

University of South Alabama

JagWorks@USA

---

Minutes 2018-2019

Faculty Senate Minutes

---

3-1-2019

## Faculty Senate Meeting Minutes – March 2019

Faculty Senators

*University of South Alabama*

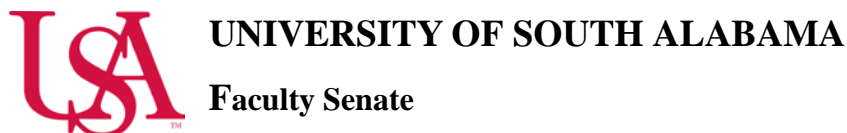
Follow this and additional works at: [https://jagworks.southalabama.edu/minutes\\_twentyeighteen](https://jagworks.southalabama.edu/minutes_twentyeighteen)

---

### Recommended Citation

Senators, Faculty, "Faculty Senate Meeting Minutes – March 2019" (2019). *Minutes 2018-2019*. 5.  
[https://jagworks.southalabama.edu/minutes\\_twentyeighteen/5](https://jagworks.southalabama.edu/minutes_twentyeighteen/5)

This Article is brought to you for free and open access by the Faculty Senate Minutes at JagWorks@USA. It has been accepted for inclusion in Minutes 2018-2019 by an authorized administrator of JagWorks@USA. For more information, please contact [jherrmann@southalabama.edu](mailto:jherrmann@southalabama.edu).



## Plenary Session

March 13, 2019 – Marx Library Auditorium - 3:00 pm

### MINUTES

#### Start Time: 3:04

**Present:** Cooper, O'Connor, Pelekanos, Powell, Thompson, Beebe, Gibbs, Gossett, Harrington, Hossain, Kozelsky, Mark, McCready, Pavelescu, Williams, Young, Zlomke, Campbell, McDonald, Koestner, Donaldson, Keshock, Woltring, Cleary, Cloutier, Lemley, Shepard, Harmon, Rayner, Sayner, Huang, Madden, Turnipseed, Platt, Riley, Scott, Swanzy, VandeWaa, Younce, Myers

**Excused:** Bryan, Cesarini, Koon-Magnin, Lewis, Lindeman, Robertson, St. Clair, Gecewicz, Ponnambalam, Rayner, Rich, Weber, Varner, Prakash, Piazza

**Quorum:** Met

**Call to Order by the President**

**Approval of Minutes: MMSA**

**Approval of Agenda: MMSA**

**President's Report**

#### Searches

-Dean, College of Engineering

- A new committee member from the Faculty Senate was added in the past week (Drew Lewis). Deadline for applications is 3/25, with interviews in early April (i.e., the 10<sup>th</sup> and 11<sup>th</sup>). The Committee hopes to interview 10-12 people, with early interviews in Atlanta and later interviews on campus. Parker Executive is running the search.

-Executive Director, Governmental Relations

- Parker Executive is also running this search, as well. VandeWaa is on the search committee, which has convened. Ads have been placed on the USA website, the APLU website, and the Parker website. There are 12 serious candidates identified; others are interested. Interviews are next month, probably in Atlanta, looking to interview 6 candidates initially.

**Old Business**

Scholarship cap: Administration says they're looking into it.

### **New Business**

- Higher Education Day: April 4<sup>th</sup> in Montgomery.
- Football/Parking

Vandewaa: a committee has been formed to look at the impact of the stadium/parking on the University—John Cleary can speak better to that. Why we brought this up with Exec Comm and Admin was because of the map that you can see if you go online to “buy” parking, almost every parking lot on campus is for sale during game days (or evenings). Parking is surveying lot use on the weekends and evenings and will take into consideration class and clinic use; however, if your class meets once a month, or your clinic is intermittent, it might be good to remind parking of that. There is talk of either planning to shuttle in USA students, patients, faculty or making some lots available for faculty. John can you speak to that?

Cleary: There will be paid parking for 6 Saturdays and at least 1 weekday per year. Cleary showed the map and said that every lot is designated: gold - pay per game; red/blue – prepay. There will be no place to park on campus otherwise. Let Cleary know if you have Saturday classes, clinicals, or have people in your lab on Saturdays, so this information can be relayed. In the discussion, a concern was voiced asking that the committee be sure to look at the weeks before midterms and finals. Also, there was a concern that libraries would have adequate parking.

