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Faculty Senate Meeting Minutes – January 2014

Faculty Senators

University of South Alabama

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January 22, 2014 – Faculty Club - 3:00 pm
APPROVED MINUTES

Present: Estis, Gordon-Hickey, Morgan, Smith, Benko, Carr, Faile, Fisher, Haywick, Husain, Kozelsky, Loomis, Marin, Marshall, Mishra, Rivenbark, Schulze, Shaw, Smith, St. Clair Freed, Campbell, Landry, Whiston, Broach, Davidson-Shivers, Norrell, West, Britton, Tate, Audia, Burnham, Cioffi, Gillespie, Rich, Gillis, Noland, Woodford, Buckner, Minchew, Varner

Excused: Kennedy, Connors, Ni Chadhain, Finley-Hervey, Phan, Falkos, Rachek, Huey, Walls, Fuller

Unexcused: Stefurak, Glover, Alexeyev, Richards, Ruchko,

Call to order at 3:06 with a quorum

Approval of minutes: December 2013 meeting

Motion made & 2d; unanimous approval

Approval of agenda

Motion made & 2d; unanimous approval

President's Report

- Presidential Search

Question: what is being said about the Presidential search? One member noted that the recent email from D. Marshall had helped explain what is going on. The Procedure – Monday is the equivalent of the New Orleans fly-ins, followed by a meeting of the Board of Trustees. Beginning Tuesday, things will be the same with on –campus meetings. FS Executive Committee has more time with the candidate than in the previous rounds and we hope to have more discussion. We will be using the same kinds of questions with this candidate that we asked the previous candidates. There will be the public forum on Tuesday at 4:30 **AT LAIDLAW**.

Please let your colleagues know about the forum and ask them to attend.

Caucus leaders please send out a reminder.

Question about Vanguard article stating that the pool was not being enlarged. DM admitted that he had not seen the article but that he had seen the pool and it has been enlarged.

- Adjunct/Part-Time Faculty Lunch - January 29 from 11:30-1:30 in the meeting room in the dining hall

Have had responses from adjuncts, as well as full-time faculty who had been adjunct and retired faculty who are now teaching part-time. Question regarding distance faculty participation; there will not be a call-in this time but we will send notes to anyone who wants them. Can think about video taping it but questions raised about openness if the discussion is being video taped. The real goal is

not to record grievances but to set up a committee or mechanism through which adjuncts can gain some type of voice.

- Higher Education Day – February 27

It is a Thursday. Buses will be going to Montgomery. Governor's budget includes a \$2.1 million raise in state funding for South. Currently same as offers to the other major schools. Note: this is the governor's *proposed* budget.

- Student Center

Supposed to open in @ March or April.

- Mitchell-Moulton Scholarship

It is a matching scholarship. We questioned what is being done to raise those matches. There is a current campaign but a large-scale campaign will begin soon. Committee has been formed and should be hearing more about it in the next few months.

Announcements

- On-Line Monitoring/Handbook Committee – E. Loomis

We talked last time about the degree of monitoring by chairs in on-line classes. We have put together a proposal for administration to consider and have begun discussing the issue with administration. We are not ready to put forth a resolution yet, but will. The idea is to increase symmetry between monitoring of a traditional course and the on-line course – e.g., you know if your chair walks into a traditional course but have no way to know that chair has been in on-line course or what he/she has observed. Draft would require that a chair inform instructor of what they observed and when. Also want to work with administration to restrict what the chair can view – e.g., not gradebook, not personal messages, etc. The chair could still request to see those things but would not be able to just go in and look.

Question as to why parity controversial. Administration says chair can't be limited to the student view. Administration argues that we are moving to teaching in teams and supervisors need to be able to see all sections. EL believes there will be a resolution this term.

- Research – E. Buckner (See also attached detailed information – Intramural Grant Program Announcement)

There are copies on table (and attached to the minutes). EB and her committee have met with Lynn Chronister and she has been open to the ideas that have been expressed by faculty. She has also been sending things to the research committee of ideas to consider. The newest thing is a set of 4 major proposals (see attached).

#1 – Small Grant Program in Support of Arts & Humanities -- Example of small grant proposal – J. St. Clair – ranged from writing art history paper and getting funding to obtain copyright permissions or funding for transcription services. Proposal is for currently unfunded projects. Grants would generally be \$2-3,000 range. Research committee will be involved as reviewers.

