

# FACULTY SENATE

THE UNIVERSITY OF ALABAMA

## FACULTY SENATE STEERING COMMITTEE MEETING

November 9, 2004 – 307 Ferguson – 3:00 PM

### APPROVED MINUTES

**ATTENDING:** John Mason, Mathew Winston, John Vincent, Marcia Barrett, Wolfgang Bertsch, Priscilla Davis, Wythe Holt, Clark Midkiff, Robert Moore, Karen Steckol, Nick Stinnett, Tatiana Takiropoulou-Summers, John Vincent, Jerry Weaver, Margaret Garner, Bob Sigler

**GUESTS:** Joanna Hutt, Dialog; Joan Garrett, Crimson White; John Dew, CQI Director

The minutes of the October 12, 2004 Faculty Senate Steering Committee were approved with corrections.

John Dew, Director of Office of Continuous Quality Improvement, was the guest of the Faculty Senate Steering Committee. The second draft dated November 2004 of "**Enhancing Active and Collaborative Learning in First Year Classes – A Quality Enhancement Plan for The University of Alabama**" was presented. The Southern Association for Colleges and School's reaffirmation of re-accreditation contains two steps. The first step regards compliance with the University submitting a compliance plan and a group will visit the campus in March. The Quality Enhancement Plan is the second step. This requires each institution seeking re-accreditation to develop a plan focusing on enhancing or improving student learning outcomes. The data received, particularly from the National Survey of Student Engagement in which the University participated along with data developed in the Continuous Quality Improvement Office, indicates the focus should be in large freshmen classes to develop a process for enhancing active and collaborative learning. The philosophy behind this program will be a voluntary program. Faculty will have the opportunity to seek grants for exploration and options for this enhancement. Following discussion, suggestions and questions, the Steering Committee was encouraged to review the document and send any feedback to John Dew.

Robert Moore and Jerry Weaver of the Faculty and Senate Governance Committee proposed a change to Article III in the Faculty Senate Bylaws. The proposed change is to replace "Professional Staff Committee" with "**Professional Staff Assembly**" within one month after the Assembly has its first official meeting. This change was proposed at the last Senate meeting and will be voted on at the November Senate meeting. John Mason will obtain copies of their constitution and by-laws.

### **Proposed Change to Article III in Faculty Senate Bylaws**

Article III, section 3, paragraph 4 of the Senate By-Laws says "The privilege of the floor, including the right to address the Senate on any pending question subject to applicable rules or parliamentary procedure are extended to one delegate representing the Retired Faculty Association of the University of Alabama, one delegate representing the Black Faculty and Staff Association, one delegate representing the Professional Staff Committee,..."

"Professional Staff Assembly" is to replace "Professional Staff Committee" within one-

month after the Assembly has its first official meeting.

The next item on the agenda concerned copyright changes proposed by the Deans requesting approval of revisions to **Appendix H** referred to in a memo from Carolyn Dahl to Judy Bonner. Copies were distributed of the old Appendix H with wording changes suggested by the Council of Deans inserted. Red insertions were *deletions* suggested by the Council of Deans that the Steering Committee agreed with, blue insertions were *additions* suggested by the Council of Deans that the Steering Committee agreed with, and green indicates *deletions* suggested by the Council of Deans that the Steering Committee *voted to keep* in the Appendix H. In 2001-02 the Faculty Senate voted to accept changes to Appendix H. Those changes were forwarded to the Council of Deans where it remained for two years. In Part B2, "or other sponsored agreement" was added. The Faculty Senate Academic Affairs Committee accepted this. In Part B1 and B5, the office is being changed from the Office of Academic Affairs to the Office of Research. This reflects the manner these issues are being handled at this time and was accepted by the Faculty Senate Academic Affairs Committee. In B5, "video or online" was changed to "prerecorded or digital courses" and was accepted. In A2, "computer software online courses" was changed to "textbooks, textbook related software, digital course materials" including more aspects of copyrightable works. Those changes were accepted. The Faculty Senate Academic Affairs Committee had problems with the following: In A1, "an employee" was deleted for some inexplicable reason – employee is mentioned in the preface and two other locations in the rest of the appendix; the last clause in the first sentence of A1, "regardless of whether these acts constitute works for hire" deletion was not accepted by the committee and it was suggested to retain that phrase; in B4, "terms of compensation and use of materials should be clarified at the initiation of the work" – the committee had no problem with the addition of a statement that everyone should be able to read and make certain they are covered when they begin a project; "textbooks and other course materials by faculty members should not be considered institutional work" deletion was accepted by the committee. The committee did not endorse the omission of B6 and wants to retain it as is. The committee felt that if the University assigned something to you, you should know what rights you have. The issue in the past was the ownership of the development of online courses if requested by the University. The committee recommends that the changes be accepted with the exception of B6, "and employees" in B1 be retained, and that the last sentence of A1 be retained. It was suggested to communicate in writing the recommendations of the Senate to administration and suggested that the changes be sent to the entire faculty. This would allow for input from faculty. With the changes suggested by the FS Academic Affairs Committee, A1 would read "Except as provided below, faculty and employees of the University who are the authors of copyrightable works shall own the copyrights in those works. Employees include students who receive salary, grants or other compensation from the University." In A2, the FS Academic Affairs Committee accepted the changes proposed. The FSAAC proposes in B2 the addition of "or other sponsored agreement" which is in agreement with the change proposed by the Council of Deans. In B4, the FSAAC would like to keep the phrase, "Terms of compensation and use of materials should be clarified at the initiation of the work." The above condenses to: Agree with the Deans on B4, B2, A2 B5 and C1 -- Disagree with the Deans on B6 (keep as is). One Steering Committee member expressed the opinion that ownership of any materials developed for their own courses by themselves belongs to the faculty member. It was pointed out that faculty members own everything except the exceptions listed in the appendix. The FSAAC looked only at the changes that were proposed, not the entire document. The Steering Committee voted to accept the recommendations of the FSAAC. This issue will go to the full Senate at the next meeting.

