

## **Faculty Senate Packets for February 13, 2007**

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January 25, 2007

### **Memorandum**

TO: Members of the Faculty Senate

FROM: Executive Committee

SUBJECT: Agenda for Meeting of Faculty Senate

The Faculty Senate meeting will be held Tuesday, February 13, 2007, in the Legislative Chambers of the University Center.

The meeting will convene promptly at 3:15 p.m. Refreshments will be served. The following agenda has been set for the meeting.

1. Call to Order
2. Minutes of the Previous Meeting (December 5, 2006)
3. Unfinished Business
4. Report of Standing Committees
  - a. Executive – John Schommer
  - b. Budget and Economic Concerns – Rick Thomas
  - c. Undergraduate Council – Desiree McCullough
  - d. Graduate Council – Cahit Erkal
  - e. Instruction – Brian Johnson
  - f. Personnel Policies – Darrell Ray
5. Report of Ad Hoc Committees
6. New Business
7. Adjournment

**NOTE: Documents are run front and back to save paper and money.**

**MINUTES OF THE UT MARTIN FACULTY SENATE MEETING**  
**December 5, 2006**

**CALL TO ORDER**

John Schommer called the meeting to order at 3:17 p.m.

The minutes of the previous meeting, October 31, 2006, were approved as distributed.

John Schommer introduced House of Representatives Mark Maddox and Chris Crider to the Senate, and they addressed questions regarding UT Martin that had been sent to them. In addition, they answered questions from the floor.

Rep. Maddox, who has served in the House for the last ten years, said that the three biggest challenges for UT Martin are as follows: 1. to hire a strong Chancellor who understands UT Martin, Weakley County, and Northwest Tennessee; 2. to recruit quality faculty; and 3. to address what to do with all of the additional students enrolling in college because of the Lottery Scholarships, etc. Rep. Maddox also said that UT Martin could improve some marketing strategies. Rep. Maddox also explained that the committee system works much as it does in the Faculty Senate.

Rep. Crider, a 1997 graduate of UT Martin, complimented the faculty and staff (“I am absolutely pleased with my education here”) and also discussed some of the challenges that are in store for higher education. He is hopeful that the next focus on education will be on higher education.

Neither Rep. Maddox nor Rep. Crider have heard or had any recent complaints about UT Martin. In fact, Rep. Maddox said that the only complaints he had heard were a few years ago and were concerns about the previous administration.

Both Rep. Maddox and Rep. Crider thanked the senate for the informative information regarding the pay and teaching differences between UT Martin and UT Knoxville.

Rep. Maddox let the senate know that there is most likely going to be an accountability feature for any higher education prospective coming before the House in this legislative session. He invited input from the senators in regards to the writing of this bill and any other information that the senators could offer. He also said that there was going to be discussion about governance in higher education.

**UNFINISHED BUSINESS**

John Schommer announced that Kathy Evans had been elected Vice President (President-elect) and Brian Johnson had been elected Secretary of the Faculty Senate for the 2007-08 academic year.

Motion to approve

1. change Faculty Senate bylaw Article IV, Section 3, as presented by the Personnel Policies Committee in the October 31 Senate packet. The motion was further amended to add a period (.) in the first sentence, add the words [at least] in the third sentence and add [*ex-officio* member] in the fourth sentence.

Motion carried.

### **EXECUTIVE COMMITTEE**

Motion to approve

1. change to 2.8.2 Procedure for Development of Promotion Recommendations in the faculty handbook

Motion carried.

### **BUDGET AND ECONOMIC CONCERNS COMMITTEE**

Motion to approve

1. lab fee resolution\*

Motion carried. \* Darrell Ray with Biological Sciences read a statement from the department stating that the Faculty members in the Department of Biological Sciences are opposed to the lab fees. He asked that the entire statement be included in the minutes. The Statement is as follows:

Statement from the Department of Biological Sciences Regarding the Implementation of Laboratory Fees

The Faculty members in the Department of Biological Sciences are opposed to laboratory fees. This is an explanation of our position.

We strongly endorse the Mission of our University as stated in the University Catalog. We endeavor to fulfill our role of providing a quality undergraduate education. We realize that many of the technologies associated with laboratory sciences are expensive, and this increases the cost of science education to a level that exceeds the cost of many other disciplines. While greater investment is required, we believe these to be justified if we are to continue to prepare our students to meet the demands of a rapidly changing society. Therefore, we consider these costs to be part of the routine costs of a quality education. Furthermore, we believe these costs should be covered by regular state appropriations and student tuition. We believe operating budgets should be increased through those channels rather than by imposing additional fees that penalize students enrolled in science courses.

An examination of fees already charged to students compared to enrollment and operating budget figures provides some important information in support of this position: Maintenance fees for in-state students have increased 35.3% since academic year 2003-2004. University enrollment has increased 18% in the same period, while the number of Biology majors has increased 254%. During this same time, however, the starting operating budget for the Department of Biological Sciences has increased by only 3%.

While we recognize that science majors would be impacted most by the collection of laboratory fees, all students would be impacted since Biological and physical Systems represent a component of the General Education Curriculum. We contend that by demanding that science majors pay extra to obtain an education, we are penalizing them for choosing a particular field of study.

If fees are levied, lower division students may be required to subsidize upper division courses. We believe that students enrolled in introductory science courses should not be asked to pay fees to cover the expenses of upper division courses or for research items. Fees as currently assessed above the tuition maintenance fee should pay for those activities that are superfluous to the center academic enterprise. Students should not be assessed another fee to receive an appropriate standard of education.

In conclusion, we acknowledge that other costs associated with the operation of the university are escalating. However, we assert that our primary mission at UTM is quality education. Academic departmental budgets should be the first priority when the final budget is approved. It is therefore the position of the Department of Biological Sciences that support for laboratories should come from tuition and state funding.

## **UNDERGRADUATE COUNCIL HONORS PROGRAM**

Motion to approve

1. revision of Honors Core Curriculum NOTE: amended to remove CHEM 122H, ECON 201H, HLRN 325H, and SPAN 250H.

Motion carried.

## **BA/BS COMMITTEE**

Motions to approve

1. revision of Gen Education requirements for BA degree
2. revision of Gen Education requirements for BS degree

Motions carried.

## **COLLEGE OF AGRICULTURE & APPLIED SCIENCES Agriculture and Natural Resources**

Motion to approve

1. deletion of ANSC 120 Basic Equitation (1)
2. addition of ANSC 121 Western Horsemanship (3)
3. deletion of ANSC 195 Equestrian Team (2)

Motion carried.

