

Approved Minutes of the Faculty Assembly Meeting
April 8, 2009

Members present: Sedrick, Jackson, Davis, Morton, Bukley, Aamodt, Crater, Yue, Vakili, Parigger, Whitehead, Smith, Solies, Murray, Steinhoff, and Majdalani.

Members not present: Flandro, Solies, Ranaudo, Chen, Kupershmidt, Moulden, Johnson, Moeller, Corda, Hofmeister, Antar, Pujol, Martos, and Bomar.

1) The meeting was called to order at 10:08 AM in H-111. A quorum was established.

2) Report from the Faculty Assembly President – J. Steinhoff.

Dr. Steinhoff made general remarks concerning:

The suggestions presented by the Faculty to the Administration and the need to respond to those. Dr. Steinhoff asked that these suggestions be copied to the Faculty Executive Committee to make sure that action is taken on them. In the future, these could be sent to either the President or Secretary to insure follow-up action.

Brief discussion of the visit by Dr. Millhorn that followed the completion of the Faculty Evaluations.

3) The minutes from the February 18, 2009 meeting were voted on and approved.

4) Report from the Interim VP for UTSI – A. Bukley.

Dr. Bukley addressed several points such as:

- Two ITAR security violations on the J-81 project that led to a formal warning. These violations have required action by Dr. Sedrick to withdraw from the library two M.S. theses that were not properly cleared for publication.
- An announcement regarding a meeting at the rotary club in Fayetteville.
- Deferral of other issues to the April 15 Administrator's meeting.

5) Report from the Dean for Academic Affairs – G. Sedrick.

Dr. Sedrick discussed the new online approach of collecting student evaluations. He presented two options that consisted of either using blackboard (with the help of Ms. Laura Horton) or to use a similar process to the one used at UTK. Dr. Sedrick encouraged the Faculty to take the prerequisite (short) online course offered on the use of Blackboard.

Dr. Sedrick also explained the subtle differences between programs at UTSI. He emphasized that Engineering Management is not a program but rather a concentration of the Industrial Engineering Department at UTK. MABE and Physics are integral programs of UTK. Only the Aviation Systems program is unique to UTSI.

6) Report from the Interim VP for Research – A. Vakili

Dr. Vakili talked about the one-on-one meeting with the Faculty and the new UT Research Institute concept that he has conceived, modeled after Georgia Tech's Research Institute. He invited the faculty to visit "researchinfo.utsi.edu" for important research-related updates.

In the wake of Dr. Vakili's recent meetings with faculty on an individual basis, it was suggested that Dr. Bukley would also hold a one-on-one meeting with the Faculty.

7) Report from the VP for Administration and Finance – P. Aamodt

Mr. Aamodt indicated that he had just received the revised appropriations in view of the new stimulus package for UTSI.

8) Comments by Dr. Steinhoff: Dr. Steinhoff suggested developing research metrics to judge the value of research proposals and research productivity. He also suggested the use of a videoclip that could help to promote UTSI. This video could be modeled after the one posted on the website of UT Chattanooga.

9) Old Business:

Discussion of the position description adopted for the UTSI Chief Administrator:

The position of UT Associate Vice President for the University of Tennessee Space Institute is presently filled in an interim capacity and the UTSI faculty have been told by Dr. Peterson that steps to permanently fill the position would begin in Fall 2008. The UTSI faculty collectively express the desire that an external search be conducted in filling the position. Further, the UTSI faculty collectively express their desire that the successful candidate possess:

1. Superb academic credentials, including an established record of scholarly contributions, cited publications, and funded research equivalent to that of a tenured professor.
2. A track record of successful leadership in a world-class department or institution that highly values graduate-level research and teaching.
3. Excellent communication skills and demonstrated capacity to represent the institute at the highest levels.
4. The ability to inspire and relate to students, faculty, staff, alumni, trustees, supporters, and other university stakeholders.
5. An understanding of the unique opportunities and challenges presented by the environment at the institute, and the ability to develop and promote a vision based on these.
6. The capacity to drive institutional excellence academically, administratively and financially, and proven ability as a respected agent of change.
7. The ability to form synergistic teams, recruit talented faculty, invest in their careers, and promote the academic success of the institute.
8. The ability to interface with funding sources and help secure sizable projects for the institute.

Dr. Sedrick formulated a motion that a letter be sent to Dr. Simek requesting, on behalf of (all of) the Faculty, that the search for a permanent UT Associate VP for UTSI be started immediately. The motion passed unanimously.

10) New Business:

The Faculty voted on the positions of new President, Faculty at large, and Secretary. The results of the final voting rounds were as follows:

- President: Bomar (9 votes) vs. Majdalani (6 votes).
- Faculty at large: Hofmeister (9 votes) vs. Flandro (6 votes).
- Secretary: Smith (9 votes) vs. Majdalani (5 votes).

Pursuant to a short discussion, the following committees were established by unanimous vote (final results for the Executive Committee are also included):

- Executive Committee: Parigger (President),* Steinhoff (Former President), Bomar[†] (President Elect), Smith (Secretary), and Hofmeister (Member-at-Large).
- Faculty Assembly Parliamentarian: Whitehead.
- Promotion and Tenure: Crater,* Antar, Flandro, and Solies.
- Student Affairs: Pujol,* Corda, and Bomar (Sedrick, ex officio).
- Research and Strategic Planning: Majdalani,* Corda, Hofmeister, Johnson, and Steinhoff (Sedrick and Vakili, ex officio).
- Nomination Committee: Davis,* Bomar, and Murray.
- Faculty Affairs Committee: Hofmeister,* Moeller, and Moulden.
- Bylaws Committee: Whitehead,* Murray, and Moulden.
- Budget Committee: [‡]Steinhoff,* Davis, and Hofmeister (Aamodt, ex officio).
- Library Committee: Jackson,* Chen, Crater, Kupersmidt, Morton, and Yue.
- Fellowships and Awards Committee: Moeller,* Majdalani, and Smith (Sedrick, ex officio).

[†]Now retired, serving as Interim Administrator, or no longer with UTSI.

[‡]Three Regular Members shall serve on the Budget Committee and be elected, one per year, for a three year term. In addition, the Director of Administration and Finance shall be an Advisory Member of the Budget Committee. The committee shall provide for campus-wide Faculty input into The Institute budgeting process. The committee shall consider budget priorities and concern itself with overall policy. The committee is charged with monitoring the financial status of The Institute and reporting this information to the Executive Committee and to the Assembly. The other standing committees shall make budgetary recommendations to this committee at appropriate times.

Dr. Denise Jackson was elected to the UTK Faculty Senate to replace Dr. Bill Hofmeister who was Dr. Greg Sedrick's replacement and whose term expires Summer 2009.

Dr. Parigger discussed the need to adopt and/or amend the strategic planning document prepared by Dr. Sedrick. Examples include:

- The plan calls for a regular (not interim) chief administrator at UTSI by Aug 2009.
- The report calls for new tenure-line hires due to the retirements of Drs. Schulz and Lewis.
- The planning document calls for the formation of committees above and beyond the standing committees.

After some discussion, the strategic plan was adopted unanimously.

The meeting was adjourned at 12:00 PM.

Respectfully Submitted,
Joe Majdalani