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## Faculty Senate Meeting Minutes – April 18, 2007

Faculty Senators

*University of South Alabama*

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University of South Alabama  
Faculty Senate  
2006-2007  
April 18, 2007  
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Approved Minutes

Present: Amare, Britt, Bru, Burnham, Crumb, Dardeau, Doran, Douglass, Engin, Fresne, Hamilton, Hubbard, Johnsten, Z. Khan, Kinniburgh, Li, Loomis, Major, Prendergast, Prescott, Simpson, Tate, Woodford, R. Wright.  
Excused: Aliabadi, Allison, Aucoin, Baggett, Brown, Carter, Falkos, Green, Haas, Heins, Irion, I. Khan, McNair, Morris, Pérez-Pineda, Phelan, Rego, Rivers, Rowell, Santoli  
Unexcused: Carnahan, Lauderdale, Pettyjohn, Porter, Prokhorov, Robinson, Sachs, Shamburger, Sherman, Teplick, Vrettos, T. Wright.

- I. The meeting was called to order at 3:22 pm with Chair Irene McIntosh presiding.
- II. Elections: with no quorum present, elections were not held. It was decided that a special meeting would be called April 25 for the purpose of holding elections.
- III. Chair's Report: 2007-2008 Chair Vicki Tate gave the Chair's Report.
  - Meeting with President Moulton— The first item of discussion was the on-going problems with emails not going where they need to. With the various different email services that are being used by the different departments across campus, it is becoming obvious that some people are not receiving their emails. Andy Lightborne offered several suggestions of why that may be. The most obvious is that some servers may be blocking mass mailings as spam or that individuals have blocked domain names. He also requested that if we find any USA emails not listed in the on-line USA Directory, to please notify him.
  - Tom Hain reported about the status of the 2007 Faculty Survey. There was a 42% return rate. Only the quantitative results and edited comments will be posted. The unedited comments will only be shared with the University administration and Faculty Senate Executive Committee. Final year-end committee reports were also requested.

- President Moulton indicated that he did not see the need to call a full faculty meeting for the spring, but he will be sending out an email to all faculty giving a summary of the events for this past academic year.
- On the budget front, Pres. Moulton reported that the Alabama legislature will be undertaking a bond issue for the state for between \$800 million to \$1 billion. Higher education may receive 25% of this. For next year's budget, USA hopes to get a 12-14% increase.
- Dr. Covey distributed a copy of the final report from the Personal Response System Task Force. The task force looked at the use of PRS, aka clickers, and made their recommendations. A copy of the report will hopefully be put on the Faculty Senate web page.
- Dr. Covey announced that Keith Harrison, who has been serving as interim Associate Vice President in Academic Affairs, will no longer be interim, but will be serving as permanent Assoc. V.P. He is also the Dean of Graduate Studies
- Dr. Covey has decided that she will not be forming a task force to look at the content and use of the AAP evaluation form. It was the consensus of the Deans' Council that the evaluation system and current form are doing well. It was brought up by the Executive Committee that some deans will not allow any deviation from the 60-30-10 ratio for Teaching/Professional Development/Professional Service, though Covey did concede that this ratio was not mandatory and that there was room for variation. She decided that what was needed was a training session for all chairs on proper procedures in using the AAP form, and that it should be done by college. Then, in the future, any new chairs should also be receiving training regarding evaluations. This should be done through the office of the Academic Affairs. Also, all deans should be sending out letters with new salaries for the new academic year to all faculty members. If this is not being done, she will follow up on this.

III. Old Business: with no quorum present, there was no discussion of old business.

IV. New Business: with no quorum present, there was no discussion of new business.

V. Committee reports:

Salary & Fringe Benefits (Doran)—No report.

Environmental Quality (Santoli)—Final written report submitted.

Academic Development & Mentoring (Beverly)— No report.

Academic Policy and Handbook (Brown)—

The Policy and Handbook Committee has voted to bring up a modification of the USA Late Course Withdrawal Policy in the 2007 – 2008 Senate session. It reads as follows:

After the conclusion of the Drop/Add period (typically, the end of the first week of a regular semester), but before the end of the last day to drop a class, a student may withdraw from a course only with the signature approval of the course instructor.

Evaluation (Hain)—

The results of the annual faculty survey were briefly reviewed focusing on the following sections: Response Statistics for General Questions, Response Statistics for College Deans, and the Open-ended Answers. The detailed results have been posted to the web and are accessible at the following link:

<http://www.cis.usouthal.edu/~hain/FacultySurvey/2007/FacultySurvey2007-Results.htm>

Planning & Development (Flynn Carr)— No report.

Technology Utilization (Britt)—

1) In the interest of facilitating usage/support and student costs, the committee recommended that the University unify the technology of Personal Response Systems (often known as “clickers”) across campus. A Task Force was assembled and the Technology Utilization Chair served as one of its members. The Task Force researched the technology and, in April, submitted its findings and recommendation to the Vice President of Academic Affairs.

2) The committee researched the concerns raised about disjointed email within the University. The two main email systems used within the University do openly communicate with each other, but we discovered the following:

- not all faculty are electing to use University email (GroupWise nor Jaguar1); faculty must request an account-- the accounts are not automatically issued;
- often faculty have blocked group messages and often they are not aware they have their settings as such;
- faculty electing to not use the University email are unsuccessfully forwarding their emails to their preferred email addresses;
- some faculty still simply do not use email.

3) We recommend that the Faculty Senate representative to the Academic Computing Committee always be the chair of the Technology Utilization Committee. This will provide more open communication between the two committees.

VI. Caucus Leaders Reports:

Allied Health (Moore)— No report.

Arts & Sciences (Wright)— No report.

Computer & Information Sciences (Hain)— No report.

Continuing Education (Bru)—No report

Education (Sachs)— No report.

Engineering (Sylvester)— No report.

Library (Guion)—No report.

Medicine (Carnahan)— No report.

Mitchell College of Business (Joseph)—No report.

Nursing (Hamilton)—No report.

VII. Meeting adjourned at 4:00P.M.

Revised minutes submitted by Kristy Britt and Steve Morris