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## Faculty Senate Meeting Minutes – October 2012

Faculty Senators

*University of South Alabama*

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October 17, 2012 – Faculty Club - 3:00 pm  
M I N U T E S

**Present**—Estis, Kennedy, Morgan, Spector, Benko, Carr, Connors, Dardeau, Guzy, Haywick, Marin, Marshall, Moore, Smith, Shaw, Husain, Feinstein, Landry, Bru, Finley-Hervey, Byrd, Davidson-Shivers, Stefurak, El-Sharkh, Nero, Alexeyev, Burnham, Rachek, Ruchko, Gillespie, Rich, Hunsader, Woodford, Turnipseed, Buckner, Fuller, Keasler, Michew, Quiett, Walls

**Excused**—Gordon-Hickey, Faile, Mishra, Ferguson-Martin, Sylvester, West, Britton, Tate, Falkos

**Unexcused**—Jackson, Roddy, Norrell, Green, Gupte, Rusyniak, Meyer

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**Call to order**— The meeting was called to order at 3:03pm with quorum.

**Approval of minutes:** Diane Keasler made a motion to approve minutes from the September 2012 meeting. Anne Marie Guzy provided a second, and the minutes were unanimously approved.

**Approval of agenda:** Diane Keasler made a motion to approve the agenda for this meeting. Genevieve Dardeau provided a second, and the agenda was unanimously adopted.

**Guest Presentation: Gordon Stone, Executive Director, Higher Education Partnership**

Gordon Stone stated that he is here to represent higher education in Alabama as director of the Higher Education Partnership (HEP). The HEP was formed in 1997 to give higher education a voice in State legislative issues. He mentioned that Victor Gaston, pro tem Speaker of the House, is a strong USA supporter. He stated that we are facing a challenging time with state funding for education. They were very pleased with the outcome of the September 18 constitutional amendment. We have significantly more revenue in the Educational Trust Fund than we have had since 2008; however, legislation limits appropriation of funds in efforts to prevent proration. He mentioned that the Governor is proposing early buyouts for State employees, but this should not impact those in education. A charter school initiative proposed last year lacked agreement and consistent opinion, and this initiative has not moved forward. Tax-related benefits for children in private schools may be proposed this year rather than continuing to pursue charter schools.

Upcoming events:

Alumni Leaders banquet 2/27/13—This event recognizes alumni from higher education across the state.

Higher Education Day 2/28/13—Student leaders and faculty are invited to Montgomery to promote higher education.

Go to the Higher Education Partnership website ([www.higheredpartners.org](http://www.higheredpartners.org)) for more details. Please call anytime you need them to work on our behalf.

Genevieve Dardeau asked about early buyouts and the details of these efforts. Gordon Stone replied that the Governor proposed this option two days ago and specific details are not yet

available. It does not appear that DROP will be reinstated in the near future. The current proposal does not apply to education employees.

Leigh Minchew asked whom the Higher Education Partnership represents. Gordon Stone indicated that HEP represents higher education in Alabama.

## **President's Report**

Phil Carr indicated that our discussion in September led to solicitation of questions for the General Faculty Meeting, November 8, 4:00pm, Laidlaw Auditorium. An email was distributed to all faculty on Monday to solicit questions and discussion topics.

Faculty salaries continue to be a concern for faculty. An important way to continue to increase revenue to the university is by increasing enrollment, particularly out-of-state student enrollment. These students pay up to three times the in-state tuition. The Executive Committee will meet with President Moulton and other administrators next week, and we will continue to address the issue at that time. Several factors are impacting salaries: amendment vote, accounts receivable, presidential election.

The College of Nursing had issues with not being paid for teaching overloads as promised. The Faculty Senate engaged administrators regarding this issue, and it has now been resolved. Gigi Dardeau asked if this was adjunct pay or teaching pay, as she has had similar issues. Doug Haywick responded that the previously negotiated deal was not upheld, which is different from the Arts and Sciences situation.