## **Family and Consumer Sciences**

Motion to approve (Women's Studies)

1. addition of new discipline for Women's Studies (WMST)
2. addition of WMST 100 Lifespan Human Development (3)
3. addition of WMST 201 Introduction to Women's Studies (3)
4. addition of WMST 208 Marriage and Family (3)
5. addition of WMST 220 Understanding Human Diversity and Oppressed Populations (3)
6. addition of WMST 231 Interpersonal Communication (3)
7. addition of WMST 300 Clothing and Human Behavior (3)
8. addition of WMST 303 Family Relationships (3)
9. addition of WMST 304 Women in American History (3)
10. addition of WMST 341 Men and Women: Gender Roles in American Society (3)
11. addition of WMST 350 Women in the Arts (3)

12. addition of WMST 351 Women Writers: Gender, Race, and Class (3)
  13. addition of WMST 370 Psychology of Women (3)
  14. addition of WMST 480 Topics in U.S. History: [Topic Title] (3)
  15. addition of WMST 495 Comparative Family Systems (3)
  16. addition of WMST 496 Topics [title TBA] in Gender and Cultural Studies (3)
  17. revision of cross listing for ANTH 341 Men & Women: Gender Roles in American Society (3)
  18. revision of cross listing for ANTH 495 Comparative Family Systems (3)
  19. revision of cross listing for ARTH 350 Women in the Arts (3)
  20. revision of cross listing for CFS 100 Lifespan Human Development (3)
  21. revision of cross listing for CFS 303 Family Relationships (3)
  22. revision of cross listing for COMM 231 Interpersonal Communication (3)
  23. revision of cross listing for ENGL 350 Women Writers: Gender, Race, & Class (3)
  24. revision of cross listing for ENGL 495 Topics [title TBA] in Gender & Cultural Studies (3)
  25. revision of cross listing for HIST 303 Women in American History (3)
  26. revision of cross listing for HIST 480 Topics in U.S. History: [Topic Title]
  27. revision of cross listing for IDST 201 Introduction to Women's Studies (3)
  28. revision of cross listing for PSYC 370 Psychology of Women (3)
  29. revision of cross listing for SWRK 220 Understanding Human Diversity and Oppressed Populations (3)
  30. revision of cross listing for SOC 208 Marriage and Family (3)
  31. revision of cross listing for SOC 341 Men and Women: Gender Roles in American Society (3)
  32. revision of cross listing for SOC 495 Comparative Family Systems (3)
  33. revision of cross listing for TCFM 300 Clothing and Human Behavior (3)
- Motion carried.

### **Family and Consumer Sciences**

Motion to approve

34. revision of requirements for Ch, Family & Consumer Science and Education concentration
35. revision of requirements for Food and Nutrition/Dietetics concentration
36. revision of requirements for Interior Design/Fashion Merchandising concentration
37. revision of prereq for NUTR 433 Nutrition in Disease (3)
38. revision of credit hrs & course description for NUTR 455 Nutrition Assessment & Counseling (3)

Motion carried.

### **Nursing**

Motion to approve

1. revision of requirements for BSN degree
2. revision of credit hrs & course description for NURS 321 Acute & Chronic Health Care Nursing I (7)
3. revision of credit hrs & course description for NURS 331 Acute & Chronic Health Care Nursing II (7)

4. revision of credit hrs & course description for NURS 362 Trends and Issues in Nursing (1)
5. revision of credit hrs & course description for NURS 442 Leadership & Mgt in Nursing (5)
6. revision of credit hrs & course description for NURS 451 Research in Nursing (2)

Motion carried.

## **COLLEGE OF BUSINESS & PUBLIC AFFAIRS**

### **Accounting, Economics, Finance and International Business**

Motion to approve

1. revision of requirements for major in Accounting
2. revision of requirements for major in Finance
3. revision of title, course description for ACCT 321 Cost/Management Accounting (3)
4. revision of title, course description for ACCT 421 Advanced Cost/Mgt Accounting (3)
5. revision of title, course description for ACCT 432 Adv Topics and Research in Tax (3)
6. revision of course description for ACCT 441 Advanced Financial Accounting (3)
7. revision of title, course description, & prereq for ACCT 491 Research in Acct Theory (3)

Motion carried.

### **Computer Science and Information Systems**

Motion to approve

1. revision of requirements for major in Computer Science
2. addition of minor in Management Information Systems
3. addition of minor in Office Information Systems
4. deletion of CSCI 230 FORTRAN Programming (3)
5. deletion of CSCI 231 Computer Programming for Engineers (3)
6. revision of title, course description, & prereq for CSCI 301 Foundations of Comp Science I (3)
7. addition of CSCI 302 Foundations of Comp Science II (3)
8. revision of prereq for CSCI 445 (645) Computer Graphics (3)
9. revision of course description and prereq for CSCI 480 Internship in Comp Science (1-6)
10. revision of course description for INFS 310 Mgt Info Systems (3)
11. revision of course description and prereq for INFS 331 Professional Word Processing (3)
12. revision of course description for INFS 351 Business Communications (3)
13. revision of title, course description, and prereq for INFS 461 End-User Info Systems (3)
14. revision of title, credit hrs, & course description for INFS 480 Internship in Mgt Info Sys (1-9)

Motion carried.

### **Management, Marketing, and Political Science**

Motion to approve

1. revision of requirements for major in Marketing
2. revision of requirements for minor in Entrepreneurship
3. addition of minor in Leadership
4. addition of new discipline--Leadership
5. addition of LDSP 321 Leadership Through Film (3)
6. addition of LDSP 322 Leadership: Theory, Innovation and Policy (3)

7. addition of LDSP 323 Leadership Advancement, Action and Global Issues (3)
8. revision of credit hrs and prereq for MKTG 376 Executive in Residence Seminar (2)
9. addition of MKTG 377 Events Planning (1)

Motion carried.

