

University of South Alabama

JagWorks@USA

Minutes 2013-2014

Faculty Senate Minutes

10-1-2013

Faculty Senate Meeting Minutes – October 2013

Faculty Senators

University of South Alabama

Follow this and additional works at: https://jagworks.southalabama.edu/minutes_twentythirteen

Recommended Citation

Senators, Faculty, "Faculty Senate Meeting Minutes – October 2013" (2013). *Minutes 2013-2014*. 8. https://jagworks.southalabama.edu/minutes_twentythirteen/8

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 2013-2014 by an authorized administrator of JagWorks@USA. For more information, please contact jherrmann@southalabama.edu.



UNIVERSITY OF SOUTH ALABAMA
Faculty Senate

October 16, 2013 – Faculty Club - 3:00 pm
A G E N D A

Present: Gordon-Hickey, Morgan, Smith, Carr, Connors, Fisher, Haywick, Husain, Kozelsky, Loomis, Marin, Ni Chadhain, Rivenbark, Schulze, Smith, St. Clair, Campbell, Landry, Finley-Hervey, Whiston, Broach, Norrell, Stefurak, Glover, Phan, West, Britton, Tate, Alexeyev, Audia, Burnham, Cioffi, Flakos, Gillespie, Rich, Ruchko, Gillis, Noland, Woodford, Buckner, Fuller, Huey, Minchew, Walls

Excused: Estis, Kennedy, Shaw, Davidson-Shivers, Rachek, Richards, Varner

Unexcused: Benko, Faile

Call to order at 3:05

Approval of minutes: September 2013 meeting

Motion made & seconded.

Minutes approved.

Approval of agenda

Motion made & seconded.

Agenda approved.

President's Report

• **USA PAC**

Saved PAC for last. We are a public institution in Alabama. What does that mean? First, it means a good chunk of our funding comes from the state. What they've been giving us is declining (by about 1/3). So our #1 source of income is now tuition, but we cannot function without the state support. Second, because we are a branch of the state, we are profoundly subject to the policies, regulations, and laws of the state, particularly legislative actions (e.g., funding, governance, etc.). Third, we are not the only player with interests in how the state does what it does. We compete with other universities. One of those just hired a sitting house member to be its VP of Legislative Outreach. There are also other types of universities/community colleges that have a very active legislative arm to pursue their interests. There are some for-profits that also have lobbyists working in state. And, of course, there is the K-12 lobbying interest – i.e., the AEA. Then we have the non-education interests. All of these players are pursuing their interests in Montgomery with lobbyists and strategic campaign contributions with the intent to bend state decision-making to their interest. Occasionally we are all on the same page, but a lot of time we are not. To continue our past successes, the University needs to continue and ramp up its legislative outreach efforts at the federal, state & local levels.

We have an incredible asset in Happy Fulford. He is a very effective lobbyist and has worked to be known and get access. A lot of what we've accomplished has been paved by Happy's ability to get our delegation in influential positions – e.g., Victor Gaston is an alumnus with substantial sway. Happy has to keep our legislators listening to us. To do that, he uses his wonderful power of persuasion but he also needs funds.

The USA PAC was created several years ago. Rules are clear. Employer can't ask employees to contribute but employees can talk to each other.

At end of this month, Happy will be establishing a phone bank that will be calling administrators (historically the key contributors), faculty members and alumni to solicit contributions to the PAC to help Happy in this incredibly competitive legislative/regulatory environment. He needs resources.

Here's what I'm asking: talk to your colleagues and let them know the solicitation is coming and why it is coming. We give to the University Annual Fund campaign. Please think about the PAC as well because contributions can help. Last year our funding appropriation increased as much or more than any other in the state. We currently have a 50 mile service area so we can bring students from certain counties in Mississippi and Florida at in-state rates. There are forces that want to get rid of our service area and cut us down to the state lines, which would seriously impact our student body. Combatting efforts to reduce that service area is one of the many areas in which Happy lobbies.

