

FACULTY SENATE MINUTES
September 4, 2014

The Faculty Senate of the University of North Alabama met September 4, 2014 in Commons 330 at 3:30 p.m.

President Infanger called the meeting to order and recognized the following proxies:
Chiong-Yiao Chen for Senator Kirch from Art,
Laura Kennebeck for Senator Relkin from Military Science, and
Issac Sleadd for Senator Hubler from Biology.

The agenda was adopted with the removal of report from Academic Affairs.

Senator Statom moved the approval of the May 1, 2014 minutes. Senator Lee seconded. The motion passed.

Vice-President for Business and Finance, Dr. Clinton Carter, addressed the senate. He discussed his background and how he was glad to be a UNA. He stated he wants to help solve problems, not create them. He reported that he has been working with Student Housing and the two new building being constructed on Pine Street across from College View Church of Christ. He discussed the work on the new budget and working with the decrease in enrollment and the increase in expenses such as health care insurance. He stated that he is working to help protect the three percent COLA increase. He reminded the senators that he is across the street in the first floor of Bibb Graves with an open door policy. He also encouraged contact by email.

President Thornell thanked Past Senate President Peterson for her last years' service to the senate and the faculty. He reported that there would be a Board of Trustees meeting on Monday, September 8. He stated that he is optimistic that the three percent COLA would be included. He

He expressed the hope that they continue to work as well as they did during Dr. Thornell's tenure. He also expressed the desire to see each of the four colleges engaged in QEP and the University Advisor Program. He stated that we need to be mindful of any stumbling blocks to students in the curriculum and discover strategies how we can offer more support for success. He reported that enrollment numbers are down for the fall semester by approximately 1.3%.

REPORTS:

- A. Senator Peterson reported on the Higher Education Partnership Leadership Conference she attended as the UNA faculty representative. Developing leadership skills, networking, and advocating to elected officials on behalf of higher education were some of the issues addressed. She also encouraged the faculty to join the Higher Education Partnership by visiting their website. She stated that there were great benefits available.
- B. Andrea Hunt presented a summary related to the Faculty Attitude Survey. (See Attachment A) The committee invited suggestions for the coming year's survey.
- C. Jenny Dawson presented the revision to the Faculty Handbook 2.3 Faculty Employment Procedures from the Faculty Affairs Committee. (See Attachment B) The recommended revisions were approved.

NEW BUSINESS:

- A. Shared Governance Committee Vacancies:
Marilyn Lee and Will Brewer were nominated for the DLAC.
Ulrich Groetsch and Jenny Dawson were nominated for the Food Services Committee.
Marilyn Lee was nominated for the SGEC.
- B. Senator Peterson moved to refer the proposed revisions to the Faculty Handbook 3.3.1 (Academic Advisement) to the Academic Affairs Committee. Senator Barrett seconded. The motion passed. (See Attachment C)
- C. Senator Statom moved to table the proposed addition to the Faculty Handbook Chapter 5 (Definition of Credit Hours). Senator Peterson seconded. The motion passed. (See Attachment D)
- D. Senator Franklin moved to approve the proposed revision to the Faculty Handbook 2.4.3 (Adjunct/ACA provisions) Senator Barrett seconded. The motion passed. (See Attachment E)

INFORMATION ITEMS:

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- C. The SGEC Undergraduate Readmissions Committee membership has been altered to reduce the number of Nursing representation from two to one.
- D. President Infanger requested volunteers or nominations to the Faculty Affairs Committee, Academic Affairs Committee, the Faculty Attitude Survey Committee, the Constitution Committee, and the Elections Committee.
- E. President Infanger announced that Senator Statom had agreed to be the Parliamentarian.

Senator Roden moved the meeting be adjourned. Senator Barrett seconded. The meeting adjourned at 5:00 p.m.