## **COLLEGE OF EDUCATION & BEHAVIORAL SCIENCES**

### **Educational Studies**

Motion to approve

1. revision of requirements for Admission to Teacher Education & requirements for Licensure
2. revision of requirements for Integrated Studies (PreK-3)
3. revision of requirements for Integrated Studies (K-6)
4. revision of requirements for Integrated Studies (4-8)
5. revision of requirements for Secondary Education
6. revision of requirements for Special Education P-12
7. addition of new discipline for Early Childhood Education (ECED)
8. revision of discipline for ECED 341 Math/Science in Early Childhood Education (4)
9. revision of discipline for ECED 351 Lang Arts/Social Studies in Early Childhood Education (3)
10. addition of ECED 409 Student Teaching in Kindergarten (6)
11. revision of course description, prereq, and discipline for ECED 411 Student Teaching in Pre-Kindergarten (6)
12. revision of course description, prereq, and discipline for ECED 412 Student Teaching Grades 1-3 (6)
13. revision of discipline for ECED 460 Learning: Birth Through Age Eight Years (3)
14. addition of ECED 475 Learning & the Kindergarten Child (4)
15. revision of course description, prereq, and discipline for ECED 480 Emergent Literacy in the Content Areas: Lang Arts, Social Studies, Math, Science, & Health (4)
16. revision of course description, prereq, and discipline for ECED 481 Emergent Literacy (3)
17. revision of prereq and discipline for ECED 485 Creativity and Play (4)
18. revision of discipline for ECED 490 Learning Theory and Affective Environment (3)
19. revision of title, credit hrs, and course description for HLRN 311 Technology Integration (2)
20. revision of title, course description for HLRN 460 Learning: Birth through Age Eight Years (3)
21. revision of title, course description, prereq for SEDU 411 Instructional Strategies: Science (3)
22. revision of title, course description, prereq for SEDU 412 Instructional Strategies: Math (3)
23. revision of course description, prereq for SEDU 413 Instructional Strategies: Mod For Lang (3)
24. revision of course description for SEDU 414 Instructional Strategies: English (3)
25. revision of course description for SEDU 415 Instructional Strategies: Social Studies (3)
26. revision of course description and prereq for TCED 211 Introduction to Teaching (1)
27. revision of course description, cross listing, prereq for TCED 409 Student Teaching in Kindergarten (6)

28. revision of course description, cross listing, prereq for TCED 475 Learning & the Kindergarten Child (4)

Motion carried.

### **Health and Human Performance**

Motion to approve

1. revision of requirements for Athletic Training
2. revision of requirements for Exercise Science and Wellness
3. revision of requirements for Licensure K-12
4. revision of requirements for Sport Management
5. revision of credit hrs, course description, prereq for ATRN 310 Athletic Training Clinical-Level I (1)
6. revision of credit hrs, course description, prereq for ATRN 311 Athletic Training Clinical-Level II (1)
7. revision of credit hrs, course description, prereq for ATRN 312 Athletic Training Clinical-Level III (1)
8. revision of credit hrs, course description, prereq for ATRN 313 Athletic Training Clinical-Level IV (1)
9. revision of course description, prereq for HPER 302-303 Fitness & Health Promotion Practicum (2, 2)
10. revision of title for HPER 305 Applied Kinesiology (3)
11. revision of course description, prereq for HPER 306-307 Sport Management Practicum (2, 2)
12. revision of course description for HPER 309 Clinical Classroom II (3)
13. revision of course description, prereq for HPER 316-317 Exercise Science Practicum (2, 2)
14. revision of course description for HPER 440 Evaluation in Human Performance (3)
15. revision of course description, prereq for HPER 491 Internship (12)

Motion carried.

### **Sociology, Anthropology, Social Work, and Criminal Justice**

Motion to approve

1. revision of requirements for Criminal Justice Major Field
2. revision of requirements for minor in Criminal Justice
3. revision of prereq for ANTH 404 Social Stratification (3)
4. deletion of ANTH 434 (634) Community, Society, and Change (3)
5. addition of ANTH 455 Anthropology Travel Study [Selected Topics] (1-3)
6. revision of course description, prereq for ANTH 497 Senior Seminar (3)
7. revision of course description for CJ 200 Introduction to Criminal Justice (3)
8. revision of course description for CJ 220 Criminal Justice Ethics (3)
9. revision of title, course description, prereq for CJ 310 Principles of Criminal Investigation (3)
10. addition of CJ 315 Research and The Writing Process (3)
11. addition of CJ 330 Serial Killers (3)
12. addition of CJ 340 Criminal Investigation Techniques (3)
13. addition of CJ 360 Child Abuse (3)
14. addition of CJ 410 Victimology (3)

15. addition of CJ 413 Family Law (3)
  16. addition of CJ 415 American Death Penalty (3)
  17. revision of CJ 420 Criminal Evidence (3)
  18. addition of CJ 455 Travel Study in Criminal Justice [Selected Topics] (1-3)
  19. revision of course description, prereq for SWRK 300 Social Welfare Policies & Services (3)
  20. revision of prereq for SWRK 320 Human Behavior & Social Environment I (3)
  21. addition of SWRK 455 Social Work Travel Study [Selected Topics] (1-3)
  22. revision of course description for SOC 202 Social Problems (3)
  23. deletion of SOC 315 (515) Work, Leadership, & Organizations (3)
  24. deletion of SOC 400 Culture and Industry (3)
  25. revision of course description for SOC 402 Sociological Theory (3)
  26. revision of prereq for SOC 404 Social Stratification (3)
  27. deletion of SOC 431 (631) Urban Society (3)
  28. deletion of SOC 434 (634) Community, Society, and Change (3)
  29. addition of SOC 455 Sociology Travel Study [Selected Topics] (1-3)
  30. revision of course description, prereq for SOC 497 Senior Seminar (3)
- Motion carried.

## **COLLEGE OF ENGINEERING & NATURAL SCIENCES**

### **Biology**

Motion to approve

1. revision of requirements for Major in Biology
2. revision of prereq for BIOL 140 Principles of Biology II (3)
3. revision of course description for BIOL 391 Organic Evolution (3)
4. revision of prereq for MBIO 311 Public Health Microbiology (4)
5. addition of MBIO 420 Virology (3)
6. revision of prereq for ZOOL 443 Animal Behavior (3)

Motion carried.

### **Engineering**

Motion to approve

1. revision of requirements for Mechanical Engineering concentration
2. addition of ENGR 371 Advanced Strength of Materials (3)
3. revision of credit hrs, course description, prereq for ENGR 473 Machine Design (3)
4. addition of ENGR 476 Applied Finite Element Analysis Lab (1) NOTE: course number changed to 476 from 477

Motion carried.

### **Geology, Geography, and Physics**

Motion to approve

1. addition of GEOL 110H Introduction to Physical Geology (4)
2. addition of GEOL 120H Environmental Geology (4)

Motion carried.

