**FACULTY SENATE STEERING COMMITTEE MEETING**

**MARCH 7, 2017 – 3:00 P.M. - #213 Aime**

**UNAPPROVED MINUTES**

**ATTENDING: Ajay Agrawal, Amy Dayton, Rona Donahoe, Bob Findlay, James Gilbreath, Chapman Greer, Darrin Griffin, Charlotte Herrin, Linda Knowles, Donna Meester, Clark Midkiff, Osiris Molina, Robert Riter, Rainer Schad, Rita Snyder, Amy Traylor, John Vincent, Dominic Yeager.**

**ABSENT: Charlye Adams, Bill Martin, Steve Miller.**

**GUESTS: Cresandra Smothers, Dialog.**

**Roll call and quorum check by Faculty Senate Secretary Robert Riter.**

**The Faculty Senate Steering Committee meeting minutes of February 14, 2017 were approved.**

**PRESIDENT’S REPORT – *(Donna Meester)* John Vincent suggested moving the Steering Committee meeting next year to coordinate with committee meetings and spring break.**

**A reception will be held to congratulate Kevin Whitaker on his permanent position of UA’s Provost.**

**The ad hoc committee members charged with writing a resolution combining the information and issues contained in the many letters and proposed resolutions concerning the newly imposed travel ban are: Paul Horwitz (Convener), Charlye Adams, James Gilbreath, Ignacia Rodenio and John Petrovic.**

**Developing a logo for the Faculty Senate was discussed noting information is not communication, identity, flow and brand, professional creation of logo and art design. President Meester will discuss this issue with Linda Bonin, Vice President for Strategic Communication.**

**The Graduate Student Association sent the vision plan document “GSA’s Call to Action in Supporting the University’s Strategic Plan” to the Faculty Senate Steering Committee requesting support to be formally recognized, become a part of shared campus governance, have assigned seats for GSA officers or representatives on all standing committees and a proposed budget. The budgeted amounts for delegate stipends ($100 per semester/$21,600 budgeted), research and travel ($72,000) and Graduate Assistant-Administrative Support ($20,000) were questioned. The Graduate Student Association goes through the SGA when requesting travel funds. The suggestion was to look at other institutions with Graduate Student Associations. The Steering Committee recommended more specifics and a decrease in the budget proposal.**

**President Meester received communication from Joshua Rothman concerning slavery history at The University of Alabama requesting UA President Bell establish a commission to study UA’s relationship to slavery. One of Rothman’s suggestions was to make UA’s slavery history more visible as part of the regular campus tour. Other suggestions were to have a slave history conference on campus, develop and strengthen infrastructure for public memory, and coordination of applicable campus unit involvement such as research, archeology and social work. This issue could be under the new Chief Diversity Officer when that position is filled. A suggestion was made for UA to have an appointed institutional historian. This overall subject will be discussed with Provost Whitaker.**

**Dr. Lynda Gilbert, UA Chief Financial Officer, will resign in the next few months. Faculty Senate Financial Affairs Committee Co-chair, Rainer Schad, is on the search committee.**

**Vice President’s Report *– (Rona Donahoe)* There were two questions asked concerning the Medical Plan Dependent Audit. The first question was what would have to be done to reinstate a dependent dropped after the lack of response to the dependent documentation deadline at the end of March. The answer is they will be dropped and cannot be reinstated until open enrollment in November and would not have coverage until January, 2018. Only 74% in that category have responded. Each of those employees not responding will be contacted individually. If there is no response by the end of March, the dependent will be dropped. A complaint expressed was that a letter of acknowledgement/confirmation of coverage was not sent to those employees complying before the deadline.**

**The University Medical Center’s controlled substance contract now requires anyone having a prescription for a controlled substance medication to sign a contract with their physician. A stipulation is for the patient to not accept a prescription from anyone outside the University Medical Center. If accepted from someone outside UMC, notification must be given to UMC within 24 hours. Refills will not be called in and only one pharmacy must be used. Not clarified in the requirements is the UMC physician will write three predated prescriptions with a required office visit every 90 days. Alabama law states patients under pain management care requiring controlled substances must see their physician each month. UMC is aligning with pain-management clinic requirements in Tuscaloosa. Another requirement unclear in the contract is that unannounced blood tests will be given at the patient’s expense. Insurance will pay for those tests. If there is evidence of substance abuse, the physician may refer the patient for treatment of addictive disorders. The contract also states a list of all medications must accompany the patient for office visits. The UMC controlled substance contract will be reworded to reflect changes.**

