# FACULTY SENATE STEERING COMMITTEE MEETING

# NOVEMBER 6, 2018 – 3:00 PM - #213 AIME

# APPROVED MINUTES

**ATTENDING:** Barb Dahlbach, Rona Donahoe, Chapman Greer, John Vincent, John Petrovic, Amy Dayton, Mirit Eyal-Cohen, Andrea Glenn, Peter Johnson, Rainer Schad, Matthew Hudnall, Dan Meissner, Ajay Agrawal, Mike Kreger, Donna Meester.

**ABSENT:** Osiris Molina, Angela Benson, Ibrahim Cemen, Julia Cartwright, Haley Strickland.

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

The Faculty Senate Steering Committee meeting minutes of October 9, 2018 were approved.

Roll call and quorum check by Faculty Senate Secretary Barb Dahlbach.

**President’s Report –** *(Rona Donahoe)* The term of Mediation Committee members was changed last spring to coincide with the academic year, rather than the calendar year. Jennifer Greer proposed the Senate hold two elections – one in the fall and one in the spring and shorten the member’s terms by four and one-half months. Each member would then rotate off on August 15 instead of December 31. There are six faculty members appointed by the Faculty Senate with normal elections held in November for two expiring terms in December to take office in January. This proposal was forwarded to the Faculty and Senate Governance Committee. The Committee’s proposal is to approach the two members who would rotate off this year (Joy Burnham and Stephen Hobbs) requesting they extend their terms until August of next year. If they agree to do so, the Mediation Committee would hold elections next March to replace the two vacancies.

Jennifer Greer has been serving liaison for the Mediation Committee while working in the Provost’s Office. To some degree this is a conflict of interest. This position should be filled by a tenured faculty member and includes responsibilities for supplying any support services needed by Tribunals, including helping with investigations, arranging hearings, and establishing timetables and schedules that will result in fair and expeditious hearings. Additional duties are to prepare a model set of timetables for a Tribunal to consider when adopting its rules. The Faculty Liaison will also be responsible for training the Mediation Committee, which is composed of six tenured faculty members who are not administrators and two administrators and Tribunals. Nominees to fill this position should be submitted by Thursday, November 8, 2018. Brian Fair, Stephen Hobbs and Stephen Tomlinson were proposed. Provost Whitaker will select from the submitted nominees.

The proposed implementation of weekend parking tags for campus parking has been suspended. Matt Fajack, Vice President for Financial Affairs, will convene a dedicated parking committee to formulate a five-year parking plan. Senator Matthew Hudnall will be a member of this committee with other Faculty Senate representation possible. The Faculty Senate will follow the progress of the planning process.

Angela Benson, co-chair of the Faculty and Senate Governance Committee, will be on a Fulbright Fellowship next year. Janie Hubbard will serve as co-chair of the Committee.

The Faculty Senate’s proposal to display a Menorah with the Holiday tree in front of Rose Administration building was submitted to UA administration. In response Provost Whitaker is exploring the expansion of the holiday celebration allowing the display of all holiday and religious symbols. This would include the UA and Tuscaloosa communities. The location of University Boulevard and Hackberry Lane was suggested for this display.

The “Commission on Race, Slavery and History” resolution to form a working group to document that history was favorably received. Dr. Christine Taylor, Chief Diversity Officer, has been designated to implement the formation of this commission. As a first step UA is joining the University Consortium which is a group of approximately forty institutions whose mission is to study the impact of slavery on the campus community as well as other aspects of slavery in the United States. The Faculty Senate’s Diversity, Equity and Inclusion Committee and the Community and the Community and Legislative Affairs Committee will work with Dr. Taylor on the project.

The Research Survey composed by the Faculty and Senate Research and Service Committee was sent to 1,929 faculty members with 1,400 of that number being regular, temporary or part-time permanent faculty positions. The time to respond to the survey has been extended to November 2, 2018.

The Brewer-Porch garden construction work dates are Monday and Tuesday, December 3 and 4th from 9:00 A.M. until noon and one until four PM with five worker slots for each time period. The plot will be 10 x 10 feet bordered by landscape timbers and a gravel path. Sod and gravel have been dontated by the UA Facilities and Grounds Operations for this service project. Someone will be on hand to direct the work which is funded by a TIAA grant.