### **Mathematics and Statistics**

Motion to approve

1. revision of requirements for Mathematics Major (Mathematics concentration, Statistics concentration, Sec Math concentration, Gen Math & Stat concentration, and Minors in Mathematics and Statistics)
2. addition of new discipline for Statistics (STAT)
3. revision of prereq for MATH 251-252 Calculus I, II (4, 4)
4. revision of prereq for MATH 320 Multivariate Calculus (4)
5. addition of MATH 498 Undergraduate Research Experience I (2)
6. addition of MATH 499 Undergraduate Research Experience II (1)
7. addition of STAT 325 Statistical Methods (3)
8. revision of prereq and discipline for STAT 365 Regression Analysis (3)
9. addition of STAT 375 Sampling Theory (3)
10. addition of STAT 385 Nonparametric Methods (3)
11. addition of STAT 435 Categorical Data Analysis (3)
12. revision of prereq and discipline for STAT 455 Design of Experiments (3)
13. revision of prereq and discipline for STAT 461 Probability and Statistics I (3)
14. revision of prereq and discipline for STAT 462 Probability and Statistics II (3)
15. revision of prereq and discipline for STAT 465 Statistical Computing (3)
16. addition of STAT 491-492 Special Topics [Topic Title] 1-3)
17. addition of STAT 498 Undergraduate Research Experience I (2)
18. addition of STAT 499 Undergraduate Research Experience II (3)

Motion carried

## **COLLEGE OF HUMANITIES & FINE ARTS**

### **Communications**

Motion to approve

1. revision of course description for COMM 325 Principles of Advertising (3)
2. revision of prereq for COMM 327 Public Relations Techniques (3)
3. revision of course description, prereq for COMM 341 Photojournalism (3)
4. revision of prereq for COMM 492 Senior Seminar in Communications Theory (3)

Motion carried.

### **English**

Motion to approve

1. addition of ENGL 250H Honors: British Literary Tradition (3)
2. addition of ENGL 251H Honors: British Literary Tradition (3)
3. addition of ENGL 260H Honors: American Literary Tradition (3)
4. addition of ENGL 261H Honors: American Literary Tradition (3)
5. addition of ENGL 390 Playwriting (3)

Motion carried.

### **History and Philosophy**

Motion to approve

1. revision of requirements for Major in History
2. addition of HIST 320 Ancient Greece (3)
3. addition of HIST 321 Ancient Rome (3)
4. addition of HIST 420 Late Antiquity and Medieval History (3)
5. addition of HIST 421 Renaissance and Reformation (3)

Motion carried.

### **Modern Foreign Languages**

Motion to approve

1. revision of Foreign Language Placement
2. deletion of FREN 101-102 Elementary Conversation (2, 2)
3. deletion of GERM 101-102 Elementary Conversation (2, 2)
4. deletion of JAPN 101-102 Elementary Conversation (2, 2)
5. addition of JAPN 250 Japan Today: The People and Culture of Japan (3)
6. addition of JAPN 315 Intensive Reading in Japanese (3)
7. revision of JAPN 341 Advanced Conversation (3)
8. addition of JAPN 342 Advanced Composition (3)
9. addition of JAPN 360 Studies Abroad (3)
10. addition of JAPN 370 Travel Study [Topic Title] (1-3)
11. deletion of SPAN 101-102 Elementary Conversation (2, 2)

Motion carried.

### **MUSIC**

Motion to approve

1. revision of Special Requirements for Music Majors
2. addition of Inclusion of Music Courses in Non-Music Degree Programs
3. revision of requirements for Music Education Option
4. deletion of MUS 317 Instrumental Ensemble Techniques (3)
5. deletion of MUS 319 Vocal Ensemble Techniques (3)
6. deletion of MUS 324 Acoustics of Music (2)
7. deletion of MUS 325 Electronic Music Composition (2)
8. deletion of MUS 339 Choral Literature and Styles (3)
9. deletion of MUS 350 Basic Conducting (2)
10. deletion of MUS 361 Commercial Music Industry (2)
11. deletion of MUS 380-381 Recording Studio Techniques I, II (2, 1)
12. deletion of MUS 410 Technology in Music (3)
13. deletion of MUS 451 Choral Conducting (2)
14. deletion of MUS 452 Instrumental Conducting (2)
15. deletion of MUAP 105-106 Guitar Class (1, 1)
16. deletion of MUAP 107-108 Percussion Class (1, 1)
17. deletion of MUAP 205-206 Guitar Class (1, 1)
18. deletion of MUAP 207-208 Percussion Class (1, 1)
19. deletion of MUAP 262, 264 Harpsichord (1, 2)
20. deletion of MUAP 272, 274 Organ (1, 2)
21. deletion of MUAP 462, 463, 464 Harpsichord (1, 2, 2)
22. deletion of MUAP 472, 473, 474 Organ (1, 2, 2)
23. deletion of MUED 211 Introduction to Teaching Music (1)
24. deletion of MUEN 150, 350 Band Camp (1, 1)
25. revision of prereq for MUEN 151, 351 Marching Band (1, 1)
26. deletion of MUEN 157, 357 Collegium Musicum (1, 1)

Motion carried.

## **Visual and Theatre Arts**

Motion to approve

1. revision of requirements for BFA with Major in Fine and Performance Arts
2. revision of course description for ART 352 Sculpture II (3)
3. addition of ART 365 Clay Sculpture II (3)
4. revision of prereq for ART 411 Mixed Media (3)
5. revision of course description for ART 435 Advanced Ceramics (3)
6. revision of credit hrs, course description for ART 460 Senior Thesis Exhibition (3)
7. revision of credit hrs for ARTE 211 Introduction to Teaching Art (2)
8. revision of course description for ARTE 400 Senior Seminar in Art Education (3)
9. addition of DANC 310 Jazz Dance (2)
10. revision of credit hrs, course description for DNED 211 Introduction to Teaching Dance (2)
11. revision of course description for DNED 400 Senior Seminar in Dance Education (3)
12. revision of title for GDES 322 Graphic Design (3)
13. revision of title, course description for GDES 335 Graphic Design II (3)
14. revision of credit hrs for GDES 410 Typography and Page Layout (3)
15. revision of credit hrs, course description for GDES 440 Professional Practices in Design (3)
16. revision of course description for THEA 110 Understanding Theatre (3)
17. revision of course description for THEA 111 Understanding Theatre (3)
18. revision of course description, cross listing for THEA 390 Playwriting (3)

Motion carried.

## **GRADUATE COUNCIL**

### **Agriculture and Natural Resources**

Motion to approve

1. revision of degree name (MS in Agriculture and Nat Res Sys Mgt) and degree requirements
2. revision of text for Examinations
3. revision of text for name changes
4. revision of requirements for transfer credit
5. revision of text for thesis option
6. revision of title, course description for AGRI 77- Topics in Agricultural & Nat Res Mgt (Sel Area) (1-6)
7. revision of title, course description for AGRI 791 Research/Internship in Agric (1-3)
8. addition of NRM 701-702 Master's Thesis (3, 3)
9. addition of NRM 791 Research/Internship in Nat Res Mgt (1-3)

Motion carried.

### **Family and Consumer Sciences**

Motion to approve

1. revision of prereq for NUTR 633 Nutrition in Disease (3)
2. revision of course description, credit hrs for NUTR 655 Nutrition Assessment & Counseling (3)
3. revision of prereq for NUTR 723 Advanced Nutrition (3)

Motion carried.

