

FACULTY SENATE STEERING COMMITTEE MEETING

MARCH 8, 2016 – 3:00 p.m. - #2438 sec BUILDING

APPROVED MINUTES

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

ABSENT: Reuben Cook, JoAnn Oliver, Charlye Adams, Steve Miller, Dominic Yeager.

PRESS: Cresandra Smothers, Dialog.

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

The Faculty Senate Steering Committee meeting minutes of February 9, 2016 were approved.

President's Report – (Donna Meester) The Strategic Planning Council continues to meet every Monday at 8:00 A.M. The last town hall meeting has been held with feedback, questions concerning research funding and resource issues, new issues were brought forward and good discussion conducted. President Bell wants the broad Strategic Plan ready for presentation at the April faculty/staff meeting. The survey ends on March 15 and the data will be collected. The Diversity, Research and Employee Life committees have been established with the possibility of the addition of one or two more committees. Each committee will write something they believe will fit into the Strategic Plan and hopefully implementation will follow this fall.

Friday, April 8, will be the Board of Trustees meeting in Huntsville. The joint meeting of the UA, UAB and UAH Faculty Senate Steering Committees will follow. Transportation will be provided.

Speakers for the March 22 Faculty Senate meeting will be Bernadette Chavira-Trull, UA Bookstore, and Interim Provost, Dr. Kevin Whitaker.

President Meester requested year end reports from each Faculty Senate committee stating accomplishments of this past year, ongoing projects and goals for the next year. The committee chairs will give highlights of projects and accomplishments of this past year at the next Faculty Senate meeting. These reports should be posted on the Faculty Senate web site.

Vice President's Report – (Ed Stephenson) Vice President Ed Stephenson has been on the Faculty Senate for ten years. With that background he will respond in the next Faculty Senate meeting to the climate survey comments concerning long range accomplishments by the Senate during his tenure.

Stephenson presented a summary of the Faculty Senate Task Force Report II recommendations for equity, inclusivity, and multicultural richness and how to integrate these recommendations into the strategic planning process and into implementation. The documents will be posted on the Faculty Senate web site.

Secretary's Report – (Rona Donahoe) Secretary Donahoe continues to monitor ombudsperson and senator election results. Attendance records are kept on each senator and are reported to their dean in the letter giving the number of senators to be elected. The Faculty & Senate Governance Committee sends an email to the senator when there are excessive absences. Discussion included qualifications to

be a senator with a specific situation in A&S. It was suggested to stress in the new senator orientation meeting the importance of attending or arranging for an alternate to attend in their place.

Academic Affairs – (*Chapman Greer & John Vincent*) Chapman Greer and John Vincent have been placed on the Syllabus Task Force Committee being the only faculty representatives. Representation on the committee included the Faculty Resource Center, OIRA, Academic Outreach, and Academic Affairs. Over the years changes were made without authorization and not in compliance with the Faculty Handbook. The committee is trying to define the terms in the document, create a glossary and a communication plan. The Faculty Handbook should be the determining factor in any revisions. The course objective and learning outcome should be merged. The process should bring about proper notification of any changes made.

COMMUNITY AFFAIRS – (*Kim Severt & Amy Dayton*) Higher Education Day was held in Montgomery on February 25, 2016. There was more student representation this year. Planning for the Legislative Breakfast is ongoing with April 15 a proposed date.

Faculty & Senate Governance – (*Charlotte Herrin & Robert Riter*) Election for 2016-17 Faculty Senate officers will be held at the next Faculty Senate meeting. This will be a voice, hand or acclimation vote. Nominees should leave the room during the election process. This committee will provide a summary in a written report of accomplishments and works in progress.

A poll will be conducted among other institutions requesting information about what best practice is done at their schools to motivate faculty to serve in the Faculty Senate. This is a project the Faculty and Senate Governance could do next year.

Elements are in place for recommendations from Diversity Task Force Report II and are dependent on the development of the strategic plan for UA. One of the biggest concerns is the move toward implementation, particularly the diversity officer position and data collection mechanisms. The committee is reviewing exactly what will comprise their main role in the implementation process.

The Faculty Senate Manual is almost complete. A draft outline was distributed with Section I: General Rules; Section II: Procedures and Section III: Voting and Elections being the main sections. This document will make Faculty Senate procedures very clear and concise. The only section codifying policy where it does not already exist is the voting section. There was further discussion concerning the language to be used in the voting process description. The proposal is to have the document containing sections I and II placed in the new senator's orientation packet. To move this document forward the manual will be sent to the full senate for review, revisited at the first Faculty Senate meeting in August and vote in September.

Faculty Life – (*Pamela Payne-Foster & Brian Gordon*) The Faculty Life Committee reviewed and accepted the "Guidelines for Religious Holiday Observance" document with adding "and staff" under the "Information and General Campus Events" section.

The family leave policy was presented including a "Resolution on A Family Friendly Campus at the University of Alabama". Moving this document forward presents some problems. To review the document changes line by line would take a lot of time and for the Senate to vote in April would be to present the document to thirty or more new senators without a historical background of issues pertaining to these very important policies. The consensus is for the Steering Committee to review

these issues during the summer and to have a Human Resources representative present. It was also suggested to have faculty and staff issues separate. This will be brought forward to the full Senate in the fall.

Financial Affairs – (*Reuben Cook & Rainer Schad*) No report.

Information Technology – (*Mangala Krishnamurthy & Clark Midkiff*) The Information Technology Committee will compile a year-end report. There have been no pertinent issues this past year. Classroom design and requirements and a few issues from the Senate concerning OIT were addressed.

Clark Midkiff suggested since there is a new Vice President for Strategic Communications, a Faculty Senate liaison or committee assignment should be made. Possible changes will be announced at the Faculty Senate meeting on March 22 for the Information Technology Committee's responsibilities and composition of the committee.

Research & Service – (*Steve Burch & Steven Jones*) The Research and Service Committee is in the process of setting up meetings to be held after spring break. The committee is also distilling comments from the town hall meetings.

Student Affairs – (*JoAnn Oliver & Charlye Adams*) The Student Affairs Committee distributed a written prioritized summary of the "Task Force Report # I Recommendations".

NTRC – The committee met today to review and address the feedback. The committee will meet Thursday, March 10 to prepare the document for campus-wide distribution with a time to be determined. There will be a Qualtrics survey sent along with the document for comments and suggestions. Blog type updates will be placed on the Faculty Senate and the Provost's web site to answer questions and work-in-progress information being made by the committee.

The Campus Master Plan committee has been meeting and there are two more meetings scheduled.

Synchronizing traffic lights is an ongoing project included in improvements being made to McFarland Boulevard.

Faculty and Staff Benefits Committee representative Rona Donahoe will be in a meeting addressing the insurance loss incurred last year and the excessive cost of drugs.

Now is the time to address UA's stream of communication and information requests regarding transparency, openness and rights to access records and other documents. There are templates at other universities that could work at UA. This and free speech zones could be an issue added to the Information and Technology Committee responsibilities.

Meeting adjourned 4:50 P.M.