Online Sexual Harassment Committee met regarding online training for sexual harassment. It's likely that this will be implemented in the near future. Jenny Faile is the faculty representative to this committee.

## **Old Business**

- **Future of Higher Education Panel (Phil Carr)**  
There were approximately 115 attendees. The video of the panel will be available through the ILC website in the next few weeks. The response has been positive, and attendees indicated that this was a good start of an important conversation regarding higher education.

Mark Gillespie asked if there was any way that the Faculty Senate could encourage the administration to address these issues and develop a plan for our future. Doug Haywick said that these issues should be addressed at the departmental level. Mark Gillespie urged that central administration is key to implementing changes across the institution. Phil Carr responded that we will submit a State of the Institution report to administrators and the Board of Trustees. Samuel Fisher stated that it lacked discussion of the development of new knowledge and research. Mark Gillespie added that the notion that another stream of funding includes entrepreneurship and funded research. Ellen Buckner indicated that our new ad hoc committee on Research and Creative Activities is addressing this issue with Lynne Chronister, VP for Research and Creative Activities. Mike Spector stated that someone interpreted the discussion to indicate that USA should be like Phoenix. Others clarified that this was not their interpretation or overall message presented.

- **Planning, Assessment, and Finance Committee (Doug Marshall)**  
Doug Marshall reported that he has been looking at Faculty Senate records from the past 20 years. One theme that persists across the years is difficulty finding a clear vision for the University and a strategic plan for USA. Since 2001, we have operated under a Strategic Plan

document that is reviewed every 5 years. Phil Carr, Doug Marshall, and Leigh Minchew were added to a committee that consists of faculty, trustees, students, community members, and administrators. The purpose was to create vision, mission, and goals statements for the next three years. The context was the idea that there is a shift in revenues from state appropriations to student tuition. Increasing tuition and increasing enrollment are keys to increasing USA revenues. They laid out a vision for the university that includes us increasing to 25, 000 in the next 10 years. Campus housing buildings will increase. Additional jobs will be created. Mark Gillespie asked if this has anything to do with the RESTORE Act. Doug responded affirmatively. We are being asked to get on board with this goal. The job of this committee was to create a new vision statement and a new mission statement for USA. The old mission and vision statements were presented. The committee was given 15 minutes to ratify new statements that were presented at the meeting. The committee expressed concern regarding the statements and the process of developing and approving the statements.

Gigi Dardeau asked about Bob Schearer's position at the University. David Turnipseed indicated that he is working half-time with Academic Affairs. Mike Spector asked if there were concerns expressed regarding classroom space and facility expansion to accommodate such an increase in enrollment. Doug Haywick asked if it was area-specific or across departments/colleges. Leigh Minchew got the impression that some of the enrollment would be viewed as online initiatives across the institution. Doug Marshall indicated that it seemed like increases across modalities were proposed. Doug Haywick stated concerns of growth without adequate planning and development. Doug Marshall stated they are indicated that they are pursuing students with ACTs of 22-26. Gigi Dardeau provided information regarding the history of enrollment initiatives and online strategies and asked if the outcomes of such initiatives are positive. Phil Carr suggested that we work at it from the mission/vision end, but we also need to work on this from a grassroots faculty perspective as well. Mark Gillespie suggested that these initiatives should be widely broadcasted to the faculty and that these initiatives can only take place with transparency and adequate input. Ellen Buckner indicated that undergraduate research is a key factor in moving this university forward. Gigi Dardeau asked about faculty involvement in international recruiting. Doug Marshall stated that he feels strongly about face-to-face instruction and physical university infrastructure. He says that we are a reasonably priced, semi-urban institution near the coast. Mark Gillespie stated that we all seem to agree that the planning process is important and should not take place in a vacuum.

A handout was distributed with the proposed vision and mission statement. Senators were asked to submit their feedback and input. Input has been requested to the committee by Monday. Doug Haywick stated that this should have come to the faculty first.