### **Business and Public Affairs**

Motion to approve

1. revision of admission requirements (Unclassified, Unconditional)
2. revision of requirements for transfer credit
3. revision of prereq for FIN 710 Corporate Financial Mgt (3-4)
4. revision of prereq for FIN 711 Investment and Portfolio Mgt (3)
5. revision of prereq for FIN 721 Banking and Financial Services (3)
6. revision of prereq for FIN 732 International Corporate Finance (3)
7. revision of prereq for MGT 720 Statistical Tools of Quantitative Analysis (3)
8. revision of prereq for MGT 730 Operations Management (3)

Motion carried.

### **Educational Studies**

Motion to approve

1. revision of title, course description, prereq, and discipline for ECED 660 Learning: birth Through Age Eight Years (3)
2. addition of ECED 675 Learning and the Kindergarten Child (4)
3. revision of course description, prereq, and discipline for ECED 680 Emergent Literacy in the Content Areas: Lang Arts, Social Studies, Math, Science, and Health (4)
4. revision of course description, prereq, & discipline for ECED 681 Emergent Literacy (3)
5. revision of prereq and discipline for ECED 685 Creativity and Play (4)
6. revision of course description, cross listing for TCED 675 Learning and the Kindergarten Child (4)

Motion carried.

### **Sociology, Anthropology, Social Work, and Criminal Justice**

Motion to approve

1. revision of course description, prereq for ANTH 697 Senior Seminar (3)
2. revision of title, course description, prereq for CJ 510 Principles of Criminal Investigations (3)
3. addition of CJ 515 Research and The Writing Process (3)
4. addition of CJ 540 Criminal Investigation Techniques (3)
5. revision of course description for CJ 620 Criminal Evidence (3)
6. revision of course description for SOC 602 Sociological Theory (3)
7. revision of course description, prereq for SOC 697 Senior Seminar (3)

Motion carried.

### **Mathematics and Statistics**

Motion to approve

1. revision of prereq and discipline for STAT 565 Regression Analysis (3)
2. addition of STAT 575 Sampling Theory (3)
3. addition of STAT 585 Nonparametric Methods (3)
4. addition of STAT 635 Categorical Data Analysis (3)
5. revision of prereq and discipline for STAT 655 Design of Experiments (3)

6. revision of prereq and discipline for STAT 661 Probability and Statistics I (3)
7. revision of prereq and discipline for STAT 662 Probability and Statistics II (3)
8. revision of prereq and discipline for STAT 665 Statistical Computing (3)
9. addition of STAT 691-692 Special Topics [Topic title] (3)

Motion carried.

### **English**

Motion to approve

1. addition of ENGL 590 Playwriting (3)

Motion carried.

### **History and Philosophy**

Motion to approve

1. addition of HIST 520 Ancient Greece (3)
2. addition of HIST 521 Ancient Rome (3)
3. addition of HIST 620 Late Antiquity and Medieval History (3)
4. addition of HIST 621 Renaissance and Reformation (3)

Motion carried.

### **Modern Foreign Language**

Motion to approve

1. deletion of FREN 701 Spec Topics for Non Native Foreign Lang Professionals (2-4)
2. deletion of SPAN 701 Spec Topics for Non Native Foreign Lang Professionals (2-4)

Motion carried.

### **Music**

Motion to approve

1. deletion of MUS 681, 682 Piano Tuning & Technology (2, 2)
2. deletion of MUS 720 Band Arranging (3)
3. deletion of MUS 721 Band Literature & Techniques (3)
4. deletion of MUS 731 Choral Literature & Techniques (3)
5. deletion of MUS 770 Advanced Conducting (3)
6. deletion of MUAP 740 Piano (1-4)
7. deletion of MUAP 742 Voice (1-4)
8. deletion of MUAP 743 Guitar (1-4)
9. deletion of MUAP 744 Wind Instruments (1-4)
10. deletion of MUAP 745 Percussion (1-4)
11. deletion of MUAP 746 Harpsichord (1-4)
12. deletion of MUAP 749 Secondary Applied Music (1)
13. deletion of MUED 710 Problems in Elem Music Education (3)
14. deletion of MUED 760 Administration & Supervision in Music (3)

Motion carried.

### **Visual and Theatre Arts**

Motion to approve

1. revision of course description, cross listing for THEA 590 Playwriting (3)

Motion carried.

## **INSTRUCTION COMMITTEE**

No actions brought forward.

## **PERSONNEL POLICIES COMMITTEE**

Motion to approve

1. change to 2.9.1.2 Exception to Policy Requiring Full-Time Status for Eligibility for Tenure in the faculty handbook
2. change to 2.9.3 Procedures for Development of Tenure Recommendations in the faculty handbook

Motion carried.

## **Ad Hoc Committee**

No actions brought forward.

## **NEW BUSINESS**

Dan Pigg suggested the faculty provide information for Rep. Maddox regarding the Accountability feature that will be in the Tennessee Legislature this session. John Schommer stated that the Executive Committee would work on an informational document that will be sent to Rep. Maddox.

John also announced that Anna Clark will be contacting the departments about senator elections for the 2007-08 academic year.

Meeting adjourned at 5:07 p.m.

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John Schommer, President

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Anna Clark, Secretary

## **Minutes**

### **Faculty Senate Executive Committee**

**January 30, 2007**

**Humanities 247, 3 p.m.**

Members attending: Anna Clark, Nick Dunagan (ex officio), Cahit Erkal, Elaine Harriss, Brian Johnson, Desiree McCullough, Darrell Ray, John Schommer,

Guests: Jerald Ogg, Ernie Moser

Member absent: Rick Thomas

Faculty Senate President John Schommer called the meeting to order at 3:00 p.m. in Humanities 247.

The minutes from the November 21, 2006, Executive Committee meeting were approved. (These minutes were on pp. 3-5 of the November Senate packet.)

#### **Unfinished Business**

John Schommer introduced Jerald Ogg, chair of the search committee for UT Martin Chancellor, and asked him to give an update on the search process. Ogg reported that 30+ applications were currently on file and that these files are available for review in Edie Gibson's office. Ogg said that there are some "strong applications." He noted that the search firm Baker-Parker will provide an additional list of candidates in early March. He explained that after all applications are reviewed, the committee will select candidates for on-campus interviews and that three names from this narrowed pool of candidates will be sent forward to Dr. Peterson, president of the UT system.

#### **Reports from Standing Committees:**

##### **Budget and Economic Concerns Committee**

Because of the absence of Rick Thomas, chair, Schommer gave the report from this committee. He said that there was still some ongoing discussion about lab fees but that the lab fee resolution submitted by the Faculty Senate to the Chancellor had been approved by the Chancellor. Schommer also said that the committee has been discussing the portability of retirement accounts. There will be no motion brought forward at the Feb. 13 meeting of the Faculty Senate. Minutes from the January 23 meeting were distributed.