#2 – USA Interdisciplinary Incentive Program – Different colleges, different departments, or even different subspecialties in same department

#3 – Research and Scholarship Development Grant – will have most review attached to it. Requires full proposal

#4 – Faculty Productivity Grant – release time. Would be made a semester ahead of time to allow for class coverage/adjunct hiring.

Question – will these available to COM? Most yes, but not the buy-out time (i.e., #4).

Several topics still pending including professional transparency, guidelines on workloads for faculty working with students, mentoring, etc.

- Salary & Benefits Report – S. Gordon-Hickey

USA has not had a comprehensive faculty salary survey since 2004. But the S&B Committee is beginning to put together pieces for doing that again. We have gone through the 2004 list of comparable schools and have begun forming an updated list of comparable schools – last time used 17; looking for schools who are similar (southeast, research, similar colleges, doctoral granting, etc.). Want to provide a list of suggested, comparable universities. Have 14 on current discussion list – about half of list was on last list. Have talked with Steve Simmons about this particularly how last survey was used to adjust salaries, was cost of living considered when the data was used, and related issues. It has been suggested that we also look at benefits.

In addition Phil Norrell proposed a wellness initiative. The committee discussed and presented it to Steve Simmons. Steve suggested that we start talking about it. Pulling together a group to meet with Steve and Ed Kahally (external benefits consultant). Steve is asking the acting President to appoint the committee as an official acting committee.

- Search Updates

MCOB – ad went out at beginning of January. Dates set for fly ins and interviews

MCI – search firm has been hired

Associate Dean of A&S – interviews scheduled

- Fourth Friday Fandango – January 24 – 4 p.m. – Faculty Club

- January Med School Café lecture – January 24, 2014 – J. Burnham

The January Med School Café lecture will feature Dr. Marcus Tan, Assistant Professor of Surgery at the University of South Alabama College of Medicine and a surgical oncologist at the USA Mitchell Cancer Institute. His lecture, titled “Surgery for Cancer: Myths and Modern Approaches,” will take place Jan. 24, 2014, at the USA Faculty Club on USA’s main campus. Lunch will be served at 11:30 a.m., and the presentation begins at noon. Reservations are required.

Old Business

None

New Business

- P & T Proposal – draft resolution attached at end of minutes

Deals with University-wide promotion and tenure policy.

E. Loomis – approved by committee; now being presented to Senate for vote next month.

1st – those serving on both departmental & college committee to only vote on departmental committee.

2d – prevent chairs from serving on college committee unless Dean cannot constitute a committee without them.

Justification – secure greater independence of the college-level committee.

Will send out full proposal before the next Senate meeting. The draft presented at the meeting is attached to these minutes.

Another issue to be addressed is a process for handling promotion/tenure evaluation for those involved in grievances (grievant, witness, accused). Need to find a way to have people feel comfortable with process proceeding in those circumstances.

Guest Presentations: Dr. Jeanne Maes, University Ombudsperson

Has been busy. I had business 2 weeks before the announcement came out. As of December 31, there have been 57 individual contacts; logged 151 hours.

Some of the activities: shuttle diplomacy & facilitating conversations; joined international ombudsperson organization; helped faculty assess validity of complaints; mediator in early stages of disputes; facilitated informal process to resolve disputes before they became full fledged grievances.

Types of issues: contract, evaluation, research space, retaliation, teaching assignments, toxic environment, harassment/retaliation, workload policy, reorganization of curriculum.

Would suggest the Senate work on a bullying policy because we really do not have language in the handbook to deal with bullying. It could be quite helpful.

Question – have you solved most? We have helped resolve many of them. I'm a 3d party neutral who facilitates.

DM – remember that the FS has been making a case for this for some time and administration said there would not be enough to do. The program is saving the university money by heading off problems before they get worse.

MOTION TO ADJOURN made at 4:02; 2d; unanimously approved

Committee Reports – submitted in writing

- Academic Development and Mentoring (Justin St. Clair)

No report

- Environmental Quality (Doug Haywick)

- Evaluation (Sam Fisher)

- Planning and Development (Mark Gillespie)

- Policies and Faculty Handbook (Eric Loomis)

Resolution presented during new business

- Salary and Benefits (Susan Gordon-Hickey)

Report given during announcements.

