

FACULTY SENATE STEERING COMMITTEE MEETING

FEBRUARY 12, 2008 – 3:00 PM – 206F SHELBY HALL

APPROVED MINUTES

ATTENDING: John Vincent, Karen Steckol, Clark Midkiff, David Arnold, Lowell Baker, Marcia Barrett, Melondie Carter, Carolyn Cassady, Margaret Garner, Rona Donahoe, Deidre Leaver-Dunn, Jenice “Dee” Goldston, Roy Maize, John Mason, Ed Stephenson, Shane Street, Jeanette Vandermeer

GUESTS: Cresandra Smothers, Dialog

Roll call and quorum check by Secretary Clark Midkiff.

The Faculty Senate Steering Committee minutes of January 8, 2008 were approved.

President’s Report – (*John Vincent*) A request for data on interaction between the Faculty Senate, Faculty Athletic Representative and the Intercollegiate Athletic Committee has been received from LSU. John Vincent forwarded copies of the appropriate committee descriptions. Searches for the **Vice President for Research** and **Vice President of Student Affairs** will not be underway until fall of 2008. The “no smoking” signs limiting **smoking areas** outside campus buildings are being distributed for posting. Building managers should email the proper **emergency procedures** (broken pipes, etc.) to follow to everyone in their building. The Building Manager should be called in case of emergencies during the day, and the University Police should be called after hours. John Vincent and the chair of the Research Advisory Committee met with Joe Benson concerning the **Research Misconduct** policy. The Research Advisory Committee will be reviewing the Research Misconduct Policy and the **Conflict of Interest** Policy to bring those documents up-to-date regarding specific compliance regulations. There are federal compliance issues in the Research Misconduct policy that should be resolved by fall of 2008. The Provost has agreed to manage the full **faculty/staff listserv**. A person will be designated in the Provost’s Office to maintain this list. The Faculty Senate through Keith Woodbury has updated the listserv as of this week. The Faculty Senate will continue to maintain the member email lists of the Faculty Senate, Faculty Senate Steering Committee and the Faculty Senate Committees. John Vincent will address the **spring faculty/staff meeting** on April 2, 1:30 in the Bryant Conference Center Rast Room suggesting the core curriculum be revisited since it has been over two decades since the issue has been addressed.

Vice President’s Report – (*Karen Steckol*) No report.

Secretary’s Report – (*Clark Midkiff*) The list of the number of Senate seats by division for the upcoming election is attached. The numbers were calculated by OIR with C&BA sending a corrected number for their faculty count resulting in an addition of one Senate seat for their college bringing their total to six. It is almost impossible for OIR to

calculate a breakdown by number of hours or number of consecutive academic terms per the definition in the Senate Bylaws of “Faculty Holding Regular Appointments”.

Section 8. Faculty Holding Regular Appointments.

“A faculty member holding a regular appointment is someone who is tenured, tenure earning, or a temporary full-or part- time instructor at The University of Alabama. Temporary full- or part-time instructors are individuals who teach six hours or more per term on a continuing basis (three or more consecutive academic-year terms, including the most recent completed term) who do not hold tenure or are tenure earning at another institution of higher education.”

It was suggested that the Senate Bylaws should be changed since it is difficult to use this definition as a guideline. This issue was assigned to the Faculty and Senate Governance Committee. CHES and CIS have elected their senators for 2008-09 and turned in those results.

Academic Affairs – (*Marcia Barrett & Rona Donahoe*) A **survey** to determine faculty member priorities if new monies became available was proposed at the last Faculty Senate Steering Committee meeting. The survey has been distributed to the faculty and the suggestion was made that the survey be done on a regular basis. It has been revealed that there will be severe higher education budget cuts making the timing of this survey unfortunate. The extent and impact of those budget cuts were discussed. It was pointed out that the survey is titled “Faculty Senate Survey on Resource Prioritization” addressing the allocation of any new resources. There was some difficulty submitting the survey. The timing and distribution of the survey results were discussed.

Not enough **final exam** periods are available to handle the increased student enrollment. Using the final day of classes for exams, using the Saturday after the last full day of classes which falls on the date of the SEC championship game, going from 2 ½ hour exam times to 2 hour exam times considering that some students would have 3 final exams on the same day and putting something into Banner to red flag the days a student would have 3 exams in one day to give them an opportunity to change their schedule were possibilities under consideration. The final recommendation of this committee is to bring several scenarios to the next Senate meeting with the request that those be taken back to the senator’s college for input and recommendations for a solution for this problem. Those scenarios will be emailed to the Steering Committee. A five-day, five-a-day, two-hour exam period and one-half hour in between would set the exams beginning at 8:00 AM and finishing at 8:00 PM. Rona Donahoe will be the chair of the Graduate School Policy Review Committee.

Faculty Life – (*Deidre Leaver-Dunn & Lowell Baker*) It appears there has been a lack of communication and discussion concerning the limited **smoking area** around buildings. The Provost is sending signs out to be posted in each building. It will be suggested that notification and information concerning the limited areas should be forwarded to each building along with the signs.