In addition, Alabama is looking at going to performance-based funding for Universities. The original commission looking at performance-based funding standards included the presidents of Alabama & Auburn. South was not originally at the table. Alabama & Auburn want to base funding on graduation rates because they are highly selective and graduation rates are high. Our graduation rates, because of the types of students we accept, are very low; graduation-rate based funding would kill our state funding. Happy's efforts have led to the insistence on adjustments to the formula to account for high-risk students accepted.

Similarly, Happy's efforts have convinced the Governor to leave USA Bd of Trustees intact so 6 members don't roll off in the middle of the presidential search.

Please let your colleagues know the call is coming and why it is important to at least think about supporting the campaign. Many don't want to get involved in politics but in the current legislative/regulatory climate in the state, the politics are important.

- **Upcoming Searches – MCOB Dean & MCI Director**

We have a large number of searches underway.

A&S has 6 chair searches.

If you haven't heard, we are looking for a president – a week from Monday, Dr. Ross will be here. Public forum is at 4. Expectation is the board to move fairly quickly to make a decision.

Two big upcoming searches are:

(1) the MCI Director. Committee has been assembled and ad being put together.

(2) MCOB Dean. That search is in its early stages, but, the good news, administration is actually starting the search before the Dean is gone; so there may not be need for interim or only a short-term interim.

- **Airbus Visit**

We've been told that next Thursday and Friday there will be Airbus executives on campus to look for faculty partnerships. Kevin West reported that effectively Airbus has 4 topic areas in which it currently is interested in partnering – biofuels, alternative power & propulsion, composite materials, and cyber security. Kevin believes that the deans were asked to select faculty members to talk about these target areas. Lynn has agenda set up for next Thursday and Friday.

If you feel you fit in one of these four areas raised by Airbus, talk to your chair or directly with Lynn. If you have other areas of discussion, forward to Lynn because this will be an on-going dialogue. This is a

first round of discussion. We (faculty members) are approaching it as the start of the dialogue not a one shot meeting. It is a first handshake, hopefully.

- **Chairs' Retreat**

Last Monday, during fall break, was the 1st annual chairs' retreat. The Faculty Senate has been talking about this for several years and encouraging the administration to implement a training program for chairs. People land in a chair position with no real training. We are hoping this will be annual or, possibly, semi-annual.

This retreat dealt a lot with conflict resolution, including a presentation by Jeanne Maes, the University's new ombudsperson. It allowed the chairs to sit and talk with each other about problems and best practices.

- **Spousal Hire**

Doug Marshall called on Eric Loomis to talk about the on-going discussions regarding the establishment of a formal spousal hiring policy for the University.

Eric noted that the University does not have a formal policy on spousal hire. Unit 1 wants to hire professor/researcher and that person wants to bring a spouse who is also a professor/researcher. What can be done? Currently spousal hires are handled on an ad hoc basis. Because it requires coordination of a number of different areas, the FS executive committee has asked V.P. Johnson to establish an ad hoc committee to look at into a formal spousal hiring policy akin to the policies at many R-1 institutions.

Doug Marshall noted that having a formal spousal hiring policy has a number of advantages, particularly as a recruiting tool. Potential candidates who have a professional spouse are more likely to apply if they know the University has a procedure that would allow for a dual hire.

- **College Level Communication/Activity**

Doug Marshall noted that he wanted to tip his hat to several people. We as a FS are made up of caucuses. Many of the caucuses are getting better and better at communicating with deans and within caucuses. Mara Kozelsky in A&S has stirred almost an enthusiasm with the dean to meet regularly with the caucus. Same in Allied Health. Doug strongly encouraged the other caucuses to develop communication at the college level.

Announcements

- **Director of International Education**

Holly Hudson has been hired and starts Monday. The office has moved from Alpha Hall East to the Faculty Court South. We hope that early next week there will be an open house in the new office space so people can see the new office and meet Holly. Please come out and support her. She is very enthusiastic. She is coming from Alabama and wants a chance to build a program.

- **4th Friday Fandango – October 25**

Next Friday. New beer selection. Last time we had 6 lite beers and not enough of that. We have a nice selection so hopefully you can find something you like. There will also be wine and mixed drinks. Will be food. Announcement should go out on Friday. Current plan is to have it in the Faculty Club. Victor Cohen is hopeful we will be back in there. If Faculty Club is still closed then it will be moved to John Counts Room. We had about 70-75 faculty members at last month's event. We want to make 100 this month.

