

## FACULTY SENATE STEERING COMMITTEE MEETING

NOVEMBER 10, 2015 – 3:00 p.m. - #213 AIME

### APPROVED MINUTES

**ATTENDING:** Donna Meester, Ed Stephenson, Rona Donahoe, Chapman Greer, Charlotte Herrin, John Vincent, Kim Severt, Brian Gordon, Pamela Payne-Foster, Rainer Schad, Mangala Krishnamurthy, Clark Midkiff, Steve Burch, Steven Jones, Joanne Hale, Amy Dayton, Reuben Cook, Dominic Yeager.

**ABSENT:** JoAnn Oliver.

**GUESTS:** Cresandra Smothers, Dialog.

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

The Faculty Senate Steering Committee meeting minutes of October 13, 2015 were approved.

**President's Report** – The Faculty Senate Steering Committee will host a reception for Deans at the Gorgas House from 5:00-6:30 P.M.

Information concerning the activities of the Faculty Senate has been sent from the Deans or their offices to their faculty members. This is part of the goal to inform faculty concerning the activities and accomplishments of the Senate.

The three faculty members to serve on the Undergraduate Research Grant review committee are Bob Riter, Lesley Reid and Casandra Ford.

The search committee for the Dean of the Graduate School has been formed as has the Strategic Plan Council.

The UA Board of Trustees met on Friday, November 6, 2015 with the bulk of the business being conducted Friday morning.

President Meester met with UAB and UAH Presidents and a reception is in the planning stages for all three organizations.

Speakers for the December 8, 2015 Faculty Senate meeting will be Ginger Bishop, Director of Institutional Effectiveness and Lane McLelland, Director of Crossroads Community Center.

**Vice President's Report** – (*Ed Stephenson*) Task Force #3 is in the process of gathering data. Three students affiliated with the SGA have been interviewed and further information concerning diversity issues is being sought. The committee will be meeting on November 18<sup>th</sup> with members of the Code of Student Conduct office to discuss the recommendations of the Task Force Report #4.

There was discussion concerning the publication of an OIRA report concerning diversity ratio on campus and in campus organizations. This will continue to be a topic of discussion.

Complaints continue to be registered concerning the Office of Research including internal funding mechanisms, matching funding and other issues. The Research and Service Committee will research and report on these problems.

Registration for classes is scheduled so that all Honors students register before any non-Honors students, meaning that many non-Honors seniors and juniors are closed out of the classes they need to graduate by Honors underclassmen. To avoid these problems faculty members in heavily-enrolled departments spend many hours manipulating the system to hold seats for graduating seniors. This issue is assigned to the Academic Affairs Committee for investigation and to suggest remedies.

**Secretary's Report** – (*Rona Donahoe*) The second survey reprioritizes recommendations from Task Force Report #1 and adds additional recommendations from the addendum to Task Force Report #1 is underway. An email reminding senators that the second recommendation prioritization survey will close on Friday, November 13 will be sent. Only 35 of 72 Senators have participated. A copy of the results from the Task Force Report #4 Recommendation Prioritization Survey was distributed. It specified six of the thirteen recommendations would be identified. The six top-ranked recommendations will be passed on to the ad hoc committee and other appropriate committees.

**Academic Affairs** – (*John Vincent & Chapman Greer*) The Academic Affairs Committee met with Ivon Foster, Assistant to the Provost for Special Projects and Academic Technology, to discuss audio-visual capabilities in the new classroom building. The smaller classrooms have one projector putting the image in the center of the room. Professors can write or project but cannot do both at the same time. This capability due to a redesign is now available in the 200 seat classrooms. The redesign was done following tours and input by faculty members. There was further discussion including the details of audio-visual facilities in various classrooms and seating capabilities.

A special December meeting has been called regarding Faculty Handbook revisions. In several sections a link will be provided to provide updated information regarding policies and procedures. The introductory chapter of the Faculty Handbook states all vice presidential search committees must have a faculty member. This is strangely located in the introductory chapter of the Handbook. Other parts of this section can be eliminated and/or shortened. The section pertaining to service and overhead distribution (60% university, 20% college, 10% department, 10% investigator) must be reviewed carefully. There is no reason the funds cannot be sent directly to the appropriate designation.

The last part of the Academic Affairs Committee meeting was an update on NTRC given by Chapman Greer.

**Community Affairs** – (*Amy Dayton & Kim Severt*) No report.

**Faculty & Senate Governance** – (*Charlotte Herrin & Bob Riter*) A copy of the revised Faculty Senate Bylaws was distributed along with a summary of the changes made. The majority of the recommended changes are minor. There is a new section that consolidates voting guidelines

within the Bylaws into one section to accommodate the new electronic voting procedure for Faculty Senate elections. The other major change was deleting from Article II, Section 4, Paragraph 1, "Unless the Senate directs otherwise, special committee members and chairpersons shall be designated by the same methods as for standing committees". The affirmation vote of standing committees is held in April. So this would read, "Special committees may be created by the president or senate as needed". Suggested changes in today's meeting will be incorporated into the completed revision of the Faculty Handbook which will be presented to the Steering Committee in December for a Faculty Senate vote at the January meeting.

Steven Hobbs and Joy Burnham were elected to the Mediation Committee. The Faculty Selection of Deans and Chairs Committee have the correct number of members. Nominations for the Merger and Discontinuance Committee are being sought for a December election.

Provost Whitaker and Vice President Grady are in favor of task force recommendations but want expansion regarding respect for all backgrounds and cultures. Data gathering mechanisms will be discussed.