The current policy is in draft form. The lot by USA Technology & Research Park, Bldg III will have free parking with a paid shuttle. Students in dorms can park as usual. So far, the UCOM lot will be open.

- Recruiting/Enrollment

We asked Admin about this. Domestic recruiting appears flat for incoming freshmen but it is a bit early to tell—the numbers will be more final by the end of the month. For international students, numbers are once again low. There are some efforts being made in China and other parts of Asia, India. Next month we will have Christopher Lynch come to talk to us about numbers and strategies for recruitment so stay tuned for that. Hopefully he will have some updated numbers for us at that time.

- Human Resources

Fringe Benefits Committee meeting in the past month—Patricia Mark and I attended. She will be providing some information in a presentation in a few minutes about what we learned in meeting with HR, so I will leave that there for now.

- Policies Update

We met with the Academic Affairs Policy Committee — I call this the buffer committee before policies go before the Council of Academic Deans. We are proposing an addition to the Faculty

Senate bylaws which would facilitate policy discussion between the CAD and the Faculty Senate. The AAPC is a wonderful place for us to float policy and see where we stand with it, but sometimes policy then gets horribly disfigured when it goes to the Deans after it leaves AAPC. In other words, we all agree between what we say in Faculty Senate, and we can get our handful of deans in the AAPC to agree. But once the policy gets into the CAD, it mutates beyond recognition. So our thought is to put something into the FS bylaws to structure the policy process into less of an endless tennis match that then mutates into racquetball, then handball, then cricket, then baseball.

Kozelsky: we are still working on four policies. Two were left over from last year: the Chair Review Policy and External Review Policy. We will send these to the CAD for an up/down vote on 3/28. Ellen and the Handbook Committee did a great job with these policies. Two other policies, i.e., the University Instructor and Non-Tenure Track Full-Time Faculty (NTTFTF) policies, are not being voted on this time. Both the Provost and Office of Finance/Administration need to work on the financial implications of the University Instructor policy. Hopefully, something will happen before next year. Same thing with the NTTFTF policy: language is being developed concerning excellence criteria.

Item for vote:

Faculty and Chair Hire Search Committees Policy

Kozelsky updated FS on research into question about including diversity in searches. She met with Dr. Paul Frazier, the Chief Diversity and Inclusion Officer. Dr. Frazier is preparing a more substantial hire policy with regard to the Faculty and Chair Hire Search Committee Policy. His office wants to develop a warehouse of potential applications.

Discussion ensued about the proposed revision. One faculty member expressed concern about whether it was feasible in all departments to find faculty to serve on committees at the rank of the faculty being hired. Kozelsky responded that the inclusion of the word “normally” in the line “normally at the rank of the appointment” addresses that problem. A few people remained uncertain that this ‘normally’ was sufficient and debate ensued. To move forward in the meeting, a Senator from the floor moved to take the vote.

Vote: 4 abstentions, no nays; remaining votes passed.

- Faculty Senate Elections

VandeWaa: elections should be completed by end of the 2<sup>nd</sup> week of March. If you are a committee chair and want to hold on to your ExComm officership, let us know. Being a committee chair is a commitment – 3 Wednesdays every month. It is imperative you come to meetings, attend searches, and lead the work of your committee. Having a class conflict is not an excused absence for missing ExComm meetings. McCready: ExComm meets monthly with USA Administration, so this is a chance to get real face time and to make a difference – you get higher level access. Harrington: you learn a lot.

- Report from Beth Shepard, Chair, Faculty Senate University Planning and Development Committee

The annual Faculty Senate party will be held from 6-8 pm at the Iron Hand Brewery in the deTonti district on April 17<sup>th</sup>, after our April plenary session. You'll be getting an invitation from Shepard, so please complete the link and RSVP. There will be food and veggie options, with craft beers and fun.

- Survey

Results of the survey will be released soon. The “new” survey will be released late April so look for it. It may have a few more questions on football, and finances?

- Report from Patricia Mark, Chair, Faculty Senate Faculty Salaries & Benefits Committee (The following information is from a PowerPoint Mark shared at the meeting.)

