

Natural Sciences and Mathematics Council Meeting Minutes
10 December, 2019 in SU2579 3:30-5:00 PM

1. Call to Order

- Presiding: Qin Shao
- Present: John Bellizzi, Bruce Bamber, Terry Bigioni, Daryl Dwyer, Kathy Fisher (secretary fall semester), Sally Harmych, Michael Heben, David Krantz, Malathi Krishnamurthy, Kristi Mock, Song Qian, Sibylle Weck-Schwarz, and Kathy Shan
- Others: Brian Ashburner
- Excused: Alessandro Arsie, Daryl Dwyer, Michael Heben, Tom Megeath
- Student Representatives (both excused): Ammar Adil, Dani Villarreal

Approval of Minutes

- November minutes approved (with minor typos fixed)

2. University Reports and Proposals

- **Faculty Senate** (Sally Harmych and Terry Bigioni)

November 19 and December 3 meetings:

- Faculty Workload Policy discussion
 - There is currently one on the books, but Faculty Senate rejected the particular policy due to some conflicts with the CBA.
 - Workload policy is required by the state, we need to develop our own
- Grade Deletion policy
 - Currently UT limits it to 12 credit hours, schools in Ohio on average allow 18, so Faculty Senate recommending increasing to 18
 - Brian: When a student deletes a grade, the grade still stays with their Higher Ed GPA, it is just removed from their UT GPA; grade deletion doesn't help with scholarship retention or admission to some programs, and they're not allowed to get honors designation such as Summa Cum Laude etc. Remainder of university needs to decide whether they are using UT GPA or higher ed GPA for entering programs.
- Emeritus Professor Designation
 - Discussion at Faculty Senate about turning it into a process similar to the tenure process
 - Currently a single person along approval process (such as Department chair) can block a designation of Emeritus
- Mac Academic Award received again by UT, with 3.27 GPA average for student athletes
 - Reminder that Student observer program saves faculty from having to fill out athlete reports, observers can view grades for athletes they are assigned to on Blackboard
 - They've seen huge improvement in quick intervention when students need help

- Faculty senate approved policy to be “opt out” rather than “opt in” so more faculty will participate
- Observers only have power to view grade portion for athletes they are assigned to, cannot change anything or see other parts of Blackboard, athletes all sign a FERPA form
- David: Needs to be very clear to faculty that they have opportunity to opt out
- Kathy F: If a faculty member primarily keeps grades in another system, the information they observe could be misleading
- Dean of Students is requiring that any student doing any sort of experiential learning outside the university (internships, clinicals, co-ops) must go through a campus background check (for student conduct issues) through the Dean of Students
 - Faculty Senate has concerns: do they have the staff to do this, what will they be looking for, Title IX issues, how thorough will it be, and what will it mean. The department will still have option to go ahead and approve the service learning.
 - Also concerns that could affect students who made mistakes and have already paid penalty, questions about who is making the decision, and whether an accusation alone could lead to negative consequences for students
 - Brian: at GCC, concerns raised about whether a student who made a mistake as an undergrad could be at a disadvantage if apply for grad school admission at UT. Other schools are looking at doing this too.
- Jamie Fager is coordinating inclusive access books with bookstore, negotiating prices
 - New online form on provost website
 - If one section of a course has inclusive access, all sections must have it

b. Graduate Council (Brian Ashburner)

- New Student Travel Policy posted
 - New policy - need to record all travel by student (more than 25 miles)
 - Encourage all faculty to look at it
- Visiting Scholar Grant has been eliminated
 - Money was spent down and not replenished
- Policy on responsible conduct of research
 - In revision – more information coming on training at all levels
 - NIH requires CITI training + 8 hour face-to-face every 4 years at all levels
 - Currently we’re doing CITI + 4 hours face-to-face, will make it more rigorous
- Graduate academic Grievance Policy
 - Coming up for comments soon, then we can put together NSM policy
- Funding for graduate scholarships (Tuition scholarships: used to be about 18 million, now 15 million) but were told to spend like it’s 18 million - concerns funds might run out by summer
 - In past some students were offered tuition scholarships without stipends, but we can’t do that now
 - Considering reducing number of credit hours PhD students will need to earn once they’ve fulfilled the 60/90 hours requirement (to save scholarship money)