**Secretary’s Report *– (Robert Riter)* The Spring Faculty Senate Count has been received from the Office of Institutional Research and Assessment reflecting an additional two seats for A&S, one for Commerce and Business Administration, one for Education and one for Engineering. Those losing one seat are Honors College, Human Environmental Sciences, University Libraries and Law School. These changes would be a net gain of one additional senator. This report was sent to the Deans for approval of the final numbers. Elections are to be completed by March 25 and reported by April 3, 2017. Senators serve a two year term. The Deans will be asked to reiterate the importance of scheduling to attend all meetings and alternates to be cooperative in substituting when requested. Included in the letter to the Deans is the request to vote for the Ombudsperson candidate. Dr. Roxanne M. Mitchell, Associate Professor, Educational Administration and Leadership, College of Education is the only candidate.**

**Academic Affairs *– (John Vincent & Chapman Greer)* A draft of the Emeritus Status resolution was distributed to the Steering Committee proposing an established process to identify qualified emeritus status faculty. Among changes made in the proposed document included the addition of “at The University of Alabama” to number one listed under criteria and replacing the number four with number three. The document states emeritus status is one of distinction and is not to be given automatically. Following discussion the Steering Committee voted to present this to the March 21 Faculty Senate meeting for a vote of approval and the resolution will be attached to the agenda.**

**The committee is waiting on the final draft of the grievance policy to complete the Faculty Handbook revisions.**

**Community & Legislative Affairs – *(Amy Dayton & Rita Snyder)* The committee’s meeting with the Southern Poverty Law Center student chapter resulted in their wish to have communication and partnership with the Faculty Senate. There is a proposed state law limiting ability to rename, change of otherwise mark historical buildings in Alabama.**

**Higher Ed Day student attendance was very good this year. More details will be given by this committee.**

**A Legislative gathering on March 20th will be held from 4:00 – 6:00 PM - wine and cheese with the location to be announced.**

**Financial Affairs – (*Robert Findlay & Rainer Schad)* No report.**

**Faculty & Senate Governance *– (Charlotte Herrin & Steve Miller)* The slate of candidates for 2017-18 Faculty Senate Officers include Donna Meester, President; Rona Donahoe, Vice President; Chapman Greer, Secretary. The vote will be at the March 21, 2017 Faculty Senate meeting. Candidates may speak before the vote. There are two nominees for Commencement Marshal – Melondie Carter, Assistant Dean and Professor of Nursing with 25 years of service; Elizabeth “Liza” Wilson, Professor, Senior Associate Dean of Education with 25 years of service. The election will be held at the March 21, 2017 Faculty Senate meeting.**

**There are no nominations for the Merger of Discontinuance of Academic Units Committee. Notification will be sent to the Deans asking for nominations from their divisions.**

**Faculty Life *– (Bill Martin & James Gilbreath)* No report.**

**Information Technology & Strategic Communications *– (Clark Midkiff & Darrin Griffin)* A poll todetermine a meeting time and date for the OIT committee was sent out two weeks ago. Nothing determined at this time.**

**The Information Technology and Strategic Communications Committee met today and discussed updating the bylaws on the Faculty Senate web page to reflect committee name changes and change the title of “web master” to “web site curator” including language for the creation of a web site curator team. The language is being worked on and will be presented to the next Steering Committee meeting or the next senate term. Bob Riter is nominated as the web site curator for the next senate year with confirmation to come from the Faculty Senate. Darrin Griffin and Sara Miesse will be members of the curator team with a third member to be determined.**

**Research & Service *– (Ajay Agrawal & Osiris Molina)* The Research and Service Committee is proceeding with the proposed faculty survey. A list of questions will be composed and presented to the Faculty Senate for input. The OIRA will administer the survey and compose the data. The Research and Service Committee will analyze the data. Hopefully this will go forward in the fall with the focus of the survey to be research. The research questions from a previous survey will be reviewed. It was recommended to work with someone experienced in the composition of survey questions to obtain meaningful answers and restrict the survey length.**

**Student Affairs *– (Charlye Adams & Amy Traylor)* The Student Affairs Committee continues to work on establishing the SANE program. The committee will meet with Dr. David Grady, Vice President for Student Life, following spring break.**

**The Student Affairs Committee would like to change their committee name to Student Life. The Faculty and Senate Governance Committee will present this change which will change the Faculty Senate Bylaws.**

**A letter was received from Dr. Alan Blum, a physician and professor in Family Medicine in the College of Community Health Sciences, expressing some concerns about student safety on campus. Among those concerns are offering more nutritional and healthy vending machine choices, golf carts on the Strip with beer company sponsorships, international student integration into student life, substance abuse awareness and intervention and technology usage. Students so focused on their cell phones pose a danger particularly crosswalks on campus. There are several projects underway to address these concerns.**

**New Business – Bob Findlay, Co-chair of the Financial Affairs Committee, expressed his dismay at the placement of research on the UA web page. His opinion is that research branding should be focused on the four pillars of UA’s Strategic Plan. A Strategic Communications representative will be invited to speak to the Steering Committee.**

**Meeting adjourned 5:05 P.M.**