

**FACULTY SENATE MEETING
MARCH 19, 2013 – 3:30 PM – FERGUSON FORUM**

APPROVED MINUTES

ABSENT WITHOUT ALTERNATE: Stacy Allen, Andrea Cevasco, Phil Harris, Russell McCutcheon, Tim Murphy, Bob Brooks, Joe Calamusa, Lenka Nolan, Carol Mills, Steve Emens, Wesley Church, Charlotte Herrin.

ABSENT WITH ALTERNATE: Donna Meester/Luke Niiler, Kagendo Mutua/Joy Burnham, Jason Scofield/Tyra Hilliard, Jill Grogg/Josh Sahib, Melondie Carter/Olivia May, Ross Green/William Gonzales.

GUESTS: Cresandra Smothers, Dialog; SGA Representative, Bob Riter, Parliamentarian.

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

The minutes of February 19, 2013 Faculty Senate meeting were approved.

President's Report – (*Steve Miller*) President Miller expressed his thanks for their service to the senators ending their terms this year.

Changes in commencement will be addressed by Vice President Seth Panitch. Commencement faculty attendance is extremely important and is encouraged. Two separate emails will be sent as reminders.

Committee co-chairs will speak concerning continuity, challenges and priority issues for the new senate.

Skype interviews are being conducted with candidates for the Provost position at UA. This is the same process being followed concerning the search for the position of Vice President of Research.

Vice President's Report – (*Seth Panitch*) Vice President Panitch gave a report itemizing changes in the commencement ceremony including faculty entrance and exit. UA President Bonner will speak and then introduce Faculty Senate President Miller to give his address. Commencement is an opportunity for faculty to further connect with their students. Faculty attendance was encouraged. Panitch thanked the Faculty Senate for the opportunity to serve as Vice President this past year.

Secretary's Report – (*Rona Donahoe*) Secretary Donahoe reported senator election results that have been received. Senators were asked to encourage their colleagues to enter the Faculty Senate election process.

Bob Smallwood, Assistant to the Provost for Assessment, gave a presentation on the “Great Idea” campaign. Every ten years the University goes through a SACS reaffirmation process which will occur in 2015. Evidence and documents showing compliance must be presented by September, 2014. A major requirement is a five-year “quality enhancement plan” to include educational experience enhancement ideas for participating institutions. In 2005 the University

community felt it would be good to step up collaborative activities in particularly large and other size classes. It is time for the University to come up with suggestions to launch “Great Ideas” in 2015 and will be looking for those in the next thirty days. Each Dean has been asked to recommend one person to look at the ideas and a web site will be established titled greatideas.ua.edu containing examples of quality enhancement plans from approximately ninety institutions. The field of suggestions will be narrowed to ten, shared with the University community and the field will be narrowed to five or six by the first of May. The person submitting the idea will be asked to write a five-page prospectus with details about the project. Those will be shared the first of August with the decision to be made at that time. The next ten months will be spent developing dynamics of the chosen plan. An invitation was issued for the Faculty Senate to have representatives involved in the process.

Carl Bacon, Black Faculty and Staff Association and Director of the Ferguson Center, was unable to attend the meeting and will hopefully address the Senate in May.

New Business - The Health and Safety Committee has met and addressed the issue of international labeling of hazardous materials. Training will be mandated for faculty, staff and employees for hazardous material awareness and preparedness in the event of a chemical spill or exposure. The test takes about forty-five minutes to complete and must be taken annually. There was no faculty input and President Miller will do some checking on this issue over the summer.

Parking issues were discussed including the lack of notification for those working in the buildings being affected by athletic events and meetings taking up parking spaces. Reuben Cook is on the Parking and Services Committee and will bring up the issue in their meeting on Wednesday. Parking spaces continue to disappear.

A question was raised concerning the timing of spring break this year. It is usually timed in consultation with and to coincide with public school spring breaks.

Faculty & Senate Governance – (*Charlotte Herrin & Dwight Hooper*) A member of the Faculty and Senate Governance Committee, Meredith M. Bagley, conducted senate elections. It will not be a paper ballot since the nominees are unopposed and the voting order will be opposed, abstentions and all in favor. Nominee for President, Steve Miller, spoke stating one of the challenges will be replacing UA’s Provost and Vice President for Research. His goal as president will be to develop more people willing and qualified to take leadership roles in the senate. Steve Miller was unanimously elected Faculty Senate President.

Faculty Senate Vice President, Seth Panitch, read a statement for Vice President Nominee, Donna Meester. The statement read included the facts that Donna is an associate professor in Theater and Dance, has been a senator for the past four years and served as a committee co-chair, helped develop the Alabama Gift Card program for needy students and will listen to ideas and issues and assist the Faculty Senate president in any way. Donna Meester was unanimously elected Faculty Senate Vice President.

Faculty Senate Secretary Rona Donahoe stated she felt the Faculty Senate had some unfinished business to pursue including the smoke-free campus initiative. An improved Faculty Senate web site is needed with new software. A Faculty Senate calendar will be part of the improvements. Rona Donahoe was unanimously elected Faculty Senate Secretary.

The Faculty and Senate Governance Committee presented by-law changes at last month's meeting. The first change pertains to converting from a round number to a percentage in committee composition. The **introduction** to the change and **Section 3** is as follows:

The Senate is already too large (60 seats, 68 in Fall 2013) 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%)

The by-law change was unanimously approved by the senate.