- Looking at reducing to 1 per semester and each summer once they've fulfilled their credit hour requirement
- University budget was partially balanced this year by taking 3 million dollars from COGS
- Tuition waiver money is real money

3. College Reports and Proposals

Qin Shao met with Dean John Plenefisch

- He is still working on workload guidelines document
- Printer replacement: Lake Erie Center and Astronomy and Physics departments have agreed on a plan; still working on University Hall plan (how many printers, locations) and 2nd draft for Wolfe Hall.

4. Council Committee Reports

a. Curriculum Committee (John Bellizzi)

- Modification for Astronomy 2020 related to Math prerequisites not back to NSM yet—will look at it next meeting (in response to suggestions from November NSM meeting)
- John B. went ahead and re-approved a modification a concentration for Biological Sciences that got lost in curriculum tracking system change (NSM had already voted and approved this change)
 - BS in Biology in the Biological Sciences Department will have a concentration added to descriptor so can distinguish easily from Biology students in Environment Sciences and avoid Rocket Launch scheduling errors
- ES 4920 add a prerequisite of “senior standing or permission of instructor”.
 - Vote: all in favor
- Deadline for department chairs to approve proposals in curriculum tracking system is January 31 in order to be approved for Fall catalogue (deadline to reach Faculty Senate is March 16)

b. Elections Committee (Sibylle Weck-Schwarz)

- Nothing to report

5. New / Unfinished Business

a. Howard Hughes Medical Institute HHMI Driving Change Grant (targeting well-prepared students from diverse groups, mainly by providing scholarships)

- Qin: Information circulated to NSM before Thanksgiving about this grant targeting well-prepared students, Dean would like feedback from us since Provost seeking feedback from colleges
- Kathy S: Good thing to do, will learn a lot through self-study we will do for the proposal, even if we don't get the grant

- Qin: This program is for students who are good students, interested in academic careers and fall into certain diversity categories
- Alessandro: (via email) Our chair informed the dean we (math and stats) are interested; the self-study will require substantial work; UT tends to target minority underprepared students rather than well prepared students; I concur with the department expression of interest
- Qin: we don't get a lot of these well-prepared students in our department (Math/Stats)
- John B: But the point is to figure out how we could attract more of these students and get more of these students interested in STEM. This program is to figure out why we're not getting more of these students. Are there enough people willing to work on this? We would need a critical mass.
- Brian: There is a lot of enthusiasm in the provost's office and a recognition of a lack of diverse representation in STEM fields
- Qin: program is not targeting recruiting
- Brian: having the grant in place will ultimately impact recruitment
- John B: HHMI has a very good track record in investing / funding substantially enough to make significant transformative change

b. Revision of Bylaws of The College Committee on Academic Personnel for NSM (CCAP)
(David)

- NSM committee (Qin, Sally, Kathy S and David)
- Revision presented to NSM based on discussion presented last meeting
 - Section 3: added statement about persons on sabbatical being able to serve on CCAP if they are available
 - Section 4: minor changes for clarity about who is eligible to vote for CCAP representatives (they must be a member of the CBA)
 - Section 5: longer sentence broken up for clarity
 - Section 6: clarity about how many names each voter may vote for (dependent on how many at-large positions need to be filled)
 - Discussed a few more minor wording changes for clarity and to resolve ambiguity
- Sibylle: Do we now need to include sabbatical faculty on ballot for CCAP at large members?
 - Discussion concluded that can include on ballot. If not available they won't agree to serve
- Voted: all in favor of presented draft + additional minor changes discussed
- * 1. The draft brought to meeting and 2. update with above changes are appended to end of minutes

c. Revision of NSM Council Bylaws (David)

- Will discuss next meeting

Meeting adjourned 5:00.

