

(Approved 24 October 2001)

**Minutes of the Faculty Assembly Meeting
September 12, 2001**

Present: Bomar, Caruthers, Coleman, Crater, Dahotre, Garrison, Hailey, Jensen, Joseph, Kimberlin, Kimble, Kupersmidt, W. Lewis, Merkle, Moulden, Muehlhauser, Parigger, Petersen, Pujol, Schulz, Shahrokhi, Sheth, Smith, Solies, Steinhoff, Stellar

Absent: Antar, Chen, Collins, Davis, Engels, Flandro, Keefer, J. Lewis, M. H. McCay, T. D. McCay, Vakili, Whitehead

Meeting began at 10:03 am with Solies presiding. A quorum *was* present.

1) Minutes of April 18, 2001

A motion to approve the minutes was presented and seconded; it carried with unanimous approval of those present.

2) ExComm Report -- Solies

The committee met the previous week to select meeting dates for 2001-2002, select a parliamentarian (Schulz), and to plan an agenda for the present Assembly meeting. There was also some discussion about holding a closed session with only faculty. It was determined that an Assembly meeting must permit all regular members to attend, including administration. A special meeting of faculty only could be held but it could not be said to represent the deliberations of the UTSI Faculty Assembly.

3) Budget Committee -- Jensen

It was reported that FY01 would be closing out soon and that it appeared that UTSI would be completing the FY with a small surplus. Individual faculty accounts will be set up for FY02 to replace research group accounts. Four summer effort certifications still need to be returned by faculty.

4) Research Committee -- Muehlhauser

It was reported that research awards during FY01 totaled about \$3M while up to this point about \$1.28 M in awards are expected for FY02. The original AEDC Task Order request was for \$500K but that had been cut to \$400K.

5) Old Business: Special Allocation for IT -- Muehlhauser

Muehlhauser handed out information concerning the total IT budget/expenses for FY01 and FY02. The budget included new PCs, both single and dual processor units, for faculty. An IT allocation of \$1.75M was originally requested for FY01 but was approved for only \$1.4M. After considerable discussion of how various budgeted funds had been spent it was decided to ask the Budget Committee to study the problem in detail and report back to the Assembly on its findings.

6) Education Committee -- Caruthers

The faculty was asked to inform degree program chairs about classes to be cancelled; the chair then should inform the Registrar about the cancellation. Faculty should also turn in grades for *all* students, even if the grade is an I.

The CS Department at UTK is not being very helpful in reinvigorating the CS program at UTSI. UTSI must be able to provide a CS program for AEDC, especially for the ACS Traineeship in CS.

UTSI is exploring the possibility of providing a space-engineering program to the AF Space Command at Los Angeles and Colorado Springs via Distance Education. Progress is also being made to provide a joint AFIT/UTSI MS program for Air Force personnel that transfer between WPAFB and AEDC.

To replace past and future faculty vacancies three new faculty searches will be started: engineering science

(material science), AE/ME, and aviation systems. These searches are still being held up at the UT level.

7) New Business

a) Faculty Reviews -- Caruthers

Since the faculty performance review procedure extended over many months last year, it will be carried out this year during the concentrated two-month period of September and October. The review will cover the previous year and three year periods. So faculty have ready access to the procedures involved, both the annual performance and planning review and the cumulative review procedure will be placed on the UTSI Website, with access restricted to the *utsi.edu* domain.

b) UT Presidential Search -- Coleman

The UT Presidential Search Advisory Council has established a website to provide information on the search process and seek input from UT and the general public in Tennessee. A UT Presidential Search Forum was to be held at UTSI on September 27.

8) Reports

a) Streamlining Task Force -- Jensen

Jensen reported that the Task Force made up of three faculty plus others was making good progress in its effort to reduce UTSI's budget 4-6%. Input was being sought from everyone at UTSI via a survey; everything was being considered for cuts -- from utilities to program cuts. The Task Force's report will be submitted by October 15.

b) Energy Task Force -- Garrison

Two meetings have been held to discuss how UTSI, TVA and TSU can combine their resources to do energy research and respond to the National Energy Policy. It is planned to involve DOE and also to investigate research into various alternative energy sources.

Community effort has also been extended to involve local high tech industry such as Nissan, other auto industries and AEDC.

9) COO Report -- Caruthers

a) Caruthers congratulated certain faculty for receiving various awards (Whitehead, Davis, Dahotre) and contracts (Merkle, Keefer).

b) THEC will be asked for previous supplemental of \$400K plus an additional \$100K for a new laser.

c) Some on the UT Board of Trustees are questioning UTSI's viability.

d) Fall 2001 enrollment was down; CS has 5 fewer while AE had 3 more.

e) As a back up plan to provide a student base for UTSI it was suggested that UTSI faculty might teach undergraduate distance education courses for UTK, TSU, UTM or Tennessee Tech.

10) The meeting adjourned at 11:47 am

Respectfully submitted,

R. D. Joseph
Assembly Secretary
17 October 2001