

**FACULTY SENATE STEERING COMMITTEE MEETING**  
**December 1, 2009 – 3:30 PM – 2002 Shelby Hall**

**UNAPPROVED MINUTES**

**ATTENDING:** Clark Midkiff, Jeanette VanderMeer, Lowell Baker, Marcia Barrett, Melondie Carter, Marcy Daugherty, Rona Donahoe, Carolyn Cassady, Deidre Leaver-Dunn, Michael Martone, Katrina Ramonell, Ed Stephenson, Harold Stowell, John Vincent

**ABSENT:** Margaret Garner, Jim Hall, Steven Hobbs, Karen Steckol, Ray White

**GUESTS:** Cresandra Smothers, Dialog

Roll call and quorum check by Secretary Jeanette VanderMeer.

The Faculty Senate Steering Committee meeting minutes of November 10, 2009 were approved with one revision.

**President's Report** – (*Karen Steckol*) Clark Midkiff presided over the meeting in the absence of Karen Steckol. No report.

**Academic Affairs** – (*Marcia Barrett & John Vincent*) There is no further information from the **Core Curriculum Committee** at this time. The prologue and learning goals have been presented to the committee and have been placed on their January meeting agenda.

**Faculty Life** – (*Deidre Leaver-Dunn & Lowell Baker*) The composition, number and frequency of faculty **surveys** were discussed.

**Financial Affairs** – (*Katrina Ramonell & Steven Hobbs*) The meeting with Dr. Lynda Gilbert, Vice President for Financial Affairs, has been rescheduled for January 12, 2010 in Room 2436 and 2438 of the Science and Engineering Complex at 3:30 P.M. This will be the regular meeting of the Steering Committee. The Purchasing Department presentation to the Faculty Senate meeting was well received.

**Research & Service** – (*Ed Stephenson & Harold Stowell*) Copies of an overview of “**Policies and Procedures for Responding to Allegations of Misconduct in Research and/or Scholarship**” were distributed to Steering Committee members with a request for feedback. Vice President for Research, Joe Benson, will be invited to the January meeting of the Faculty Senate to address any questions or issues concerning the document. John Vincent suggested an addition stating, “The Research/Scholarship Integrity Officer (RSIO) cannot be the Vice President for Research”. The discussion included the spirit of the policy, the policy addressing all eventualities, proper procedure for document changes, wording suggestions, adhering to Faculty Handbook Appendix formatting and separation of responsibilities in the inquiry/investigation phase. John Vincent made a motion seconded by Michael Martone to add the statement, “The Research/Scholarship Integrity Office (RSIO) cannot be the Vice President for Research”. The amendment motion carried. Melondie Carter made a friendly amendment motion seconded by Katrina Ramonell stating “The duties and responsibilities of the Research/Scholarship Integrity Officer may not be shared by a single person”. The motion did not carry. The two amendments to be forwarded to Joe Benson will be deleting the last sentence of the first paragraph (“This policy replaces Appendix L”) and making formatting

adjustments to conform to the Faculty Handbook format; the second amendment would be the addition of the statement “The Vice President for Research may not serve as the Research/Scholarship Integrity Officer”. The revised document following the approval process will be presented to the December Faculty Senate meeting with the Faculty Senate voting on the document at the January meeting.

The Research and Service Committee has had a long-term discussion concerning **grant proposal** policies at their last meeting. The committee has drafted an email to be sent to Joe Benson, Vice President of Research, containing suggestions to improve internal grant proposal procedures. Those suggestions include more widely disseminated notification of internal proposal deadlines to all faculty members, creation of a web site containing information about all internal grant proposals, electronic notification of updates and changes along with email notifications to individual faculty members, a summary of UA criteria for advancing proposals to the external stage and results and appropriate feedback for internal competitions sent to participants. These issues follow faculty comments about communication, publication of evaluation criteria and guidelines concerning grant proposals.

Rental of picnic shelters at Manderson Landing and obtaining funds from the Provost to entertain students were discussed. Both issues require a lot of paper work to apply and the \$65 received to entertain students is very limiting.

**Faculty & Senate Governance** – (*Marci Daugherty & Michael Martone*) There will be a follow up on the notification of those elected to the Mediation Committee.

**Student Affairs** – (*Melondie Carter & Carolyn Cassady*) No report.

**Legislative Agenda** – (*Margaret Garner*) Margaret Garner had forwarded a message saying there is no word on dates for meetings with candidates at this time.

### **Reports from Other Committees**

Verification will be sought concerning a rumor that the University will discontinue Staff Service Awards.

The Faculty Senate Steering Committee will meet with the Provost for lunch at the University Club at 12:00 noon on December 10.

Meeting adjourned 4:55 P.M.