- **Quality Enhancement Plan (Julie Estis)**  
Julie Estis provided an update on the status of USA's Quality Enhancement Plan (QEP) as a part of our SACS reaffirmation process. The QEP Implementation Team has transitioned to a QEP Advisory Council. Senators serving on this committee include Phil Carr, Julie Estis and Jeff Landry. Our QEP pilot project, "STEAM USA," focuses on collaborative learning initiatives, specifically Team Based Learning. Emphasis will be placed on STEM disciplines. Over 50 faculty have been trained, and a subset of those are included in a pilot study this Fall. Please let Julie Estis know if you are interested in learning more about Team Based Learning or STEAM USA.

## **New Business**

- **Healing a University (Phil Carr)**  
Since our last meeting, we experienced the tragic death of Gil Collar on our campus. Phil indicated that he does not have new information; however, we have all been impacted by this and have been working with students affected by this. Please pass on your suggestions regarding supporting faculty and providing resources for faculty and students in this initiative. Last week, Mike Mitchell, Dean of Students, provided information to faculty regarding the Counseling and Testing Center. Anne Marie Guzy mentioned an article about the faculty at Virginia Tech and what faculty can do in the midst of such a tragedy. Mark Gillespie asked if we have procedures for dealing with threats/students in danger. Phil Carr responded that the University Police, Deans, and a Behavioral Assessment Team are prepared for dealing with threats or students in danger.
- **University Committee on Electronic Learning (Sam Fisher)**  
Student response systems were tested, and iClicker was selected as the university system. The system will be reevaluated in 3 years. In addition, we are involved in a program called Quality Matters that sets guidelines for online, hybrid, and blended courses. The goal is improving the quality of education. Also, survey on technology in teaching for faculty and students will be conducted.
- **Honors Council (Doug Marshall)**  
The Honors Program will be housed in the Bethel Theater for now. The Honors Program is working to create an honors-based minor. Students already take a number of honors courses. This minor will be called “global leadership,” and will have an emphasis on global entrepreneurship.
- **Academic Success and Retention (Thomas Shaw)**  
Please provide comments on a change in the policy in a student’s ability to drop courses and would limit students to one drop per semester. If they need to drop additional courses, approval from the department chair would be required.

Gigi Dardeau suggested a syllabus statement requesting that students meet with instructor prior to dropping a course. Doug Haywick also expressed difficulty with students who do not drop the course, but do not attend (F\*).

### **Committee Reports**

- **Academic Development and Mentoring (Thomas Shaw)**  
Per Dr. David Johnson, I will be reviewing the SACs documents to determine if there is sufficient information to establish university wide development information to be posted to the Faculty Senate webpage or if we need to have a meeting with the Dean's Council in advance of requesting that information directly from the deans.
- **Environmental Quality (Doug Haywick)**  
The environmental quality committee is working to address changes across campus and issues with the gully area between humanities. They will also be conducting a survey to evaluate interest in a smoke-free.
- **Evaluation (Laura Moore)**  
All reports are now compiled from the 2011-2012 Faculty Survey - these include the 5-year report with data only (to be posted on the Senate website), reports by academic unit (to go to

the respective administration), and collections of comments to be summarized for website publication by the Evaluation committee.

- **Planning and Development (Leigh Minchew)**  
The Planning & Development Committee will assist with the 2012 Faculty Senate Homecoming Tent, providing manpower for registration and social networking on Saturday, October 20, 2012. All available Senators are asked to volunteer as well to make the tent experience a success for faculty and their families. Faculty Senate Caucus Leaders are asked to remind everyone to bring their faculty ID for door prize registration. A survey has been sent to the Planning & Development Committee and the Executive Committee to assess availability for the initial review of the nominations for 50 Outstanding Faculty that began August 1 and ends November 1. We currently have more than 100 nominations. The Selection Committee will be comprised of members of the Faculty Senate Planning and Development Committee and the Executive Committee, along with student and alumni representatives. The Presidents of the SGA and the Alumni Board of Directors will be invited to participate in the final selection process.