- Technology Utilization (Kevin West)

No report

- Ad Hoc:

- Research and Creative Activities (Ellen Buckner)

Full report given during announcements

Caucus Reports – submitted in writing

- Allied Health Professionals (Elisa Kennedy)
- Arts and Sciences (Mara Kozelsky)
- Continuing Education (Joycelyn Finley-Hervey)

A Search Committee for the *School of Continuing Education and Special Programs* Associate Dean completed its charge at the close of the Fall semester. Dr. Jenny Manders was offered and has accepted the *SCE&SP* Associate Dean position. She started in her new position on January 2, 2014.

- School of Computing (Jeff Landry)
- Education (Tres Stefurak)
- Engineering (Grant Glover)
- Library (Vicki Tate)
- Medicine (Judy Burnham)

Dr. John Foster, professor of microbiology and immunology at the University of South Alabama College of Medicine, recently co-authored a new edition of the textbook titled "Microbiology: An Evolving Science."

Shandra Andry and Kathryn Detjens recently joined the University of South Alabama department of obstetrics and gynecology to serve as nurse midwives working exclusively at USA Children's and Women's Hospital's evaluation center and at the hospital's labor and delivery service.

Patients at the University of South Alabama Children's & Women's Hospital moved into a new, 195,000-square-foot pediatric tower on Wednesday, Jan. 8.

In 2011, Dr. Richard Honkanen, professor of biochemistry at the University of South Alabama College of Medicine, was awarded a five-year Transformative Research Project Award by the National Institutes of Health (NIH) that totaled \$ 1,695,625. He was one of 11 researchers across the United States to receive the highly competitive award. As a result of Dr. Honkanen's project abstract, he was recently invited by Dr. Francis Collins, director of NIH, to give an oral presentation at the 2013 High-Risk High-Return (HRHR) Research Symposium.

Dr. Jack Di Palma, director of the University of South Alabama Digestive Health Center and professor of internal medicine at the USA College of Medicine, recently received the American College of Gastroenterology (ACG) Weiss Award for Exemplary Service. The Weiss Award for exemplary service is only presented to individuals who have rendered outstanding service to the American College of Gastroenterology. Through the commitment of his time, effort, and talents to the College, Dr. Di Palma has served in every important leadership role, including ACG presidency in 2005-2006.

Dr. Sophia Goslings was recently appointed assistant professor of pediatrics at the University of South Alabama College of Medicine and serves as a hospitalist seeing patients at USA Children's & Women's Hospital.

Dr. Mary Townsley, professor of physiology and internal medicine at the University of South Alabama College of Medicine, was recently selected as the Phi Kappa Phi Scholar of the Year by the USA PKP Chapter. The USA PKP Honor Society honors one USA professor annually.

The University of South Alabama's Board of Trustees approved a resolution to name the USA Medical Center's regional burn center in honor of Dr. Arnold Luterman, the Ripps-Meisler professor of surgery at the

University of South Alabama College of Medicine and former head of the burn center at the USA Medical Center.

Dr. Mark Gillespie, professor and chair of pharmacology and a member of the Center for Lung Biology at the University of South Alabama College of Medicine, was recently included in the Press-Register's list of "10 Coastal Alabama Leaders You Should Know."

- **Mitchell College of Business (Tom Noland)**

The ad for the Dean's search was posted earlier this month. The Search Committee will accept confidential applications and nominations until the position is filled. Primary consideration will be given to those applications and nominations received on or before March 6, 2014. Initial interviews will be set in late March.

MCOB has hired one accounting professor and two assistant professors in finance for Fall 2014. A current search is underway for an assistant economics professor.

- **Nursing (Elizabeth Fuller)**

NEW INTRAMURAL GRANT PROGRAMS ANNOUNCEMENTS

Office of Research is announcing four new grant programs for USA faculty. These programs will supplement the \$5000 Faculty Development Grants offered through the Graduate School.

1. Small Grant Program in Support of Arts and Humanities

The Small Grant Program in Support of Arts and Humanities will provide funding to help support faculty research and scholarly activities. \$15,000 will be allocated annually for this program. The purpose of the program is to assist faculty in building their career and contributing to their discipline by exploring new scholarly, creative and research activities.

