

**FACULTY SENATE STEERING COMMITTEE MEETING  
DECEMBER 7, 2010 – ROOM 2002 SHELBY HALL – 3:00 PM**

**APPROVED MINUTES**

**ATTENDING:** Clark Midkiff, Jeanette VanderMeer, Doveanna Minor, Marcia Barrett, John Vincent, Rona Donahoe, Deidre Leaver-Dunn, Steven Hobbs, Jim Hall, Ed Stephenson, Melondie Carter.

**ABSENT:** Karen Steckol, Steve Emens, Lowell Baker, Katrina Ramonell, Osiris Molina, Margaret Garner, Brian Gordon, Seth Panitch.

**GUESTS:** Cresandra Smothers, Dialog.

Roll call and quorum check by Secretary Jeanette VanderMeer.

The Faculty Senate Steering Committee minutes of November 9, 2010 were approved with corrections.

**President's Report** – (*Karen Steckol*) Absent due to illness in family.

**Vice President's Report** – (*Clark Midkiff*) No report.

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

**Academic Affairs** – (*Marcia Barrett & John Vincent*) No report.

**Faculty Life** – (*Deidre Leaver-Dunn & Lowell Baker*) The Faculty Life Committee is reviewing sick leave policy changes made over the summer. The new policy requires making an application for family medical leave if illness requires absences for more than three consecutive days. This official policy is posted on The University of Alabama Human Resources web page. Paper work has to be prepared by the physician and approval given by Human Resources.

Contributing sick leave time to a sick leave bank for an ill employee is also being reviewed.

**Financial Affairs** – (*Katrina Ramonell & Steven Hobbs*) No report.

**Information Technology** – (*Jim Hall & Osiris Molina*) Wireless installation on campus is a month behind schedule.

The Faculty Senate web site has been updated and improved by Ed Stephenson making access to links and information more efficient.

**Research & Service** – (*Ed Stephenson & Brian Gordon*) No report.

**Faculty & Senate Governance** – (*Rona Donahoe & Steve Emens*) The Provost is working with the Deans to conduct the **Ombudsperson** election. Some colleges and

departments have received ballots. The Philosophy statement will not be included on the ballot since it is now printed in the catalogue.

It will be determined following the OIR faculty status report in February if the **Honors College** is eligible for Faculty Senate representation.

**Student Affairs** – (*Melondie Carter & Seth Panitch*) Conducting a coat drive is a possible project headed by this committee.

Faculty entertainment allowance is \$75.00 for every 40 students. Students filling out an evaluation form following the entertainment is burdensome.

Street closings, rerouting traffic, accessibility to buildings, long range campus plans, use and access to swimming facilities and the limited number of parking lots and spaces were discussed. The suggestion was made to have the Provost invite Tim Leopard, Assistant Vice President for Construction, to attend their next meeting. The lack of input and information concerning campus projects is a concern. Developing a reorder plan to bring like departments closer together is in the works.

A more informed faculty and staff concerning the cost of prescriptions would enable them to seek the least expensive medication covered by their insurance carrier. A link to a prescription/generic drug list should be made available.

The Textbook Committee met and will make strong recommendations concerning the due date for textbooks. Some faculty members are late and this causes a hardship on students with disabilities requiring conversion to a different format.

**New Business** – The process of faculty members reporting and filling out forms on athletes was discussed. The lack of appreciation/recognition by the Athletic Department was brought forward by a faculty member. The Steering Committee decided not to pursue this any further. Stadium seating and graduation rates were discussed.

The question of electronic office hours for faculty was brought forward. It was suggested the policy should be stated in the Faculty Handbook. The Faculty Senate Academic Affairs Committee will address this issue.

Meeting adjourned 4:00 PM.

A reception for the Deans was held in the AIME Lobby from 5:00 to 6:30 P.M.