

# FACULTY SENATE

THE UNIVERSITY OF ALABAMA

## FACULTY SENATE STEERING COMMITTEE MEETING

OCTOBER 11, 2005 – 206F SHELBY HALL – 3:00 PM

### APPROVED MINUTES

**ATTENDING:** Mathew Winston, John Vincent, Karen Steckol, Marcia Barrett, Priscilla Davis, Dee Goldston, Jim Hall, John Mason, Clark Midkiff, Bob Sigler, Deidre Leaver-Dunn, Jeanette Vandermeer

**GUESTS:** Adam Jones, Tuscaloosa News; Cresandra Smothers, Dialog; Wes Hallman, Crimson White

The minutes from the Faculty Senate Steering Committee meeting of September 13, 2005 were approved.

**Announcements:** The reception for Deans will be held Tuesday, October 18, 2005 in Alston Parlor in Alston Hall from 5:15 until 7:00 PM. The meetings of the Steering Committee will be in 206F Shelby Hall for the remainder of the academic year. There was discussion concerning the location for the meetings of the full Senate. It was suggested to consider other locations on campus.

**President's Report** – (*Mathew Winston*) The Provost has requested a review of the **Faculty Handbook** to make it current. The printed version of the handbook can be found through a link on the Faculty Senate web page. Following discussion of the methods to use for this handbook update, the Academic Affairs committee headed by John Vincent and Marcia Barrett volunteered to handle this project. A report will be given by this committee at the next Steering Committee meeting with changes emailed to the Steering Committee members for a preview before the meeting.

**Vice President's Report** – (*John Vincent*) No report.

**Secretary's Report** – (*Karen Steckol*) Several meetings were scheduled by the University on a Jewish holiday. The consensus of the Steering Committee was that the University should be more sensitive to the needs of different groups on campus. The focus should be on diversity. The service anniversary of University employees is scheduled on Yom Kippur, a major Jewish holiday. Discussion included the University publishing a religious **holiday calendar**, including religious holidays on the academic calendar, and notification of the faculty before the semester begins. The National Council on Community Injustice publishes a comprehensive calendar on religious traditions. This organization has a branch in Birmingham, AL, and is willing to make the list available. The point was made that it would be impossible to include all religious observances due to the large number of observances. A request can be made of the faculty to be considerate of the holidays and to accommodate those students of that faith as they schedule tests and projects, however, they cannot be forced to follow the request, only to respect it. Mathew will take this issue to the Provost. A motion was made for the Faculty Senate to work with the Department of Religious Studies to develop an informational calendar to inform the faculty of the holidays and dates. There was discussion of the knowledge of holiday observances and the scheduling of committee meetings. There was also discussion about major holidays

appearing on the University Planning Calendar, or no holidays at all. Mathew is to follow up with the Provost on this issue as well. He will also speak to Russ McCutcheon, Chair of Religious Studies, to develop an inclusive religious holiday calendar.

**Academic Affairs** – (*John Vincent & Marcia Barrett*) In response to the methods used last year in dean and program evaluations, comments were made that deans should be automatically reviewed after five years rather than the faculty voting to have them reviewed. The change would be for **deans to be automatically reviewed** unless the college voted not to review them. The percentages of 25% and 33 1/3% total divisional faculty indicating a desire for a review of a dean in Appendix A were discussed. The Academic Affairs committee members did not want to address any changes in the percentage figures. Any change in the handbook goes before the Council of Deans, the Provost, and the President of the University. The issue will also go before the entire Faculty Senate. The proposal was made to change 25% in "A" to 50%, and to change in "3", 25% to 50%. Also, it was proposed to change in 2B the one-third percent figure. Some perceive a leadership review as the first step toward the dismissal of that person. It was proposed to drop Items 1, 2, 3, and eliminate the phrase "if either or both is necessary" and the word "single" in Item 4, the addition "of deans", and retaining the opening paragraph; this was approved by the Steering Committee. The opinion was stated that leadership reviews and program reviews should be separate.