**Faculty Life** – (*Pamela Payne-Foster & Brian Gordon*) The Faculty Life Committee continues to identify primary issues and identifying specific questions pertaining to family leave and daycare policies.

**Financial Affairs** – (*Reuben Cook & Rainer Schad*) The Financial Affairs Committee met with Dr. Lynda Gilbert, Vice President for Financial Affairs, and Kevin Stevens, Director of Procurement Services. The 2016 budget includes increases of \$2.6 million for new faculty with \$2 million in salaries and \$600,000 in benefits, Student support positions on campus - \$1.3 million compensation, Scholarship funding includes \$6,285,000 for continuing students, new students \$9,410,000 and veterans \$920,000, library support, TRS \$587,000 and PEEHIP \$530,000.

UA employs 7,156 students with wages of \$31,900,000.

From the operating budget FY 2015-16 the total revenue the following budget amounts -- \$875 million in 2015-\$926 million in 2016. Operating expenses in 2015 \$786 million, in 2016 \$826 million with a net of \$89 million in 2015 and in 2016 \$100 million is used to pay \$10 million capital equipment and to pay principle on bond debt. The operating budget in 2015 is 71 % salaries and benefits, scholarships 3% and supplies and other services 26%. For the Fiscal Year 2016, the budget is \$926.6 million and compared to last year - tuition & fees 45%/44%, grants & contracts 13%/13%, sales & services 1%/1%, auxiliary 17%/16%, others 4%/4%, State appropriations 16%/17% and gifts 4%/5%. The Athletic Department's operating revenue is \$151,285,643 and operating expenses \$134,566,708. Included in the budget are the transfers from the Athletic Department to the University \$6,327,000 (1 million faculty salaries and \$4 million for scholarships). The licensing agreements accounts for a large portion of the revenue. The University transfers to the Athletic Department the amount of \$6,145,000 for Title IX assistance. The University has 70 recruiters across the United States. Qualifications for free tuition include an ACT of 30 for in-state students and ACT of 32 for out-of-state students. The UA debt is over 1 billion with \$4 million interest (part of operating expense) and \$15 million in

principle payments. Most of the debt is due toward the end of five years of the bond. There are about 8,000 UA beds on campus plus about 1,000 Greek housing. It is estimated that in five years Tutwiler will be replaced. P cards can be restricted to travel expenses. Some would like the bid process to change the \$15,000 limit.

Rainer Schad will continue to research the benefits of retirement investment options and more information about TIAA-CREF. The organizations charge fees for handling the funds and Rainer will find out more about reduced costs.

**Information Technology** – (*Mangala Krishnamurthy & Clark Midkiff*) The OIT/CIT response to the Faculty Climate Survey comments were (1) Help Desk – nice but not knowledgeable, (2) after hours – evening and weekend hours – support is offered until 6:30 P.M. and voice messages are referred to CCS Tech Support and (3) there is variation in equipment across campus. Information could be posted to website with questions and answers section.

Discussion concerning an enterprise agreement for Lynda.com will be held on Friday, November 13<sup>th</sup> at 1:30 P.M. in A342 Gordon Palme3r. A brief overview will be given with key agreement and subscription features of lyndaCampus and a possible demonstration of this product.

**Research & Service** – (*Steve Burch & Steven Jones*) A meeting has been arranged with Dr. Pinkert's associate from the Office of Research. The committee will give a report at the next Steering Committee meeting.

**Student Affairs** – (*Joanne Hale & JoAnn Oliver*) The Student Affairs Committee met with Dr. David Grady, Vice President for Student Affairs to review the Task Force report #1 priorities. The committee has requested a meeting with the Election Board to put forth the priority issues from report #1. There was confusion concerning the recommendations being implemented (this was an agreement in principle outside a formal meeting) and those that had not been implemented.

Dr. Grady agreed in principle to organize a Graduate Student Government organization and offered to meet with Graduate School representatives.

The deadline for donations to The REACH gift card program is November 20.

### **Reports from Other Committees –**

Sunday, November 15<sup>th</sup> is the open enrollment flexible spending plan and coverage change deadline. There are no changes in the premiums for the medical plan. There is a small increase in dental coverage and mail order pharmacies are being switched to those no longer under Blue Cross-Blue Shield. This will be substantial savings in administrative costs for the University's health plan. Approximately 1% of the participants will see an increase in their co-pays in the higher tier of medications that do not have a generic form. The majority of the participants in the mail-order pharmacy plan will see no change. Any questions should be referred to Rona Donahoe, a member of the Faculty Staff Benefits Committee.

The NTRC is making certain the colleges with a large number of faculty affected will have representation on the committee. Discussion included the composition of the committee,

creating a policy for those with non-terminal master's degrees, holding informational meetings college-by-college or departmental meetings with PNT representative attending (have answers to questions and consensus), clear language, moving forward aggressively with terminal degree faculty policy, not an automatic reclassification, a timeline, a more targeted communication concerning policy and feedback from the current NTRC document. The non-terminal master's degree issue will be addressed at a later date since this would slow down the policy development process. Financial concerns are also a consideration. The final recommendation of the Steering Committee is to have informational meetings with PNT representatives from each college/school attend and take back the information to their designated areas. The Provost has requested an implementation plan for these policies. The committee has several ideas how to get feedback concerning NTRC document including PNT's attending informational meetings and not to conduct town hall meetings.

Meeting adjourned 4:50 P.M.

Faculty Senate Steering Committee adjourned to Gorgas House for the Reception for Deans.