Speakers for upcoming Faculty Senate meetings will be Amber Caple to promote nominations for the UA Premier Award and Shashi Nambisan of the Transportation Institute; December will be Patty Sobecky of the Alabama Water Institute and John Lochman of the Alabama Health Institute. The faculty has a role to play in all of these research projects. The Cyber Institute does not have a director or an associate director at this time.

**Vice President’s Report –** *(Chapman Greer)* No report.

**Secretary’s Report –** *(Barb Dahlbach)* No report.

**Academic Affairs –** *(John Vincent & John Petrovic)* The Academic Affairs Committee has learned that there will be more than minor changes to Chapter Two of the Faculty Handbook coming from the deans including college specific policies. The only college specifics in the Handbook are in the paragraphs describing the function of each individual college. After the faculty ssenate and council of deans submit their proposed changes to the handbook revision, the handbook task force will meet to resolve any discrepancies.

Academic Affairs is suggesting changing the name of NTRC faculty to renewable contract faculty. Other minor changes were presented from the committee. An extended discussion developed over one sentence: “***Generally,*** however, an individual cannot earn tenure or promotion primarily by performing in an administrative or service capacity as a faculty member (even though such performance is always considered in the award of salary increases). Replacing “generally” with “with rare exception” was proposed. John Vincent requested that opinions on the proposed change be sent to him.

**Community & Legislative Affairs –** *(Amy Dayton)* The resolution from this committee entitled “Commission on Race, Slavery and History” was received enthusiastically. Dr. Christine Taylor, Vice President and Director of Diversity Office, will spearhead this project and the committee will meet with Dr. Taylor and work in tandem with her to bring the proposed working group to fruition.

**Diversity, Equity & Inclusion –** *(Mirit Eyal-Cohen & Osiris Molina)* The committee met with Dr. Christine Taylor, Vice President and Director of Diversity Office, to discuss several issues. The Faculty Senate resolution concerning placing a Menorah in front of Rose Administration Building was sent to her before their meeting. Dr. Taylor stated the administration policy of declining the proposal and that she would review it later. Dr. Taylor’s suggestion for the idea of affinity groups was to have group meetings for discussions based on “Walk a Mile in My Shoes”. This would give those in the discussion groups an opportunity to sign up for specific affinity groups. Dr. Taylor would sponsor these spring meetings occurring at lunchtime with everyone bringing their own lunch and drinks would be provided. Peter Johnson suggested contacting corporate groups to attain information on how they sponsor and organize such seminars and meetings.

The Jewish Law School Association proposed inviting Holocaust survivors to speak. Dr. Taylor would sponsor this and organize it as a campus-wide event. It might possibly involve an exhibition and dates considered would be March 25 or April 1. The Birmingham Center for Holocaust Education has an exhibition that would be used without a fee.

Curriculum reform was discussed with Dr. Taylor. There are no current courses designated as diversity specific courses but some are being considered diversity courses such as French. The General Education Task Force has been assigned curriculum reform and this would be campus wide.

Dr. Taylor recommended watching an online diversity video recommended by her office. A link will be sent to the Steering Committee. It is mandatory that all UA first year students watch the video.

**Faculty & Senate Governance –** *(Angela Benson & Ibrahim Cemen)* Janie Hubbard will step in as co-chair replacing Angela Benson. The Mediation Committee nominations/elections will depend on the willingness of the two members coming off the committee agreeing to extend their service by a few months. The Faculty Senate role in the election of University Committee on Committees is very clear. The Senate shall select the six faculty members from a list taken from the Committee Preference Form as stated:

The chairperson will be a faculty member chosen from the membership. New faculty members are nominated by the Faculty Senate. The CUC Chair will provide a list of faculty interested in service on the CUC to the Faculty Senate President prior to the Senate’s February meeting. The Senate may select nominees from the list of interested faculty or provide its own candidates. The Senate President will communicate the Senate’s choices to the CUC Chair prior to the staffing meeting in March. In addition, the following liaison members shall serve in a communications and advisory capacity: Associate Vice President for Human Resources and Executive Vice President and Provost.  The chair of the committee is elected by the full voting committee membership from the pool of continuing faculty members on the committee. The election takes place at the final meeting of the spring semester, with the new Chair assuming his/her duties at the end of spring semester.

