate and others for feedback as move along.
- Is the vision for clinical research focused on pharmaceutical and other external trials or to develop our own science into clinical trials?
  - Hopefully both. We'll work with our hospital partners to refine our clinical trials framework and also are working with the UT system to identify opportunities and resources to support our ability to run our own "first in human" trials based on our science.
- We have several very expensive cores that don't seem to be used very often. Are we considering making some access to cores free so that they are used more?
  - We are reviewing all of our cores, to evaluate user base, equipment needs, current rates, staffing, and other factors so that we can develop a proactive approach that optimizes our strategic investment in cores. That may include vouchers for some cores and will include a critical approach to deciding which cores are "mission critical" and need subsidization in addition to the user fees.

## Appendix B:

- 1-24-24 Distributed to Handbook Committee
- 2-6-24 Handbook Committee Revisions
- 2-28-24 Text agreed upon by Handbook Committee and Dr Fleming
- 2-29-24 forwarded to the CAO's Office
- 3-1-24 Additional revisions from CAO's Office and Handbook Committee
- 3-2 to 3-12-24 Additional revisions from Handbook Committee
- 3-27-24 Outcome of meeting with Valarie Fleming
- 4-3-24 Forwarded to FSEC & Dr. Fleming with Handbook Committee approval
- 4-4-24 approved by FSEC for forwarding to FAWG and Senate
- 4-9-24 presented to Faculty Senate for input
- 4-10-24 Forwarded Senate version to Drs. Fleming and Russell for input from FAWG and deans
- 4-11-24 Senate approved version sent to Drs. Fleming and Russell for input from FAWG and deans
- 6-17-24 Outcome of meeting between Drs. Cooper and Fleming
- 6-18-24 Addition revisions suggested by HandBook Committee Chair
- 7-25-24 Revisions agreed upon by Cooper and Fleming and distributed to Handbook Committee
- 7-30-24 Forwarded to FSEC for discussion and disposition
- 10-2-24 Forwarded to FSEC for discussion and disposition
- 10-3-24 Rejected by FSEC due to substitution of individuals for faculty members
- 10-9-24 Outcome of discussion between Drs. Fleming and Cooper
- 10-30-24 presented to Dr. Fleming as rejected by Handbook Committee
- 10-30-24 revert ack to "faculty member" in 10-30-24 mtg Dr. Fleming and Cooper
- 11-8-24 Sent to FSEC for its discussion and disposition
- 11-19-24 Approved by FSEC and forwarded to full Senate for disposition

### 6.2.7 Emeritus Appointments

UTHSC may award emeritus status to **faculty members** at or after the time of their retirement. A faculty member with emeritus status will hold an honorary **faculty appointment** at a specified rank/title. Emeritus status is granted to those **faculty members** who have distinguished themselves in service to the University and who have received recognition for their academic or other contributions. The status is not granted automatically upon retirement of a **faculty member**, but **it is** rather based upon: (a) the length and quality of service to the University, (b) the recommendation of the chair/**supervisor**, (c) endorsement of the dean/**vice-chancellor as appropriate**, and (d) subsequent approval of the Chancellor.

Emeritus status is usually reserved for faculty members retiring at the rank of full professor and are designated as Professor Emeritus. Faculty of a lower rank are not excluded from the award of emeritus status when justified. An administrator holding a faculty rank retiring with the rank of dean or above is designated Dean Emeritus, etc. An individual retiring and holding the title of Chair, Distinguished or Endowed Chair Professor, etc. is designated as emeritus at that title.

Subject to use of “university” or “UTHSC” consistent with its use elsewhere in the Faculty Handbook.

This may be an issue to administratively revise throughout the Handbook when distinguishing UTHC from the UT system.

## Appendix C:

11-20-24 Revised and approved by Handbook Committee subject to updating agency designations

12-4-24 Forwarded to FSEC for discussion and disposition

12-5-24 Approved by FSEC and forwarded to full Senate for disposition

### **FA 103 Documentation and Recognition of Faculty Credentials POLICY**

The University of Tennessee Health Science Center (UTHSC) requires documentation of highest earned degree(s) and postgraduate training at the time of initial faculty appointment. Through the review of the documentation, UTHSC verifies the credentials of its faculty and determines whether these individuals have appropriate degrees, licensure/certifications, accreditation requirements, and/or other work experiences that qualify them for their assigned teaching roles, where appropriate.

### **PROCEDURE**

#### **Documentation of Highest Earned Degree/Postgraduate Training**

In assessing the qualifications of its faculty, UTHSC gives primary consideration to the highest earned degree in the discipline. The institution also considers competence, effectiveness, and capacity, including, as appropriate, undergraduate and graduate degrees, related work experiences in the field, active professional licensure and certifications, accreditation requirements, publications in the relevant field, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes.

The documentation and verification of highest earned and relevant degree(s) through original transcripts and postgraduate training is the responsibility of the hiring department/unit and should accompany the

initial faculty appointment materials routed to the Chief Academic Officer (CAO). The CAO assumes responsibility for retaining faculty files related to faculty qualifications and for insuring ongoing compliance with relevant accreditation standards.

For faculty who were granted degrees from foreign (non-U.S.) institutions, transcripts are verified and reviewed by one of several approved agencies (Educational Credit Evaluators, World Education Services or the National Association of Credential Evaluation Services). Where necessary, e.g. for providing oversight/training in clinical settings, such faculty must also have obtained appropriate practice licenses from regional, state or federal agencies.

### **Evaluation of Credentials for Volunteer Faculty**

Credential assessment for clinical volunteer faculty who provide clinical/professional experiences for students includes verification of an active professional license; receipt of an official transcript documenting the highest earned and/or most relevant degree obtained may also be required. If relevant verification of specialty certification(s) may also be required for credentialing.

For adjunct volunteer faculty who provide research and other related experiences for students, degree verification requires official transcripts of the highest earned and/or most relevant degree or, in the case of faculty who were granted degrees from foreign (non-US) institutions, credential evaluations including accreditation requirements as described above.

In the event that clinical volunteer faculty provide non-clinical (i.e., research and/or administrative) experiences that are not covered by professional licensure, an official transcript for the highest earned and/or

most relevant degree (or credential evaluation, if a non-US institution)  
must be obtained.

Integrate into the Faculty Handbook as Section 6.9.

Subject to Valarie Fleming verifying the names of the organizations in  
paragraph 4 or providing updated designations for the pertinent  
organizations