Financial Affairs – (*David Arnold & Jeanette Vandermeer*) – In February of 2006 the Steering Committee met with the Provost and Dot Martin to discuss the **PEEHIP** issue. The number of 786 was given at that time as the number of faculty hired before the PEEHIP change. The cost projection to grandfather those faculty/staff members in was \$18 ½ million dollars. The cost projection for just faculty members was projected at \$5 million dollars. On December 7, 2007 John Kasberg and Charlotte Harris met with this committee and the Faculty Life Committee. At this point the number of faculty/staff was given as 585 hired before the rule change. The committee asked that the turnover rate be considered in those projected numbers. There were two basic Legislative rule changes. On October 1, 2003 the PEEHIP rules changed requiring four-year state colleges in Alabama to begin contributing an average of \$282 per month toward the PEEHIP retiree's monthly health premiums. Before this the K-12 and 2-year colleges and the State of Alabama contributed \$120 per month per retiree, but the 4-years colleges did not have to pay toward the PEEHIP retiree's health premiums. The University of Alabama had to come up with over \$4 million as their share of this expense. Due to an increase in retirees, UA's subsidy cost is an average of \$367 per month per retiree of about \$6 million dollars. The second rule change was on October 1, 2005. It required all future retirees who are vested to pay 2% a year of the employer's contribution for each year under 25. According to the information supplied by John Kasberg, the total PEEHIP premium for a single Medicare eligible retiree at "Age 65 and Up" is \$244 per month. So the retiree with 25 years of service would pay \$1.14 per month for Single Age 65 and Up. However, if someone retires at age 65 with 10 years of service, then they lack 15 years having 25 years and the PEEHIP premium is $15 \times 2\% = 30\% \times \$244 \text{ per month} = \$73.20 + \$1.14 = \74.00 per month rounded to the nearest dollar. To determine the exact benefit for each individual, a conference should be scheduled with the Human Resource Office. The sliding scale chart for PEEHIP giving single versus family coverage is available at www.rsa.state.al.us. The PEEHIP icon is at the top of the page. The line "Premiums Rates and Co-pays" will take you to the line titled "Retiree Sliding Scale Premium" with A, B, C, D, E and F for the six PEEHIP retiree premium categories for FY2008. As of today the estimated cost to the University to grandfather everyone in hired before 10/01/05 would be (based on 5% turnover rate) \$9,208,547 making it cost prohibitive. More people have been hired by Human Resources to improve their services. HR has requested specific suggestions to accomplish this goal. An email will be sent to the entire faculty requesting input. A better job should be done to inform new and present employees in this category about their retirement benefits. There is no way to project what insurance costs will be in the future, however, it is a definite projection that the cost will increase. Karen Steckol will make an appointment with Human Resources and report back to the Steering Committee.

Research & Service – (*Shane Street & Ed Stephenson*) The Research and Service Committee is proposing the establishment of a "**Sustainability and Environmental Resources Management Committee**" to advise the President and the Administration on energy conservation and maintenance of the natural environment of the campus. The committee took the resolution passed by the Faculty Senate a few years ago requesting an environmental committee and expanded it to include recycling and the management of

campus natural resources. The proposal is attached. There was discussion concerning student representation on this committee. A Professional Staff Assembly representative will be added. The CUC will take the proposal of this committee and add/delete items. The proposal will be forwarded to the chair of the CUC.

Faculty & Senate Governance – *(John Mason & Roy Maize)* The nominations for **Faculty Senate office positions** are Karen Steckol for President, Clark Midkiff for Vice President and Jeanette Vandermeer for Secretary. Additional nominations will be taken before the election. There are no nominees for **Ombudsperson**. A nomination is needed from Engineering or C&BA. The Ombudsperson serves as a mediator/liaison between faculty and administration. Any nominations should be sent to John Mason or Roy Maize. The election will be the first week of March as stated by the Faculty Senate bylaws.

Student Affairs – *(Carolyn Cassady & Melondie Carter)* This committee met with SGA representatives to plan a **reception** for the SGA Senate and the Faculty Senate. It will be held February 28 from 5:00 to 6:30 PM. Location will be announced. The SGA also plans to have a coupon printed in the Crimson White for a reduced cost to take a faculty member for coffee or lunch. The SGA is concerned with the cost of printing. A&S changed their **printing policy** increasing costs to the students. Those expenses should conform to the same standard all across the campus. The method of paying copying expenses was discussed.

There was not a **block seating** proposal presented at the Intercollegiate Athletic Committee meeting due to the absence of an SGA representative. Grade Point Average will be used in the seating assignments. There will be a new SGA president beginning April 1 putting a time crunch on this issue. Carolyn Cassady has sent emails to Darrell Hargreaves, University Recreation and Porter Reeves, SGA representative requesting a meeting on stadium seating. No response has been received at this time.