#### Issues

-Sick Leave Sharing

-Pay date when the 1<sup>st</sup> falls on a weekend or holiday. This issue is not dead yet. Scott Weldon said it is possible to change the pay date to 13 pay periods but doing so would increase the total tax. The other option is going to biweekly pay for faculty.

-Teledoc: Mark discussed Teledoc with Scott, and how it might save money. However, it doesn't appear to be an option in the near future for us. Currently, USA physicians do not get reimbursed by BCBS for Teledoc services. However, they do in Mississippi, Florida, and Louisiana.

-Tia CREF Tier 1 new hires don't have the 3% match.

-Health Benefits Update: there is a rate hold for this year, but next year, the rate hold will be over. At that time, the base plan will go to \$115, a 6% increase.

#### Salary Compression

- Occurs when increases in remuneration for new hires are not accompanied by an increase in remuneration for experienced faculty
- Good for assistant profs., bad for associate profs. (low morale/exits)
- AAUP found salary compression at 892 institutions
- 100 institutions had assoc./asst. professor with salaries within 5K which is a sign of salary compression
- Pay between the 2 groups typically separated by \$10,600

(AAUP 2017-18, Chronicle of Higher Education)

The average at USA is \$3900. We might have inversion problem, with new hires having higher salaries than Associate professors. We must insist on equity adjustments.

### What Must We Do?

- Implement a faculty salary survey by rank and by discipline to provide evidence of lower than average pay, compression and eventual inversion.
- Insist on equity adjustments as hires occur (not just when there is \$ to fund them).
- Fight for our portion of the budget to fund salary increases and equity adjustments.
- Fight for reinstatement of TIA CREF matching funds

### Retirement Landscape for Junior Faculty

- The average age of Ph.D. completion is 32; junior faculty enter the workforce later than most white-collar workers.
- Likelihood early career faculty members will be able to save enough for retirement is fading.
- State funding cuts and underfunding pension plans are culprits (CT, IL).
- Alabama state funding remained constant in 2018.
- RSA is one of the strongest pension plans in the country.

*(Chronicle of Higher Education, AAUP 2017-2018)*

- Other

VandeWaa: as you know, we are meeting today because the Board of Trustees could not meet with us on Friday. Typically, they arrive on campus for an afternoon meeting on Thursdays and then meet just in the morning on Friday to vote on what was presented in the Thursday session for consideration. However, due to scheduling conflicts, they are doing their entire agenda on Friday.

I had met with Senate officers to discuss what we would have presented to the Board prior to them canceling. We had decided on a “Value” proposition of experience here at USA. Specifically, the student experience—which we feel is one of value—defined by the ability of students to seek and gain employment following obtaining a 4-year or graduate degree from our institution. If you have not looked at the Hamilton Project, I urge you to do so. It will give you very interesting demographics on your degree field, broken down by age, major and job in this area or any in the US. So I had culled some data from that. But I also compared that data to what our own professors here are earning as they endorse the value prospect of a four-year education to their students. I chose 2 areas—an undergraduate majoring in Music, and one in Nursing. (VandeWaa then showed the PowerPoint that she had prepared to present at the Board of Trustees meeting.)

### **Adjournment; MMSA**

**End Time: 4:21**

### **Caucus and Committee Reports Submitted in Writing**

**Handbook Report** (Mara Kozelsky)

**The Handbook Committee worked on the following policies in 2018-2019.**

## **A summary follows:**

### **Committee Members 2018-2019**

Mara Kozelsky (A&S), Chair  
 Ellen Harrington (A&S)  
 Joyce Varner (CON Caucus Leader)  
 Chimene Gecewicz (Global Caucus Leader)  
 Jennifer Scalici (MCI Caucus Leader)  
 Andrei Pavelescu (A&S)  
 Philip Almalouf (COM)  
 Sharon Pelekanos (CAH)  
 Catherine Cooper (CAH Caucus Leader)

### **Policy Sources:**

- Benchmarking Institutions
- Competing Institutions
- AAUP (American Association for University Professors) <https://www.aaup.org/>
- CUPA (College and University Professional Association for Human Resources) <https://www.cupahr.org/about/>

