

**FACULTY SENATE MEETING
FEBRUARY 19, 2013 – 3:00 PM – FERGUSON FORUM**

APPROVED MINUTES

ABSENT WITHOUT ALTERNATE: Carol Duffy, Phil Harris, Russell McCutcheon, Tim Murphy, Joe Calamusa, Joanne Hale, Lenka Nolan, Margaret Garner, Kagendo Mutua, Ed Back, Daniel Fonseca, Wesley Church.

ABSENT WITH ALTERNATE: Ed Stephenson/Luke Niiler, Bob Brooks/Len Zumpano, Aaron Kuntz/Becky Atkinson, Paul Horwitz/Fred Vars.

GUESTS: Andy Maddox, Professional Staff Assembly; Ross Green, Student Government Association; Kathy Butler, Dialog.

Roll call and quorum check by Faculty Senate Secretary Rona Donahoe.

The minutes of January 15, 2013 Faculty Senate meeting were approved.

President's Report – (*Steve Miller*) The communication/notification process to faculty members appointed to committees was clarified to include an immediate email notice to the entire faculty and those elected/appointed and not elected/not appointed.

President Miller attended and spoke at the impressive and moving funeral of Dr. James Hood. Samory Pruitt, US's Vice President for Community Affairs, also spoke.

President Miller attended UAB's Board of Trustees meeting.

The smoke-free campus issue continues to be a priority with the subject being continually pursued with UA's administration. President Miller will meet with SGA's representative to strategize further advancement of this issue.

Vice President's Report – (*Seth Panitch*) No report.

Secretary's Report – (*Rona Donahoe*) Secretary Donahoe distributed copies of the "Spring, 2013 Faculty Senate Counts" compiled by the Office of Institutional Research and Assessment. This data is used to determine the number of senate seats for each department/school based on the "Faculty Holding Regular Appointments" definition in Section 8 of the Faculty Senate by-laws. There were increases in Arts & Sciences, Community Health Sciences, Communication and Information Sciences, Education, Engineering, English Language Institute, Honors College, Human Environmental Sciences. The senate seats for University Libraries decreased by one due to unfilled positions. The letter to the Deans concerning the election of senators stated those must be completed by March 22 with results reported to the Faculty Senate by April 16, 2013. A copy of OIRA's data for each Dean's review and each senator's Faculty Senate meeting attendance record was enclosed.

President Miller introduced Ivon Foster-McGowan, Assistant to the Provost for Special Projects. Foster-McGowan's charge was to facilitate Information Technology projects. Committees have

been organized, listed and described on the *oit.ua.edu* web page. Faculty Senate, faculty representation and input on each of these committees is critical.

Under the Information Technology Governance Structure is the **Executive Steering Committee** providing oversight for the IT environment including budget, special projects and legal implications.

The **Planning and Policy Committee** duties include establishing and managing IT decision guidelines, communicating with the Executive Steering Committee and overseeing software projects.

The **Technical Coordinating Committees** coordinate implementations, modification and upgrades, policies, procedures and technical issues. Under the umbrella of this committee are the Technology and Learning Committee, Information Technology Associates Committee, Technology Research Advisory Committee, IT Security Council and Special Interest Group of ITAC and the Web Coordinating Committee.

The **Teaching and Learning Committee** is currently working with the ADA Technology Compliance Working Group to develop a plan for the University of Alabama regarding technology accessibility to comply with new federal ADA regulations.

The **Web Committee** establishes communication within UA's web community, web initiatives and looks for resources to enhance the overall UA web presence.

A major concern of the **Faculty Senate IT Committee** is that the University of Alabama's IT Committee is not an integral part of the new committee structure. Faculty should have input and an active voice, top up and top down, whatever the committee might be. Committee structure should make this representation available. At the very highest level it is critical to have interaction between a standing university committee and the decision makers. The IT Governance Structure chart distributed had a structure for IT committees inside a blue box. Three committees were shown outside the blue box, that is, outside the direct chain in OIT. The committees were the SGA IT committee, the Faculty Senate IT committee and the University IT committee. The first two should be independent of OIT; the university IT committee should be an integral part of the processes in the blue box.

Carmen Mayer-Robin introduced Cori Perdue, UA's Associate Vice President for Human Resources and Work Life Center Director. The **Work Life Center** provides assistance for new and potential candidates seeking employment at UA with partners having employment needs also. Lactation rooms have been established on campus to support nursing mothers returning to work or school. The Acts of Kindness Assistance Fund is administered through the Work Life Center providing financial relief to eligible faculty and staff. On-line UA Babysitting and Tutoring Network information is available by contacting Vaishali Patel at 348-4354. Family-friendly resource services include information about upcoming events around campus. The Work Life Center is working to develop elder care resources, undergraduate parent support, graduate parent support and continually works to create family-friendly events. There were questions concerning insurance coverage and au pair availability. The Faculty Senate sincerely supports the efforts by the Work Life Center to improve and provide benefits for faculty, staff and students.

Information Technology – (*Carolyn Cassady & Jason Battles*) The Information Technology Committee met with John McGowan, Vice Provost for Information Technology, at the end of January. This committee is following the issue of the extended outage from 7:00 AM until 4:00 PM on February 20th with no notification of the faculty. The academic calendar has not been considered by IT before scheduling maintenance outages until this past December. The Information Technology met with the Center for Instructional Technology. Sixty percent of courses on campus now utilize Blackboard Learn. A Federal law has been passed requiring any disabled student to have technological access such as web sites, videos, etc. There will be training for faculty to adapt their materials to make this available to those students. UA is ahead of most southeastern institutions with the exception of Georgia Tech. People.ua.edu is a website providing assistance for faculty developing their own web site or will set it up. There are forms on the web site to fill out to apply for this assistance. This is just being launched and more information will be published. UA's wireless system in large classrooms grabs cell phone signals close to the door causing problems. This is not unique to UA but is a problem nationwide. There was a concern about the College of Continuing Studies on-line courses being made available campus wide. CIT is conducting a survey to determine how many are affected. The College has 15 support staff for 600 courses and CIT has four staffers supporting 4,500 courses.

