

# FACULTY SENATE MINUTES

November 7, 2019

## Call to order:

A meeting of the University of North Alabama's Faculty Senate convened in Room 136 of the Mitchell Burford Science and Technology Building at 3:30pm. with President Renfroe presiding.

## I. Proxies:

Andrew Potter for Mark Terwilliger (Department of Computer Science and Information Systems), Katherine Crisler for John Hodges (Department of Social Work), Julia Bernier for Ansley Quiros (Department of History), and Albert Fulton for Sunhui Sim (Department of Geography).

## Members in attendance:

Lori Alford, Stephanie Barger, Aaron Benson, Lisa Ann Blankenship, Tabitha Blasingame, Cory Cagle, Lisa Clayton, Wes Davenport, Frank Diaz, Diana Sanchez, Gary Hodge, Cathy Hild, Jason Graham, Eric O'Neal, Katie O Price, Lee Renfroe, Craig Robertson, Leigh Stanfield, Kevin Stoltz, Jessica Stovall, Jill Stupiansky, Alexander Takeuchi, Jason Watson, Laura Williams, and Pete Williams.

## Members not in attendance

#### **IV. Remarks from President Kitts**

President Kitts began his remarks by discussing UNA's fall enrollment figures. As of the October 31<sup>st</sup> census date, UNA enrolled a new record of 8,046 s

**B. Academic Affairs Committee**

No report was offered.



Senator Robertson motioned to approve the nomination of Dr. Lindsey.

Senator Owens-Murphy seconded the motion.

The motion was approved.

## **IX. Information Items**

### **A. Open Forum on Academic Honesty Policy**

The Open Forum for presentations and discussion on the proposed Academic Honesty Policy will be held Monday, January 13, 2020 in Room 330 of the Gunn Commons at 3:30pm. A subsequent presentation on the policy will be given at the Faculty Senate's January 16<sup>th</sup>, 2020 meeting.

### **B. Shared Governance committees - one year of UNA employment before serving**

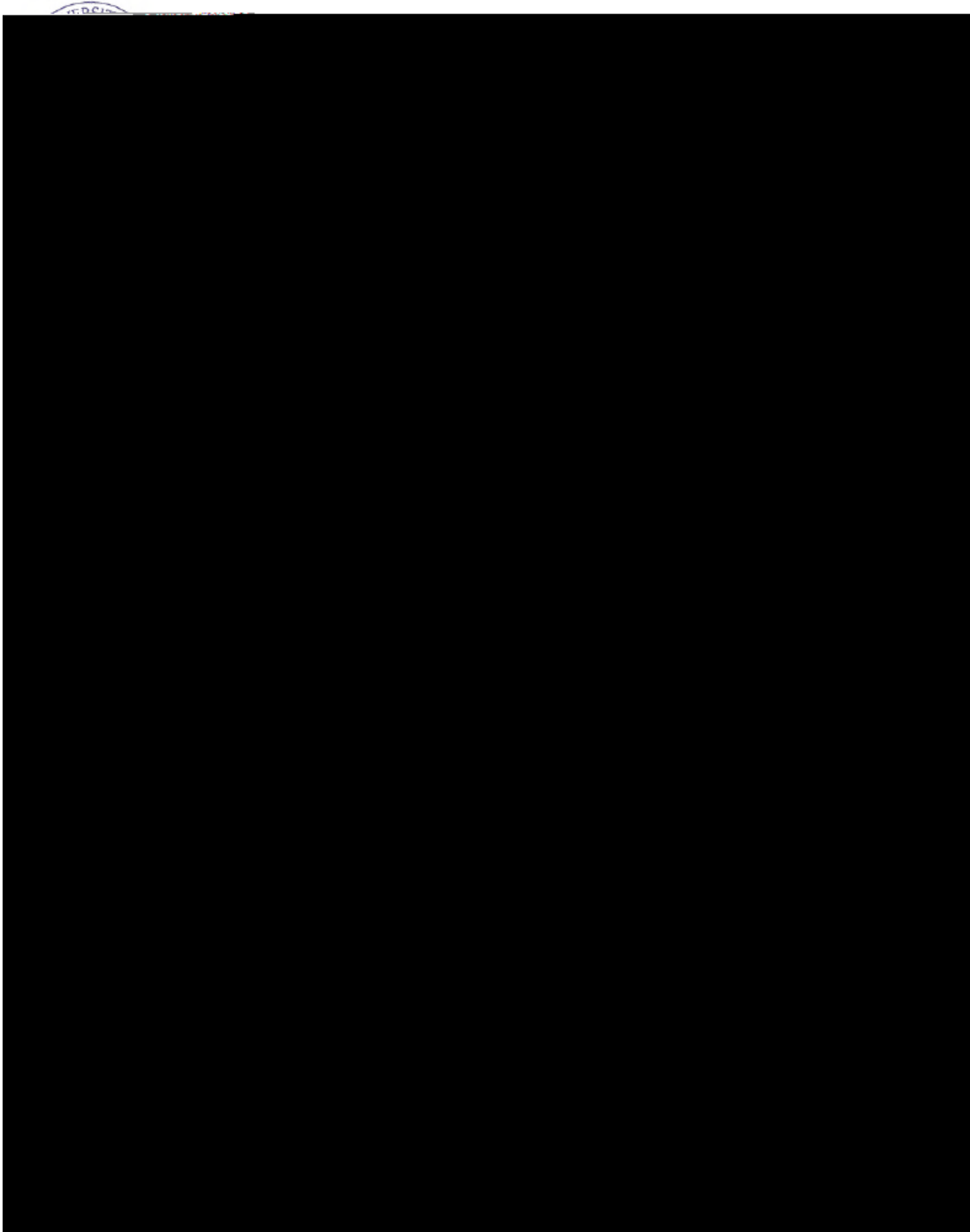
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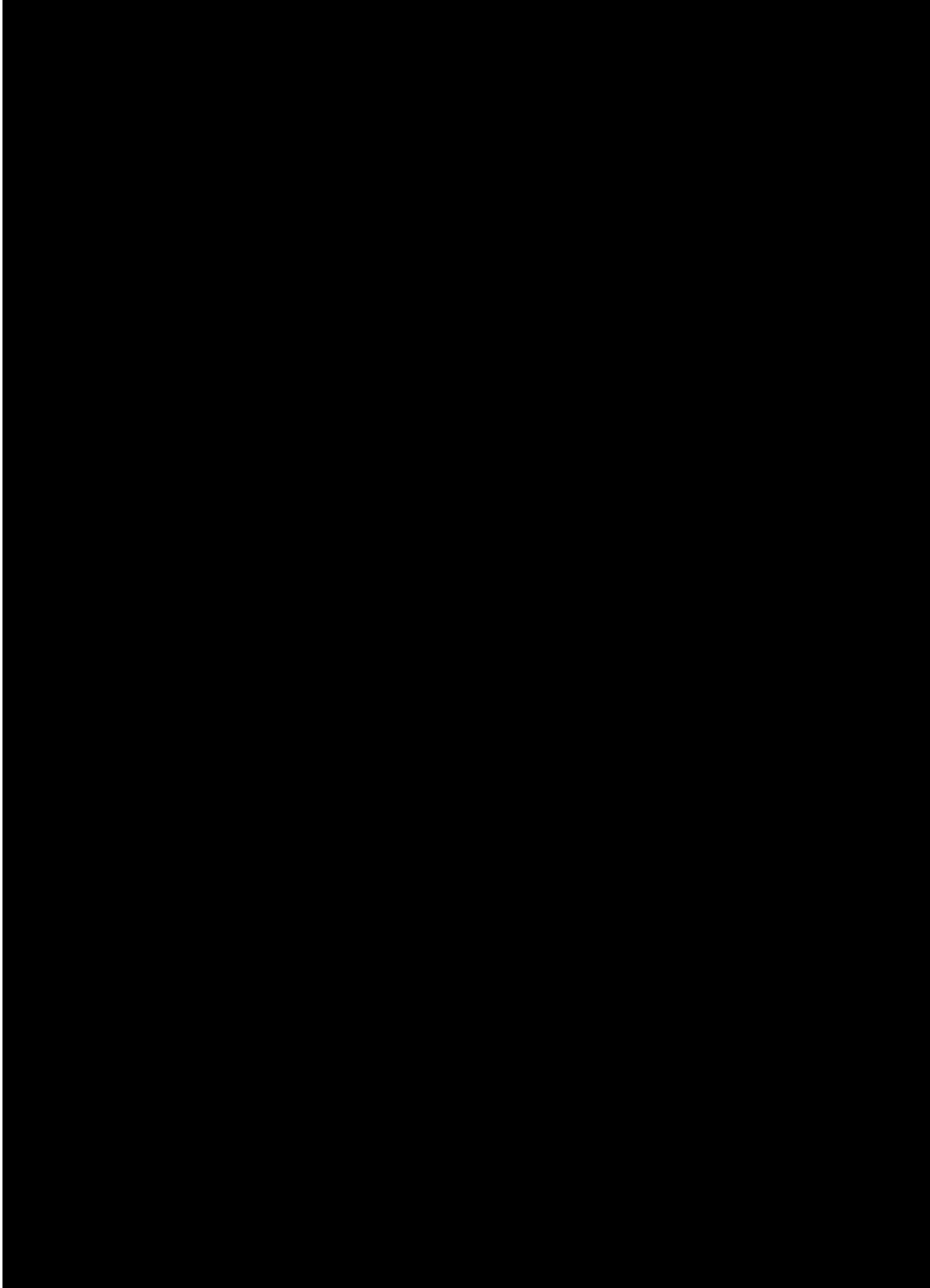
Senator Infanger mentioned that many UNA faculty do not understand what ADA compliance actually means and whether their courses are in compliance. Senator Franklin suggested that Mr. Martin's office develop a quick-view reference sheet for faculty as they develop their courses within Canvas. Senator Owens-Murphy asked if UNA's Office of Disability Support Service tested students for disabilities. Mr. Martin replied that his office refers out Alabama resident students and tries to work with external service providers for non-resident students.

