

**Approved Minutes of the Faculty Assembly Meeting**  
September 24, 2008

Members present: Murray, Davis, Muratore, Vakili, Yue (Zhongren), Parigger, Moeller, Smith, Crater, Antar, Pujol, Bukley, Corda, Hofmeister, Whitehead, Sedrick, Steinhoff, and Majdalani.

Members not present: Flandro, Morton, Solies, Ranaudo, Chen, Kupersmidt, Moulden, Bomar, Schulz, Kimble, Jackson, and Johnson.

1) The meeting was called to order at 10:04 AM in H-111. A quorum was established.

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

Dr. Steinhoff welcomed the two new members of the Faculty Assembly, Dr. George M. Murray and Dr. Zhongren Yue, Research Associate Professors in Materials Science and Engineering.

3) The minutes from the March 26, 2008 meeting were voted on and approved.

4) Report from the Interim UT Associate Vice President for UTSI – A. Bukley.

Dr. Bukley encouraged the faculty to attend the upcoming meeting with Dr. Petersen. A full report that included a comprehensive powerpoint presentation was given by Dr. Bukley on September 17, 2008, at the General Faculty meeting that was held on the Wednesday directly preceding the Faculty Assembly meeting. Dr. Bukley reiterated the fact that all faculty searches, except for one position at the Assistant/Associate Professor rank in Mechanical Aerospace and Biomedical Engineering are presently frozen. She also indicated that given the pending fiscal situation, consideration to hire new faculty will only be given to candidates who can bring sufficient funds upfront to fully support themselves and their research programs.

5) Committee membership was discussed. Dr. Whitehead moved to replace Dr. Schulz by Dr. Pujol on the Faculty Affairs Committee. The motion was discussed and amended to include the P&T Committee. Motion passed. As a result, the 2008-2009 Faculty Assembly Committees now consist of (interim chair\*):

Executive Committee: Steinhoff (President),\* Antar (Former President), Parigger (President Elect), Majdalani (Secretary), and Whitehead (Faculty at large).

Promotion and Tenure: Crater,\* Flandro, Pujol and Solies.

Student Affairs: Sedrick,\* Majdalani, and Moeller.

Research and Strategic Planning: Hofmeister,\* Majdalani, Moeller, and Muratore.

Nomination Committee: Davis,\* Morton, and Smith.

Faculty Affairs Committee: Majdalani,\* Corda, and Pujol.

Bylaws Committee: Whitehead,\* Davis, Moulden, and Majdalani

6) Discussion of the Bylaws. Dr. Whitehead requested feedback from the Faculty to be sent to him via email no later than October 15.

7) Dr. Davis reported on the statement that was requested by Dr. Stewart regarding the Faculty's expectations for the new Associate VP for UTSI (Administrator). The statement was discussed and it was decided to send all further recommendations to Dr. Davis via email. Dr. Davis agreed to attempt at incorporating Faculty suggestions into a unified statement that will be presented at the next Faculty Assembly meeting. Dr. Davis made a motion that "the future leader of UTSI shall have superb academic credentials." This motion was discussed and voted on. Motion passed.

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

Dr. Sedrick reported on the strategic planning efforts that he is pursuing and the meetings that his Strategic Planning committee is holding every Friday. It was suggested and agreed to merge this committee with the Research and Strategic Planning FA committee (Hofmeister, Majdalani, Moeller, and Muratore). Dr. Sedrick also reported on his recruitment efforts and his holding weekly meetings to discuss improving UTSI's recruitment initiatives. Dr. Sedrick emphasized the importance of properly entering student information for accurate bookkeeping and improved tuition recapture.

9) The formal use of the term "excused" in the case of faculty absenteeism was raised by Dr. Steinhoff. This issue was discussed and Dr. Whitehead moved to allow the Bylaws Committee to investigate its suitability and applicability in view of our current bylaws. This matter was to be resolved and reported to the Faculty at a later date.

10) Dr. Smith reported on UTSI's senate representation at UTK and the need to vote on Dr. Bomar's nomination for the alternate position. The present senators are:

- Hofmeister (2009)
- Smith (2010).

It was agreed that the vote for Dr. Bomar would be carried out at the November Faculty Assembly meeting.

11) Dr. Vakili discussed the idea behind the Mission and Vision Statements. Some suggestions were made regarding the wording of the mission statement. Dr. Vakili asked that comments be sent to him directly for possible consideration by his committee.

12) Dr. Steinhoff suggested developing a promotional video that is similar to the one posted by the SimCenter at UTC. The cost of the video was discussed. It was agreed that the development of such a promotional piece would be worth investigating and reporting on.

13) Dr. Antar raised the need to formalize the role and duty of the Faculty Assembly President (or a designee) to attend Senior Staff Meetings.

The meeting was adjourned at 12:05 PM.

Respectfully Submitted,  
Joe Majdalani