- **Faculty Tent for Homecoming**

David Turnipseed has been very good in getting food, drink and prizes donated. Don't know how he does it. And he's done it again for us. Everything is good to go. Please stop by the faculty tent which will be adjacent to the Alumni tent. Tailgating tents open 2 hours before game; so @ noon. [Note: Email listed start time as 11:30]

- **Academic Calendar**

The University Calendar Committee is looking at the 2015-2016 calendar. There is a tentative draft. Looking at a Tuesday start day. Creates a quirk that creates two extra Tuesdays. Trying to get feedback on how that will be handled particularly for Tuesday-only classes. Commencement would be December 12. January 11 to start spring. Exciting is a tentative inclusion of a three week Mayterm. Also looking at potential for a JanTerm. May versus January is under discussion. Ideal world would be both.

Question asked to whom should concerns be voiced. D. Marshall noted that our representative on the committee is Julie Estis. Concerns can also be sent to Doug Marshall.

- **Update on On-Going Searches**

We are hiring an Assoc. VP of Academic Affairs for Institutional Research. We saw 3 candidates. One seemed to be truly outstanding. Suggestions have been made for a double hire. We do not know what administration is going to do. There was a clear divide in the search data showing faculty strongly favored one candidate, while administrators wanted another. To try to get the person the faculty really wanted to bring a cultural change to assessment, we thought it was worthwhile to advocate for an expansion of administration and the creation of two positions instead of one.

Susan Gordon-Hickey, who was on the search committee for that position, noted: thanks for filling in the on-line surveys. It made a HUGE difference in the committee discussions.

DM echoed Susan's point. When more administrators fill in survey feedback than faculty, faculty lose. Please take the time to attend interviews and provide feedback. Without numbers, faculty have nothing to stand on. We have to have the numbers.

Concerns raised about Presidential Search and the trustees bypassing the three candidates. DM noted that he does not believe it is going to happen. A number of the trustees, including the Current Chair, Past Chair & Vice-Chair, were on the search committee and are invested in the process. If it does happen, we will be calling a special meeting of the Senate.

- **"RECOVERING AND MOVING FORWARD" - October 17th, 3:30 p.m. to 6:00 p.m. – John Counts Room**

Meeting tomorrow. Research on recovery from BP spill. Meeting moved to John Counts.

Special Business – Moulton Resolution

Motion to suspend rules made & seconded.

Motion to suspend rules passed.

Resolution introduced.

Motion to accept made & seconded.

Motion passed.

It will be printed and presented to Mrs. Moulton as a scroll in the near future.

Old Business

None

New Business

1. Emeritus Faculty Resolution – E. Loomis – Handbook Committee

We received a proposal from administration to change the faculty handbook on emeritus faculty. Several things were missing that we've put back in and added/clarified some benefits. The draft resolution (attached) was unanimously approved by the handbook committee.

Tom Noland asked about posthumous recognition. E. Loomis stated that there is a provision for that in the resolution.

We will vote next meeting. Please take time to review the resolution and to discuss concerns/changes/etc.

2. Moving Ad Hoc Committee on Research & Creative Activities to Regular Standing Committee.

We are putting forth proposal to move the Ad Hoc committee to regular standing. According to bylaws must be ad hoc for year. At next meeting we will be asking for vote on creation of new standing committee. Formal resolution will follow by email.

3. Retired Faculty Volunteer Opportunities

We currently have a senior faculty caucus but, outside the Christmas party, it does not appear to be very active, at least not visibly. Many universities have retired faculty associations that are very active and do a lot of volunteer work for the university and contribute to intellectual research and activities. We are soliciting ideas for volunteer opportunities – e.g., new faculty mentoring, hospitals, hosting international students, etc. There are some mission driven opportunities available to retired faculty at some universities – e.g., grant writing, assisting with living-learning communities, etc. Some promote community volunteering. We are hoping the Senate will get behind encouraging administration to strengthen relations with retirees and strengthen opportunities for retirees.