Legislative Agenda – *(Margaret Garner)* **Higher Education Day** will be Thursday, March 6 in Montgomery. Buses will be available for transportation. Talking points are given on the bus going to Montgomery and a review is conducted on the return trip. A request will be sent to Bill Jones to speak to the Faculty Senate Steering Committee and the Faculty Senate. Restoring **Legislative Breakfasts** was discussed. The student **leadership training** retreat for all sixteen institutions will be held paired with the alumni group and the Council of University Relations Group. The Alabama Public Affairs Forum and the Higher Education Partnership are part of the base to educate people about higher education issues.

Review of Deans and Chairs – *(Lowell Baker)* The draft of the **review of deans and chairs** stipulates a review of deans and chairs will be done every other year. If the five year review falls on an odd year or a non-review year, a question will be sent out concerning retention or non-retention for that individual. A copy of the draft will be sent to the Steering Committee and attached to the Faculty Senate agenda with a request for any comments or suggestions. The copy will be available at the Faculty Senate meeting

next week. The development of the questionnaire will begin at the next meeting of this committee. This document will hopefully be in the Faculty Handbook by next fall following four years of work.

New Business – The composition of the College of Arts and Sciences was discussed.

The **Resources and Priorities Committee** has met sporadically and has not received adequate information to perform their charge. There are thirty-plus members of this committee making it unwieldy to manage. Several options have been discussed including disbanding the committee, having sub-committees, replacing the committee with another method, changing the composition of the committee and other options. With a decreased funding situation projected for next year, it is important to have a mechanism in place to monitor and recommend ways to accomplish that decrease.

Meeting adjourned 5:45 PM

Faculty Senate Seats by Division- The number of Senate seats in the upcoming election for each division appears in the “New Senator” column below. Numbers are based on OIR statistics. Note that C&BA sent us corrected numbers for their faculty count, which resulted in an additional seat being allocated to C&BA.

Division	Reg. F-T	Temp. F-T	F-T Total	Reg. P-T	Temp. P-T	Grand Total	New Senators	Current Senators
A & S	356	74	430		76	506	22	16
C & BA	96	2	98		22	120	5	5
C &BA (corrected)			<u>101</u>				<u>6</u>	
Continuing Education	1		1		25	26	N/A	
CCHS	42		42	6		48	3	2
Comm. & Info. Sciences	55	2	57		23	80	3	3
Education	79	12	91	1	33	125	5	3
Engineering	96	12	108		4	112	6	6
English Language Inst.	7	8	15			15	1	1
Honors College	2	3	5	1	14	20	N/A	
HES	46	1	47	1	20	68	3	3
Library	38	2	40		1	41	2	2
Law	32	4	36	1	42	79	2	2
Nursing	32	1	33		10	43	2	2
Social Work	19	5	24		10	34	2	2
Total Academic Divisions	901	126	1,027	10	280	1,317	56	47
Total All Faculty	903	126	1,029	10	284	1,323		

Issue of Bylaws Criteria- The Senate Bylaws definition of “Faculty Holding Regular Appointments” below is supposed to be used to count faculty in each division for determining the number of Senate seats. I actually calculated the number of seats by the

sum of regular appointments and full-time temporary appointments from the information provided by OIR above. I have not counted the temporary part-time instructors. The only information I have is the total number of part-time faculty-- no breakdown by number of hours or number of consecutive academic terms. I did send OIR the text below from the Bylaws when I requested information, but obviously it would take a lot of effort and they may not have sufficient data to truly sort out which temporary faculty members satisfy the Bylaws definition. I really see no practical alternative to what I have done. Possibly the Bylaws should be amended so that the definition is based on data that are more readily obtainable.

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Proposal to Establish a New Standing Committee Committee on University Committees

TITLE: Sustainability and Environmental Resources Management Committee

DUTIES: To advise the President and Administration on issues related to sustainability, energy conservation and maintenance of the natural environment of the campus. The committee shall investigate and recommend policies with respect to recycling, energy conservation, environmental impacts of operations and construction, environmentally responsible management of University landscapes and aquatic resources, and preservation of the natural beauty of the campus. The goal is that the University become a model of environmental responsibility and stewardship.

COMPOSITION: The committee shall be composed of six faculty, three staff and a Faculty Senate Representative. [There shall be four student representatives: the President of the student chapter of the Alabama Environmental Council, the President of the Water Awareness and Protection student organization, the Chair of the SGA Environmental Committee and the President of the Environmental Law Society.]* The chair of the committee shall be a faculty member with voting privileges on the Campus Master Plan Committee. The Vice President for Financial Affairs, a representative from the Land Management Office and a representative from the Office of Environmental Health and Safety shall serve as liaison members.

REPORTING CHANNEL: The President through the Provost and Vice President for Financial Affairs.

JUSTIFICATION: There is currently no individual or committee charged with the specific mission or responsibility of sustainability, environmental responsibility, and preservation of the beauty and integrity of The University of Alabama campus and its environs.

* Student representation not yet decided.