The process used by the College of Arts & Sciences to decide which **low enrollment classes** to cancel was discussed. John Vincent and Marcia Barrett of the Academic Affairs

Committee presented a report. This issue came up because this committee had the perception that minimum enrollment requirements across the College of Arts and Sciences were not fairly applied. Academic Affairs invited Carmen Taylor and Tom Wolfe to the committee meeting. A summary of the numbers they reported is in 2002, A&S taught a total of 2,211 course sections, 845 were under-enrolled. Actually of that 845, 774 are considered exceptions for various reasons. Continuing studies, languages that are taught by special instructors hired by the hour as needed, cross-listed courses listed in more than one college, dualistic courses, co-listed between two or more departments, overload (faculty teaching an extra course with no additional pay) and individual instruction courses are only for the School of Music. When those are removed from the 845, there are only 71 truly under-enrolled courses representing 3.2% of the total 2,211 courses taught. Twenty-one of those are graduate courses, 50 undergraduate courses reflecting a fairly even spread across the divisions in A&S. When a course is under-enrolled, chairs are asked to provide justification and a plan to bring the under-enrollment up to the minimum number. Chairs are working with faculty members on the 71 classes that are under-enrolled. Summer courses are not included. Mathew suggested that utilization along with numbers should be considered when a program is under consideration to be discontinued. Cancelled under-enrolled class numbers are not known by the members of the Steering Committee. There will be another ACHE review possibly in the near future. ACHE has the power to direct the cancellation of programs that do not meet their standards.

At its meeting on October 21, 2004, the Faculty and Staff Benefits Committee unanimously passed the following resolution:

" Be it resolved that the Faculty and Staff Benefits Committee has received the concerns sent forward by the Faculty Senate Steering Committee regarding health care costs for UA faculty and staff and will consider these points in discussions during the coming year."

The Faculty Senate Steering Committee went into Executive Session.

**Vice President's Report** – (*Mathew Winston*) The Faculty Senate President has been left out of the loop of information of the **Resources and Priorities Committee**. A motion was made to have the President of the Faculty Senate a member of the Resources and Priorities Executive Committee. That did not get forwarded. This was put on hold until the composition of the Executive Committee is determined and how they are selected or elected. It will also be recommended that along with the President of the Faculty Senate, the President of the SGA and a representative of the Professional Staff Association be included in that committee. Rona Donahue is Chair of this committee. The meetings are open and could be attended. The Senate passed a resolution on establishing an Environmental Protection Committee. The name seemed to be a problem and a new name will be found. The committee's principle purpose was approved by the CUC. A letter from Dr. Witt stated that he is disinclined to establish such a committee citing an overlap with the Campus Master Plan Committee.

Margaret Garner will email the bills that will be deliberated in the Legislature Special Session to the Steering Committee. Current retirees will be grandfathered in the bills as they stand now. The intent is to give the Board the power to increase premiums and remove that from the Legislature. It is a good possibility that future retirees will be penalized if they work fewer than 25 years. There is a committee looking at the viability of higher education contributing to the solution of higher health care costs. Margaret is on that committee and she has been promoting a project that would involve all of the clinically related departments on campus that have a health care component. They are looking at disease education and management of the top five diagnosis in the UA health

care system that experiences great costs. There is a meeting of this committee Monday, November 15.

**Secretary** – (*John Vincent*) No report.

Meeting adjourned 5:40 PM