Guest Presentations: Kelly Osterbind, University Registrar – Degree Works

Thanks for having me. Degree Works is a degree audit program. Most of the 4 year schools in state have it. Building programs into system. Hope that students will have a clear path to get out of here in four years and will help with advising. We are hoping that it will help with graduation rates – 4 years and out.

Currently running degree evaluation in CAPP. We are not replacing Banner. Just phasing out CAPP. Some colleges are moving all students to current catalog and will instantly use Degree Works. Some colleges will do a phase out for a short time. Decision made in the college administration.

Academic advisors and implementation team have access to Degree Works. They are testing and running audits to compare to CAPP. Feedback and trouble shooting is taking place.

Access for faculty November 1. Training November 4. Two sessions – 50 minutes basic session then there will be more detailed features session.

Visually easier and clearer. Options for students are clearly displayed. It is real time. So if there is a change in Banner; the next day the change is in Degree Works.

Those who currently have ability to make adjustments, waivers, etc. in CAPP will have that authority in Degree Works. Allows that person to easily perform exception and students will immediately see the change. Should cut down on paper.

Quick snap shot shown – demographic info at top – student athlete, holds, concentrations, etc.

Everything starts with the degree block and everything flows from there.

It is an advising tool. It is not intended to replace academic advising.

It is not an official transcript but does give chronological history of courses taken.

Allows a what-if audit available (what if I switch my major to X).

Look Ahead is an option that will show how courses will fit into the degree planning.

There are GPA calculators. Can put in desired GPA and it will calculate what they need to earn. Can also test what will happen to GPA based on current term (if I make a C in x class, what will happen to my GPA).

Working on documentation. Have a number of FAQs loaded into Degree Works. One for students; one for faculty/staff.

There are additional features that we are not implementing at this time. We are doing basic implementation before we add in others – e.g., athletic eligibility, financial aid. Screen shots of those were shown.

If you have question, contact Ashley Suggs (Asuggs@southalabama.edu)

Small student sample have given positive feedback.

Will be for any student on 2013 catalog forward – both undergraduate and graduate. Some certificates have been scribed. COM is not part of this.

Question re double majors – yes, it can handle double majors. On degree dropdown can populate the second major.

Motion to adjourn made & seconded. Adjourned at 4:17 p.m.

Committee Reports – submitted in writing

- Academic Development and Mentoring (Justin St. Clair)

No report

- Environmental Quality (Doug Haywick)

- Evaluation (Sam Fisher)

The evaluation committee met on October 15 to review the annual faculty survey. It will be sent in November.

- Planning and Development (Mark Gillespie)

- Policies and Faculty Handbook (Eric Loomis)

The Handbook and Policy Committee met on Wednesday, September 18th, 2013. All members of the Committee were present (Dr. Sinead Ni Chadhain (A&S), Dr. Gayle Davidson-Shivers (EDUC), Dr. Joycelyn Finley-Harvey (SCESP), Dr. Eric Loomis (A&S), Ms. Vicki Tate (LIB), Dr. Leslie Whiston (SCESP), and Dr. Mihaela Marin (A&S)). The Committee considered four agenda items, with two additional items introduced at the time of the meeting:

1. The Committee was asked by the Faculty Senate Officers to review a proposed revision to the Student Academic Conduct Policy on behalf of the Faculty Senate. This revision had been sent to the Faculty Senate by the Academic Affairs Policy Committee for input. The Handbook Committee agreed to review the proposal and submit any suggestions or comments. On September 23rd, the Committee completed its review and submitted a brief report to Dean Andrejz Wierzbicki, Chair of the Academic Affairs Policy Committee.