**Faculty Life** – (*Steve Shepard & Nick Stinnet*) No report.

**Financial Affairs** – (*Marcia Barrett & Jeanette Vandermeer*) The committee met with Reba Essary and Lynda Gilbert for a presentation of the **University budget**. Copies of the pie chart are available from the Financial Affairs committee. The Board of Trustees approves the budget for the University system. Concerns were expressed concerning the oversight of construction on campus. The dorms being constructed on campus are self-supporting by student rental fees. Mathew will invite the Director of Major Construction Projects to attend the November Steering Committee meeting. He will also check on the status of the Campus Master Plan. The proposal passed by the Faculty Senate to address the green space, and ecological matters on campus will be included in the Campus Master Plan rather than addressed by a separate committee. Campus transportation was discussed. Trolley schedules may be available through the SGA web site.

**Research & Service** – (*Jenice "Dee" Goldston & Clark Midkiff*) The committee met with Dr. Marianne Woods, Associate VP for Research. All questions asked by the committee were answered candidly. An information item was that the **Institutional Review Board** (Medical and Non-medical) will now accept applications online to make the process more efficient and quick. When funded research is done, the University receives overhead rate monies. This year the rate was increased to 43%, and next year will be increased to 44 1/2 %. The breakdown of the returned money is 60% Rose Administration, 20% college, 10% department, and 10% PI. The Office of Research will no longer give matching funds unless required by the granting agency. Non-research grants will receive no funds. The Research and Service Committee was requested by President Mathew Winston to look into the service portion of research and service inside and outside the university. The government is now looking at access to laboratories by foreign students.

**Faculty & Senate Governance** – (*John Mason & Kim Andrus*) At the November meeting of the Senate, one member should be nominated/or elected to the **Merger and Discontinuance Committee**, and two for the **Mediation Committee**. The qualifications of those nominated are:

### Nomination and Election of

## **One Member to Three-Year Term on University Merger or Discontinuance of Academic Units Committee Term to Commence in January 2006**

Senate to nominate and elect a faculty member to Merger or Discontinuance of Academic Units Committee at November Meeting

The faculty member's permission is required to nominate him or her.

Requirements for election:

- 1) Faculty member elected must be tenured.
- 2) Faculty member elected cannot be a member of the University Mediation Committee.
- 3) Faculty member elected cannot be a member of the Faculty Senate
- 4) No two faculty members from the Faculty Senate elected group (three members) can be from same college. Continuing members on committee from the Faculty Senate group are from Education and Social Work. Thus, the Senate may elect a faculty member from any college other than Education or Social Work:
- 5) The outgoing member of committee from the Faculty Senate group (Scott Bridges) is not eligible for election to committee for two years.

The committee will elect its chairperson in January.

### **Merger or Discontinuance of Academic Units Committee**

#### **Duties**

To represent the faculty as a whole in cases where merger or discontinuance could result in termination of a faculty appointment. Determine whether merger or discontinuance of an academic unit would benefit the educational mission of the University as a whole. This determination will be based essentially on educational considerations similar to those that affect the President's decision and the recommendations by Deans and the Provost/Academic Vice President. In accordance with "Principles and Procedures for Merger or Discontinuance of Academic Units," effective November, 1994.

#### **Composition**

The members of this committee shall consist of nine tenured faculty members who are not members of the University Mediation and Grievance Committee, with three members elected by the Faculty Senate, three elected by the Graduate Council, and three elected by the Council of Deans. No person elected by a group shall be a member of that group at the time of election, and the Council of Deans shall not elect any person who is a current member of the Council of Assistant and Associate Deans. No two of the three serving members elected by a group shall be faculty members of the same college or school (other than the Graduate School). Members completing a term on the Committee are not eligible for re-election until two years have passed. The Committee elects its own chairperson from among its members at the start of each spring semester.