Student Affairs – (*Melondie Carter & Donna Meester*) The Student Affairs Committee is working on the Alabama Reach program and hopes to have it as an on-line program accessible throughout the year. The committee is also looking into the balance being printed on the receipt of Bama Dining Cards and the impact of cloud technology on student learning.

Legislature Agenda – (*Margaret Garner*) Higher Education Day will be February 28th in Montgomery, Alabama. Transportation and lunch will be provided.

Financial Affairs – (*Reuben Cook & Robert McLeod*) The Financial Affairs Committee is monitoring the increases and adjustments of health insurance costs and adjunct pay for faculty.

Research & Service – (*Ion Stancu & Ed Stephenson*) The Research and Service Committee met with Joe Benson, Interim Provost, to clarify the new policy regarding the timing of raises for post-doctoral fellows. Raises can go into effect at any time during the year but application for raises must be made during the summer calling for advanced planning. The raise can be rescinded if the post-doctoral fellow does not meet qualifications. Further discussion included post-doctoral hiring pools, IRB/IACUC compliance issues (exempt and non-exempt class project categories & protocols), IRB web site clarification and notification of IRB's not closed. IACUC will be getting a new chair following the unexpected resignation of the current chair.

Faculty Life – (*Tricia McElroy & Carmen Mayer-Robin*) Child care continues to be a top priority for this committee. The lack of available child care affects the recruitment, hiring and retention of faculty members. The committee will be looking into models that are less expensive and methods used by other groups.

Academic Affairs – (*John Vincent & Liza Wilson*) The last time slot for final exams were scheduled on Friday evening which was the night of commencement. This has been adjusted with no problem.

The "List of Suggested Events/Activities to Commemorate the Entrance of James Hood and Vivian Malone Jones to The University of Alabama" has been forwarded to President Bonner.

The Academic Affairs Committee continues to pursue the issue of classroom construction requirements.

Five students were involved in the English AP exam situation. The decision was made administratively without faculty or Core Curriculum Committee approval to give credit hours in Humanities following the decline of the English Department to give nine hours of credit for the exam. Joe Benson feels this is an isolated incident.

The on-line and official copy of the Faculty Handbook is in desperate need of revision with a long list of changes needing to be made. There are missing sections, bad links, punctuation errors and missing appendices. The Academic Affairs Committee requested that Joe Benson, Interim Provost, name a task force to update the handbook. Benson asked for a formal resolution from the Faculty Senate stating this request. The Faculty Senate voted unanimously for this resolution.

"Be it resolved that the faculty senate requests that Provost Benson form a task force of faculty and administrators to update the Faculty Handbook. The recommendations of this task force would require the normal opportunity for the faculty senate and council of deans to provide feedback before approval by the Provost and President."

The resolution will be sent to President Bonner and Interim Provost Joe Benson.

Faculty & Senate Governance – (*Charlotte Herrin & Dwight Hooper*) Persons interested in running for Faculty Senate office should submit communication to the Faculty and Senate Governance Committee by February 12. The nominees are Steve Miller, Faculty Senate President; Donna Meester, Faculty Senate Vice President; and Rona Donahoe, Faculty Senate Secretary. There were no nominations from the floor.

The following **by-law changes** were presented for consideration before voting at the March meeting.

The Senate is already too large (60 seats) to allow every Senator to serve on one standing committee, if we follow the committee sizes shown in Section 3, which only total to 54. It will be even worse with the new senate growing to 68. To avoid frequent revision of the number of people to serve on each Senate standing committee shown in Section 3.1, we suggest it be revised to use % values, rather than hard numbers. I remember that we had more people who wanted to be on the Research & Service committee last year than we could accommodate, so we propose increasing the size of the R&S committee to be the same as AA and FA.

Section 3. Standing Committees.

1. There shall be standing committees on:

- Academic Affairs (12) (20%)
- Financial Affairs (12) (20%)
- Information Technology (IT) (6) (10%)
- Research and Service (6) (20%)
- Student Affairs (6) (10%)

- Faculty Life (6) (10%)
- Faculty and Senate Governance (6) (10%)

Article I. Senate Officers

In all elections of Senate Officers—President, Vice-President, and Secretary—elections will be by the vote of the majority of the senators voting, in the regular March meeting, as long as a quorum of the Senate is present. The election of the Senate President will be completed before the election for Vice President, and the election of the Vice President will be made before the election for the Office of Secretary. Any senator interested in serving in one or more of these offices may submit a written statement of intention, with any supporting argument, not to exceed one page in length, to the co-chairs of the Faculty & Senate Governance Committee by February 10th of the year in which he or she hopes to commence office. The Secretary will distribute each such statement and supporting argument with the agenda for the February meeting of the Senate. Persons may also be nominated for these offices from the floor at the February meeting, where a motion to close nominations, or the equivalent, is out of order. Each candidate will have an opportunity to speak to the Senate about his or her candidacy at the March meeting, and the Senate will have an opportunity to ask questions of each candidate.

Section 8. Faculty Holding Regular Appointments.

A faculty member holding a regular appointment is a tenured, tenure-earning probationary, or temporary faculty member at The University of Alabama engaged in teaching or research at least half of a normal load during the regular (academic) year, or a librarian having corresponding rank and professional engagement.

Meeting adjourned 5:10 P.M.