2. The Committee considered a proposal to modify the Faculty Handbook language governing Emeritus Faculty appointments and privileges. The proposal language was forwarded to the Committee by Dr. Keith Harrison, Chair of the 2012 Ad Hoc University Committee on Emeritus Faculty. The Handbook Committee wished to reconsider two of the changes proposed by the Ad Hoc Committee: (i) the removal, in the proposed language, of department faculty members' ability to nominate a member of their department for emeritus status, and: (ii) the removal, in the proposed language, of faculty members ability to vote on emeritus nominees from their department. Eric Loomis offered to amend the proposed language to re-introduce these two items, and to then circulate the revised language to the Committee prior to the next Senate meeting, with the hope of bringing this proposed Handbook forward as a Senate resolution in the near future.

On October 2nd, the Committee voted to present the resolution to the Faculty Senate by a vote of 7 in favor, no opposed, no abstentions.

The Committee also discussed proposing to the Administration improved ways of incorporating all retired faculty in a volunteer capacity. One such way would be for the University to maintain an email list of retired faculty members that have shown an interest in volunteering in University activities. Such activities could include: brown bag seminars, career days, USA Day, Orientation days, mentorships, and coordination with the needs of the Office of Academic Success and Retention.

3. The Committee was updated on a proposal to modify Handbook language on Department Chair appointments. The Committee discussed the AAUP guidelines on such appointments, and will consider two possible revisions to the University Handbook language on Chair appointments that were introduced by Eric Loomis (as well as any other possible revisions that may come to

the Committee). The Committee hopes to formulate a resolution on this issue to present to the Faculty Senate in the Spring of 2014.

4. The Committee discussed the representation of adjunct faculty, understood as all part-time faculty, in the Faculty Senate, and the possibility of improving that representation either in Faculty Senate or through some other avenue such as a proposed Adjunct Faculty Council. The Committee agreed that, as currently constituted, the Faculty Senate Constitution makes the Faculty Senate representative of adjunct faculty, but also prevents adjunct faculty from serving on the Faculty Senate.

5. The Committee discussed a possible revision to the Handbook language governing promotion and tenure policy. The revision would remove department chairs from serving on the College level promotion and tenure committees entirely, except in cases where academic units could not constitute such committees without chairs' involvement (so that the existing language allowing for exceptions would be retained for chairs). The Committee thought that such a revision would be worth pursuing.

6. A final issue introduced at the meeting was whether department Chairs should be allowed to be listed as a "primary instructor" on online courses taught by other faculty. It was noted that some chairs are permanently listed as "primary instructor" in online courses, allowing them constant supervision of faculty. This is *prima facie* at odds with chairs' supervision of other faculty courses, where chairs are not typically present in the classroom except on certain special, typically designated, occasions. Eric Loomis agreed to raise this issue with the Faculty Senate Executive Committee to see how best to address it within Faculty Senate.

- Salary and Benefits (Susan Gordon-Hickey)

The FS Salary & Benefits Committee met on September 17, 2013. The committee discussed the request of a salary survey at the University level. Specifically, we hope to propose a request from Faculty Senate to Administration for a salary report completed by an external agency. This report would summarize salaries of faculty at several peer-institutions. Susan Gordon-Hickey, Committee Chair, agreed to ask Steve Simmons for the most recent peer-institution salary report completed by USA through an external agency. Since our committee meeting, Steve Simmons provided the committee with a 2004 salary survey completed by an external agency for USA. The committee has agreed to review the report and put together a proposed list of data requested and suggested peer-institutions. Additionally, Phil Norrell described the possibility of a Wellness Initiative. The committee supported the idea of a coordinated wellness plan for USA. Again, this will be discussed with Steve Simmons to request a meeting and possibility of a formation of a University committee intended to learn if a Wellness Initiative is supported by the University community. The FS Salary & Benefits Committee will meet again on November 5 at 3pm.