PROPOSED REVISIONS AND NOTES NOVEMBER 2019

BY-LAWS OF THE COLLEGE COMMITTEE ON ACADEMIC PERSONNEL FOR THE COLLEGE OF NATURAL SCIENCES AND MATHEMATICS

Section 1. Number of Positions and Divisions

Each Department in the College of Natural Sciences and Mathematics will have one position on CCAP to be filled by an eligible member of that Department, elected for office of 'member of CCAP' by the eligible voters of the Department in accordance with Departmental rules. Two additional at-large positions on CCAP are filled by eligible members of the College of Natural Sciences and Mathematics and are elected by faculty of the College of Natural Sciences and Mathematics who are eligible to vote for the office of member of CCAP. Both at-large members have to hold the rank of full professor and cannot be from the same department.

"... the eligible voters of the Department in accordance with Departmental rules." No conflicts with the CBA.

"...are elected by faculty ... who are eligible to vote..." No conflicts. "Faculty" is defined – tenured/tenure-track and Lecturers.

"...at-large members have to hold the rank of full professor..." No conflicts.

A general principle: If a person can't serve on CCAP, they can't vote.

Section 2. Term of Office

The term of office of members of the Natural Sciences and Mathematics College Committee on Academic Personnel (CCAP) is two years. The terms of the individual members will be staggered such that in any year a minimum of three and a maximum of four terms expire. The term of one at-large member will expire each year. A member cannot serve two consecutive terms. The terms of expiration for the founding members of the departmental seats for 2011-2012 CCAP shall be: Mathematics (2012), Physics and Astronomy (2013), Chemistry (2012), Environmental Sciences (2013), Biological Sciences (2012). If two at-large members are elected in the same year, the term of the member who received the greater number of votes will be two years and the member who received the lesser number of votes will be one year. If both elected members received the same number of votes, the Elections Committee will randomly assign the one and two year terms lengths of the two newly elected at-large members.

No issues.

A general note: The sequence of rotation is intended to consistently refresh the membership while retaining overlap and continuity from year to year.

Section 3. Eligibility for Election to CCAP

Except as noted below, all full-time tenured members of the College of Natural Sciences and Mathematics are eligible to serve on CCAP. However, faculty members whose positions are half-time or more in administrative duties, departmental chairs, the Natural Sciences and Mathematics member of the following year's University Committee on Academic Personnel and faculty who are superannuate or on a leave of absence are not eligible to serve on CCAP. **Persons on sabbatical may serve on CCAP if they are available during the semester(s).** All members of the department to which the continuing **at-large** member belongs are ineligible for election to the office of at-large member of CCAP.

Revision: "Persons on sabbatical ...". The key point is whether they are physically here at UT and available. The suggestion was to avoid itemizing all potential cases of Leave of Absence.

Minor revision: add hyphen "at-large" (highlighted)

Notes:

"Superannuate" is a hold-over from the policy of a previous Administration. No UT faculty currently are in this category. HOWEVER, the suggestion is to leave the language in the Bylaws for any future contingency.

Department Chairs are NOT eligible to serve on CCAP. The guiding principle is that any person in the Department may have ONE chance to evaluate and comment on any personnel decision.

Associate Chairs ARE part of the Bargaining Unit, and therefore ARE eligible to serve on CCAP.

Endowed Chairs are NOT part of the Bargaining Unit, and may NOT serve on DPC, CCAP, UCAP or Sabbatical Cmt. NSM Council may want to make a statement with regard to this issue.

Directors have been excluded from the CBA (and therefore NOT eligible, similar to Endowed Chairs).

** This was a somewhat arbitrary decision/definition that was included in the most recent CBA, but is not specifically supported by the Union.**

Some Directors have essentially no supervision of other faculty. NSM Council may want to make a statement with regard to this issue.

No issues for Sections 4, 5 & 6. Minor revisions suggested.

