**FACULTY SENATE STEERING COMMITTEE MEETING**

**NOVEMBER 7, 2017 – 3:00 pm - #213 AIME**

**APPROVED MINUTES**

**ATTENDING:** Donna Meester, Rona Donahoe,Chapman Greer, Ozzy Molina, Mirit Eyal-Cohen, Ibrahim Cemen, Ajay Agrawal, Mike Kreger, James Gilbreath, Robert Findlay, John Vincent, Brad Tuggle, Seth Bordner, Dominic Yeager, Amy Traylor, Steve Miller, Barbara Dahlbach..

**ABSENT:** Angela Benson, Julia Cartwright, Peter Johnson, Amy Dayton.

**GUESTS:** Cresandra Smothers, Strategic Communications.

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

The Faculty Senate Steering Committee meeting minutes of October 10, 2017 were approved with an addition of attendance to be added later.

**President’s Report –** *(Donna Meester)* President Meester expressed appreciation to all those that attended the Board of Trustees meeting on Friday, November 3, 2017. The Faculty Senate representatives from UA, UAH and UAB met to discuss mutual issues across all three campuses and methods to collaborate on those issues. The charge from Chancellor Hayes for faculty to visit the other campuses was discussed including travel logistics, participation limits and conducting a survey of interest. The development of the survey will be under the direction of Chapman Greer and Sarah Miesse.

Lack of communicating important information to the appropriate parties was discussed with administration and has been addressed.

A request was made to have a meeting with the Campus Master Plan committee which has not met since March 28th. The committee will meet on November 28th. Attention was drawn to limit encroachment on the green space on the Bryce property.

Athletics Director Greg Byrne and Diversity Director Christine Taylor are scheduled to address the Faculty Senate meeting. Any suggestions for speakers should be sent to President Meester.

**Vice President’s Report –** *(Rona Donahoe)* Open enrollment closes November 15th.

**Secretary’s Report –** No report.

**Diversity, Equity & Inclusion –** *(Ozzy Molina & Mirit Eyal-Cohen)* The Diversity, Equity and Inclusion Committee met on October 31st to discuss incidents on campus. The primary issues of this committee are to determine their charge, course and perimeter of any committee actions, development of protocol and guidelines. It was suggested to delay a definition of this committee until the Diversity Director issues their diversity, equity and inclusion statement. It was pointed out that this is a brand new committee and the opportunities to shape it into one with an impact are endless.

A request was made last year to display a Menorah next to the Christmas/Holiday tree last year. The request was denied on the basis an official request for land space to place the display had not been made which was disputed. An objection to Denny Chimes playing Christmas carols was made. President Meester will include these subjects in her next meeting with the Provost and will report back.

The Mediation Committee election will be held by the Faculty Senate in November and the Merger & Discontinuance election will be held at the December Faculty Senate meeting.

Ken Wright will be the Commencement Marshal for the fall commencement. There was a mix up on the number needed for future commencement Marshals. This has been delayed.

**Faculty & Senate Governance –** *(Angela Benson & Ibrahim Cemen)* The committee met on October 31st. There should be two Marshals for four ceremonies in the spring. The nominations for the Mediation Committee were distributed to the entire faculty on November 2 and should be in by November 10. The election will be at the November Faculty Senate meeting. The Merger and Discontinuance election will be in March, 2018. The Ombudsperson election will be in January, 2018.

**Research & Service –** *(Ajay Agrawal & Mike Kreger)* The Research and Service Committee presented a memo addressed to Provost Whitaker asking for information on the progress on faculty recruitment in view of the Strategic Plan pillar to increase the University’s productivity and innovation in research, scholarship and creative activities that impact economic and societal development. The proposal requested a matrix with quantitative and qualitative criteria to assess the progress made and an update on a regular basis. The following discussion of the memo bullet points contains these points: difficulties obtaining access to this type information, restricted data, academic output is only available to very few, conversation rather than list of requests, simplify and limit questions and yearly reporting. The committee will take the memo and pare down the points to a few priority questions. The Faculty Senate Financial Affairs Committee is working with the Research and Service Committee on this project.

**Faculty Life** *– (Julia Cartwright & James Gilbreath)* The Faculty Life Committee continues to work on day and elder care, parental leave and temporary housing for new faculty. Free gym membership continues to be an issue and efforts in the past have not been successful. The committee recommended all Steering Committee members review the 2015 climate survey data since it contains qualitative information affecting all Faculty Senate committees. It is available on the Faculty Senate web page. The committee is considering conducting a survey concerning harassment of faculty members. Work continues on a general informational web page for faculty and the charge from Chancellor Hayes concerning faculty visiting other campuses. European institutions generally have day care, parental leave, housing and gym complementary for faculty members.

**Information Technology & Strategic Communication –** *(Clark Midkiff & Barbara Dahlbach)* The committee reported that web mail will go to DUO on November 8th. The UA IT committee will meet on November 30th. The Faculty Senate IT and Strategic Communication Committee will schedule a meeting with John McGowan, VP for Information Technology after November 30th.

**Financial Affairs –** *(Robert Findlay & Peter Johnson)* The Financial Affairs will be meeting with the Concur administrators to address complaints concerning the expense reporting process. Any suggestions should be forwarded to Robert Findlay.

**Academic Affairs –** *(John Vincent & Brad Tuggle)* The Academic Affairs continues to work on the Faculty Handbook with three-hour long meetings every other week. Faculty Senate voting on “Appendix B” will be at the November 14th meeting.

The Burnham Award selection process was discussed.

**Community Affairs –** *(Amy Dayton & Seth Bordner)* The Community Affairs Committee is working with the Diversity, Equity and Inclusion on a project.

**Student Life –** *(Charlye Adams & Amy Traylor)* The Student Life Committee is promoting gift cards for needy students. Information to donate will be sent to President Meester.

Meeting adjourned 4:30 P.M.

The Steering Committee proceeded to the reception hosted by the Faculty Senate Steering Committee at the Gorgas House for UA Vice Presidents and Deans from 5:00 to 6:30 P.M.