Minutes of the Faculty Assembly Meeting
22-September-2010, 10:00 AM, H-111
Approved 10-November-2010

Members Present: Muratore, Solies, Pujol, Smith, Sedrick, Hofmeister, Yue, Antar, Majdalani, Moeller, Steinhoff, Vakili, Crater, Parigger, Moore, C. Johnson.

Members Not Present: Corda, J. Johnson, Murray, Chen, Davis.

1. The meeting was called to order at 10:01 AM. A quorum was established. Dr. Solies began by thanking Dr. Parigger for his efforts as Faculty Assembly President, as well as other members active in the Assembly operations last year.

2. The minutes from the 07-Apr-2010 Faculty Assembly meeting were approved as written.

3. Committee Reports
   a. Executive Committee. Dr. Solies stated that the Executive Committee had met to formulate the agenda for this meeting.
   b. Research Committee. Dr. Parigger announced that he was the initial chairman of this committee this year, and handed out a section of the bylaws stating its mission.
   c. UTK Faculty Senate. Dr. Hofmeister pointed out that lots of information was available on the UTK Faculty Senate Web site and that faculty evaluations were going online.

4. Administrative Reports
   a. R. Moore, Chief Operating Officer and Director of Office of Research and Office of Finance. Dr. Moore began by saying that UTSI is not in trouble financially, and that the current system of bookkeeping is being revamped and should be able to provide real-time information. Our research funding is flat at approximately $4M for the second year in a row. UTSI should be receiving a little more than $1M for capital maintenance items: water tower upgrade, fixing a leak in the roof of the student center, installing a sprinkler system, and work on the steps and patio around the lobby. Dr. Moore is working with Dr. Bill Hamel to form faculty search committees. Dr. Majdalani has arranged for three outside speakers to come to UTSI and Dr. Moore said that money is still available for that purpose. In response to a question, Dr. Moore said that the total student enrollment at UTSI is 155, with 40 to 50 of those being on-campus. Amidst other discussion, Dr. Vakili asked that Faculty Assembly committee reports be posted on the UTSI Web site, and Dr. Steinhoff asked that technical equipment be put on display in the lobby. It was suggested that an ad hoc committee be formed to coordinate this latter action. Drs. Steinhoff and Majdalani offered to serve on this committee.
   b. C. Johnson, Academic and Student Affairs. Dr. Johnson announced that student course evaluations can be completed online or on paper via yellow or white forms. Next year, only the online option will be available. A discussion ensued about in-class versus online evaluations, outside peer reviews, etc. Dr. Johnson indicated that faculty teaching assessments will be carried out every five years.
5. Old Business
   a. Dr. Crater inquired about the Professor Emeritus status for Drs. Kimble and Bomar and moved that the Assembly recommend Dr. Kupershmidt for that same status. Dr. Sedrick seconded. Dr. Majdalani moved that we also recommend Dr. Moulden for Professor Emeritus status. Dr. Antar seconded. After some discussion, both motions passed. Dr. Sedrick said that he would check into the status of Drs. Kimble and Bomar.
   b. Dr. Solies reported on UTSI input to faculty evaluations, saying that he had met with Dr. Bill Hamel and discussed this. Dr. Hamel said that he would be meeting one-on-one with UTSI faculty in his department, would use a 3-year sliding window of activities for evaluating performance, and would be applying Knoxville standards. Some discussion ensued about timing, format, and the MABE PhD qualifying exams, the last item being tabled to New Business.

6. New Business
   a. Elections for Replacements on Committees. Dr. Sedrick moved that we adopt the committee replacements for Drs. Moulden and Jackson as put forth by the Executive Committee. Dr. Pujol seconded, and the motion passed by voice vote. The standing committees for AY 2010-11 are as listed in the Appendix.
   b. Dr. Sedrick gave a report on what happened at the 20-Sep-2010 meeting of the UTK Faculty Senate. One noteworthy highlight was that people may call 865-946-CARE if they observe abnormal behavior from faculty.
   c. Elections for UTSI representatives to the UTK Faculty Senate. Dr. Hofmeister was nominated to replace Dr. Jackson for the remainder of her term (until 2012), and was elected by voice vote. Dr. Parigger was nominated to replace Dr. Hofmeister as Alternate, and was also elected by voice vote.
   d. Dr. Parigger reported that he is on the Academic Policy committee of the UTK Graduate Council and gave an overview of the Council’s committee structure and issues being worked on this year.
   e. Dr. Steinhoff brought up the issue of UTSI MABE faculty input to the PhD qualifying examinations and emphasized that he felt the format of the last exams constituted an unfair practice. After a lengthy discussion, Dr. Solies suggested that Dr. Charles Johnson and the Education Committee look into this.

The meeting adjourned at 11:34 AM.

Respectfully Submitted,

L. Montgomery Smith
Appendix
UTSI Faculty Assembly Committee Membership
Academic Year 2010-11

- **Executive Committee**: Solies (President),* Parigger (Former President), Crater (President Elect), Smith (Secretary), and Hofmeister (Member-at-Large).
- **Parliamentarian**: Crater (President Elect).
- **Promotion and Tenure Committee**: Crater,* Antar and Majdalani. (Solies, ex officio)
- **Student Affairs Committee**: Pujol,* Murray and Chen. (C. Johnson, ex officio)
- **Research Committee**: Majdalani,* Parigger, Hofmeister, and Steinhoff (Solies, Moore, ex officio).
- **Nominations Committee**: Vakili,* Yue and J. Johnson.
- **Faculty Affairs Committee**: Vakili,* Steinhoff and Murray.
- **Bylaws Committee**: Antar,* Corda and Smith.
- **Budget Committee**: Muratore,* Hofmeister and Moeller (Moore, ex officio).
- **Library Committee**: Sedrick,* Davis, Steinhoff, Crater, and Corda.

*Denotes initial chairperson.

Traditionally, the UTSI Executive Director and Faculty Assembly President are considered ex officio members of all standing committees.

The following committee membership to be appointed by the UTSI Administration:

- **Fellowships and Awards Committee**.
- **Education Committee**.

UTSI Representation on UT Knoxville Functions:

- **Faculty Senate**: Hofmeister (Term expires 2012), Sedrick (Term expires 2013), Parigger (Alternate)
- **Graduate Council**: Parigger (Term expires 2013), Vakili (Alternate)
- **College of Engineering Promotion & Tenure Committee**: Antar