## **X. Adjournment**

Senator Infanger motioned to adjourn the meeting.

Appendix A







released time research.” Yet, the Workload Reassignment Policy requires that in order to receive and teaching a graduate seminar, the instructor must have completed additional research to justify teaching the course. I find this contradictory.

2. The Workload Reassignment Policy provides for release to research funding, computed on a per-credit-hour basis, i.e. \$800 per credit hour yielding \$2,400 per 3-hour course. It is also understood that this amount was increased this academic year to reflect the increased compensation for adjuncts.

I am glad to see the University is providing release to research funding for many faculty. The problem is this: the Workload Reassignment Policy does not provide such a choice. I have discussed this issue with Associate Dean Bibbee. I appreciate his efforts to address this matter, but as a Faculty Member, the College's stated policy and practices are at odds with section 3.2.2: "Full-time faculty teaching regular classes will be compensated at the rate of \$800 per class credit hour or \$700 per class credit hour. Overload compensation will be made on the adjunct faculty rate. Overloads are taught by faculty on a voluntary basis and must be approved by the department chair and college dean."

I respectfully request overload pay in the amount of \$2,400 in compensation.

Thank you for your consideration. I look forward to hearing from you.

Sincerely,

Ulrich Groetsch, Ph.D.  
Associate Professor  
University of North Alabama

Enc: Employment Policy  
Workload Reassignment Policy

cc: Jeffrey Bibbee, Ph.D., Interim Associate Dean, College of Arts and Sciences  
Sarah Franklin, Ph.D., Faculty Senator, Department of History  
Ansley Quiros, Ph.D., Faculty Senator, Department of History  
Matthew Schoenbachler, Ph.D., Chair, Department of History

**From:** Ulrich  
**To:** Bibbee, Jeffrey R; Schoenbachler, Matthew Gerard  
**Cc:** Baughman, Jeanne Ellison  
**Subject:** RE: Research Funding  
Tue, August 19, 2019, 5:26:00 PM

Dear Jeffrey,

Thank you for your

However, I am being compensated for teaching a double overload, not to conduct research. As you know for yourself, teaching a graduate seminar or an undergraduate survey course – this is, or should be, in my view, the purpose for the compensation. A course release for research would be if I were teaching only three courses at the

level.  
This is, however, not the case. I will condition as to what I decide to do with my pay. It should be up to me whether I use the money to buy candy, donate it to an charity, or put it towards my efforts.  
you will be able to

Best wishes,

Ulrich

Ulrich Groetsch, Ph.D.  
Associate Professor  
Department of History  
University of North Alabama  
UNA Box 5019  
Florence, AL 35632-0001

ugroetsch@una.edu  
Tel: 256.768.1990

**From:** Bibbee, Jeffrey R <jrbibbee@una.edu>  
**Sent:** Tuesday, August 20, 2019 4:30 PM  
**To:** Groetsch, Ulrich; Schoenbachler, Matthew Gerard <mschoenbachler@una.edu>  
**Cc:** Baughman, Jeanne Ellison  
**Subject:** Research Funding

Dear Ulrich –

It has come to my attention that there has been an issue with your World Bank Income Rate request for \$2400 in research funding for the 2019-2020 academic year. Your documentation is exceptional and will be more than appropriate to satisfy this request.

I appreciate your comments during the review process and I will continue to work on this issue in the

coming semesters.

Thank you,

Jeffrey

Jeffrey K. Rindge, Ph.D.