##### **Committee on Instruction**

Brian Johnson, chair, distributed minutes from the January 16 meeting of the Committee on Instruction. Although he reported that no items would be brought forward for Senate action, he summarized two areas of discussion by the committee. First, he reported that Bill Duffy was a guest at the last meeting and delivered a report on the dual credit program, which has grown from three schools and 89 students in Spring 1999 to a projected 28 high schools and 625 students in Fall 2007. Second, Johnson said that there was a discussion by committee members of a campus honor code. After reports were given by Jerald Ogg and Elaine Harriss about what is currently being done at UT Martin, including an honor pledge in First-Year Initiative and detailed language in the Student Handbook, Alice-Catherine Carls volunteered to serve on a subcommittee to look further into the issue.

## **Graduate Council**

There was no formal report from the Graduate Council.

## **Personnel Policies Committee**

Darrell Ray, chair, distributed minutes from the January 16 meeting of this committee. He reported that the change regarding policies governing tenure and promotion distributed at the December Faculty Senate meeting have been approved by the Chancellor. He mentioned the committee discussion of changes that should be made regarding the title and function of the Office of Research, Grants, and Contracts. He said that there is no function change but that information about the office is being updated to reflect the 2001 name change. Other discussion centered on the reintroduction of the "Outstanding" evaluation rating. In other business, he noted that the entire committee is doing a full review of the Faculty Handbook. Those included in the review are as follows: Rebel Reavis, Heidi Huse, Gloria Browning, John Bell, Chris Brown, Jimmy Butler, Robert Hartshorn, Chris Caldwell, and Darrell Ray.

## **Undergraduate Council**

Desiree McCullough, chair, distributed minutes of the January 23 meeting of the Undergraduate Council and noted that 14 student requests were made. Twelve of the requests were approved, and two were denied.

## **New Business**

In this portion of the meeting, Schommer essentially made several announcements. Schommer first reported about a meeting in early January he had with Anthony Haynes, lobbyist for the UT system, Elaine Harriss and Dan Pigg. One of the general questions is this: What do we need to do to have greater input from/to the General Assembly. Dan Pigg has been appointed to head this ad hoc committee to study liaison with the Tennessee General Assembly and ways UT Martin can work with others on campus to help "tell the UT Martin story" in an even more effective way. Schommer also distributed notes from the first University Faculty Council meeting held January 8, 2007, in Knoxville. He said that many topics were discussed and that the mood was open and interesting. Nancy Warren and Schommer were the representatives from this campus. Schommer reported that there was some discussion in Knoxville of the need for an "Outstanding" rank for faculty evaluation. Schommer noted that he would call for a motion on the senate floor to refer this topic to committee. He also said that Elaine Harriss would soon be seeking nominations from the faculty for election to the Faculty Relations Committee. The last item of business involved an initial discussion of the University of Tennessee Outreach and Engagement Measurement Instrument, an online instrument for faculty and academic and professional staff to use to report outreach activities and accomplishments.

The meeting adjourned at 4:05 p.m.

Anna H. Clark  
Senate Secretary

**Budget and Economic Concerns Committee  
Minutes  
January 23, 2007**

**Members Attending:**

Dr. Rick Thomas, Chair  
Mrs. Anna Clark  
Dr. David Farrow  
Dr. Dwight Gatwood  
Dr. Karen Greenockle  
Mr. Al Hooten, Ex Officio  
Dr. Linda Husmann  
Dr. Tom Rakes, Ex Officio  
Dr. David Ray  
Dr. Scott Roberts  
Dr. Paul Sharma  
Dr. Ken VanVuren  
Dr. Richard Williams

**Members Absent:**

None

**Guest Attending:**

John Collins

Rick Thomas called the meeting to order. A motion was made and carried to approve the November 14 Minutes. Let the record show that Chancellor Nick Dunagan approved the lab fee resolution submitted by the Faculty Senate. A copy of the approved form was received by BECC secretary, Al Hooten, on December 14, 2006, and is on file. John Collins was filling in for Linda Husmann.

**Old Business**

• **100% Portability of Retirement Accounts**

Dr. Gatwood brought up the portability of the retirement accounts. He would like to see the options vastly expanded for the remaining 50% to be rolled over into another plan, since the current options, an annuity or interest only draw, each paying roughly 5%. Dr. Thomas made the suggestion that a representative on this issue attend the next meeting. Dr. Clark raised question to see if we knew the average age of [current UTM] faculty. A report should be presented at the next meeting concerning this issue.

• **Discussion of Lab Fees**

Dr. Collins made the comment that the Biology Department faculty was concerned about the lab fees situation. A general discussion of the lab fees followed.

As there was no other business to be discussed, motion was made and carried to adjourn. The next meeting will be at 3 p.m. on February 27, 2007.

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Alvin G. Hooten

C Dr. John Schommer, Senate President  
Mrs. Anna Clark, Senate Secretary

## MINUTES OF UNDERGRADUATE COUNCIL

January 23, 2007, 3 pm, 229 Boling UC

Present: Michael Boyd, Brandy Cartmell, Randal Garza, Esther Christian for Mary Ruth Gibbons, Elaine Harriss, Patricia Hewitt, Janet Kirkton, Donna Massey-Anderson, Desiree McCullough, Victoria Seng for Tom Rakes, Mary Radford, Elaine Harriss for John Schommer, Janet Wilbert, Ray Witmer and Guests David Coffey, Jeremy Kolwinska, and Philip Smartt

Absent: Dan Tracy

Chair McCullough called the meeting to order at 3 pm.

### NEW BUSINESS

#### Student Requests

The following requests were **approved**.

1. Blanket for Ath Trng, and Exer Sci & Wellness allow BIOL 130 to satisfy 4 hr Biol/Phys Sys in AY 05-06 and 06-07 catalogs
2. Christopher Butler allow 4 hr Phy Sci to satisfy 4 hr Biol/Phys Sys
3. Candy Cannon allow Biol LD to satisfy Biol/Phy Sys reqt
4. Jessica Hames allow CSCI LD and PRAD 300 to satisfy Comm gen ed reqt
5. Leslie Harwell allow ZOOL 252 to satisfy 4 hr Biol/Phy Sys reqt
6. Kevin Hill allow Biol LD 1 & 2 to satisfy 4 hr Biol/Phy Sys reqt
7. Raven King allow ZOOL 252 to satisfy 4 hr Biol/Phy Sys reqt; allow PHIL 130 to satisfy 3 hr Global Dyn reqt
8. Derrick Pritchard allow PSCI LD to satisfy 4 hr Biol/Phy Sys reqt
9. Craig Smith allow Hirosaki hours to not be detrimental to 30 hr residency (based on UTM's consortium agreement with Hirosaki University and emphasis on global education)
10. Courtney Stephens allow HUM LD to satisfy 3 hr Global Dyn reqt
11. Nashedra Strong allow BIOL LD to satisfy 4 hr Biol/Phy Sys reqt NOTE: course taken at Bethel College
12. Adam Willis allow CSCI LD and PRAD 300 to satisfy Comm gen ed reqt

The following requests were **denied**.