Preparation for the Annual Faculty Senate Banquet will begin soon after the 50 Outstanding Faculty selections are made.

- **Policies and Faculty Handbook (Sam Fisher)**  
A draft document for an ombudsperson policy has been created. This draft will be submitted to Faculty Senators for review prior to the November meeting, at which time the policy will be presented for approval. The revisions to the Faculty Handbook will be reviewed by the committee.
- **Salary and Benefits (David Turnipseed)**  
Information comparing our salaries to peer institutions has been requested. This information is important in our ongoing discussions of appropriate compensation for USA faculty.
- **Technology Utilization (Kelly Woodford)**  
The Technology Utilization Committee met last month to discuss our goals for this year. The initial focus is updating the Faculty Senate Website. Significant steps have been taken to ensure current information is posted. Web Services is now working on the long-term project of converting all of the "old" web pages into the new format so that it will be easier, in the future, to update pages, particularly archives pages. There are several University-level technology committee meetings scheduled for the next several weeks. Senate representatives will attend those meetings and provide a report at the next meeting.
- **Ad Hoc: Research and Creative Activities (Ellen Buckner)**  
The Committee met for an organizational meeting on Tuesday, October 16th at 4:00 in the College of Nursing 4th Floor Conference Room. Members are Mikhail Alexeyev (COM), Ellen Buckner (CON), Carr (A&S), Mark Gillespie (COM), Harry Roddy (A&S), Susan Gordon-Hickey (CAHP) and James Stefurak (COE).

Dr. Buckner met with VP Chronister last week to review the memorandum developed by Philip Carr and the Executive Committee with input from numerous sources. There was excellent discussion of ways the administrative department and faculty could work together to support research growth.

Tentative Activities and Goals include:

- Provide a vehicle for the discussion of research in relation to the newer shared governance structure in which both faculty and administration take active roles.
- All members agreed of the need to be more active in seeking new and alternative ways to grow the research and creative support and activities.
- Faculty Senate can support development of the infrastructure as well as become active in linking groups for emerging research opportunities. Senators are urged to bring their ideas and recommendations for actions to be considered by the committee.
- Expansion of involvement of students through UCUR and Honors.
- USA Foundation may be able to develop funds for seed grants and other initial start-up monies. Small business entrepreneurship could be supported through technology innovations.
- Activities could assist in solidifying our standing as a Research University (High Activity) with plans for growth to highest levels.
- Support for graduate program development and faculty incentives are important processes to develop.
- The Committee will be developing and contributing to strategic planning across departments. Dialog is essential in keeping faculty informed and in having a voice in decisions.
- A State of Research and Creative Activity at USA is needed with a 5-Year plan to encourage rapid growth.

50 Outstanding Research & Creative Activities: A Call for University of South Alabama Research and Creative Activities has been issued as part of the 50th Anniversary Celebration. Senators are urged to make several nominations from your college, school, or department. These can be by individuals or teams, with students, faculty or community partners.

Faculty Research Orientation: A New Faculty Research Orientation will be held November 9th. Dr. Buckner will introduce speakers and other committee members plan to attend. Senators are welcome. Please register.

### **Caucus Reports**

- Arts and Sciences (Genevieve Dardeau, Jenny Faile)  
Arts and Sciences faculty have completed advising for Spring. The Communications department is planning to move to the former Engineering building. A letter was sent to all faculty members in Arts and Sciences, indicating Senate activities and requesting response regarding General Faculty Meeting attendance.
- Continuing Education (Stephen Bru)  
The Department of Interdisciplinary Studies has a 2 + 2 agreement with Alabama Southern Community College. With the agreement, students would transfer from ASCC to obtain a B.S. degree in Interdisciplinary Studies with a concentration in Administrative Sciences.

