**FACULTY SENATE STEERING COMMITTEE MEETING**

**DECEMBER 3, 2019 – 3:00 PM - #213 AIME**

**APPROVED MINUTES**

**ATTENDING:** Barb Dahlbach, Rona Donahoe, Chapman Greer, John Vincent, Andre Denham, Joy Burnham Steven Yates, Jenni Cox, Andrea Glenn, Ibrahim Cemen, Janie Hubbard,l Ignacio Rodeno,Christopher Lynn, Rainer Schad, Matthew Hudnall, Dan Meissner, Ajay Agrawal, Si Blackstock, Kabe Moen.

**ABSENT:** Mirit Eyal-Cohen, Amy Traylor, Past president Donna Meester, Parliamentarian Rob Riter.

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

President Rona Donahoe began the meeting with the following topics:

The reorganization of the University’s Committee on Committees was discussed. This would include placing some committees under the purview of the CUC not currently listed. A close monitoring of whether committees are meeting, have chairs in place and have current membership lists is needed. The Steering Committee sees no problem with the proposed changes.

Transportation and Parking Services are reviewing a scrambled intersection to improve pedestrian street crossings. These crossings would add diagonal crossing lanes. The Steering Committee sees no problem with this proposal.

The Faculty Handbook changes have been sent from the Provost to the Council of Deans to discuss at their December 18th meeting.

Tara Williams is the new Honors College Dean and will begin duties on March 1, 2020.

President Donahoe expressed the opinion that the Student Life Committee co-chairs and possibly the entire Student Life Committee be included in the on-campus interviews for the position of Vice President of Student Life and will be following up on this issue.

The Provost has asked for a recommendation from the Faculty Senate concerning Thanksgiving week break and Fall Break academic calendar changes. Two options were presented: Option #1: Full week of Thanksgiving, keep Fall Break, Start classes on Monday and Option #2: Full week of Thanksgiving, eliminate Fall Break, start classes on Wednesday. The third choice would be to leave the scheduling as it is presently. Discussion included faculty, staff and hourly work hours. This issue will be discussed in the Faculty Senate meeting next week.

The Steering Committee selected the holiday card and it will be mailed next week.

President Donahoe attended the Alabama Teacher Education Council meeting. Dean Hlebowitsh of the College of Education wants to build cooperation and collaboration across campus and other UA Deans and State, County and City school representatives. There are teacher shortages with ongoing efforts to raise teacher salaries.

**Vice President’s Report –** *(Chapman Greer)* The General Education Taskforce met with a consultant on Friday, November 22, 2019. The taskforce has been looking at different school systems to determine what differences there are in innovative ideas, best practices, guiding principles, mission statements, and number of students in an effort to narrow the focus and goal of the taskforce. The University of Alabama’s student population for the most part is involved and engaged in community projects. The taskforce is trying to finalize their mission statement and learning aims. The group has one more meeting in February to review what has been learned this semester with the goal of bringing their mission statement to the Faculty Senate Steering Committee, Academic Affairs and Faculty Senate.

**Secretary’s Report –** *(Barb Dahlbach)* The Taskforce to Transform Campus Culture met on Tuesday before Thanksgiving. The taskforce will establish a timeline focusing on goals for the spring. They are gathering information on different types of policy statements such as diversity, inclusion, expression of speech, social media and academic freedom.

**Faculty Life –** *(Jenni Cox & Andrea Glenn)* The committee met with Vice President for Finance and Economic Development, Matt Fajack, Carolyn MacVicar from Health, Promotion & Wellness, Nancy Whittaker from HR and a representative from the Benefits Office to present their proposal for parental leave policy. Fajack attempted to calculate the cost of this policy. Based on this being a top priority Fajack would take the proposal to the administrative counsel.

**Faculty & Senate Governance –** *(Ibrahim Cemen & Janie Hubbard)* There are two nominees for the Mediation Committee vacancy – Stacy Alley of A&S and Ramana Reddy of Engineering. During the discussion in the Steering Committee it was determined Ramana Reddy is a Department Chair and would be ineligible for the position. The Faculty and Senate Governance Committee will ask for an election with a vote of acclimation for Stacy Alley.

There are two nominees for commencement Marshal.

**Diversity, Equity & Inclusion –** *(Mirit Eyal-Cohen & Ignacio Rodeno)* The Latino affinity group has met and elected officers to be installed in January. Efforts are underway to establish an Asian group.

**Academic Affairs –** *(John Vincent & Andre Denham)* UA’s Student Government Association has a resolution proposing excused absences from class from the Career Center for students to attend a job interview. This was not brought to the Academic Affairs Committee. Only faculty can give excused absences for students.

**Information Technology & Strategic Communications –** *(Matthew Hudnall & Dan Meissner)* The University of Alabama is one among peer institutions not utilizing DUO authentication for machines across campus. The IT and Strategic Communications Committee is proceeding to write a resolution to install this authentication uniformly across campus. Discussion included receiving authentication notices on different electronic devices, alternatives to receive notices, logins, privacy concerns, and access for lap tops and private devices. OIT is looking at virtualized desktops which would be diskless. Data would be stored in a server at OIT and would be backed up to the server in Atlanta. If the machine dies, there would no reconfiguration needed.

**Student Life –** *(Kabe Moen & Amy Traylor)* The Student Life Committee requested Tim Zalasar be invited to speak to the Faculty Senate Steering Committee in January.

**Research & Service –** *(Ajay Agrawal & Si Blackstock)* The committee met with Susan Carvalho, Dean of the Graduate School, to discuss domestic recruitment of graduate students and graduate fellowships. There is a system that pinpoints prospective students and keeps UA connected. The aim is to have cohesive efforts across campus to recruit graduate students. Fellowship opportunities for students need to be more visible. More follow up is needed for fellowships in the area of outcome and assessment. Writing nomination letters seems to be an issue for faculty causing a burden of consuming so much time. Streamlining and automation would be an improvement for those applying for fellowships. More effort to recruit UA students could be emphasized. GRE criteria and evaluation process, international students, entrance exams and waivers were discussed.

Committee assignments according to the bylaw voted in by the Faculty Senate have been made and are official.

Faculty Senate officers will be elected in March, 2020 and letters of intent are due by February 10, 2020.

Meeting adjourned 4:40 PM