

## FACULTY SENATE STEERING COMMITTEE MINUTES

OCTOBER 11, 2016 – 3:00 PM - #213 AIME

### APPROVED MINUTES

**ATTENDING:** Charlye Adams, Ajay Agrawal, Rona Donahoe, Amy Dayton, James Gilbreath, Chapman Greer, Darrin Griffin, Charlotte Herrin, Bill Martin, Donna Meester, Clark Midkiff, Steve Miller, Robert Riter, Rainer Schad, Rita Snyder, Dominic Yeager (Parliamentarian).

**ABSENT:** Reuben Cook, Osiris Molina, Amy Traylor.

Dialog representative: Cresandra Smothers

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

The Faculty Senate Steering Committee meeting minutes of September 13, 2016 were approved.

President's Report – (*Donna Meester*) The Faculty Senate Steering Committee hosts a reception for the Deans each year. The reception will be held November 8, 2016 in the Gorgas House from 5:00 P.M. until 6:30 P.M. Discussion included changing the date since November 8<sup>th</sup> is Election Day. The consensus was to hold the reception on that date.

President Meester met with Ken Foshee of the University Registrar's Office to discuss upcoming commencement ceremonies. The University will be adding an additional ceremony to bring the total to four. Days, times, traffic flow, combining and/or dividing by colleges/schools and recognition of graduate names was all part of the discussion to efficiently conduct commencement in all areas.

The Board of Trustees will meet on November 4<sup>th</sup>. The University of Alabama Faculty Senate Steering Committee will be hosting the University of Alabama-Birmingham Steering Committee and the University of Alabama-Huntsville Steering Committee meeting at the Bryant Conference Center for lunch and discussion following the Board of Trustees meeting.

Rona Donahoe will conduct the Faculty Senate meeting next week due to the absence of President Meester.

The speakers for next week's Faculty Senate meeting will be Vice President of Community Affairs, Dr. Samory Pruitt, Danielle, Sexual Assault Nurse Examiner (SANE program), Allison Jernigan.

The project to honor Past President Judy Bonner is moving forward.

Vice President's Report – (*Rona Donahoe*) No report.

Secretary's Report – (*Robert Riter*) Transferring and depositing Faculty Senate records in the University's archives will be voted on as a policy at next week's Faculty Senate meeting.

Nelle Williams will be the senator replacement for CCHS and will be a member of the Academic Affairs Committee. A replacement for Laura Bloom in CHES is underway.

Academic Affairs – (*John Vincent & Chapman Greer*) Extensive meetings have been held for the Faculty Handbook revisions. The NTRC document has been forwarded to Interim Provost Kevin Whitaker. Ken Foshee of the University Registrar's Office will be attending the next Academic Affairs

Committee meeting to talk about the format of the undergraduate catalogue. Archiving, changing format, accessibility, clarity for students were questions concerning the catalogue.

The order of disabled student registration changes gives anyone the opportunity to go through the Office of Disability Services to qualify for earlier registration. Physician documentation should be required for those needing more than ten minutes between classes and student's qualifications should be verified.

Community Affairs – *(Amy Dayton & Rita Snyder)* The Community Affairs Committee is pursuing a meeting time with Tuscaloosa Mayor Walt Maddox.

Faculty & Senate Governance – *(Charlotte Herrin & Steve Miller)* The proposed bylaw amendments includes committee name changes. Those changes are Information Technology Committee to Information Technology and Strategic Communications Committee and the addition of Section Seven to the Faculty Senate Secretary's duties which is the gathering and preservation of Faculty Senate documents in University archives.

Four nominations have been received for the position of Commencement Marshall. The deadline for nominations is Monday, October 17, 2016 with names being sent to the Registrar's Office by the end of the month. The voting process will be for the Steering Committee to elect the Commencement Marshall at the end of the meeting with the Provost on Thursday, October 20<sup>th</sup>. The Steering Committee members not able to attend may email their vote.

The Mediation Committee has a vacancy which should be filled.

Faculty Life – *(Bill Martin & James Galbreath)* The Faculty Life Committee will be meeting on Thursday with HES representatives concerning the campus no smoking policy.

Financial Affairs – *(Rainer Schad & Reuben Cook)* The Financial Affairs Committee is meeting with various administrators concerning the potential of changing retirement benefits from a defined benefit program to an outside firm management. The committee is researching methods to hear both sides of the issue to determine what exact options might be available.

Information Technology – *(Darrin Griffin & Clark Midkiff)* A meeting will be held with Ed Stephenson transferring complete responsibility for the Faculty Senate web page to Darrin Griffin. At the present time any change to the web page must be done by IT. Plans are being formulated to have a permanent platform for revisions which would streamline with UA's template of the same background, layout, design and preservation of data. This will move forward with consultations with Linda Bonin, Vice President of Strategic Communication, Monica Watts and others within that office. Social media monitoring was discussed.

The Disability/Accessibility link on UA's home page should be moved to a more prominent area.

The Humane League sent an email protesting the treatment of animals by the Aramark Food Service. Aramark established an Animal Welfare Policy on April 30, 2015 stating the policy was developed in collaboration with The Humane Society. The policy pledges responsible purchasing and animal welfare practices.

Requests for public records through the Freedom of Information Act were discussed. Requests for UA public information is reviewed about twenty hours a week. Secretary Riter asked if it would be possible to move those requests to the legal department for review but was told it probably would remain where it is currently located. It was suggested to have a lawyer look at the Alabama Freedom of Information Act and create a summary to forward to the new administrators in the Strategic Communications Office. Charlye Adams volunteered to do this project.

The list of University Standing Committees was difficult to find and Darrin Griffin resolved that issue.

Research & Service – (*Ajay Agrawal & Osiris Molina*) The Research and Service Committee met with Vice President Carl Pinkert to address questions from the committee. Concerns of the committee included funding for the four hundred faculty members to be hired in the next five years, support staff expenses, faculty input in the process and cyber security.

Student Affairs – (*Charlye Adams & Amy Traylor*) The Student Affairs Committee is looking at other institutions concerning mental health and immediate access to critical resources.

The NTRC report was sent to the Provost which then goes to the Council of Deans and Faculty Senate officers.

Other Committees---

A draft of the Campus Master Plan will be presented next spring with the Board of Trustees voting on the plan over next summer.

It has been suggested to sell bricks from Tutwiler when it is torn down.

An open enrollment letter will be released on Monday, October 17 and the Faculty Staff Benefits Committee will meet that same afternoon.

The Provost Search Committee will meet Thursday, October 13 to review applicants.

Meeting adjourned 4:40 P.M.