2. USA Interdisciplinary Incentive Program

The USA Interdisciplinary Incentive Program replaces the USA Incentive Plan (formally VPIP). This new program was created to support faculty in seeking funding for research across disciplines. A total of \$3,000 will be provided to Principal Investigator(s) (PIs) and Co-Investigator(s) for each funded proposal that complies with the eligibility requirements

3. Research and Scholarship Development Grant

The Research and Scholarship Development Grant (RSDG) program will provide tenure *and* non-tenure track faculty with seed funding to help build their research and scholarly career. Four awards annually will be awarded at approximately \$25,000 each. The funds are to be used to:

- provide seed funding for new research projects
- provide resources for planning for major grants

RSDG grants are intended to stimulate interactions across disciplines, departments, colleges, and programs. The funding is designed to facilitate attracting external funding, so a requirement for each RSDG proposal is to demonstrate how funding for this project will directly lead to the external funding requests

4. Faculty Productivity Grant program

The purpose of the Faculty Productivity Grant program (FPG) is to provide concentrated time for faculty to generate pilot or preliminary data that will enhance their competitiveness for a major grant or contract. The Office of Research and Economic Development (ORED) will provide funds for ten (10) faculty “buy-outs” from teaching annually.

For further information and guidelines, contact the Office of Research and Economic Development (ORED), Ms. Sandy Corry, Executive Assistant, scorry@southalabama.edu

Draft Resolution from Handbook Committee:

WHEREAS, the AAUP 1940 Statement of Principles on Academic Freedom and Tenure states that “freedom of teaching and research and of extramural activities ... [and] hence, tenure, are indispensable to the success of an institution in fulfilling its obligations to its students and to society”, and

WHEREAS, the University of South Alabama incorporates this Statement in its Faculty Handbook, and

WHEREAS, the academic tenure process must reflect the importance of tenure to the obligations of the University by upholding the freedom of teaching, research and extramural activities essentially connected with it, and

WHEREAS, the importance of such freedoms extend to academic promotion, and

WHEREAS, a fair and impartial tenure and academic promotion review process must insure the free, open, and independent deliberation by those collegiate committees which are charged with reviewing departmental tenure and promotion recommendations,

THEREFORE BE IT RESOLVED that section 3.11.4.3, part 1, of the Faculty Handbook Tenure Procedures shall be revised, in its first paragraph, to read as follows:

1. Departmental Procedures

The departmental tenure committee shall be notified by the department chair to consider a faculty member who is in the final year of probationary service. The departmental tenure committee is normally composed of all tenured faculty members in the department except the chair. The committee shall have an opportunity to examine whatever supporting information and materials the candidate may have submitted in support of his/her candidacy. *Faculty members who serve on both the departmental tenure committee, and on the collegiate tenure committee, shall vote concerning the candidate at the departmental tenure committee only, and must abstain from voting at the collegiate tenure committee.*

BE IT FURTHER RESOLVED that section 3.11.4.3, part 2, of the Faculty Handbook Tenure Procedures shall be revised, in its first paragraph, to read as follows:

2. Collegiate Procedures

Each year, the dean (or director) of each college, school and division shall appoint a collegiate tenure committee of at least seven (7) members. Membership on this committee shall be limited to tenured associate and full professors. *Chairs of departments will not serve as members.* (Given the above exclusions, some academic units may find it difficult or impossible to constitute such a committee. In that event, the dean will appoint an appropriate committee, following the spirit of the review process.)

BE IT FURTHER RESOLVED that section 3.10.3, part 1, of the Faculty Handbook Promotion Procedures shall be revised, in its second paragraph, to read as follows:

1. Departmental Procedures

For the purposes of dealing with the recommendations for promotion, the appropriate faculty consultative body consists of a committee composed of all those members of the department,

except assistant professors, senior in rank to the candidate. Some academic units may find it difficult or impossible to constitute a committee, given the above exclusions. In that event, the chair appoints an appropriate committee, following the spirit of the review process. All involved faculty must have an opportunity to examine whatever supporting information and materials the candidate may have submitted in support of his/her candidacy. *Faculty members who serve on both the departmental promotion committee, and on the collegiate Promotion Evaluation and Review Committee, shall vote concerning the candidate at the departmental promotion committee only, and must abstain voting at the collegiate Promotion Evaluation and Review Committee.*

BE IT FURTHER RESOLVED that section 3.10.3, part 2, of the Faculty Handbook Promotion Procedures shall be revised, in its first paragraph, to read as follows:

2. Collegiate Procedures

The dean (or director) of each college, school, and division will appoint each year a Promotion Evaluation and Review Committee (PERC). Membership on this committee is limited to tenured associate and full professors. *Additionally, chairs of departments may not serve as members.* (Some academic units may find it difficult or impossible to constitute such a committee and will follow the spirit of the review process in the constitution of the committee.)