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Faculty Senate Meeting Minutes – November 2012

Faculty Senators

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November 28, 2012 – Faculty Club - 3:00 pm
M I N U T E S

Present— Estis, Gordon-Hickey, Kennedy, Morgan, Spector, Carr, Connors, Faile, Guzy, Haywick, Mishra, Marin, Marshall, Smith, Roddy, Shaw, Husain, Landry, Davidson-Shivers, Norrell, El-Sharkh, Britton, Nero, Tate, Alexeyev, Burnham, Gillespie, Rich, Hunsader, Woodford, Turnipseed, Buckner, Fuller, Meyer, Quiett, Walls

Excused— Fisher, Moore, Feinstein, Bru, Finley-Hervey, Keasler, Minchew

Unexcused— Benko, Dardeau, Jackson, Taylor, Byrd, Ferguson-Martin, Stefurak, Sylvester, West, Green, Gupte, Rachek, Ruchko, Rusyniak

Call to order—The meeting was called to order with quorum at 3:02pm.

Approval of minutes: Anne Marie Guzy made a motion to approve minutes from the October 2012 meeting. Doug Haywick provided a second, and the minutes were unanimously approved.

Approval of agenda: Gayle Davidson-Shivers made a motion to approve the agenda for this meeting. Another senator provided a second, and the agenda was unanimously adopted.

Guest Presentation: Dr. Nicole Carr, Director of Student Academic Success and Retention

N. Carr indicated that while retention rates dropped from Fall 2009 to Fall 2010, they improved for Fall 2010 to Fall 2011. See

<http://www.southalabama.edu/irpa/highpriority/fall2011cohortretentionreport.pdf> for details.

Learning Communities have increased retention with learning community cohort retention at 74% (compared to 63% for other students. First Year Experience (FYE) courses also yielded higher retention rates. These initiatives are working because of the involvement of faculty. FYE courses include ten learning objectives to help students succeed in college. FYE objectives help them to perform better academically and practice the types of assignments that are expected in a small group setting and with a peer mentor. For Learning Communities, these FYE courses are combined with an early course in the major discipline.

If you are interested in participating in a Learning Community, please contact Dr. Nicole Carr. Also, there are opportunities to teach FYE courses. Faculty members teaching these courses are given professional development money (\$1,700), if they are taught in addition to typical load. The JagSuccess program is located in the old engineering lab building (across from the Chemistry, west of the Bell Tower), open M-Th 2-7, F 2-5, and available for students to receive tutoring from student tutors/mentors.

M. Gillespie asked how students know about FYE courses. N. Carr responded that recruiting for these courses takes place throughout the summer semester during orientation. M. Gillespie suggested an online assessment to help students understand the need for the course and recommended a portion of the course online over the summer prior to entering. D. Haywick asked about a 19-week learning community that begins in the Summer semester for math challenged students. Math 100 and CAS 100 are taught together. N. Carr indicated that the retention rate for that group was 78%. M. Spector asked reasons for reduced retention. N. Carr called students that had not yet enrolled, and the main reasons they provided were money and family issues. Scholarships and financial aid are essential to addressing these issues. Financial aid is now tied to success based on changes to federal policy.

President's Report

Our new registrar, Kelly Osterbind, joined USA on November 1, 2012. The Faculty Senate will be presenting a letter addressing faculty concerns. Please send any issues for the Registrar's consideration to Phil to be included in that letter. M. Spector asked if more forms could be completed online. P. Carr indicated that during the interview process K. Osterbind seemed favorable toward increasing online form availability.

P. Carr stated that since our last meeting, he has been working with several faculty members who have had difficulties with administrators. Often, the problem has escalated by the time they reach out to the Faculty Senate.

The General Faculty Meeting was cancelled due to President Moulton's medical concerns. The meeting will be rescheduled for the Spring semester. The salary supplement issue was brought to Faculty Senate leadership immediately before broader dissemination. Discussion ensued.

Faculty Senate leaders have been working diligently to add faculty representation to each university committee. This has been an ongoing process, and we have made progress with ensuring adequate faculty representation on committees.

On November 27, 2012, a memo on an academic policy change from Dr. David Johnson was presented to the Faculty Senate. The memo proposes a minimum of 120 credit hours to graduate with a bachelor's degree. This represents a reduction from the previously required 128 credit hour minimum. This memo and proposal will be distributed to you via email, and we will discuss this issue further at our next meeting.