1. Megan King allow ART 221 to satisfy Aesthetics reqt
2. Nicholas Markle allow Biol LD to satisfy 4 hr Biol/Phy Sys reqt

Cartmell spoke to the need for rules to be applied consistently to every student.

Meeting adjourned at 3:40 pm.

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Recorded and submitted by Victoria Seng

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Date

**NO**

**GRADUATE**

**COUNCIL**

**MINUTES**

**MEETING FOR JANUARY 25, 2007**

**WAS CANCELLED**

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**MINUTES**  
**Committee on Instruction**  
**January 16, 2007, 3 p.m.**  
**Andy Holt Humanities Building, Room 247**

**Members present:** Otha Britton, Alice-Catherine Carls, Brandy Cartmell, Carol Eckert, Ginny Esch, Elaine Harriss, Brian Johnson (chair), Richard Joost, Jeremy Kolwinska, Jim Nance, Jerald Ogg, Phillip Osburn, Dan Pigg, Vicki Seng and Mark Simpson.

**Guest present:** Bill Duffy.

Johnson called the meeting to order at 3:05 p.m.

**OLD BUSINESS**

The minutes from the November 7, 2006, meeting were approved as submitted.

**NEW BUSINESS**

Duffy delivered a comprehensive report on the dual credit program, which has grown from three schools and 89 students in spring 1999 to a projected 28 high schools and 625 students in fall 2007. While there continue to be challenges in meshing the various calendars, the program has been very successful in helping the University attract the region's top students, many of whom then attend UTM and persist in significantly higher numbers than the general student population. A significant percentage of the classes are taught, or team taught, by regular UTM faculty; Pigg, who has taught several dual credit classes, noted that his high school students have performed, as a group, better than his regular UTM students. Duffy emphasized that any high school faculty member who teaches in the program must be approved as an adjunct by the specific UTM department.

The committee also discussed a campus honor code. Carls distributed a copy of the contract-like language she uses in her syllabi, which led to a wide-ranging conversation about the ways other universities are handling the issue as well as the flexibility now accorded UTM faculty. Ogg reported on the honor pledge that is now incorporated in the closing ceremony for the First-Year Initiative; there is also a specific FYI plenary session (taught by Dr. Lynn Alexander in 2006) dedicated to academic integrity issues and—as noted by Harriss—very detailed language in the Student Handbook. Carls volunteered to serve on a subcommittee to look into the issue further. The consensus of the committee, however, was that the current decentralized model was the most appropriate way to deal with this issue.

**MOTION:** That the committee adjourn. Passed at 4 p.m.

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E. Jerald Ogg, Executive Secretary

## **Personnel Policy January 16, 2007**

In attendance: Rebel Reavis, Gloria Browning, Heidi Huse, John Bell, Chris Brown, Jimmy Butler, Chris Caldwell., John Schrommer, Tom Rakes, Darrell Ray, Robert Hartshorn

The first item of business Chairman Ray asked for approval of the minutes from the last meeting. A motion to accept minutes of last meeting was made by John Bell with a second to the motion by Rebel Reavis. No discussion.

The next meeting is scheduled for Tuesday, February 20. It is very important to attend. The final meeting of the academic year will be Tuesday, March 27, 2007.

Ray received word from Chancellor's office through Linda Arant that the changes regarding policies governing tenure and promotion distributed at the December Faculty Senate meeting have been approved by the Chancellor.

Ray brought up the changes that should be made regarding the title and function of the Office of Research, Grants, and Contracts. Although the name of the office changed in 2001, the information regarding this office has not been updated to reflect the new title. After consulting with Dr. Joan West, the corrections have been introduced. (Copies have been distributed with today's agenda and well as in email.) There is no function change, only clean up.

After some editing suggestions, Ray asked for approval for the changes as corrected. Butler moved to approve with second by Browning.

### **Discussing the reintroduction of the "Outstanding" evaluation rating**

Schommer took the floor concerning "Outstanding" rating for evaluations. On the UTK campus there is interest for bringing back the "Outstanding" evaluation. This campus used to have a 5 point rating scale (Outstanding, Exceeds Expectations for Rank, Meets Expectations for Rank, Needs Improvement, Unsatisfactory). The justification for the change was to do away with the middle category to force the chairs to choose the upper two or lower two categories. Schommer proposed that he would explain the situation at the senate meeting and if there is an interest, it would be referred to the Personnel Policy Committee to look into it. The change took place about the same time that Cumulative Performance Review (CPR) was eliminated. Schommer asked the desire of the committee on how he should handle this item of business. Huse noted that she would like to see the "Outstanding" category reintroduced. Schommer would like to have a decision regarding the will of the faculty to present at the Board of Trustees Meeting in March. The next senate meeting is February 13, 2007.

Ray called for other new business from the floor.

Ray asked the sentiments of the committee to have a full review of the handbook. He suggested that the handbook be broken down in parts and each person take a look at a particular portion of the handbook in order to get the handbook updated by the end of the year. (10 members of the committee would take approximately 15 pages each.) If something arises that is more pressing, this review would be moved to the back burner in order to handle the more pressing issue. Ray asked the committee to focus on the text of the work, then address changes as necessary. Reavis suggested that each person check the portion they are assigned to with the table of contents.

- Rebel Reavis volunteered for the first 15 pages. Pages 6 – 21
- Heidi Huse will do pages 22 – 37
- Gloria Browning will do 38 – 53
- John Bell will do 54 – 69
- Chris Brown will do 70 – 84
- Jimmy Butler will do 85 – 99
- Robert Hartshorn will do 100 – 114
- Chris Caldwell will do 115 – 129
- Darrell Ray will do 130 – 146

Ray asked for everyone to look at their appointed section and make notes of questionable sections or areas. He asked that each person e-mail him in order for him to compile the information for the next meeting. He asked that the emails be submitted to him no later than the 13<sup>th</sup> for the committee to have a few days to look at before the meeting.

Meeting adjourned at 3:33 p.m. by a motion from Huse with a second by Reavis.