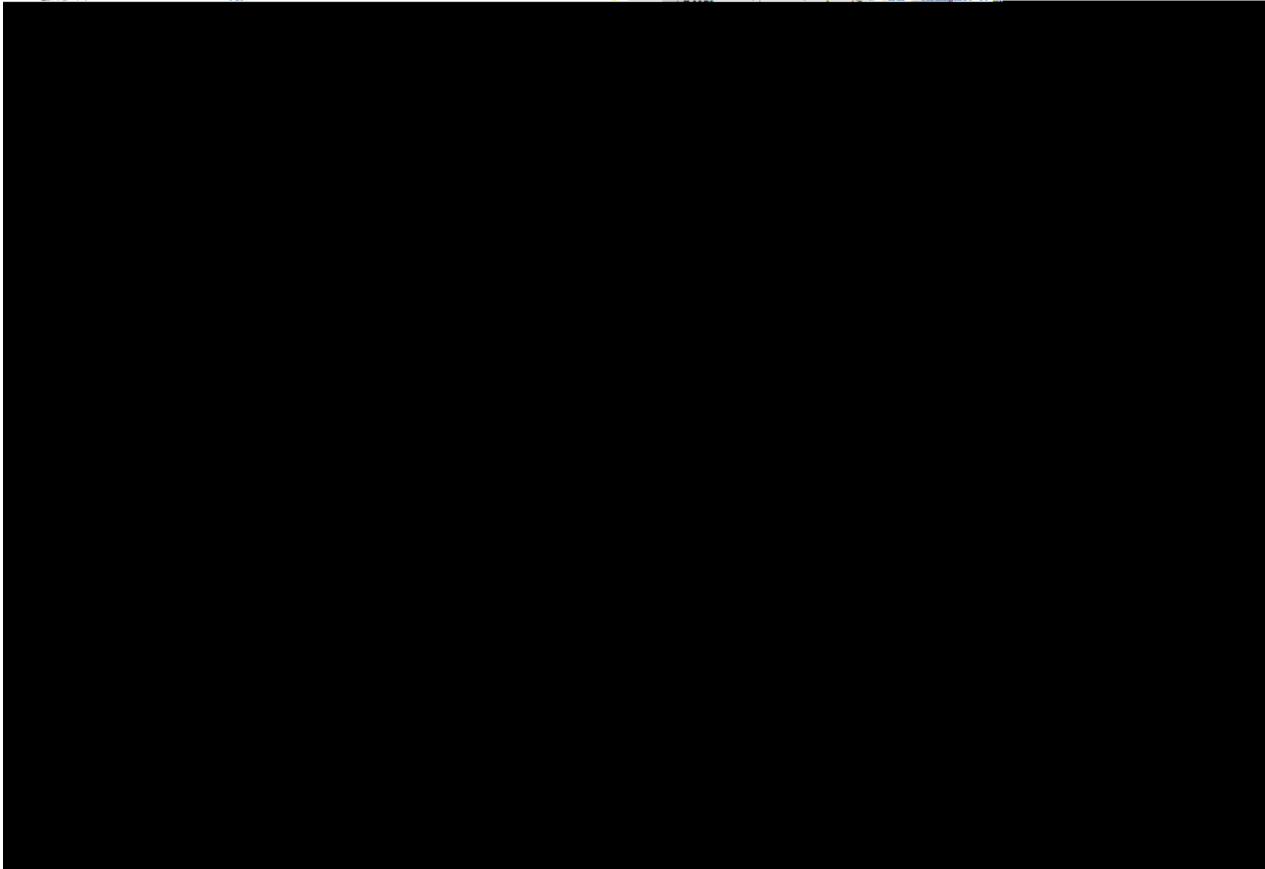
College of Arts and Sciences

Interim Associate Dean - UNA College

Professor of History

Director – UNA Centre for British Studies  
217 Bibb Graves Hall  
Florence, AL 35632

[jkrindge@una.edu](mailto:jkrindge@una.edu)



Faculty Senate Minutes – November

give due notice of their intentions.

Professors have the rights and obligations of citizens. As members of their community, they have obligations to their students, colleagues, and the public. Professors measure the success of their work by the quality of their students' learning. Professors are also expected to contribute to the advancement of their disciplines through research and scholarship. Professors are also expected to engage in public service and to promote the public understanding of their disciplines. Professors are also expected to engage in professional development and to participate in the activities of their profession. Professors are also expected to engage in the activities of their community and to promote the public understanding of their disciplines.

University Professors, 1966, revised 1987

American Association of University Professors

University of North Alabama, 1993

Modified by the

### 3.2 WORKLOADS

Faculty members who have full-time appointments should understand that they are obligated to provide full-time service to the University, including classroom teaching, class preparation and evaluation, office hours, student advisement, participation on committees, or other institutional affairs activities, professional enrichment experiences, research, and/or other creative activities, and service.

