

## FACULTY SENATE STEERING COMMITTEE MEETING

AUGUST 13, 2019 – 3:00 pm – 213 AIME

### APPROVED MINUTES

**ATTENDING:** Barb Dahlbach, Chapman Greer, John Vincent, Andre Denham, Joy Burnham, Steven Yates, Mirit Eyal-Cohen, Jenni Cox, Andrea Gleen, Ibrahim Cemen, Janie Hubbard, Rainer Schad, Matthew Hudnall, Dan Meissner, Kabe Moen, Amy Traylor.

**ABSENT:** Rona Donahoe, Christopher Lynn, Ajay Agrawal, Si Blackstock, Past president Donna Meester.

**GUESTS:** Cresandra Smothers, Strategic Communications; Vanessa Goepel, Director Office of Disability Services; Sarah Miesse, Faculty Senate Webmaster.

Vanessa Goepel, Director of Office of Disability Services, gave a presentation and an overview of the new data management system called the ODS Online Portal. With the new system there will be no paper letters – last semester 10,000 letters were mailed – now the process will be totally electronic faculty notification letters. Faculty and students now have access to student accommodation requests via the portal. Students will select accommodations for each course as an option. The letter will have accommodations listed, links to FAQ's, link to required forms, request for faculty's syllabus, and contact information for a specific accommodation specialist. Information concerning a peer note taker is also included in the letter. Faculty will provide the names of peer note takers into the portal, the note taker then signs up and is confirmed, they will be matched to the student making the request. ODS and faculty can audit note taker profiles, qualifications and notes taken. The testing agreement gives faculty an opportunity to provide more information on the front end reducing the need for review over the semester. There are 6%/2,300 UA students with accommodations. ADA was amended in 2008 opening up necessary appropriate academic protection to any individual not just students. Further discussion included details concerning the serious misuse of electronics and technology for academic advantages and consequences of being discovered or caught.

Sarah Miesse, Faculty Senate Webmaster, reviewed some communication changes involving the Faculty Senate. The University had an initiative in April to make all web sites more accessible by May 15. The Faculty Senate web site has archives and extensive information which had to be made accessible to e-readers including photographs and descriptions. One of the changes was to make information and documents black-on-white for any reader then this was reloaded. If anyone contacts Sarah about a Faculty Senate document, she would only answer questions concerning accessibility – not content. Faculty Senate events will be showcased, web page must meet UA required style and http is not a secure web site but will be changed to https. Those assisting Sarah with web site changes were Olivia McMurrey, Dr. Jennifer Greer, Stephen Lovell and David Morris of UA's Strategic Communications department. Site will be active this month.

Roll Call and quorum check by Barb Dahlbach, Faculty Senate Secretary.

The Faculty Senate Steering Committee meeting minutes of June 11, 2019 were approved.

**Vice President's Report** – (*Chapman Greer*) Vice President Chapman Greer and Rich Richards of the Philosophy Department, Ginger Bishop and other administrators met during the spring of 2019 in Vermont and Pennsylvania to attend the General Education and Assessment meeting to determine the needs of UA undergraduates upon graduation and to review UA's general education status. A set of recommendations will be formulated to go through several different channels. The mission statement and values and student learning goals in those recommendations will come before the Faculty Senate possibly by November for ratification with a vote to be taken at the December meeting. Diversity is a key point in these reviews. Andre Denham will be the liaison for Dr. Christine Taylor, Vice President for Diversity, in the process.

**Secretary's Report** – (*Barb Dahlbach*) Faculty Senate Secretary Barb Dahlbach and Joy Burnham attended the STARS conference in Destin, Florida conducted by the Higher Education Partnership. Strong points from the conference were to encourage student's participation in the upcoming census and methods to accomplish this important issue. August 20<sup>th</sup> will be the beginning of those discussions. In the 2010 census 68% (lowest in the nation) of the nation's population participated in the census. The date for the census will be April 1, 2020. If a student lives on campus, those names will be referred to the census office by the University administration. Those in off-campus housing will be responsible for self-reporting. The census will not be taken by paper form but will be taken electronically unless a paper form is requested via their web site. Students will be hired to assist with the census.

Higher Education Day will be held in Montgomery next spring.

**Academic Affairs** – (*John Vincent & Andre Denham*) The completed and revised Faculty Handbook is live on August 15<sup>th</sup>, 2019. John Vincent and Andre Denham were contacted to go over the membership of the Curriculum Oversight Committee. On August 20<sup>th</sup> these co-chairs will be meeting with the SGA's Academic Affairs Committee to go over agenda items for next year.