Old Business

- **Ombudsperson Proposal (Julie Estis)**

At our last meeting, a Proposal to Create the Position of Ombudsperson was presented by the Policies and Handbook Committee. Highlights of the proposal were presented and discussion ensued regarding the specific details of the proposal which will be presented to administrators. Prior to implementation, the Faculty Senate will approve a specific policy to be included in the Faculty Handbook. A motion and a second were provided and the proposal was unanimously approved.

- **Planning, Assessment, and Finance Committee (Doug Marshall)**

Administration responded to our concerns that faculty did not provide input on the mission/vision/goals statements. Since our last meeting, a survey was presented to all faculty. We received approximately 50 responses. Four Town-Hall meetings were held. Input from these sources was compiled and discussed by Faculty Senate Caucus Leaders and Executive Committee members. Revised statements were recommended and presented to the committee working on these goals.

- **Internet Filtering (Kelly Woodford, Doug Marshall)**

The university initiated internet filtering procedures without appropriate notification to faculty. Technology Utilization Committee and Doug Marshall have been working with administrators on this issue. A meeting has been requested to address faculty concerns regarding internet filtering, specifically why this has been implemented and how decisions are being made about this process. Please send examples of filtering

errors to D. Marshall. M. Spector noticed slower internet access over the past few weeks. Others indicated that they've had the same issue.

New Business

- **Online Accessibility**

We are mandated by law to ensure accessibility to online course materials. The ILC will help faculty implement necessary changes (e.g., closed-captioning, screen readers). There is software to help with this and student workers will be available to help with the necessary conversions. The ILC will do a six-month pilot to determine the length of time needed for compliance. D. Haywick asked if they would work on videos created in vimeo. K. Woodford stated that we need to understand if certain software programs are required to receive assistance from ILC. J. Faille received a letter from Special Student Services regarding a student with accommodations, and she is not sure how to handle the student's missing assignments. D. Haywick stated that the accommodations are specified in the letter and nothing is required in addition. P. Carr suggested that J. Faille contact Special Student Services. G. Davidson-Shivers asked if we will be supported for development of accessible course content. P. Carr responded that this issue is ongoing, and we will continue to address this.

- **Salary Supplement/Raises**

A salary supplement has been recommended for all university general employees, but not for healthcare employees. P. Carr indicated that we might recommend that one amount be distributed to all, rather than the percentage-based supplements. M. Gillespie remarked that the supplement did not apply to a large group of staff and faculty. Faculty members in his division are very concerned and upset by this decision. The administration needs to make these decisions with faculty input. The philosophy of providing percentages versus incremental increases should be explored. E. Buckner indicated that the separation caused by the differential in raises reduced rapport and collaborative efforts across campus and hospital entities. M. Spector stated that the hospitals are integral to the teaching mission of the university. P. Carr pointed out that in recent years the budgets and benefits of the two entities have been separated. A senator commented that shared governance would allow for these issues to be discussed further in advance and for such landmines to be avoided. T. Meyer indicated that stipends have been used to increase administrator salaries. Workload and compensation appear inconsistent. A senator remarked that President Moulton's letter stated that salaries will come from student tuition revenues rather than state appropriations. She asked what this means. P. Carr stated that as state appropriations are consistently reduced, the university budget will rely more heavily on revenue from student tuition.

M. Gillespie brought up the issue that the leadership of this university will change during our time here at USA. He stated that we, as a senate, need to address this issue and consider important issues in a presidential search process. We need to have a voice in such a process. P. Carr agreed that the Faculty Senate needs to be proactive in this issue. M. Spector asked if this has been addressed with President Moulton. P. Carr responded that we have not brought it directly to him. In the August 2000 Board of Trustees meeting a resolution regarding presidential searches was approved. In this policy, three faculty members are to be appointed to the search committee. Discussion ensued and led to several issues to consider: external national search, policy that the interim may not apply, and external candidates given priority. P. Carr asked that the Policies and Handbook Committee address this issue further.

- **University Financial Aid and Scholarship Committee Report** (Gayle Davidson-Shivers)- G. Davidson-Shivers serves on the University Financial Aid and Scholarship Committee, which recently met for the first time. Jenny Manders will chair committee. The minutes from this meeting will be distributed.
- **Calendar Committee** (Doug Marshall)- The calendar committee met, and Doug will solicit feedback from faculty on the calendar proposal.