#### **Reporting Channel**

Provost/Academic Vice President

## **Membership**

### **Council of Deans**

David Arnold - 12/31/06

Peggy Jessee - 12/31/06

Milton Ward - 12/31/06

### **Graduate Council**

Brian Gray - 12/31/05

Richard Lomax - 12/31/06

S. Allen Wilcoxon - 12/31/07

### **Faculty Senate**

Scott Bridges - 12/31/05 Outgoing member

Carol Drolen - 12/31/06 Social Work

Dennis Sunal - 12/31/07 Education

## **Nomination and Election of Two Members to Three-Year Terms on University Mediation Committee Terms to Commence in January 2006**

Senate to nominate and elect 2 faculty members to Mediation Committee at November Meeting

The faculty member's permission is required to nominate him or her.

Requirements for election:

6) Faculty members elected to the committee by the Faculty Senate may not be administrators.

7) No more than 2 members can be from same college. Continuing members on committee are from Arts & Sciences, Communications, Education, and Law. Thus, the Senate may elect:

✓ No more than 1 member from Arts & Sciences, Communications, Education, and Law.

✓ 1 or 2 members from the other colleges.

8) Outgoing faculty members of committee (Ken Wright and Scott Hestevold) are not eligible for election to committee for two years.

The committee will select its chairperson in January.

**Mediation Committee**  
([committees.ua.edu](http://committees.ua.edu))

### **Duties**

All grievances by the Faculty are directed to the University Mediation Committee as the first step in the grievance process. The committee makes the determination of grievability and attempts to mediate and solve the grievance. In cases where mediation is not possible, the committee will assist in the selection of a Hearing Tribunal and call the first meeting of that tribunal and the Senior Faculty Member who is appointed as a liaison person by the Provost/Academic Vice President and the President of the Faculty Senate.

### **Composition**

The University Mediation Committee is composed of six faculty members who are not administrators and two administrators. The faculty members are elected by the Faculty Senate at its regular November meeting to staggered three-year terms, with two terms expiring on December 31 of each year. No more than two faculty representatives may be from any one academic division. Faculty members completing a term on the committee are ineligible for re-election until two years have passed. Any faculty vacancy occurring on the committee may be filled on a temporary basis by a majority vote of the faculty representatives remaining on the committee; the Faculty Senate shall elect a faculty member to fill the remainder of the unexpired term. The President of the University or his or her designee chooses the administrative members from among the administrators of the University who are tenured or tenure-earning faculty members in one of the academic programs and who hold an administrative appointment in an academic area. Each January, the committee selects its chairperson from among the faculty representatives. The chairperson is responsible for coordinating and expediting the work of the committee, ensuring that grievances normally are settled or are submitted to Hearing Tribunals within no more than six weeks from the time the grievances are received by the committee.

### **Reporting Channel**

The President

### **Membership**

Sara Barger, Dean, Capstone College of Nursing - 08/15/04 - 12/31/06

Robert Olin, Dean, College of Arts & Sciences - 1/1/05 - 12/31/07

Al Brophy - 1/1/04 to 12/31/06 Law

Karla Carmichael - 1/1/04 to 12/31/06 Education

Gary Copeland - 1/1/05 to 12/31/07 Communication

George McClure - 1/1/05 to 12/31/07 Arts & Sciences

Ken Wright - 1/1/03 to 12/31/05 Outgoing committee member

Scott Hestevold - 1/1/03 to 12/31/05 Outgoing committee member

Mathew Winston has received names of faculty members willing to serve. John Mason will contact those volunteering. The new member elected to the Merger and Discontinuance Committee cannot be from Social Work or Education. The Medication Committee needs two new members to replace Ken Wright and Scott Hestevold. No more than two members can be from the same college. One could be elected from Law, A&S, Education, or Communication, and two from any other college. Those completing their terms cannot be elected for a second term. Nominations should not be made until it is determined if the nominee is willing to serve. The Ombudspersons and the Mediation Committee are two separate groups.

**Student Affairs** – (*Priscilla Davis & Karen Burgess*) No report.

**Legislative Agenda** – (*Margaret Garner*) Everyone was reminded to join the HEP. A

membership form is available on the Faculty Senate web page. The form can be printed, filled out, and dropped off at the Payroll Office for payroll deduction.

The dates on the web page of the Faculty Senate meetings next spring should be checked according to a Steering Committee member.

Meeting adjourned 4:45 PM