In addition to Writing Services offered in Alpha Hall East, the Writing Center is offering writing services to students at the University Library Room 240-A. The Library location is popular. At the library, hours are 9 :00 – 6:00 Monday – Thursday; Friday from 10:00 – 3:00 p.m.; and Sunday from 2:00 – 6:00 p.m. The Writing Center staff will work with faculty to improve students' writing skills on particular assignments. For more information, contact Carla Saint-Paul. USA also offers SMARTHINKING, an online writing tutoring services offered 24/7. For more information, they can click on:

<http://www.southalabama.edu/scesp/write/smart.html> or ask Carla Saint-Paul about the services.

- School of Computing (Jeff Landry)—No report.
- Education (Gayle Davidson-Shivers)  
As part of the Homecoming celebration, the COE will be hosting Jaguar Jungle festivities this Friday at 2pm for our faculty, staff and alumni. Dean Hayes is the Chair of USA's 2012 United Way Funding Campaign.
- Engineering (Kevin West)—No report.
- Library (Vicki Tate)—No report.
- Medicine (Judy Burnham)— Mark Gillespie and Tom Rice, from Pharmacology, are new COM senators. The 2012 United States Medical Licensing Examination (USMLE) Step 1 results for the University of South Alabama College of Medicine show that the class of 2014 medical students have scored above the national average. The October Med School Cafe lecture will feature Dr. Lynn Dyess, professor of surgery at the USA College of Medicine. Her lecture, titled "What Every Woman Should Know about Breast Cancer," will take place Oct. 24, 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. To RSVP, call Kim Partridge at (251) 460-7770 or e-mail [kpartridge@usouthal.edu](mailto:kpartridge@usouthal.edu).

The Computer Center has added some type of filtering system to the Internet access and some individuals cannot access needed web pages. I mentioned this at the Curriculum Committee this morning and a Family Medicine physician said she was blocked from reaching one of her professional pages.

Mark Gillespie added that COM faculty see the university at a turning point. Clinicians would like to participate, but this time conflicts with their schedule. He asked that the Faculty Senate consider a 4:00pm start time for general meetings.

- Mitchell College of Business (Ken Hunsader)  
The AACSB review committee visited the MCOB on Oct. 1 and 2<sup>nd</sup>. On Oct. 19th we are having "get connected day" where student clubs such as the Financial Management Association, etc., have information booths outside to recruit new members and we also provide hot dogs and drinks to students. The marketing department also started a Professional Sales and Marketing Club which is having a sales symposium this Friday the 19th.
- Nursing (Ellen Buckner)  
The CON Caucus for the Faculty Senate met briefly on October 1st to discuss issues which had been suggested by faculty related to the Faculty Senate's work. Several initiatives were discussed including:
  1. Possible support for a "Smoke-Free Campus" proposal
  2. Increase knowledge of diversity resources and needs on campus.
  3. Support for nominations of CON faculty for 50 Outstanding FacultyThe question was asked how we may explore the needs and resources for increasing and supporting diversity on this campus. We are looking first at what is available. Some of the organizations and support services we are exploring are: Counseling & Testing Services,



Substance Abuse, Multicultural Student Affairs, Sexual Harassment and Sexual Violence Policy, SANE Services, Student Government Association,

Student Organizations/Committees, Special Student Services (Disability Services, Educational Talent Search, Student Conduct, and Upward Bound), Safe Zone, Student support groups within departments.

We drafted an email announcing the 50 Faculty Nominations Process and sent to Faculty and to Alumni. It was posted on our Facebook Site. Several faculty members past and present have been identified for nomination.

- Pat Capps Covey College of Allied Health (Susan Gordon-Hickey)  
Plans are underway to move the EMS department from Brookley to the USA Main Campus.

Sam Fisher made a motion to adjourn. Leigh Minchew provided a second, and the motion was unanimously approved.

*Respectfully submitted by J. Estis*