Committee Reports

- **Academic Development and Mentoring (Thomas Shaw)**—No report.
- **Environmental Quality (Doug Haywick)**— The Environmental Committee is evaluating questions for a short survey gauging support for a smoke-free campus. After approval by the Executive Committee, the survey will hopefully go out to faculty and staff in the next couple of weeks. These data, hopefully in conjunction with data collected from a similar student survey, will be provided to the University early in the Spring 2013 semester. We have also been monitoring main campus environmental work. The runoff/erosion mitigation project east of Meisler Hall is complete. New work is beginning in the ravine area between the library and the humanities building. The initial phase of the work will deal with storm water issues, but later stages will see rather impressive landscaping and erection of new art pieces. Most of the work is still in the planning stages, but the Environmental Committee is playing a role in this important area of campus. The University would like to make it functional, attractive and educational. Here is a place where art (sculptures) and science (geographically relevant and biological significant plants terraced with geological interesting rocks) might someday reside. Expect new bridge(s) to replace those that are currently falling apart.
- **Evaluation (Laura Moore)**—No report.
- **Planning and Development (Leigh Minchew)**— The Planning & Development Committee assisted with the 2012 Faculty Senate Homecoming Tent, providing manpower for registration and social networking on Saturday, October 20, 2012. The faculty enjoyed food, beverages, door prizes and fellowship. The first round of the 50th Outstanding Faculty Nominations was held on Wednesday, November 14, 2012. The committee, comprised of F.S. Planning & Development Committee members, Members of the Executive Committee, and Mr. Parker Chastain, SGA President, successfully selected the first 25 awardees. The next meeting will be held on Wednesday, December 5, 2012, and the committee hopes to complete the process at that time.
- **Policies and Faculty Handbook (Sam Fisher)**—No report.
- **Salary and Benefits (David Turnipseed)**—A group of peer institutions is in place to investigate salary comparisons in the Spring.
- **Technology Utilization (Kelly Woodford)**— The Technology Utilization Committee met on November 15 to discuss the issues surrounding the University's implementation of "internet filtering." While the committee recognized the private sector's use of internet filtering to ensure private company computers are used for business purposes, the committee members attending the meeting questioned the application of that private sector concept to a public research/educational institution. The committee believes that the implementation of filtering at a public educational institution is bad policy and a violation of academic freedom. However, before formulating a response, the committee had numerous questions on why the University

has chosen to begin filtering, why filtering was seemingly implemented in the dark of night with no input and no warning, why the administration is still apparently being secretive about the implementation of the filtering, how the filtering is being accomplished, etc. Those questions have been forwarded to the administration for response. When the committee has more information, it will reconvene to discuss approaches to the filtering issue.

In addition, as Chair of the committee, I attended the USAonline/Sakai Advisory Committee on November 5. During that meeting, the ILC showed the proposed online web site re-design and briefly discussed accessibility issues, particularly requirements related to the Americans with Disabilities Act and the Vocational Rehabilitation Act. The ILC is working on draft accessibility guidelines and procedures related to accessibility to on-line materials for the visually impaired and students with hearing impairments. The committee also discussed several "default" settings in Sakai, including the current default that allows "audit" students (generally students who have dropped the class during the semester) to access tests. That setting is being changed to block access, but individual instructors can open access for audit students as needed in specific courses. Also the default setting in the "Forum" section of Sakai is being changed to mark as "read" entries upon viewing; currently users must respond to an an entry or click the "read" button to show the item has been viewed. ILC has also disabled the ability of faculty to "delete" a course site once it is created. Apparently one or more faculty members has mistakenly deleted a course site, losing all material stored on the site. Faculty members can still delete the content in the course shell, but cannot delete the course itself.

- **Ad Hoc: Research and Creative Activities (Ellen Buckner)**
The Research Committee met on 11/ 20 and discussed continued support of University Research Mission. We will be inviting VP Chronister to join the committee meetings to further strengthen the process. I was invited as a representative of the faculty Senate to participate in the Faculty Research Orientation and to join the College Research Committee (CRC). The Faculty Senate Research Committee is looking at incentives, interdisciplinary collaborations, developing a database, and others.