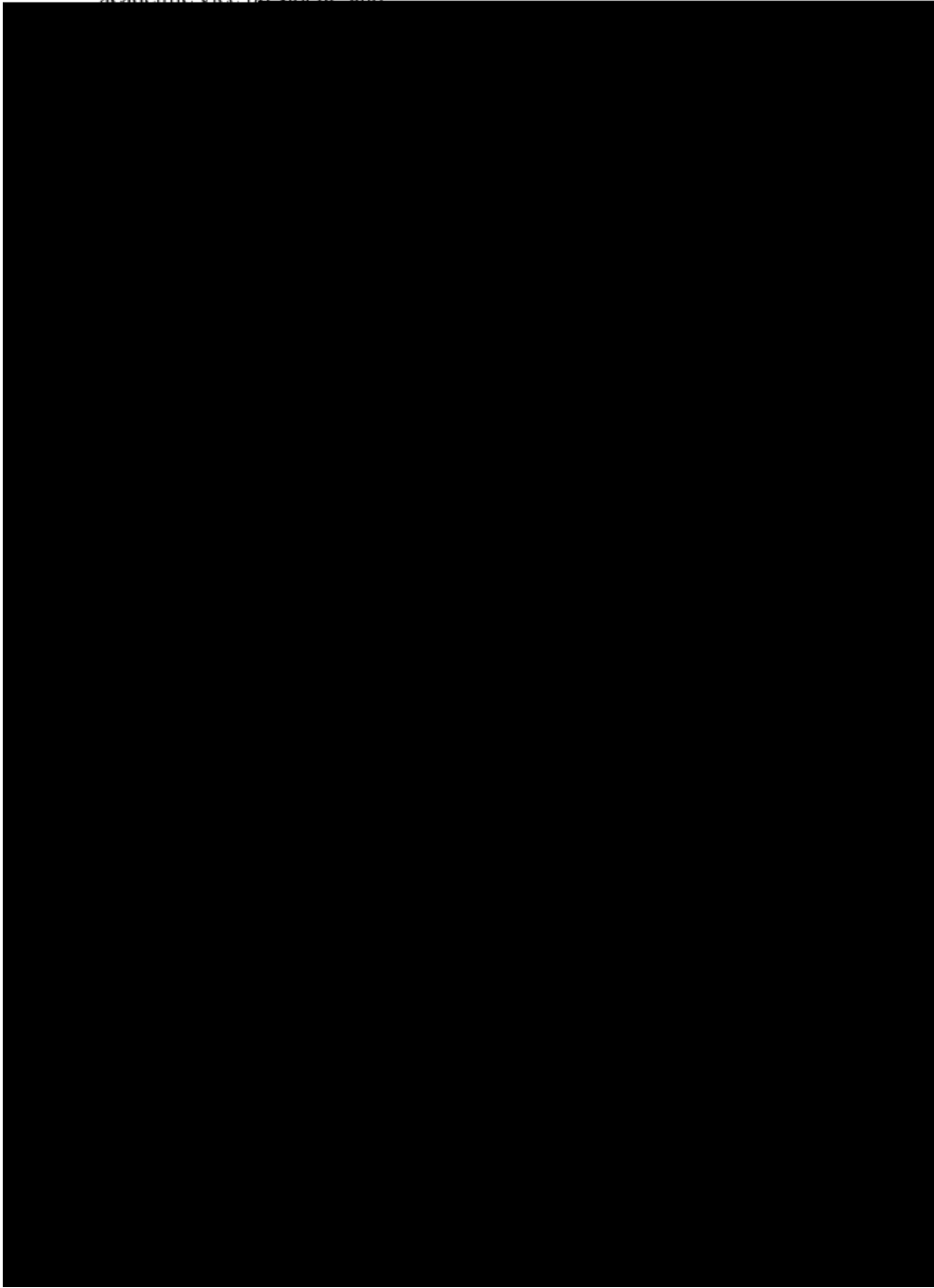
#### 3.2.1 Appointment and Assignment

The University Calendar is the primary document that governs the academic calendar. Beginning with the 2018-19 academic year, new faculty employment contracts will begin on August 15. The academic calendar is established by the President for Academic, the chair of the department, the dean of the college, and the Vice President for Academic Affairs. The academic calendar is subject to change without notice. The academic calendar is subject to change without notice.

#### 3.2.2 Faculty Workload and Teaching Load

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upon recommendation of the department chair, approval by the college dean and academic vice president; and





Appendix B

### Background and Rationale

The Faculty Senate established an informal, three-person working group, to guide the University's involvement in the state initiative to create a new Open Educational Resources (OER) program. In the 2018-2019 academic year, the committee worked on several initiatives to support the University's Strategic Plan. During the 2018-2019 academic year, the committee worked on several initiatives to support the University's Strategic Plan. During the 2018-2019 academic year, the committee worked on several initiatives to support the University's Strategic Plan. During the 2018-2019 academic year, the committee worked on several initiatives to support the University's Strategic Plan.

### Membership

- Jennifer Pate, Scholarly Communications Librarian
- Christina Swanson, Assistant Director of Student Engagement for Inclusive Excellence
- Tevin Paulsen, undergraduate student and SGA senator

### Charge

- To support the campus initiative to develop OER.
- To raise awareness of OER on campus.
- To teach and educate the campus about OER and related issues, including policies, procedures, and products used.
- To propose changes in areas related to OER.