Determining senate representation according to the percentages and the “one senator for every twenty faculty holding regular appointments in the college” definition will be on the agenda for the next Faculty Senate Steering Committee meeting.

The second by-law change is in **Article I. Senate Officers** directing officer nominations be submitted to the Faculty and Senate Governance Committee. It is as follows:

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.

The by-law change in Article I. Senate Officers was unanimously approved by the Senate.

The third by-law change corrects a typo in **Section 8. Faculty Holding Regular Appointments** as follows:

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.

The by-law change in Section 8. – “**Faculty Holding Regular Appointments**” was unanimously approved by the Senate.

Adjuncts are temporary and must have at least a half-time appointment in the department.

In the event of a senator’s absence, an effort must be made to have an alternate attend in their place. If that is not possible, a notice should be sent to Secretary Donahoe stating their effort to secure an alternate to attend in their absence. Part of the Faculty and Senate Governance Committee charge is to monitor the attendance of senators. Anyone coming in late to the meetings should notify Secretary Donahoe.

Information Technology – (*Jason Battles & Carolyn Cassady*) The Information Technology Committee included the following in their priority issues – better communication from IT concerning outages and other disruptions of service, improvement in UA IT committee structure and governance and distribution of information concerning Internet 2. Associated with Internet 2 is Internet 2 Net Plus which is a Cloud service that UA could subscribe to providing all faculty and staff back up for their computers and research and provides other important services. This particular issue will be brought up in the next meeting with the Provost. President Miller commended Carolyn Cassady on an outstanding job as co-chair of the Information Technology Committee.

Student Affairs – (*Melondie Carter & Donna Meester*) No report.

Legislative Agenda – (*Margaret Garner*) The “Age of Majority” issue is out of committees with no dissenting votes and is waiting for action. The UA Faculty Senate originated this issue and has been vetted by Mike Spearing in the System Office and our government relations staff. Multiple institutions (UA, UAH, UAB, AU, USA, etc.) have supported this initiative.

The law written before there was distance education is one that requires 2:1 charge for out of state tuition. Applying that to today’s world put us out of the competitive market in distance education. The current bills would allow the Board of Trustees to decide the tuition for distance education for out of state students.

The Legislative Update publication recently sent out information regarding the positions for Higher Education on the RSA Board of Control which would allow two spots. Currently HE makes up 27% of the employees covered yet we fall under the post-secondary slot and have not had an elected representative since 1980. Senator Gerald Allen and Representative Alan Booth of Troy have introduced this. Another good feature is that the election of the members would be run by a third party. This gives us important input so if you have not done so let your legislators

know your interest in this. (HB 425 & S-303).

Higher Ed Day had approximately 2,500 in attendance with UA student attendance at an all-time low of about 30. The Alumni Task Force annual banquet, fundraiser and speaker the night before continue to be strong and included approximately 250 from the 13 member institutions. The amount of \$3,500 was raised for the Partnership. The speaker from the Governor's office was Marquitta Davis who shared comments around the 2/3 1/3 funding issue.

Financial Affairs – (*Reuben Cook & Robert McLeod*) A Tuscaloosa News article contained inaccurate information concerning the architect fee for a proposed water feature. Lynda Gilbert was contacted and the architect fee will not exceed \$78,675 (7.3%) which includes sidewalks, landscaping and lighting. This project was not in the Campus Master Plan and there is a lack of faculty input concerning construction and other projects on campus. The issue of a funding plan in the event enrollment, revenue and tuition decreases continues to be an issue for this committee. Also, adjunct faculty salaries continue to be a concern.

Research & Service – (*Ed Stephenson & Ion Stancu*) The Research and Service Committee has worked on IRB and IACUC issues this past year and those continue to be a priority for the new senate although there are other committees addressing these problems. The international travel reimbursement amount was increased due to the efforts of this committee.

Ed Stephenson proposed the Faculty Senate website be updated. There are fifteen years of documents/files on the Faculty Senate website and suggested a conversion to Word Press. All files would be converted to pdf files with a table of contents with a link to the file. The Provost has agreed to assist in the conversion cost and pay a qualified computer student to assist with the conversion.

Post doctoral raises given when necessary continues to be an issue followed by the Research and Service Committee.

Faculty Life – (*Carmen Mayer-Robin & Tricia McElroy*) The smoke-free campus initiative is a priority issue for the Faculty Life Committee. The initiative is waiting on a student survey concerning this issue. A survey was conducted nine months ago but UA administration wants more up-to-date information. President Miller will meet with the new SGA president taking office on April 1.

A statement of support for Lori Perdue, Associate Vice President for Human Resources, was circulated.

The tenure clock policy addition to the Faculty Handbook, parental leave and provision of child care continues to be priority issues for the Faculty Life Committee.

Academic Affairs – (*Liza Wilson & John Vincent*) Important issues for this committee include the revision of the Faculty Handbook, classroom design and the HU 197 situation. Distinction between clinical and tenure-track faculty and student evaluations are important issues for the new senate. Faculty Handbook revisions are being addressed with sections being emailed to the appropriate party for correction and updating. A committee to address classroom design is to be named by the Provost and the Faculty Senate Academic Affairs Committee will continue to monitor the progress of establishing such a committee.

Reports from Other Committees –

Changes made in the administration structure are not widely known and should be made known to the faculty. The organizational chart has been redone with reporting channel changes included and should be publicized soon.

Meeting adjourned 4:55 P.M.