Office of Research & Economic Development (ORED)

Several key topics were communicated in the CRC:

1. The office has been restructured to have both grants application (pre-award) and grant administration (post-award) to be under same office of sponsored programs. Gina Hedberg is heading that up.
2. There is discussion on the development of a Research Technology Corporation that would serve as an incubator for entrepreneurial research and discovery.
3. New grant opportunities may be available soon not only through the RESTORE Act but also through a major grant opportunity also follow the Gulf Oil Spill and offered through the National Fish and Wildlife Foundation.
4. The Technology Transfer Office is developing a new Technology Commercialization Roadmap that will facilitate marketing as well as patent protection.
5. Faculty Research Incentives are in place, generally as an extension of current mechanism. Continued interest is there to make these more responsive to actually encouraging productivity in research. Our committee will continue to explore these and welcomes any ideas.

50 Outstanding Research & Creative Activities

The deadline has been extended for the 50 Outstanding Research & Creative Activities to January 15th. The revised flyer Call for 50 Outstanding Research & Creative Activities is attached. We are continuing to seek ways to identify worthy works:

Sciences & Published work---Beth Rujan with the University Library is looking for published works by faculty since USA began. She has identified a Publications List of over 820 pages from USA from 1967-present. This will be sent to Caucus Leaders and through them to the faculty. If you do search for your discipline name (keyword) you can review those from your discipline. There are many works here, from sciences and other fields. Humanities---Other examples from humanities may include recognitions such as when Assistant Professor of Creative Writing Jesmyn Ward was the winner of the 2011 National Book Award for fiction. Students---For Example when students won national/international recognitions such as 2 Portz Student Awards (National Collegiate Honors Council) based on scholarly paper. Service---For service, the Center for Academic Service Learning and Civic Engagement (CASLCE) has hosted a MLK Day of Service since 2009 (2009, 2010, 2012, 2013) with over 1600 volunteers--sometimes even before classes started! Please communicate these initiatives to faculty and encourage nominations for the 50 Outstanding Research & Creative Activities.

Caucus Reports

- **Arts and Sciences (Genevieve Dardeau)**— No report.
- **Continuing Education (Stephen Bru)**—No report.
- **School of Computing (Jeff Landry)**— The School of Computing is sending a three-person team to India and Nepal on a student recruiting mission. The team will meet alumni and visit universities seeking undergraduate and graduate students for its computing programs. The trip is planned for January 20 to February 3, 2013.
- **Education (Gayle Davidson-Shivers)**— Several faculty and administrators in the COE will be retiring this year. They are as follows:
At end of this semester:
Faculty members in the following departments
Professional Studies: Mary Ann Robinson - Jan 1, 2013
LTE: Agnes Smith - Jan 1, 2013, Lynda Daughenbaugh - Jan 1, 2013, but will continue to teach for us through spring 2013 semester
HPELS: Robert Heitman - Jan 1, 2013, Catherine O'Keefe - Jan 1, 2013
Administration: Thomas Chilton - Jan 1, 2013; Phil Feldman - August 2013; HPELS Chair; Frederick Scaffidi - Jan 1, 2013; LTE Chair, Harold Dodge - April 2014
- **Engineering (Kevin West)**—No report.
- **Library (Vicki Tate)**— The library currently has one trial database currently available through the Network of Alabama Academic Libraries (NAAL) for students and faculty to check out. Access to the archives of NATIONAL GEOGRAPHIC from 1888 to 2012 is available on the library's Database webpage. This trial lasts until December 20th. Another database called PROQUEST CONGRESSIONAL has an additional module on a trial basis for the Congressional Research Services (CRS) Reports. CRS reports are written for members of Congress by non-partisan researchers at Library of Congress as background reports on any topic of interest before Congress. The library will once again be open extended hours for finals. Starting Friday, Dec. 7th through the end of finals the library will be open an extra two hours each day. The Dean of the University Libraries will be on extended

medical leave for the next few months. The Assistant Dean, Mary Duffy, will be in charge during those times he is away. The Library is finishing up its food drive called "Will Read for Food". We are accepting non-perishable food items until Friday, Nov. 30th.

(Robert Britton) The University of South Alabama Biomedical Library recently received the 2012 Distinguished Library Award from the Consortium of Southern Biomedical Libraries (CONBLS) at the Southern Chapter of the Medical Library Association's (SC/MLA) meeting in Baltimore. The Distinguished Library Award was given for the USA Biomedical Library's involvement with Our Neighborhood Healthcare Clinic, a nurse-managed clinic that provides health and wellness services to patients by collaborating with different community agencies.