- 7. EXTERNAL RELATIONS POLICIES OF INTEREST TO THE FACULTY
- 7.1 OFFICE OF FACULTY RESEARCH AND FACULTY DEVELOPMENT [RESEARCH, GRANTS, AND CONTRACTS]
- 7.2 THE OFFICE OF BUSINESS AFFAIRS
- 7.3 THE OFFICE OF DEVELOPMENT
- 7.4 VICE CHANCELLORS
- 7.5 AFFIRMATIVE ACTION OFFICER
- 7.6 FUNDING SOURCES
- 7.7 PATENTS AND COPYRIGHTS
- 7.8 UT RESEARCH CORPORATION [FOUNDATION]
- 7.9 PUBLICITY AND PUBLIC RELATIONS
- 7.10 ADMITTANCE TO THE CAMPUS

## **2.11 FACULTY DEVELOPMENT**

### **2.11.1 FACULTY DEVELOPMENT GRANTS - EDUCATION PROGRAM**

The UT Martin Faculty Development Grant Education Program is designed to provide modest support for faculty members who have chosen to pursue an advanced degree at a university in our region. (Support would not be provided to study at, say, Harvard or Stanford.) These grants will cover such expenses as tuition, books and supplies, housing, etc. Support in this program will be for no more than two years. Application should be made (through the chair and dean) by memorandum directly to the Director of ~~Faculty Research and Faculty Development~~ [Research, Grants and Contracts]. (For current limitations on financial support refer to policy statement on file in the Office of the Vice Chancellor for Academic Affairs.)

### **2.11.2 FACULTY DEVELOPMENT GRANTS - TEACHING PROGRAM**

The UT Martin Faculty Development Grant Teaching Program is aimed at faculty members who wish to improve their teaching. It is often difficult to separate research from teaching improvement activities, simply because both of them involve faculty in projects that do improve teaching effectiveness in some way. However, these grants (not to exceed \$1,000) are reserved for those projects which are beneficial to teaching and do not conform to the guidelines of research grants. (For current limitations on financial support refer to policy statement on file in the Office of the Vice Chancellor for Academic Affairs.)

Any full-time faculty member may apply for a Faculty Development Teaching Grant; however, faculty members who have previously been awarded a grant must show that they have presented a report on their findings at a professional meeting or submitted for publication an account of their findings or submitted an extramural proposal for further activities before their new proposals will be considered for funding. When that standard has been met, their proposals will be considered equally with those from first-time applicants.

An application for a Faculty Development Grant Teaching Program may be obtained from the Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts].

### **2.11.3 FACULTY RESEARCH GRANTS**

The UT Martin Faculty Research Grant Program is designed to provide modest support for preliminary studies leading to extramural grant proposals for long-term support and/or to publication of research results. Any full-time faculty member may apply for a Faculty

Research Grant; however, faculty members who have previously been awarded a grant must show that they have either submitted an extramural proposal or submitted for publication the results of their previous award before their new proposals will be considered for funding. When that standard has been met, their proposals will be considered equally with those from first-time applicants. (For current limitations on financial support refer to policy statement on file in the Office of the Vice Chancellor for Academic Affairs.)

For these awards, research is defined broadly to subsume all forms of scholarly work and creative artistic/activity. Faculty members are encouraged to include student-workers in their research activities, so long as it is clear that the project is the faculty member's, that the faculty member will be the one publishing the results, and that the faculty member will be the one submitting an extramural proposal for long-term support. Funds may be requested for anything germane to the completion of the project: travel, released time, student/clerical salaries, equipment, supplies, etc.

An application for a Faculty Research Grant may be obtained from the Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts].

### **2.13.1 PATENTS, COPYRIGHTS, AND LICENSING POLICIES**

The University's *Statement of Policy on Patents, Copyrights, and Licensing* is on file in the Office of ~~Faculty Research and Faculty Development~~ [Research, Grants and Contracts].

~~UT Research Corporation~~ [Foundation]. The University of Tennessee Research ~~Corporation~~ [Foundation], a nonprofit organization, assists faculty and staff members in development and management of patents. Information concerning the UT Research ~~Corporation~~ [Foundation] may be obtained from the Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts].

### **2.13.3 RESEARCH POLICIES**

Research is one of several means to promote the University's primary mission of excellence in undergraduate education. While it leads to new knowledge and understanding vitally needed in the classroom, research is an important vehicle for professional development and assists the faculty member in maintaining excellence in instruction. In addition, it provides a means for the University to attract and develop well-informed students. Faculty members are encouraged to initiate and participate in research projects to the extent allowed by limitations on available time and resources.

#### **2.13.3.1 Use of Drugs in Research**

The Federal Controlled Substances Law requires that all faculty using narcotics or other dangerous drugs in their research or teaching program involving either human beings, lower animals, or plants must now register their projects through the Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts] with the State of Tennessee and ultimately obtain a registration number for each of their research projects.

#### **2.13.3.2 Human Subjects Policy**

Faculty members involving human subjects in their research should insure that their project design provides adequate protection for those subjects and that

such protective measures are in compliance with current guidelines available from the Director of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts].

### **7.1 OFFICE OF ~~FACULTY RESEARCH AND FACULTY DEVELOPMENT~~ [Research, Grants, and Contracts]**

The Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts] provides advice and assistance to faculty members in preparing and submitting applications for research funds, fellowships and training programs, and grants and contracts.

Specifically, the office has these areas of responsibility:

1. University Liaison with External Agencies. Any direct contact with external agencies needs to be coordinated through the Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts] in order that the University may maximize its efforts to obtain grants. An internal coordination sheet provided by the office assures that all pertinent administrators have an opportunity to review proposals prior to submission for consideration.
2. Funding Information Services. The Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts] has established contacts with governmental agencies, foundations, and professional associations.
3. Assistance in Proposal Preparation. The Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts]:
  - a. assists faculty members in identifying specific funding agencies;
  - b. provides appropriate guidelines and other program information;
  - c. assists with the development of proposals upon request;
  - d. reviews proposals for completeness and format;
  - e. coordinates University review procedures including obtaining approvals of appropriate administrative officers when these are required prior to submission of proposals for external funding.
4. Proposal Follow-Up. After a proposal is submitted, the office:
  - a. monitors pending proposals (all contacts with the external agency should be coordinated with the Director);
  - b. assists in expediting proposal review and approval;
  - c. keeps the Tennessee congressional delegation informed about proposals submitted to federal agencies;
  - d. assists with obtaining reviews and evaluations of unaccepted proposals from the agency involved;
  - e. assists in negotiating research and other sponsored program contracts, grants or other agreements on behalf of the institution.

### **7.7 PATENTS AND COPYRIGHTS**

For detailed information refer to Section 2.13.1 of this *Faculty Handbook* and the *UT Statement on Patents, Copyrights, and Licensing*, on file in the Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts].

### **7.8 UT RESEARCH CORPORATION [FOUNDATION]**

Information concerning the UT Research Corporation may be obtained from the Office of ~~Faculty Research and Faculty Development~~ [Research, Grants, and Contracts].