**FACULTY SENATE STEERING COMMITTEE MEETING**

**JUNE 13, 2017 – 3:00 pm - #213 AIME**

**APPROVED MINUTES**

**ATTENDING: Donna Meester, Rona Donahoe, Chapman Greer, John Vincent, Brad Tuggle, Amy Dayton, Seth Bordner, Robert Findlay, Angela Benson, James Gilbreath, Clark Midkiff, Barbara Dalbach, Ajay Agrawal, Mike Kreger, Amy Traylor.**

**ABSENT: Peter Johnson, Charlotte Herrin, Bill Martin, Charlye Adams.**

**GUESTS: Cresandra Smothers, Dialog.**

**Roll call and quorum check by Faculty Senate Secretary Chapman Greer.**

**The Faculty Senate Steering Committee meeting minutes of May 9, 2017 were approved with corrections.**

**President’s Report – *(Donna Meester)* President Meester instructed the committee co-chairs to identify issues and priority projects for the fall.**

**The Faculty Senate roster, standing committees and UA standing committees are in need of updating on the Faculty Senate web page. Robert Riter is the Faculty Senate web master. There was further discussion concerning University web page contents, communicating problems, computer access and connectivity.**

**Vice President’s Report *– (Rona Donahoe)* Family leave and child care policy.**

**Secretary’s Report *– (Chapman Greer)* No report.**

**Academic Affairs *– (John Vincent & Brad Tuggle)* The SGA Proposal was sent to the Academic Affairs Committee members for comments. The comments were wide-ranged but there was some support for a forgiveness policy of some type. One complaint would be the burden placed on English and Math by the implementation of their refreshment courses. The committee was in favor of giving some level of a forgiveness policy early on in the student’s academic career. No one was in favor of allowing a student to repeat a course more than once to improve their grade. A student could request the lower grade allowing them to retake the course. John Vincent suggested a policy where a student could request “NC” for any 100 or 200 level courses (once per course) which would be a compromise – Math and English could still get their “NC” still satisfying students wanting to take the course for any grade assuming they had not used them up. Math and English would not be different from every other course. “NC” is not computed in a student’s GPA. Discussion included the impact a forgiveness policy would have on scholarships and financial aid. “NC” could only be attempted at UA and replaced by passing the course at UA.**

**The Faculty Handbook most recent version has not been posted on UA’s web page.**

**Community & Legislative Affairs *– (Amy Dayton & Seth Bordner)* The Community and Legislative Affairs Committee is pursuing a meeting with the campus groups working on the historical Civil Rights Trail.**

**The Faculty Senate has had meet and greet gatherings with local and state officials in the past. The committee would like to pursue this at the federal level. A meeting with R. B. Walker will be organized to discuss details of meeting and interacting with senators and representatives.**

**Financial Affairs *– (Robert Findlay & Peter Johnson)* The Financial Affairs Committee brought forward the issue of implied expectations of anyone submitting a NSF grant. A 2017 UA NSF Career Proposal Assistance Workshop is being offered. Discussion included whether this is mandatory, impact on research, reviewing proposal competency and different messages implied from separate colleges. The Research and Service Committee may take this issue for their agenda if they wish.**

**Anyone with difficulties with start up for new faculty will be a major agenda item for the Financial Affairs Committee next year. Any chair wishing to give the Financial Affairs Committee an overview of their challenges in recruiting new faculty would be appreciated. The sciences are required to provide 25% of start-up funding out of their operating budget.**

**Concur training seems to be too expansive since faculty members only need parts of the system.**

**Faculty & Senate Governance *– (Charlotte Herrin & Angela Benson)* No report.**

**Faculty Life *– (Bill Martin & James Gilbreath)* The Faculty Life Committee will be working on the combined UA, UAB and UAH Steering Committee institutional meeting held in Tuscaloosa in November.**

**Information Technology & Strategic Communications *– (Clark Midkiff & Barbara Dalbach)* This committee has been contacted to arrange a meeting with Monica Watts and Linda Bonin, Strategic Communications Department, and the committee to discuss the planned transition to a content management system for the UA web environment. Different department web pages have been designed with different types of software. The possible issue in this meeting would be all UA web pages run from the same software and fit the same template. The new DUO system (multi-factor authentication) was discussed along with composition and activities of UA’s Information Technology standing committee.**

**Research & Service *– (Ajay Agrawal & Mike Kreger)* No report.**

**Student Life *– (Charlye Adams & Amy Traylor)* The Student Life Committee is meeting with Ross D’Entremont (Vice President for Academic Affairs, Student Government Association) to discuss the forgiveness policy, SANE and substance abuse issues.**

**New Business----**

**The “Application for Sabbatical Leave” was sent to the Faculty Senate Steering Committee for comments and input. The discussion included the points of incorrect grammar, offensive statements, policy change, excessive steps and forms, differences in this document and Faculty Handbook policy. The Handbook stresses professional development and renewal. Comments and corrections should be sent to President Meester. The consensus of the Steering Committee was to return the document to be revised and resubmitted.**

**The Emeritus document was approved by Provost Whitaker.**

**A suggestion to modify the final exam schedule to correlate with class times was brought forward. More details will be forthcoming. A real dead week period for study was discussed. Labs and holidays have to be considered. Major projects should be assigned at the beginning of the semester.**

**Meeting adjourned 4:20 P.M.**