

Approved Minutes of the Faculty Assembly Meeting
Jan 30, 2008

Members present: Daniel, Bomar, Aamodt, Solies, Crater, Hofmeister, Schulz, Parigger, Moeller, Steinhoff, Pujol, Johnson, Morton, Corda, Muratore, Whitehead, Davis, Smith, Antar, and Majdalani

Members not present: Flandro, Ranaudo, Chen, Dahotre, Kupersmidt, Moulden, Vakili, Bukley, and Sedrick

1) The meeting was called to order at 10:05 in H-111. A quorum was established.

2) Dr. Antar welcomed the new faculty: Dr. John Muratore (Aviation Systems) and Mr. Peter Aamodt, VP for Administration and Finance.

3) Report from the Chief Operating Officer - D. Daniel.

Dr. Daniel made several announcements covering a broad range of topics. These include but are not limited to:

–Dedication of “The Helen and Arthur Mason Library.”

–Renovation of the H-111 Faculty Assembly meeting room to be completed by March 2008.

The renovation is funded through a gift received from the Jacobs Engineering Group, Inc.

–A landscaping plan to enhance the beauty of our campus. To recover losses caused by a recent drought, UT’s Agricultural Institute will be aiding in replanting oaks and chestnut trees.

–An upcoming meeting with Dr. David Millhorn, UT Executive Vice President, and Dr. Thomas Zacharia, UT Vice President for Science and Technology, and Dr. Dan Stewart, UT Associate Vice President for Research. This will be Dr. Zacharia’s first visit to UTSI. A report on this visit will be given at the next faculty assembly meeting.

–13th Annual Black History Day on Wednesday, Feb. 20. All are encouraged to participate. Dr. Wesley L. Harris, former UTSI Vice President and Chief Administrative Officer, will be the guest speaker for this event. Dr. Harris will deliver a keynote speech entitled “Igniting the Choice of Change.”

–UT Day on the Hill on Feb 27th. A group meeting with the Lt. Governor and senior UT administrators.

4) Report from the Dean for Academic Affairs - B. Bomar.

–Dr. Bomar reminded the faculty to turn in their property inventory by the due date of Feb 8.

–He also reminded the faculty of the importance of turning in grades on time, especially, for graduating doctoral students. For Ph.D. students, all grades including Pass/Fail should be entered through the UTGO online portal by May 8th of this year. For M.S. students, grades need to be entered by May 13th. For thesis submission, April 4th is the deadline.

–To ensure compliance with existing requirements, it is suggested that candidacy forms be reviewed by Charlene before processing.

–UT is establishing a joint PhD degree involving UT and another university (such as Aachen). What is required to establish the joint degree is a Memorandum of Understanding between the two universities.

5) Report from the Assistant VP for Administration and Finance - P. Aamodt.

–Mr. Aamodt explained the role he plays in intelligence gathering and establishing a web of contacts.

–He plans on developing a webpage that provides important forms, policies and procedures. These include the Effort Distribution Forms (Faculty Effort Certification) that could be filled out electronically.

–He plans on conducting a survey of the IRIS reporting needs to determine if training is required to assist faculty in remaining up to date with their budget expenditures.

6) Dr. Whitehead reminded us of the approval of the Interdisciplinary Graduate Minor in Computational Science. He also suggested a minor correction to the Minutes of the Nov. 16 Meeting. The corrected Minutes were then approved unanimously.

7) An update on recruitment was provided by Dr. Daniel. We are presently awaiting final approval from Knoxville for two tenure-track lines in air breathing and rocket propulsion.

8) A discussion of the bylaws followed. It was suggested (1.) modeling our bylaws after the Agricultural Institute and (2.) focusing the bylaws on the Faculty only as directed by the Faculty Senate in Knoxville.

9) New business: Dr. Steinhoff suggested scheduling “a coffee break” to provide a platform for informal interactions between faculty and administration.

10) The issue of election of new officers was discussed.

11) The upcoming 2% raise was discussed.

12) Dr. Antar read Dr. Sedrick’s report concerning the resolutions made about Dr. Petersen.

13) Dr. Majdalani informed the faculty of the new tenure policies in Knoxville and the importance of (1.) choosing a mentor, and (2.) documenting academic progress by starting to complete the required material in tenure dossiers early in the process.

The meeting was adjourned at 11:49 AM.

Respectfully Submitted,
Joe Majdalani