- Technology Utilization (Kevin West)

- Ad Hoc:

- Research and Creative Activities (Ellen Buckner)

Caucus Reports – submitted in writing

- Allied Health Professionals (Elisa Kennedy)

COAHP Senate Caucus met on Oct 6, 2013. Primary topics of discussion were as follows:

- Promotion of academic-clinical partnerships within the USA Health System. The importance of strengthening and developing these partnerships as relevant to IPE, the need to sustain faculty certifications/licenses/expertise, and as a resource for faculty teaching and research. Several faculty have either lost or will not be eligible to maintain specialty certification without access to clinic practice. Loss of these certifications will impact accreditation and ability to teach within area of expertise. Re
- Academic Professional Pathways –There is a need to renew previous efforts to establish Tenure and Promotion Policies and Procedures related to teaching, clinical, and research pathways for T&P for COAHP faculty
- The caucus would like to know if it is possible to obtain specific results from the COAHP from last year's Annual Faculty Survey to guide caucus activities to support COAHP needs,

Senate caucus members will meet with Dr Franks on Friday Oct 18 along with representatives from Health Sciences Division. A COAHP town hall meeting is scheduled for the end of the month

- Arts and Sciences (Mara Kozelsky)

- Continuing Education (Joycelyn Finley-Hervey)

The new *Hospitality and Tourism Management* track, for the Interdisciplinary Degree Program, was approved by ACHE (on September 13th).

The *Hospitality and Tourism Management* BS degree has been submitted for ACHE review in December.

- School of Computing (Jeff Landry)

- Education (Tres Stefurak)

- Engineering (Grant Glover)

No report

- Library (Vicki Tate)

No report (still no Starbucks!).

- Medicine (Judy Burnham)

Dr. Jonathon Audia, assistant professor of microbiology and immunology at the University of South Alabama College of Medicine, led a pilot program giving ninth-grade biology students at St. Luke's Episcopal School an opportunity to interact with medical professionals in a laboratory setting.

Freshman medical students at the University of South Alabama College of Medicine received their first white coats, the traditional dress of physicians for more than 100 years, at the White Coat Ceremony on Sept. 23, 2013.

- Mitchell College of Business (Tom Noland)

A national search will be conducted for a new dean for the MCOB. The search committee should be named within the next two weeks and an outside search firm will be utilized. Campus interviews will be conducted in the middle of spring semester with the new dean taking office in the summer of 2014.

Don Mosley has been named as Chair of the Department of Management.

- Nursing (Elizabeth Fuller)

Resolution Honoring the Accomplishments and Memory of President Emeritus V. Gordon Moulton

WHEREAS, President Emeritus V. Gordon Moulton served as an extraordinary leader of the University of South Alabama for over 46 years, including service on the Faculty of the College of Business, as Dean of Administrative Services, as Vice President for Services and Planning, and as President of the University, and

WHEREAS, under Gordon Moulton's leadership, the University enjoyed significant academic expansion and improvements in the areas of student enrollment, academic scholarships offered, degrees awarded, degree programs provided, and in its academic reputation generally, and

WHEREAS, Gordon Moulton's visionary service leadership to the Greater Mobile Community included the creation of the USA Mitchell Cancer Institute, an expansion of the USA Children's and Women's Hospital, and the creation of the USA Technology and Research Park, and

WHEREAS, under Gordon Moulton's initiative and guidance, the University witnessed an extraordinary program of over thirty significant improvements to its campus, encompassing laboratory buildings, hospitals, parks, student housing complexes, student dining, athletic facilities and fields, student recreation, teaching facilities, libraries, art centers, and museums, and including such significant enhancements as the Mitchell Center Arena, Shelby Hall, Meisler Hall, the Student Recreation Center, and the Health Sciences Building, and

WHEREAS, Gordon Moulton's tenure as President witnessed numerous enhancements to student academic, residential, and extracurricular life, including the creation of the Mitchell-Moulton Scholarship Initiative, the University Honors Program, and the University's Football program, and

WHEREAS, Gordon Moulton's support of research enabled a significant increase in the University's national stature, which increase has been recognized by independent rankings, and a doubling of the University's contract and grant research, and

WHEREAS, Gordon Moulton's financial guidance saw the University's position in this area greatly improved by, among other things, his careful economic stewardship, his representation of the University on the USA Foundation Board of Directors, and his direction of a large and successful fundraising campaign, and

WHEREAS, this financial leadership was accompanied by the very generous personal financial support, on the part of Gordon Moulton and his wife Geri Moulton, of the University through gifts directed toward student scholarships, the Mitchell Cancer Institute, the Geri Moulton Children's Park, the Creative Writing program, and many other worthy ends, and

