

FACULTY SENATE MEETING
AUGUST 25, 2009 – 3:30 PM – The Forum- Room 360-Ferguson Center

UNAPPROVED MINUTES

ABSENT WITHOUT ALTERNATE – Sheila Black, Martin Evans, Lew Silver, Karen Burgess, Margaret Garner, Brent Hardin, Miguel Mantero, David Arnold

ABSENT WITH ALTERNATE - Jim Hall/Rona Donahoe; Thad Ulzen/Jim Leeper; Laurie Bonnici/Dan Albertson

GUESTS: Cresandra Smothers, Dialog

Roll call and quorum check by Secretary Jeanette VanderMeer.

The minutes of the April 21, 2009 Faculty Senate meeting were approved with one correction.

President's Report – (*Karen Steckol*) The University of Alabama and Auburn University will be alternating sites for the **Alabama High School Playoffs** beginning this fall. The University of Alabama will host the playoffs this year with the pre-set dates falling during Study Week (December 3 & 4). Noise and parking near the stadium will be problematic. Meetings are being held with those in the affected areas to discuss solutions. Auburn will host the playoffs next year.

The following suggestions/ideas to accomplish a more prominent role and improve **commencement** participation by faculty are being discussed – a room for faculty to robe with refreshments provided, relocation of faculty seating, one faculty member enter with a school/college flag to be placed near faculty seating, students proceeding through a line of faculty members and donation/provision of faculty caps and gowns.

Two names were suggested in the Steering Committee meeting to fill the vacancies on the **Evaluation of Deans and Chairs and Academic Programs Committee**. Lowell Baker agreed to continue to serve and Jill Grogg, Libraries, was nominated. The responsibilities of those committee members were discussed. The committee members do not have to be a member of the Faculty Senate. The Faculty Senate members were asked to forward any names to President Steckol.

President Karen Steckol addressed the **new faculty orientation** meeting. There are about sixty new faculty members and pertinent questions pertaining to all areas were asked.

Vice President's Report – (*Clark Midkiff*) A complaint has been registered that the Barber Shop will be removed from Ferguson Center. Providing more services for students and faculty should be a priority. Food and other services are dealing with an expanding student population.

Secretary's Report – (*Jeanette VanderMeer*) – No report.

Academic Affairs – (*Marcia Barrett & John Vincent*) Beginning this fall faculty members will be expected to enter their **syllabi** on UAOPS. The syllabi will rollover from year to year. The requirements for a syllabus format are not clear at this point. Incorrect information was distributed a few weeks ago. The syllabi requirements in the Faculty Handbook are outdated. Learning outcomes will need to be added in place of objectives. What is required in a core curriculum proposal does not match with the syllabi requirements. The Faculty Senate Steering Committee in an effort to clarify some of those issues passed a resolution requesting the Faculty Handbook language be changed to reflect the current understanding of syllabi requirements.

Resolution on Course Syllabi

Where as the Faculty Handbook states “Faculty members are required at the beginning of each course to provide their students with an accurate syllabus. Items to be covered in the course syllabus include: prerequisites, course description, objectives, outline of topics covered during the semester, attendance policy, the planned number and timing of major examinations and assignments, grading policy, the policy for making up missed course work (including examinations), and required texts and other course material.”,

Whereas this is not an accurate reflection of what is currently required and anticipated to be required in course syllabi,

The faculty senate resolves that the handbook language be changed to reflect its current understanding of syllabi requirements and read “Faculty members are required at the beginning of each course to provide their students with an accurate syllabus. At a minimum, items to be covered in the course syllabus include prerequisites, course description, objectives, list of learning goals, outline of topics covered during the semester, attendance policy, the planned number and timing of major examinations and assignments, grading policy, the policy for making up missed course work (including examinations), required texts and other course material, the Statement on Academic Misconduct, and the Statement on Disability Accommodations.”

Passed by the Faculty Senate Steering Committee
August 18, 2009

Early Syllabi posting will not be required but will be definitely encouraged. This will provide information for students to purchase books. Each division will have their own guidelines in setting up the syllabi. A tentative syllabus will be entered and, unless changed, will become the working syllabus on the first day of classes. There will be wording indicating that the tentative syllabus is subject to change. Further discussion included situations unique to a particular unit, selecting and ordering textbooks, required and recommended texts, economic transparency, accreditation issues cited by Southern Association of Colleges and Schools (SACS) and syllabus timelines.

Faculty Life - (*Deidre Leaver-Dunn & Lowell Baker*) The **climate survey** continues to be the work of this committee. It has been returned to Bob Smallwood for comments.

Financial Affairs – (*Katrina Ramonell & Steven Hobbs*) Susan Petty and Kevin Stevens of the Purchasing Department have been invited to address the Faculty Senate concerning **P-card** policies. Dr. Lynda Gilbert will address the Financial Affairs Committee. The entire Faculty Senate will be invited to attend as soon as the date is known.

Information Technology – (*Ray White & Jim Hall*) The Information Technology Committee met with John McGowan over the summer. The committee reiterated the need to have testing services and electronic testing results integrated into eLearning and to increase wireless capabilities on campus as rapidly as possible. Attempts are being made to subscribe to a newsletter to anticipate the agenda before meetings. Being more informed about internal issues will enable the committee to deal more efficiently with the issues.

Research & Services – (*Ed Stephenson & Harold Stowell*) The new version of the **Academic Misconduct Policy** will be reviewed and reported on at the next Senate meeting.

Faculty & Senate Governance – (*Michael Martone & Marci Daugherty*) Nominations are open to elect two new members for the **Mediation Committee**. An email will be sent to the Senate requesting nominations.

Student Affairs – (*Melondie Carter & Chapman Greer*) This committee will give a report at the next Senate meeting.

Melondie Carter announced “**Strive for Five**” will be kicked off with registration due by September 7. Registration can be online or at one of the sites – on Tuesday at the Mal Moore Football Facility, on Wednesday the University Medical Center, Rose Administration Building, Bidgood Hall, Ferguson Center, Gordon Palmer Hall and the Science and Engineering Complex. The program includes five steps - two of which can be chosen. The five steps are five glasses of water per day, lose five pounds, walk 5,000 steps, five positive thoughts and eat five fruits and vegetables per day.

It was announced the **flu** vaccine will hopefully be available by the end of September or first of October. There are several cases on campus. Ways of prevention have been announced including persistent washing of hands.

Legislative Agenda – (*Margaret Garner*) The STARS Retreat held in August had approximately 100 attending from all thirteen institutions with seven students and staff from The University of Alabama. Budget forecasts were given and the importance of equity funding for all education was stressed. Important points were to avoid pitting one educational area against another and a return to the 2/3-1/3 budget split. The legislative session begins in January. **Higher Education Day** will be held March 4, 2010 with the theme, “Leaving Your Mark”. Everyone was encouraged to join the Higher Education Partnership organization.

Other Topics

Ray White discussed the technicalities of online filtering student attendance and attendance data.

The reduction of **parking** spaces for faculty was a complaint registered by a senator. Ronnie Robertson, Director of Transportation Services, will be invited to a Faculty Senate meeting to discuss this issue.

The system used by the University to assign classrooms, **Astra**, was discussed. The size of the class, multi-media needs, efficient use of classroom space and notification of classroom changes were among the issues brought forward.

Meeting adjourned 4:45 PM.