

**FACULTY SENATE STEERING COMMITTEE MEETING  
JULY 10, 2012 – 3:00 p.m. - #2002 Shelby Hall**

**APPROVED MINUTES**

**ATTENDING:** Steve Miller, Clark Midkiff, Rona Donahoe, Melondie Carter, Margaret Garner, John Vincent, Carolyn Cassady, Jason Battles, Ed Stephenson, Reuben Cook, Ion Stancu, Robert McLeod, Marcia Barrett, Dwight Hooper.

**ABSENT:** Seth Panitch, Wesley Church, Carmen Mayer-Robin, Charlotte Herrin, Donna Meester.

**GUESTS:** Cresandra Smothers, Dialog.

Roll call and quorum check by Faculty Senate Secretary Rona Donahoe.

The Faculty Senate Steering Committee meeting minutes of June 12, 2012 were approved.

**President's Report** – (*Steve Miller*) Melondie Carter, member of the UA Presidential Search Committee, reported that Dr. Guy Bailey, President of Texas Tech University for four years, would likely be named President of The University of Alabama. He is a two-time graduate of UA and has led Texas Tech University in significant growth including the development of major new research partnerships with public and private entities. Clarification of the University's research direction will be a focus of the Faculty Senate including seeking faculty input toward this growth through a faculty survey.

President Miller met with Cori Perdue, Coordinator for the Graduate Parents Support Program, to discuss child/elder care capacity issues. Data regarding child/elder care in the southeast will be compiled to compare benefits. Cori Perdue will make a short child care presentation at the new faculty orientation meeting.

Storage space has been secured in Room 402 in Martha Parham West for donated commencement regalia. The regalia will be available for loan to any faculty member. A commencement regalia loan request form developed by Rona Donahoe will have a link posted on the Faculty Senate webpage. This information will be forwarded to the Faculty Senate office. The Alumni Association and the Alabama Retired Faculty Association will be contacted with a request to donate regalia. Current faculty members will be contacted in August concerning donations. There will also be a request for faculty to return the regalia in clean condition. More focus on faculty during commencement was discussed. It was suggested to name this project the Steckol Regalia Reserve.

John Vincent suggests making certain the document containing the current process for granting temporary core curriculum status is enshrined in the Core Curriculum Committee Handbook.

President Miller will be contacting several suggested names to fill the vacant Faculty Senate Parliamentarian position.

President Miller will be meeting with the Student Government Association Vice President to discuss the smoke-free campus issue. Currently six Southeastern Conference institutions are

smoke-free or in the process of implementing a smoke free campus. The University of Kentucky is a model for implementation and a link to their policies will be emailed to the Steering Committee.

**Vice President's Report** – (*Seth Panitch*) No report.

**Secretary's Report** – (*Rona Donahoe*) No report.

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

**Faculty Life** – (*Wesley Church & Carmen Mayer-Robin*) No report.

**Financial Affairs** – (*Reuben Cook & Robert McLeod*) The establishment of a formulary/dispensary for the most common medications used by faculty and staff is a continuing issue. The Student Health Center has a pharmacy dispensing about 100,000 medications a year. There is space to expand the pharmacy. Dispensing fees, initial costs and other savings would be the result. Contacting the Faculty and Staff Advisory Committee would be the first step for this project. Mail order prescriptions are also a savings. Access and affordability of medical supplies were discussed.

**Information Technology** – (*Carolyn Cassady & Jason Battles*) The Information Technology Committee will meet with John McGowan, Vice Provost of Information Technology, on Friday, July 13<sup>th</sup> to discuss the future of UA technology and what progress has been made on the issues presented to him by this committee including hiring a computing research person, the UAH search for a technology position and other issues.

**Research & Service** – (*Ion Stancu & Ed Stephenson*) President Miller proposed listing the most important topics and action items in a box on the Faculty Senate webpage. This would give faculty members information, visibility and a connection to the workings of the Faculty Senate. Publishing this information in the Dialog Extra and Dialog would help in this outreach. President Miller will contact these publications.

The revised copy of “The University of Alabama Policy on Conflict of Interest/Financial Disclosure in Research and Other Sponsored Programs” was presented by the Faculty and Senate Research and Service Committee. This revised copy will replace Appendix E1 in the Faculty Handbook. The revised copy covers reporting requirements set by the government and NIH. The Office of Research revised the Conflict of Interest Policy four years ago but there are new requirements requiring the updating of this document. Approval of the revised copy is time sensitive and the Faculty Senate Steering Committee will vote on the document at the August 14<sup>th</sup> meeting.

In August the Steering Committee will meet with Joe Benson, Vice President for Research. Items to be discussed will be the direction, expansion and long range plans for research, targeted areas of research, increasing start-up packages to be competitive, funding allocations, competitive personnel hiring, the concentration of growth and development in research and promotion of collaboration for the soft sciences.

**Faculty & Senate Governance** – (*Charlotte Herrin & Dwight Hooper*) Three members of the Merger & Discontinuance Committee have rotated off this committee.

The Provost requested six names with four to be selected for membership on the “Faculty Participation in the Selection of Deans and Department Chairpersons and in the Evaluation of Academic Programs Committee”.

**Student Affairs** – (*Melondie Carter & Donna Meester*) The Student Affairs Committee has requested the idea of water fountains on the Quad be pursued. This issue should be referred to the Campus Master Plan Committee.

**Legislature Agenda** – (*Margaret Garner*) The Legislative Advocacy Retreat will be held in Sandestin, Florida the second weekend of August. Higher Education Partnership membership numbers have decreased following the discontinuance of paying membership fees through payroll deduction. Any new ideas for a unique membership drive would be welcomed. Methods to distribute membership information were discussed.

#### **Reports from other committees –**

**Health & Safety** – There will be a requirement that every employee take an online training course in globally harmonized system of classification and labeling of chemicals to be completed by 2013. The reasons for this training are liability and some grant requirements may include reference to OSHA and require safety training. A material safety data sheet will be available to all employees all of the time with information on what to do if you come in contact with a chemical. Safety training will be administered through SkillSoft or through a live training session by EHS.

The Safety Incentive Program at UA is being reviewed by University Counsel due to a finding that some programs had encouraged employees not to report on-the-job injuries so the unit or individuals could qualify for an award.

Emergency shelters on campus are being reviewed to identify areas of best refuge from storms with maps being placed throughout the building detailing the safest areas and emergency evacuation routes. Modifications will be made to existing buildings to improve safety. Building capacity would be important information to include in these reviews.

Meeting adjourned 4:45 PM.