ATTACHMENT A

Faculty Attitudes Survey 2013- 2014 – Summary

Key Findings

- x Low response rate at 46.8%
- x Increase in adjuncts
- x Overall, faculty support for the administration remains very strong.
- x Added a new question set on undergraduate support programs. Equal percentages (84%) of respondents agree that University Advising Services and the First Year Experience/Learning Communities provide a valuable service to UNA.
- x Faculty attitudes concerning computer and technology resources, policies, and procedures show a decrease in satisfaction over previous years.
- x Faculty attitudes toward other working conditions continue to highlight building comfort and safety as areas of concern.
- x Concerning UNA Police, the following areas were mentioned as needing improvement: enforcement of parking regulations, the need for more parking, and the responsiveness and the visibility of UNA Police.
- x Faculty continue to rely on summer teaching to supplement their regular salary.
- x Faculty confidence in research facilities and funding remains an area of concern.
- x Faculty members do not believe that they play an important role in developing the University budget, a consistent theme over the past three years.
- x As in previous years, UNA faculty are divided on whether the University's student recruitment efforts should be geared toward maximizing enrollment.
- x There is less agreement in the validity of the current instructor/course evaluation process. There is support for using an online instructor/course evaluation system where data was gathered online instead of in the classroom.
- x Faculty continue to be divided on whether distance-learning courses and hybrid/blended courses offer an educational experience comparable to that of traditional in-class courses.
- x Confidence that the Faculty Senate plays an appropriate role in the University's decision-making process continues to increase to 75.0% of respondents agreeing or strongly agreeing

Areas to consider

- x What is the purpose of the survey? How are the results used? This might help increase response rates.
- x What areas need to be changed?
- x Questions pertaining to Title IX and campus climate
- x Dean questions asked every other year
- x Areas of further consideration
 - o Concerns over exam practices, growth of graduate programs, programs that do not

ATTACHMENT B
2.3 FACULTY EMPLOYMENT PROCEDURES

The objectives of faculty employment procedures are to hire the most qualified faculty candidates, to create transparency in the search process, and to ensure that diversity and equity are achieved in all faculty searches. For the latter objective, the Director of Diversity and Institutional Equity (DDIE) will provide assistance and guidance as outlined below.

The University defines diversity broadly as differences related to age, culture, ethnicity, gender, nationality, national origin, political affiliation, physical disability, physical attributes, race, religion, sexual orientation, and/or socioeconomic status. Search committee chairs and members of the search committees are expected to maintain communication with the DDIE throughout the search and screening processes. In the event that a search committee chair and the DDIE do not concur on any step in this protocol requiring their agreement, this matter should be resolved by the respective Executive Council member or the President. Under the University's enabling act, appointments to the faculty are made by the Board of Trustees upon written nomination by the President. As a matter of practice, and by express delegation of authority, the University Administration has approved the following procedures for faculty selection and appointment. (Also see Appendix 2.A, Policies Concerning Adjunct Faculty)

2.3.1 Search Guidelines for Tenure-Track and/or Non-Tenure-Track Faculty

A search process is initiated when the Vice President for Academic Affairs and Provost after consultation with the President indicates that an existing position vacancy may be filled or that a new position may be created from university resources.

1. Identification of Search Committee. Once a position has been authorized, the department chair will include, as a part of the Request to Fill/Advertise electronic form, a listing of proposed search committee members (in the appropriate field in the Online Employment System – OES). Search committees will be formed from a pool of all full-time department members, including the department chair, and should typically be made up of no more than nine and no less than five members, at least one of whom reflects diversity. Departments lacking diversity and those with fewer than five eligible members may select additional committee members from the campus and/or community at large. In order for an individual to serve on a search committee, he/she must have evidence of participation in diversity training more than twice a year.

7. On-Campus Interviews. Following **videoconference**/telephone interviews, the search committee chair will designate its top candidates (typically 2 or 3) recommended for an on-campus interview. Additional candidates may be invited with approval from the

department chair and college dean will review the report and recommendations, make

appointment or position, any departmental or college standards, and a deadline date for acceptance. Offers of appointment are contingent on receipt by the VPAA and Provost of official transcripts for bachelor's, master's, and doctoral degrees as well as any coursework in support of faculty credentials. The appointee also will be advised by the department chair of the standards and procedures generally used in decisions affecting the renewal of contracts and tenure. As applicable, acceptance of an offer of appointment shall be in writing.

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