Trey Lemley, Associate Librarian at the University of South Alabama Biomedical Library, was recently approved for membership in the Academy of Health Information Professionals (AHIP) at the Distinguished Member level. AHIP is the Medical Library Association's peer-reviewed professional development and career recognition credentialing program. The academy promotes lifelong learning and exemplary professional performance by recognizing achievements in continuing education, teaching, publishing and research. The Distinguished Member level is the highest of the five levels of AHIP and requires significant professional accomplishment in the last five years, along with a relevant graduate degree and at least 10 years of professional experience in the health information field. All Biomedical Library librarians at USA are members of AHIP – with four members at the Distinguished level, two at the Senior level, and two at the Member level.

- **Medicine (Judy Burnham)**— Concerns of COM Faculty: 1) Fact that lower paid employees in health sciences will not be getting the bonus or raise. Some higher compensated from COM have noted that if given the opportunity, they would have been willing to forgo their bonus/raise so that those that are lower paid in the hospital side would be compensated. As in previous issues, decision was made without faculty input. What is role of FS Salary and Fringe Benefits Committee in situations like this? 2) In light of rumors of search for new President within the next five years, FS needs to be proactive in role of faculty on search before a Search Committee is formed. What do faculty see as necessary criteria for next president? 3) Possibility of holding FS meetings at a later time to encourage those COM faculty involved in clinical medicine to become active participants.

COM Activities: Dr. Edward Panacek (COM '88), was recently featured in the television show "Untold Stories of the ER," a documentary/drama television series in which emergency medicine physicians tell about their most bizarre and puzzling cases. Dr. Panacek will be featured in the ER Holiday Special "Santa Baby," which premieres December 1st on TLC, and again on Discovery Fit & Health on December 15th. He will also be featured on TLC January 9th for the episode "Delusional Bride." Dr. David Wood, Professor and Chair of Microbiology at the University of South Alabama College of Medicine, was awarded a renewal grant by the National Institutes of Health (NIH) for the research surrounding a vaccine for epidemic typhus, one of the most deadly diseases affecting humans. His research in this area has continued to be consecutively funded for nearly three decades. The Department of Family Medicine has received funding to improve primary care in two different arenas that will help to make medical students and residents better family doctors. Dr. Carol Motley, Associate Professor of Family Medicine at the USA College of Medicine, received funding for two projects -- the first grant creates specific cases that identify and highlight primary care as a means of improving care

for different patients in the new COM curriculum. The second segment develops a new curriculum in early patient care, where the students have the opportunity to go into remote primary care offices and learn how to deliver care in a geographically underserved setting. Directed by Dr. Allen Perkins, the third grant will allow the residency program to be more focused on delivering care differently by redesigning the entire practice to deliver care with a patient-centered focus. The November Med School Café lecture will feature Dr. Karen Fagan, Associate Professor of Internal Medicine and Pharmacology and Chief of the Division of Pulmonary and Critical Care Medicine, and Dr. Ivan McMurtry, Professor of Pharmacology and Internal Medicine. Their lecture, titled “Pulmonary Hypertension: The Other BP,” will take place Nov. 29, 2012, 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

- **Mitchell College of Business (Ken Hunsader)**—No report.
- **Nursing (Ellen Buckner)**— 1) Nursing faculty support the concern regarding the lack of salary increases and bonuses for USA Hospital staff. This includes nursing staff who support our clinical educational and research programs as well as provide clinical care for ourselves and our community. The way it was communicated also set in motion very negative perceptions, making the collaborations so carefully established more difficult. The main concern as faculty senators is that had we been able to review and give input into this decision and how it was communicated, many issues may have been avoided. This is a major argument for active engagement of faculty in discussion to facilitate a transparent and shared governance.
2)The College of Nursing held special sessions on developing faculty research & scholarship. The two sessions were facilitated by CON researchers and the Asst. Dean for Research and Development who described their career progression, resources for developing research and overcoming barriers. The sessions encouraged dialog on scholarship in a practice discipline. It is anticipated these will be held periodically.
3)We are continuing to look at diversity issues and ways to encourage community among students and faculty.
- **Pat Capps Covey College of Allied Health (Susan Gordon-Hickey)**— The CAHP had a very effective town hall meeting to discuss the mission, vision, and strategic goals. Additionally, we took the time as a faculty to discuss issues relevant to the college. These points of discussion will be brought to our college administrators with the goal of opening a collaborative dialogue regarding issues important to faculty.

M. Gillespie made a motion to adjourn, which was seconded by A. Guzy. The meeting adjourned at 4:58pm.

Respectfully submitted by Julie Estis