### Reporting Chain

### Timeline and R



Appendix C

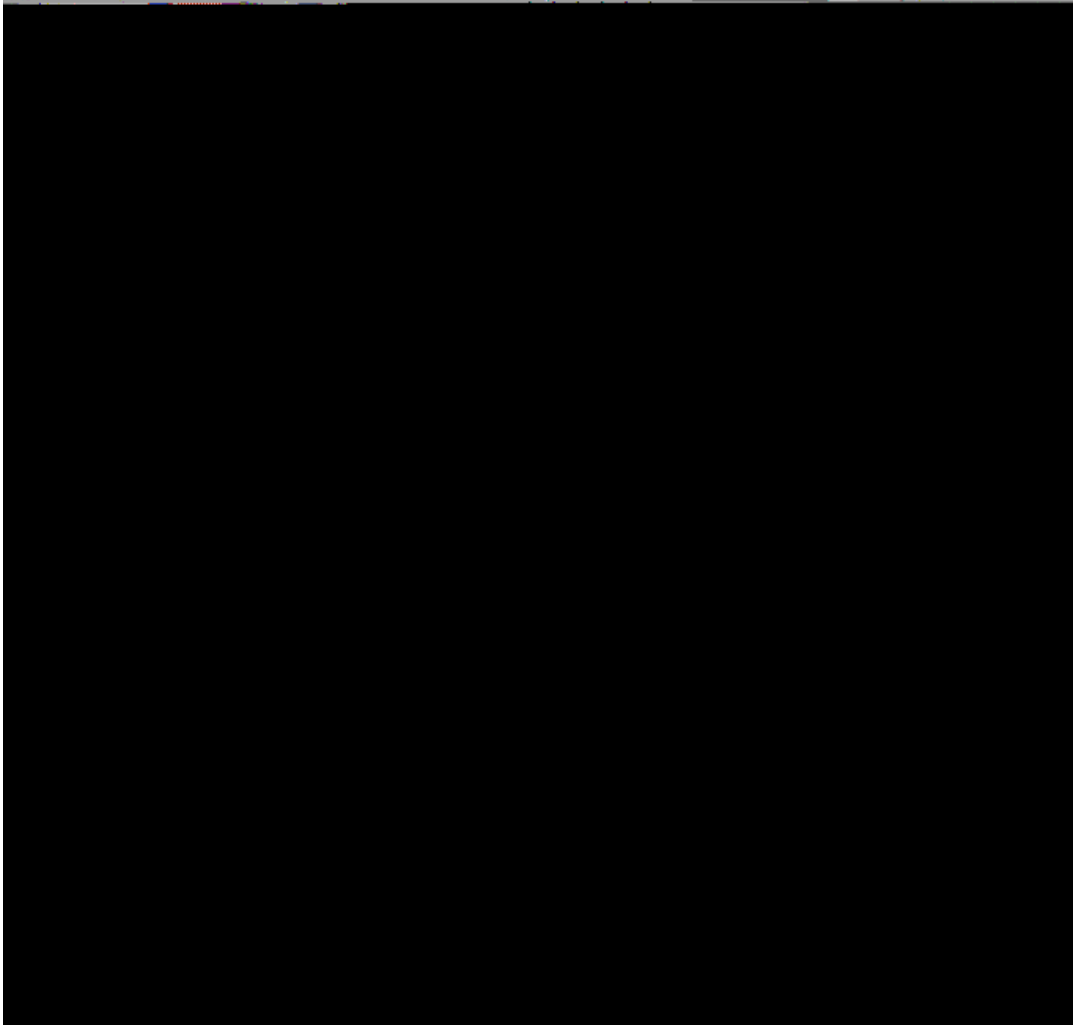


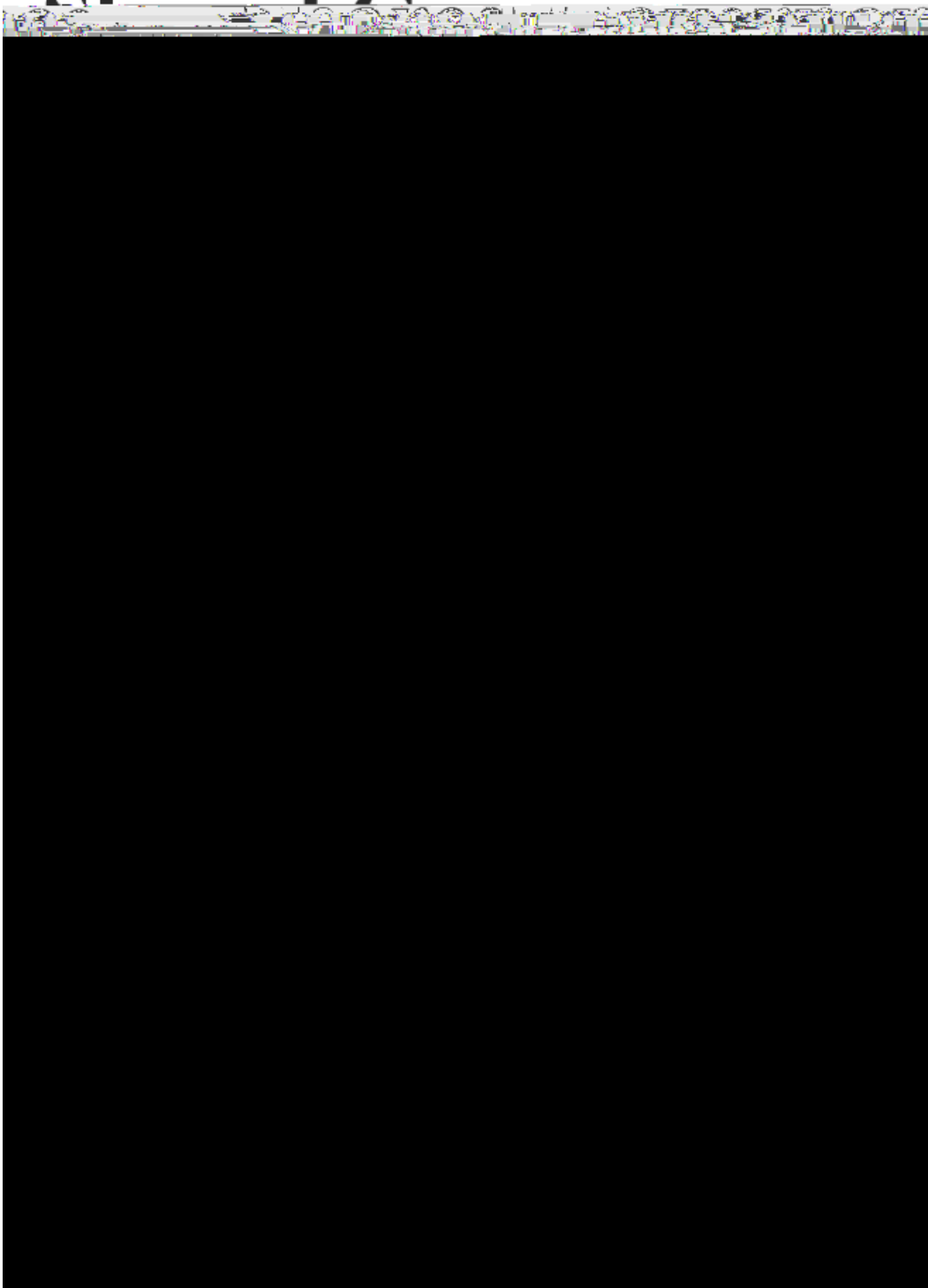
2 The Board of Trustees of the University of North Carolina at Chapel Hill  
November 14, 2019

Present: .....  
Absent: .....

2 The Board of Trustees of the University of North Carolina at Chapel Hill  
November 14, 2019

Present: .....





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The University of Louisiana at Monroe  
**Shared Governance Document**  
Revised December 1, 2013

**A. Overview<sup>1</sup>**

This document is intended to be read by faculty, staff, and administration as a statement of common vision of the mission of the institution. Further, we recognize that the success of the institution and the morale of the faculty, staff, students, and administration are dependent upon the legitimate involvement of these constituencies in the planning and decision-making processes of the University.

Shared Governance is a process in which each constituent group in the university community participates in decision making. This participation must be authentic and based on principles that each group has the largest influence in matters that concern it most and that decisions are made by shared governance constituent groups must have actual influence in university decision making. Shared governance includes mutual participation in the development of policy and decisions in the areas of strategic and budgetary planning, curriculum and instruction, student affairs, faculty and administrative officers, campus planning and development, and organizational development.

These shared governance guidelines address certain issues. These guidelines express a mutual desire to work together harmoniously and shall be interpreted to be consistent with all applicable laws, regulations, and the Bylaws of the Board of Trustees. They represent a commitment of the parties, not a legal contract.

**B. Components**

**f. The Faculty Role in Shared Governance**

The faculty carries out research for its professions and the community, and participates in the management of the University through shared governance. In the areas of intellectual development and instruction, the interest of the faculty is primary. The faculty role in shared governance through and by service in the Faculty Senate, in the academic colleges and departments, in university strategic and task committees. The faculty's involvement in shared governance includes, but is not limited to, the areas of curriculum, subject matter and methods of instruction, university budgeting, research, faculty status, faculty employment and welfare, and those aspects of student life which relate to the educational process.

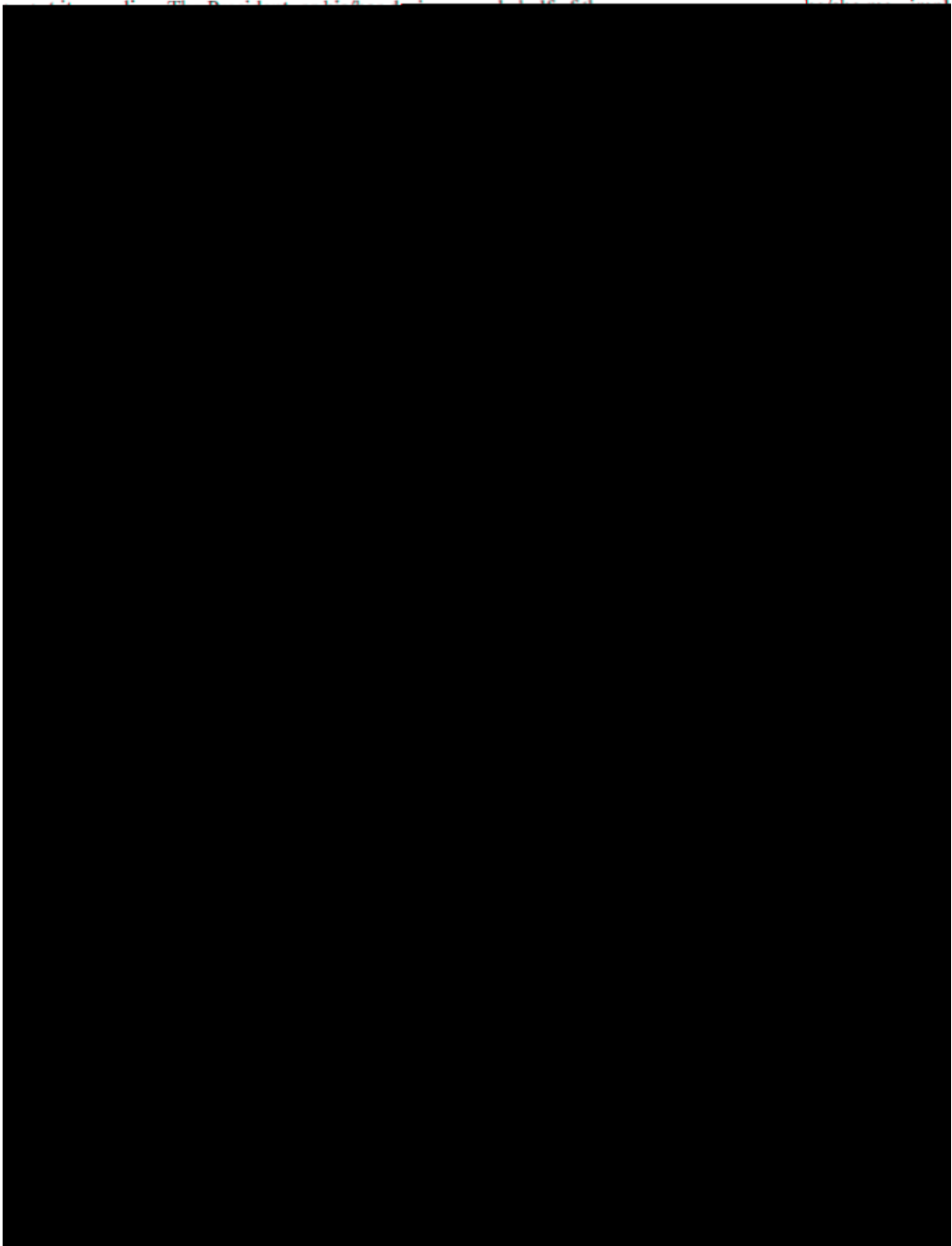
<sup>1</sup> The conceptual ideas in this overview are based primarily on material from the following resources:

- AAUP Statement on Governance
- AGB Statement on Governance: <http://www.agb.org/education/education/education/education.html>
- U. of Arizona: <http://www.arizona.edu/education/education/education/education.html>
- University of Wisconsin: <http://www.wisconsin.edu/education/education/education/education.html>
- U.S.M. Shared Governance: <http://www.usm.edu/education/education/education/education.html>
- Illinois State Univ. Policy on Shared Governance: <http://www.isu.edu/policies/education/education.html>







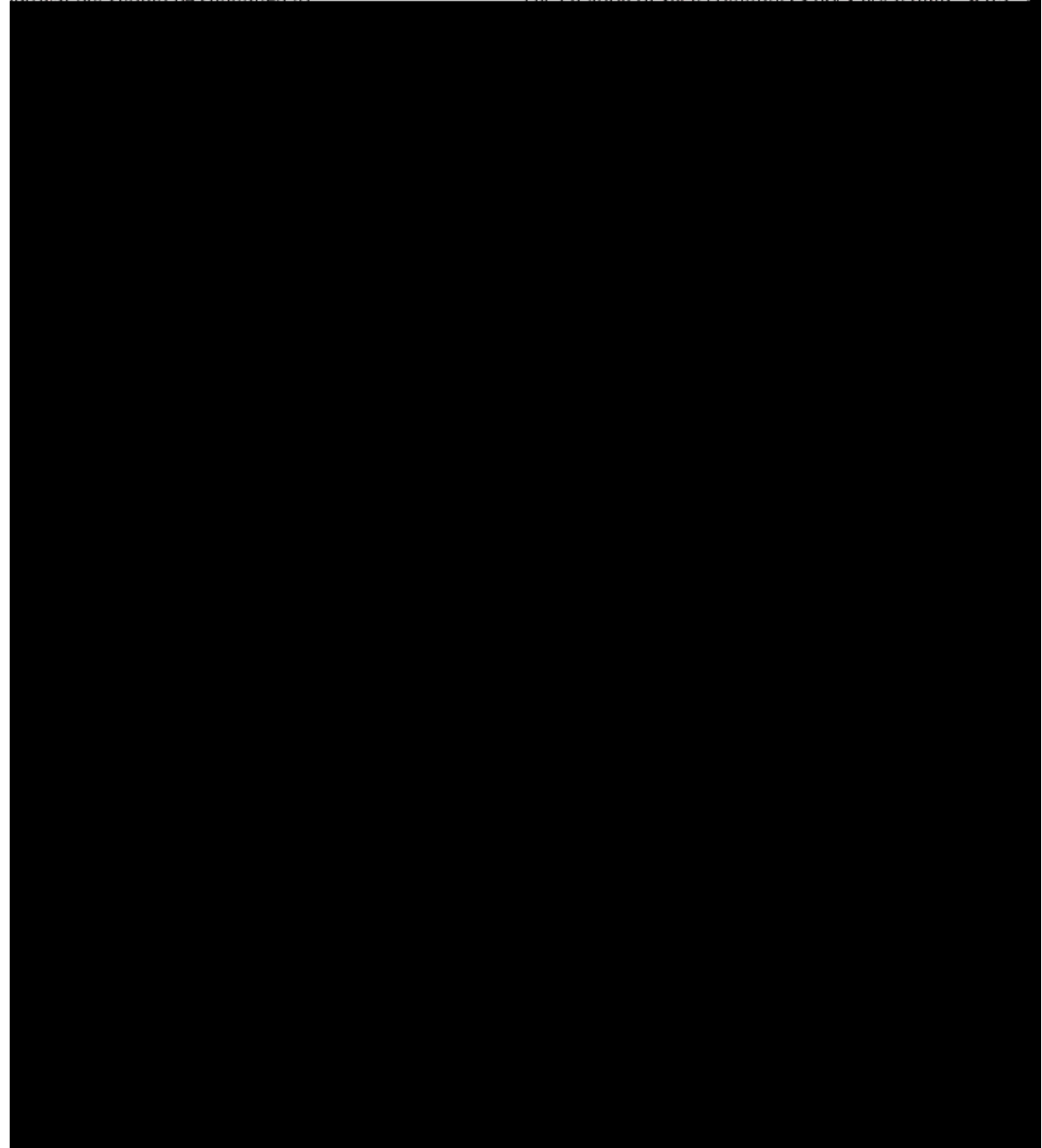






10. The SGEC may create a work group to address a specific issue. The work group shall be formed from the staff of the University and shall be charged with the task of addressing the issue. The work group shall be established by a resolution of the SGEC. The work group shall be submitted to the SGEC for review and approval. The charge to such work group must include an ending date for the work group's charge.