Still in Process for 2019-2020 Handbook Committee

- Faculty and Chair hiring Committee Policy
- Instructor 3<sup>rd</sup> Rank policy
- Non TTFTF Policy
- Guideline for Policy Exchange between Faculty Senate and CAD

## **Policy Routing: New Software Doc Routing introduced to organize policy exchange between Senate and CAD**

History/Background

### **Agenda 2018-2019**

Policies that have passed through Senate presented to the CAD Feb. 6, 2019

- Instructor 3rd Rank (Still under Consideration as of April 17, 2019)
- Non TTFTF Promotion policy (Still under Consideration as of April 17, 2019)
- Chair Review (Passed)
- P&T External Review (Passed)

Questions Not Completed:

- Dean Review (who provides list of faculty nominees/role of FS President)
- Confidentiality T&P (?)

- *By Laws*

-VP elect automatically elected if term expires

-Update committees FS Chairs serve on, including HB

### Polices in Process during FS Transition from 2017-2018 year

Presented by EH to the Deans on **April 4** 2018  
(Updated May 29, 2018):

- ~~Chair Eval (Still under Discussion at Dean's Council)~~ SEE UPDATE ABOVE
- ~~T&P Transparency at college level (Did not pass Dean's Council)~~
- ~~T&P External Review (Still under Discussion at Dean's Council)~~ SEE UPDATE ABOVE

Policies presented by EH at Senate meeting vote on at the **May 2018** full Senate meeting (both of these have passed COD):

(Updated May 29, 2018):

- Professor of Practice policy (passed Senate, sent back to Provost)
- Academic Misconduct (passed Senate, sent back to Provost)

P. 113

#### 3.14.1 Searches for Tenure Track Faculty

##### Responsibilities of Department Chair

- When a vacancy occurs, or a new position is approved, departmental needs must be analyzed with input from faculty to determine the type of individual needed.
- Complete a “Request Authority to Fill Vacancy” form (Academic Affairs Form #1\* - <http://www.southalabama.edu/academicaffairs/forms/AAForm1.pdf>) and forward through the approval process, i.e., chair to dean, dean to Vice President.

**NOTE:** Academic Affairs Form #1 includes the recommendation for search committee composition. The search committee for new faculty appointments should include faculty members of the department normally at the rank of the appointment or above. Invited candidates will be selected through consultation with the faculty of the department. The search committee’s final recommendation to the Dean will also be formulated through consultation with the faculty of the department. All full-time, continuing faculty will have the opportunity to submit written feedback to the search committee before the search committee recommendation is made.

**\*All search committees must have at least 25% female representation. If it is not possible to meet the 25% female requirement within a department, faculty members from another department should be included.**

##### Responsibilities of Department Chair and Search Committee

- Determine and specify in writing the minimal qualifications, as well as



any specific requirements, for an acceptable applicant. Qualifications will usually be those that would suggest a reasonable expectation that the applicant could achieve tenure in his/her discipline. Specify essential functions and responsibilities for the applicant to qualify for the position.

- Set up a tentative schedule for the screening process.
- Prepare an announcement/advertisement\* for the position to include: Position, rank, discipline, Starting date, Minimal credentials required, Application materials required (letter of interest, vita, transcripts, etc.) Closing date for applications, \*Equal Opportunity/Equal Access Employer statement

**NOTE:** \*All announcements/advertisements must be approved by the Provost/Senior Vice President for Academic Affairs or the

1. All unsolicited applications should be kept on file for 90 days. Applicants should be informed that materials are retained for a 90-day period and after 90 days, a new application is required if the applicant wishes to be considered for future vacancies. P. 118

### 3.14.2 Searches for Departmental Chairs

Searches for department chairs should follow the same procedures as specified for tenure-track faculty positions with the following exceptions:

- The dean will submit the initial request for a search (Academic Affairs Form #1) and will recommend names for the search committee on that form. The committee should include a chair from another department as a member of the committee. As with all search committees, the composition must be at least 25% female.
- Interviews with other department chairs in the college and with the deans (or their representative) from other colleges served by the department concerned should be included.
- The recommendation for appointment should include the recommendation for faculty rank as well as the recommendation for appointment to chair.