Section 4. Eligibility to Vote

All full-time tenured or tenure-track faculty members of the College of Natural Sciences and Mathematics shall be eligible to vote in the nomination and election balloting for the at-large offices of member of CCAP.

Section 5. Nominations for At-Large members of CCAP

Nomination ballots will list all faculty with a rank of full professor of the College of Natural Sciences and Mathematics eligible for election to **CCAP**. **Up** to five names may be selected by each eligible voter. Each **year**, five persons shall be nominated for election as a result of the nomination balloting. No more than two nominees can be from the same department.

Section 6. Election of At-Large members of CCAP

Election ballots shall list the five nominees, and up to two names may be voted for by each eligible voter. Each **year**, one person shall be elected to serve as **an** at-large member of CCAP. If both positions are unfilled, then two persons shall be elected subject to the limitations of Sections 2 and 3.

FINAL DRAFT OF PROPOSED REVISIONS DECEMBER 2019

BY-LAWS OF THE COLLEGE COMMITTEE ON ACADEMIC PERSONNEL FOR THE COLLEGE OF NATURAL SCIENCES AND MATHEMATICS

Section 1. Number of Positions and Divisions

Each Department in the College of Natural Sciences and Mathematics will have one position on CCAP to be filled by an eligible member of that Department, elected for office of 'member of CCAP' by the eligible voters of the Department in accordance with Departmental rules. Two additional at-large positions on CCAP are filled by eligible members of the College of Natural Sciences and Mathematics and are elected by faculty of the College of Natural Sciences and Mathematics who are eligible to vote for the office of member of CCAP. Both at-large members have to hold the rank of full professor and cannot be from the same department.

Section 2. Term of Office

The term of office of members of the Natural Sciences and Mathematics College Committee on Academic Personnel (CCAP) is two years. The terms of the individual members will be staggered such that in any year a minimum of three and a maximum of four terms expire. The term of one at-large member will expire each year. A member cannot serve two consecutive terms. The terms of expiration for the founding members of the departmental seats for 2011-2012 CCAP shall be: Mathematics (2012), Physics and Astronomy (2013), Chemistry (2012), Environmental Sciences (2013), Biological Sciences (2012). If two at-large members are elected in the same year, the term of the member who received the greater number of votes will be two years and the member who received the lesser number of votes will be one year. If both elected members received the same number of votes, the Elections Committee will randomly assign the one and two year terms of the two newly elected at-large members.

Section 3. Eligibility for Election to CCAP

Except as noted below, all full-time tenured members of the College of Natural Sciences and Mathematics who are also Members of the Bargaining Unit are eligible to serve on CCAP. Departmental chairs, faculty members whose positions are half-time or more in administrative duties, the Natural Sciences and Mathematics member of the following year's University Committee on Academic Personnel, and faculty who are superannuate or on a leave of absence are not eligible to serve on CCAP. Persons on sabbatical may serve on CCAP if they are available during the semester or semesters of their sabbatical. All members of the department to which the continuing at-large member belongs are ineligible for election to the office of at-large member of CCAP.

Section 4. Eligibility to Vote

All full-time tenured or tenure-track faculty members of the College of Natural Sciences and Mathematics who are Members of the Bargaining Unit shall be eligible to vote in the nomination and election balloting for the at-large members of CCAP.

Section 5. Nominations for At-Large Members of CCAP

Nomination ballots will list all faculty with a rank of full professor of the College of Natural Sciences and Mathematics eligible for election to CCAP. Up to five names may be selected by each eligible voter. Each year, five persons shall be nominated for election as a result of the nomination balloting. No more than two nominees can be from the same department.

Section 6. Election of At-Large Members of CCAP

Each year, one person shall be elected to serve as an at-large member of CCAP. Election ballots for the position shall list the five nominees, and each eligible voter may vote for one name. If both positions are unfilled, then two

persons shall be elected subject to the limitations of Sections 2 and 3. If two at-large positions are to be filled, each eligible voter may vote for up to two names.