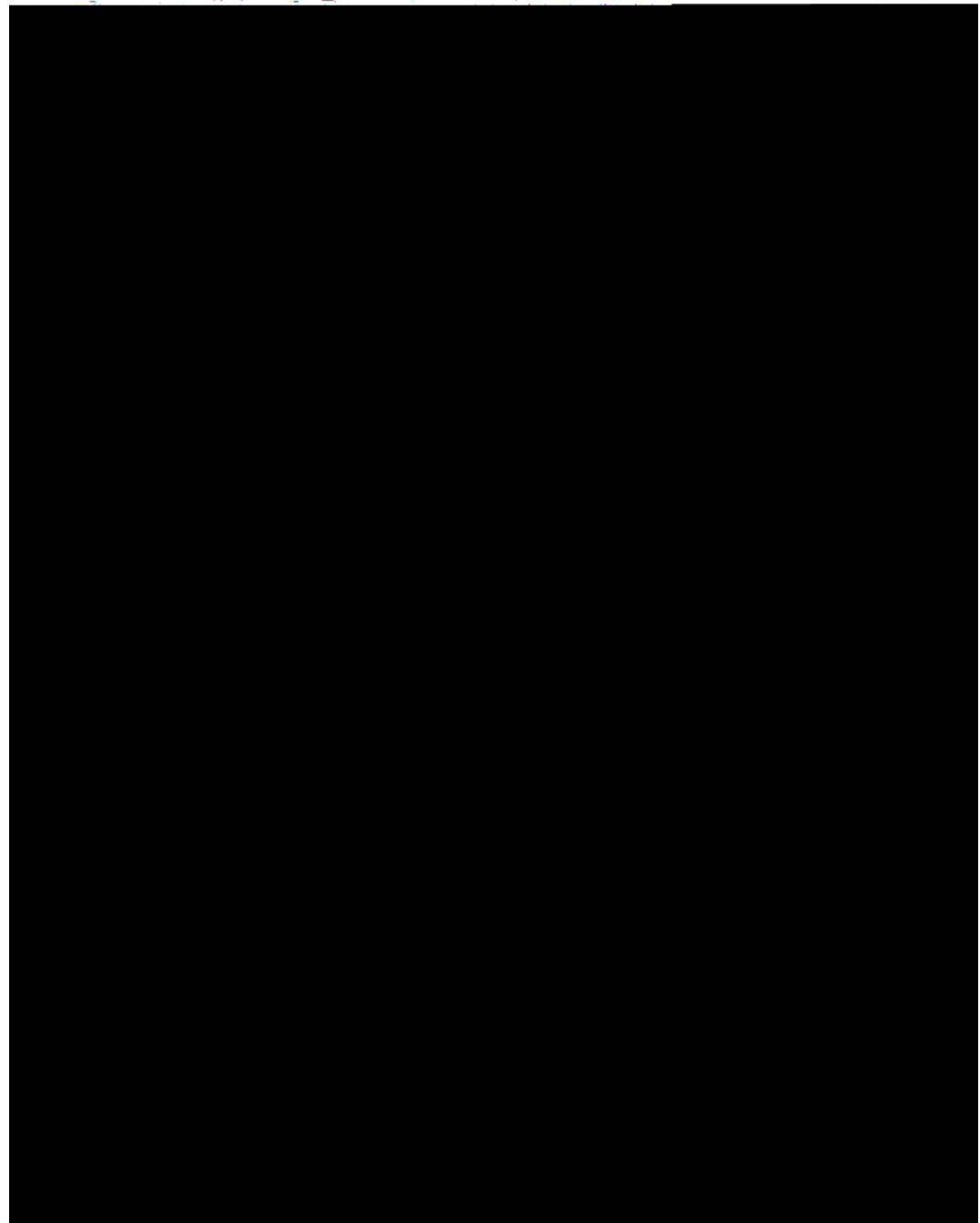
11. Individual members of the SGEC may create a subcommittee to address a specific issue. The creation of such committees does not require SGEC approval but should be submitted to the SGEC for review and approval.





5. One (1) representative of the Student Government Association Senate  
as proposed by the Student Government Association Senate President in his/her capacity as a representative of the  
concurrence of the University President.

6. The presidents of the Faculty Senate and the Staff Senate in their  
particular.





C. This committee reports to the President through the Vice President for Academic Affairs and Provost.

~~Academic and Student Affairs Committee~~  
~~Four (4) staff members, to include one or more from Student Affairs~~  
~~Staff Senate~~ recommended to the SGEC by the  
~~SGEC~~ by the Student Government Association Senate President



- B. Charge
1. To review and make recommendations on matters relating to faculty and staff welfare, including compensation, benefits, health and safety, and
  2. To communicate its deliberations and findings to the President, and after discussion
  3. To handle any proposals the committee make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change in Foundations"
  4. To submit a final written report electronically by the first day of the fall semester to the Vice President for Business and Financial Affairs with a copy sent to the Chair
- C. This case and Financial Affairs.

5. **Facilities and Infrastructure Committee**

- A. Membership
1. Vice President for Facilities Administration and Planning or designee
  2. One (1) member of the Council of Academic Deans or Council of Associate Deans, recommended to the SGEC by the Council of Academic Deans
  3. Three (3) faculty, recommended to the SGEC by the Faculty Senate
  4. Two (2) staff, recommended to the SGEC by the Staff Senate
  5. One (1) student representative
  6. Campus Safety Officer
  7. Executive Director, I

- Non-Voting Member
1. Director of Disability Support
  2. Vice President for Student Affairs
  3. Vice President, designee
  4. Vice President for University Advancement
  5. Vice President for Business and Financial Affairs
  6. Director

- B. Charge
1. To review
  2. To make recommendations to the UNA Executive Council regarding campus space allocation, including long-term needs
  3. To evaluate recommendations concerning campus facilities that may need renovation or repairs as well as the need for new facilities or modified use of existing facilities
  4. To make recommendations on priority construction and repairs to campus facilities and infrastructure, including major technology components

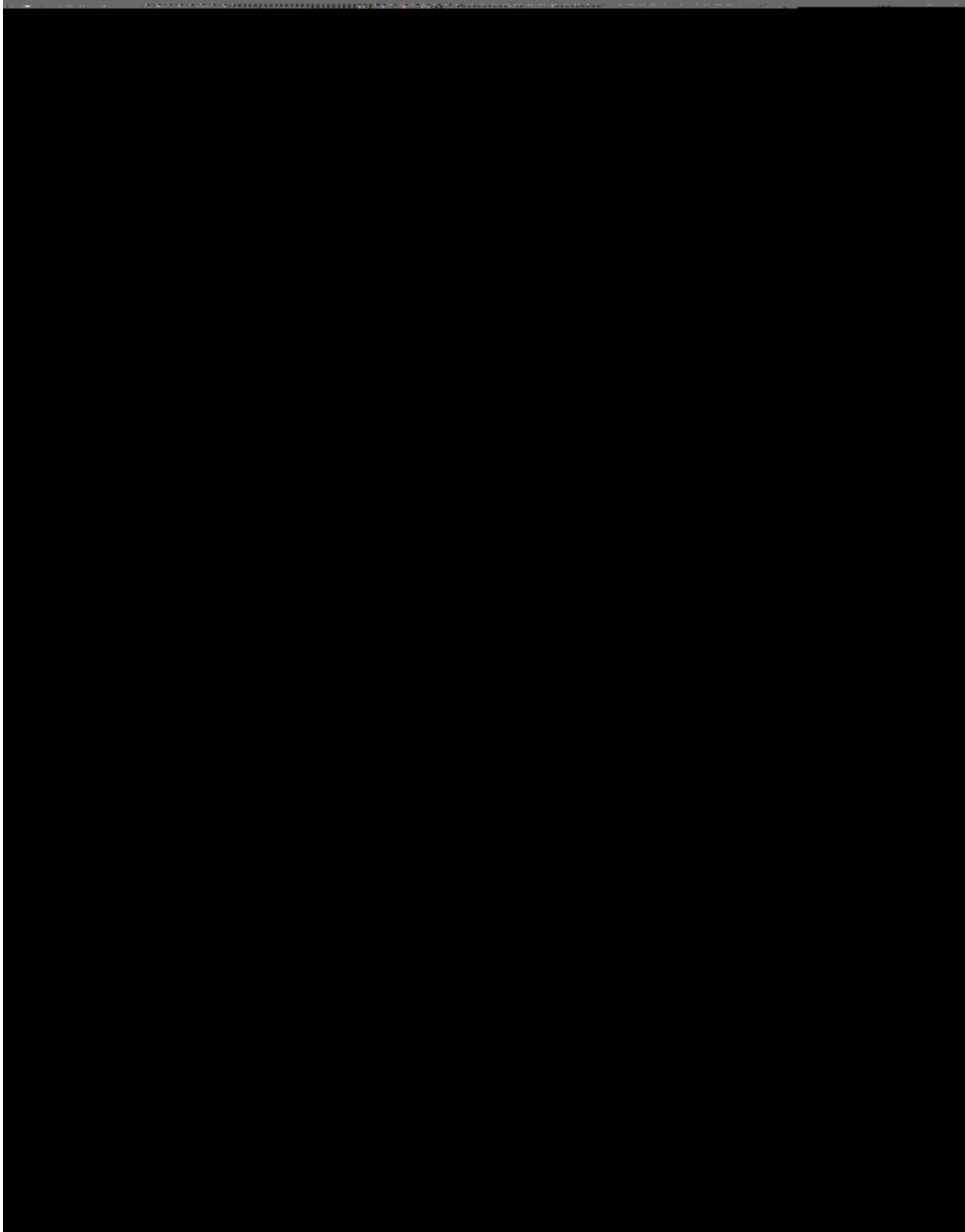
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Additional members may be added to this committee with approval of the SGEC.