A "Proposal-Implementation Guidelines for the Promotion of Renewable Contract Faculty in the College of Education" was distributed. Some concerns about the proposal included research faculty workloads – 100% research workload listed under "Classifications" and on page 5 there are several references to academic citizenship/service. The Faculty Handbook requires 20%. The Dean along with the Leadership Council will review this and an up-down vote will be taken. On page one under "Classifications" is the statement – "Clinical Faculty, whose workload obligations can be differentiated to reflect any combination of service, research, and teaching responsibilities, according to College, departmental, and program area needs". The word "any" is problematic because clinical faculty could have workloads distributed over three different

teaching areas. Everyone including clinical, renewable contract and tenure track is 20% service which is stated in the Faculty Handbook.

The issue of disrupted journal access through the UA Library was discussed. In instituting the change that brought this about, no one was notified nor consulted including the library community. Faculty members were not aware until they searched for a journal article and access was denied. Some of the issues discussed in this situation were that students were downloading more articles than allowed by the vendor and copyright, any new installation will be tested, vendors will shut down the sight until the guilty one violating copyright is identified, vendors should place a limit on downloads when there are excessive violations placing the restriction responsibility on the vendor, and excessive hours lost by faculty and students caused by the shutdown and improved communication to faculty.

**Community & Legislative Affairs** – (*Joy Burnham & Steven Yates*) The committee is working on a faculty appreciation luncheon for Brewer Porch staff.

**Diversity, Equity & Inclusion** – (*Mirit Eyal-Cohen & Ozzy Molina*) Ozzy Molina has stepped down as co-chair of this committee. The committee will meet to fill this vacancy. Arts & Sciences will name someone to fill the vacant Faculty Senate senator position. The Diversity, Equity & Inclusion Committee will continue to look into coordinating and building affinity groups and designating a diversity category in the curriculum. Any suggestions should be forwarded to Mirit Eyal-Cohen.

**Faculty Life** – (*Jenni Cox & Andrea Glenn*) The Faculty Life Committee continues to pursue the establishment of day care for the UA community which has been proposed for Capital Campaign funding. This decision should be made by October. Two other proposals for the Capital Campaign are Graduate Student Fellowship and Research Equipment and Instrumentation. Other issues addressed by this committee are parental leave policy and safety concerns in Russell Hall. UAPD will come to any office to evaluate and train any individual for their response to a dangerous situation.

**Faculty & Senate Governance** – (*Ibrahim Cemen & Janie Hubbard*) The committee has issued a call for nominees to fill the remainder of the term of Suzanne Horsley effective August 15<sup>th</sup> on the Mediation Committee. The five nominees are Ramada Reddy (Eng), Jay Waters (CCIS), Janie Hubbard (Ed), David Albright (SW), and Alan Tidwell. These will be attached to the Faculty Senate agenda for the August meeting. There will be a total of three positions vacated this August with a fourth to be vacated in December.

The Faculty & Senate Governance Committee has determined the Mediation Committee composition description is incorrect and should be changed to conform to Appendix B of the Faculty Handbook which clearly stipulates that no more than ONE faculty member may be from a single division. There are also errors in the term dates on the Medication Committee website for several of the members. These changes are in the process of being changed.

**Financial Affairs – (Rainer Schad & Christopher Lynn)** The Financial Affairs Committee will be compiling a faculty & student-salary/stipends compared to other peer institutions. It was suggested to break down the data in the male-female categories. Barb Dahlbach suggested a web site where this information is available and will work with this committee to access that data. Rainer Schad as a representative to the Faculty and Staff Benefits Committee and will be looking at frivolous medical/insurance charges.

**Information Technology & Strategic Communications – (Matthew Hudnall & Dan Meissner)** The Lecture Capture update is that Tegrity will be decommissioned May 2020 and Panopto is the new lecture capture solution for UA. Faculty members are agreeable to continue the Blackboard contract another year. There will be testing conducted to replace some computers with Cloud-based desk tops. UA will at some point move to implement Office 365 partnering with Premier Services from Microsoft for this email project. The VoIP update has 9,711 phone sets done with 216 sets remaining.

**Student Life – (Amy Traylor & Kabe Moen)** The Student Life Committee co-chairs are scheduled to meet with Kathleen Cramer, Interim Vice President of Student Life, next week. They will also meet with the Student Government Association President to determine what goals have been set for this organization. The committee has also contacted Shannon Hubbard at Alabama Reach for an update on their wish list.

**Reports from other Committees –**

A hate speech committee/panel will be conducted at UA's Law School Mid-September. Mirit Eyal-Cohen will email the date of the event.

Next Faculty Senate Steering Committee meeting will be September 10, 2019.

Meeting adjourned 5:00 P.M.