**Faculty Life –** *(Julia Cartwright & Andrea Glenn)* The committee met with Jennifer Greer to determine the policy in the old Handbook and the guidelines on the web site. Those guidelines provide faculty with eight weeks of paid leave. The policy just covers maternity and not adoption or parenting. The old Handbook covers just those individuals with medical conditions themselves. Other changes in the discussion included the addition of adoption to the leave policy, the time period for parental leave policy, write a proposal to submit to administration, gender issues, primary care giver designation, summer parental leave, parental leave for fathers, time for bonding and physical recovery, guardianship, current policies and guidelines.

Guidelines for Maternity Leave

**Guidelines for Maternity Leave for Full-time Faculty Members**

The Faculty Handbook permits maternity leave for faculty members to cover “recovery from pregnancy, miscarriage, abortion, childbirth, and from any resulting disabilities.” Those eligible for paid maternity leave are female faculty members who are tenured or probationary, or those faculty who have been in a renewable contract status for at least one year at the time the leave begins. These guidelines are predicated on the expectation that colleges will work with faculty members to provide eight weeks of paid leave provided the baby is born during the academic year or close to the beginning of the academic year. This policy only applies to full-time regular faculty members. It does not apply to part-time faculty, graduate assistants or post-docs.

The following guidelines are intended to guide deans in implementing the paid maternity leave policy for faculty members. Individual agreements that serve the interests of both the faculty member and the division may be negotiated.

* This policy is only for faculty members who do not earn sick or annual leave. Faculty members who accrue sick and annual leave are expected to use accrued time as paid time off off but may be eligible additional paid time off under the provision in the Faculty Handbook if they do not have a full eight weeks of leave at the time the leave begins.
* Leave is granted to cover the time necessary for the medical recovery period as defined by the individual’s health provider and to provide time for initial bonding with the child. Under usual circumstances this time is eight weeks. Unpaid leave under FML Act still applies, meaning faculty members can take additional unpaid time up to 12 weeks as needed, as long as the FML is granted.
* Leave is granted during the actual time period necessary. It is not stored or added if birth occurs during the summer term, or winter or spring breaks. For example, if a baby is born June 1, a faculty member on a regular academic year appointment would not be eligible for paid leave. If the baby is born on August 1, the faculty member would be eligible for approximately six weeks of paid leave, because regular academic year appointments start on Aug. 16.
* Leave runs concurrently with FML. If eight weeks is insufficient, the faculty member who has been approved for FML can request an additional four weeks as unpaid leave.
* During the semester in which paid maternity leave is used, the faculty member may be relieved of classroom and classroom-related obligations. Department chairs and deans will work with faculty members to determine reasonable administrative, research, and service expectations during the portion of the semester in which the faculty member is not on leave. Except in extraordinary circumstances, and as approved by the provost, no faculty member will be relieved of teaching responsibilities for both the fall and spring semesters. No faculty member will have teaching, administrative, research, or service expectations increased in subsequent terms as a result of choosing to take maternity leave.

The committee should have the written nine and twelve week policies and then determined how to make the policies more equitable. Contract faculty as long as they have been employed at UA for a year would fall under these policies as well.

**Financial Affairs –** *(Peter Johnson & Rainer Schad)* No report.

**IT & Strategic Communications –** *(Matthew Hudnall & Dan Meissner)* This committee will pursue the clarification of the UA logo usage.

**Research & Service –** *(Ajay Agrawal & Mike Kreger)* The survey composed and deployed by the Research & Service Committee is an ongoing project and results will be forthcoming within the next few weeks.

**Student Life –** *(Donna Meester & Haley Strickland)* No report.

The University of Alabama Institutional Board of Trustees will meet November 9th.

Open Enrollment for active benefits ends November 1-15, 2018

5:00 PM - Meeting adjourned