B. Charge

1. To meet monthly each academic year to gain feedback and discuss issues concerning and may generate ideas for food service recommendations to the Vice President for Student Affairs and the Vice President for Business and Financial Affairs for improving food services
2. To make
3. To handle any proposals the committee may make effective





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6. International Programs/Offerings Committee

A. Membership

- 1. Six (6) faculty members with at least one representation from each college recommended to the SGEC by the Faculty Senate
- 2. One (1) representative from the Office of International Programs
- 3. One (1) representative from the Enrollment Management recommended to the SGEC by the Staff Senate
- 4. One (1) international student representative recommended to the SGEC by the Student Government
- 5. One (1) representative from the Office of International Programs recommended to the SGEC by the Vice President for International Programs

Non-Voting Members

Coordinator of Education Abroad

B. Charge

- I. To serve as an advisory committee to international programs/offerings on campus
  - 1. To coordinate the international programs/offerings on campus
  - 2. To provide a mechanism for coordinating international programs/offerings on campus
  - 3. To provide a mechanism for coordinating international programs/offerings on campus
  - 4. To provide a mechanism for coordinating international programs/offerings on campus
  - 5. To approve and approve the education of international students
  - 6. To handle any requests for resources, non-conflicting courses, and other matters related to international programs/offerings on campus
  - 7. To provide a mechanism for coordinating international programs/offerings on campus

The committee reports to the International Programs Committee and the Faculty Senate.

- 1. One (1) representative from the Office of International Programs recommended to the SGEC by the Faculty Senate
- 2. Two (2) students recommended to the SGEC by the Student Government









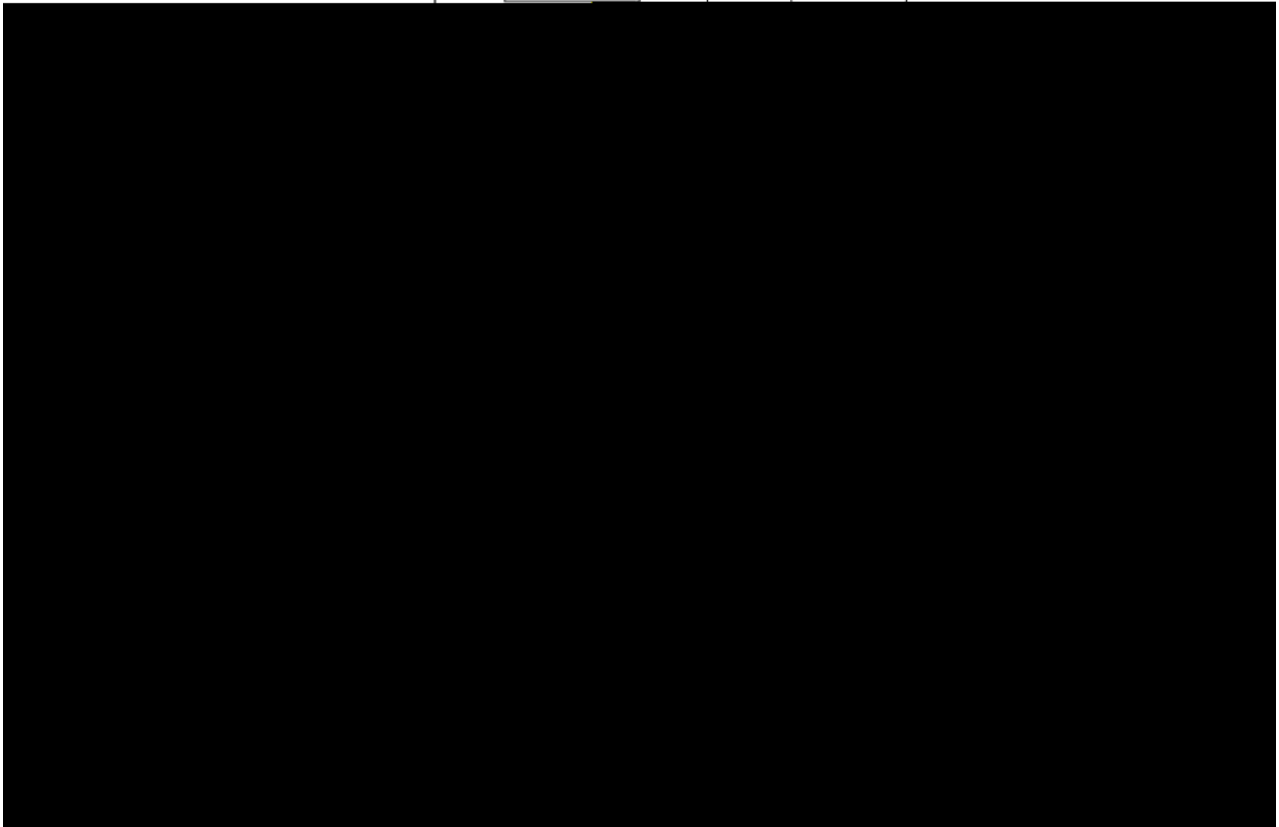
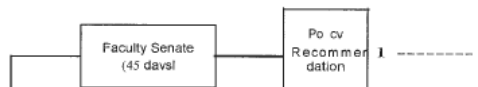
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APPENDIX

University of North Alabama  
Shared Governance Organizational Structure<sup>3</sup>