WHEREAS, under Gordon Moulton's tenure as President, the University Faculty, as represented by this Faculty Senate, witnessed a considerable improvement in University governance and administration, including improved dialogue and communication between administration and faculty, support of joint governance, and an amicable relationship with the University's Board of Trustees,

THEREFORE, BE IT RESOLVED that the USA Faculty Senate expresses its deep appreciation and gratitude for the extraordinary leadership, support, and friendship that President Emeritus V. Gordon Moulton exhibited toward the University, its Faculty and Staff, its Students, and its Community, and

BE IT FURTHER RESOLVED that the USA Faculty Senate, on behalf of the entire Faculty of the University, conveys its deepest sympathy and sincerest condolences to the family and friends of President Emeritus V. Gordon Moulton.

Resolution Endorsing A Revision to Faculty Handbook Policies
Governing Emeritus Faculty

WHEREAS, the University of South Alabama is committed to offering high quality teaching, research, and service, as expressed in its Mission Statement, and

WHEREAS, the Faculty Senate fully supports this commitment, and

WHEREAS, the recognition of honorable and distinguished service to the University by awarding the title of “emeritus” to retired faculty members serves this commitment, and

WHEREAS, the following proposal will better clarify the criteria and procedures for awarding the title of “emeritus” faculty, and will better articulate the benefits and privileges that accompany it,

THEREFORE BE IT RESOLVED that section 3.3.4 of the Faculty Handbook shall be revised to read in its entirety as follows:

3.3.4 Emeritus Professor

Introduction

The institution may confer, at its discretion, the title of “emeritus” on any retired faculty member who, at the time of retirement, had ten or more years of honorable and distinguished service to the University of South Alabama

Eligibility

All full-time faculty at all ranks and titles and all academic administrators holding faculty rank at the University are eligible for consideration for emeritus faculty status. The faculty member must have retired officially from the University of South Alabama and have ten or more years of service at the university. Faculty entering into retirement as the result of a disability may be exempt from the ten year requirement. Faculty may also be considered by exception posthumously.

Criteria

Eligible faculty members are recognized for emeritus status for honorable and distinguished service to the university. It is expected that this would be evident in significant contributions in one or more of the following areas: teaching, research, service, scholarship, or administration.

Procedures

- At the time of retirement, the eligible faculty member must be nominated by a tenured faculty member in the candidate’s department, or the chair of the candidate’s department. The nomination letter must address the candidate’s qualifications for emeritus status, and include a current curriculum vitae for the candidate. Faculty not considered at the time of retirement due to differences in historic policies may also be recommended.
- Tenured faculty in the candidate’s department will review the nomination letter and curriculum vitae, and will submit a recommendation along with the nomination letter and curriculum vitae to the department chair.
- The chair will review the nomination materials including the tenured faculty’s recommendation and submit a recommendation along with the candidate’s materials to the dean. If both the tenured faculty and the department chair’s recommendations are negative, the process will terminate at this point. Each recommendation at subsequent levels must be positive for the approval process to continue.

- The dean will review the candidate's materials / recommendations and will submit a recommendation along with the candidate's materials / recommendations to the Senior Vice President for Academic Affairs / Vice President of Health Sciences.
- The Senior Vice President for Academic Affairs / Vice President for Health Sciences will review all materials / recommendations and forward a recommendation along with the nomination materials / recommendations to the President.
- The President will review all materials / recommendations and forward a recommendation to the Board of Trustees.
- Upon approval of the Board of Trustees, the President will send a letter to the candidate notifying her/him of the emeritus appointment.

The duration of the emeritus appointment is for life unless terminated earlier by the Board of Trustees.

Benefits / Privileges

Emeritus Status is an honor that includes the following privileges to the extent available:

Name included in listing of Emeritus Faculty

Certificate with name and emeritus status

Library privileges identical to those of regular faculty members

Invitations to various university events

May serve by invitation on various university related committees

May be invited to serve as guest lecturer or in other volunteer service

May be furnished university office space subject to availability

University email account available

May be a member of recreation center

May use Faculty Club