

University of South Alabama

**JagWorks@USA**

---

Minutes 2014-2015

Faculty Senate Minutes

---

9-1-2014

## Faculty Senate Meeting Minutes – September 2014

Faculty Senators

*University of South Alabama*

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

---

### Recommended Citation

Senators, Faculty, "Faculty Senate Meeting Minutes – September 2014" (2014). *Minutes 2014-2015*. 10. [https://jagworks.southalabama.edu/minutes\\_twentyfourteen/10](https://jagworks.southalabama.edu/minutes_twentyfourteen/10)

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 2014-2015 by an authorized administrator of JagWorks@USA. For more information, please contact [jherrmann@southalabama.edu](mailto:jherrmann@southalabama.edu).



**UNIVERSITY OF SOUTH ALABAMA**  
**Faculty Senate**

---

**September 17, 2014 – Faculty Club - 3:00 pm**  
**Approved Minutes**

**Attending:** Estis, Gordon-Hickey, Kennedy, Smith, Benko, Freed, Gapud, Harrington, Husain, Kozelsky, Marin, Marshall, Mishra, NiChadhain, Poston, Schulze, P. Smith, Campbell, Davidson-Shivers, Keshock, Norrell, Glover, Phan, West, Yazdani, Clanton, Tate, Audia, Bauer, Burnham, Gillespie, Liu, Rich, Ruchko, Chinkers, Gillis, Noland, Sharland, Woodford, Fuller, Huey, Minchew, Riley, Vandawaa,

**Excused:** Morgan, Faile, Haywick, Lindeman, Shaw, Landry, Broach, Audia, Falkos, Richards, Taylor, Finley-Hervey, Varner, Buckner

**Unexcused:** Fregeau, Ponnambalam, Rachek

**Call to order at 3:04 with quorum**

**Approval of minutes:** August 2014 meeting

Motion made; 2d; approved

**Approval of agenda**

Motion made; 2d; approved

**President's Report**

- Board of Trustees meeting

Officers attended. Announced 2% raise for all eligible employees -- both health and academic affairs. There were several announcements at the meeting: (1) Dr. & Mrs. Steven Stokes have given several generous gifts. Most recent gift is for a symposium on Coastal Resiliency. Office of research and economic development is working to establish it. (2) You probably have heard that enrollment is at a record number. At the meeting, administrators announced that quality has increased – higher average ACT in the past; 143 students above 30 on ACT, a large increase over past years. (3) USA is at capacity in housing. Suggestion made to explore another dormitory. Dorms are self-supporting buildings so those dollars do not come out of O&M budget. (4) The budget was approved with a balanced budget. Message was times are still tight. The VPs were asked to use reserve funds to support new initiatives. We did not see major changes in budget from prior

years. If you are interested in the numbers, they are on the Board of Trustees' website. Also were told that some aspects of the budget process will change moving forward.

- Inauguration

Thanks to all who came to inauguration. The faculty was well represented. Those in attendance heard Pres. Waldrop talk about 5 priorities for the coming year. Those priorities reveal he has been listening to faculty. They fall in line with some of the concerns and priorities that the Faculty Senate has brought before him – FS survey during search process, questions by faculty senate representatives during the interview process, follow-up meetings. During the candidate interviews we asked the candidates about each of the five priority items.

M Gillespie commended J. Estis on her speech at the inauguration.

- University review of T&P process

I mentioned at our last meeting, that the university is undertaking a university-wide review of T&P. The Faculty Senate is working with administrators to create a task force – what we currently do and what need to do in future.

- Tracking Faculty Senate Resolutions

We are working with administration to track the life of a resolution. The basic process is: (a) we approve it; (b) it goes to administration, usually academic affairs; (c) from there it goes to Deans Council; (d) if Deans Council approves, it goes to President; then (e) to Academic Affairs for inclusion in handbook. If the Deans Council has issues, it goes to the Academic Affairs Committee. The problem is we don't always hear back post-Deans Council. We are working to backtrack resolutions to ensure they are actually reflected in the handbook. We will include a tracking spreadsheet on the website for the future. The problem is beyond our research in some ways but we are working to get a feedback loop.

- University Committee Assignments

Still working to get a list of all university committees. Each university committee must have a faculty representative. Our list is getting better, but we know it is not complete. If you are serving on a University Committee, please email Kelly Woodford – even if it is well known committee. If it is above your college, please let us know and please report back to the senate on what happens on the committee.

- Mitchell Cancer Institute – Senate representation

Working with MCI faculty to get them adequate representation and policies in the handbook. They are not listed in handbook and they are not part of the college of medicine. We will bring more to you next month for consideration.

- Process Improvement Committee – D. Marshall

Not much to update because last week's meeting was cancelled. The committee has been grabbing easy things first – e.g., got rid of notary requirement on the travel form. Now prioritizing the 65 issues that are currently before us. Because there are only 2 faculty members out of the 18 committee members, the priorities are skewed toward mid-level management issues. D. Marshall has discussed with chair of committee about ensuring that the issues are addressed across groups. #1 thing is simplifying forms and paperwork. Mara Kozelsky asked how to raise issues. D. Marshall replied: bring the issue to D. Marshall or any member of the committee and we will add it to the list. Got one last week from a disabled faculty member regarding accessibility.

- Special Student Services

Have had several issues brought to our attention, particularly in terms of information share and support. If you have any issues or specific examples (good or bad), please send to K. Woodford. One issue, for example, implementing accommodations and support available for implementing accommodations is not always clear.

- Flu Shot Clinic – Tuesday, September 23 from 8-12 in room 1017 in College of Allied Health. Trying to set up one on Baldwin Campus. Next one on campus will probably be October 2 at the Faculty Club.
- Jaguar Wellness Day – S. Gordon Hickey  
On Thursday from 10am-7pm the USA Student Health Center will host "Jag Health and Wellness Day" by providing free physicals for all students. The Jag Tran will run continuously from the student center, dining hall, and student rec center to the student health center. In addition to free physicals, there are plenty of Jag-related giveaways (t-shirts, blankets, ear buds, etc...). **Please get the word out to your colleagues and encourage your students to attend.** Attached you'll find a powerpoint slide that you can insert at the beginning of class tomorrow and/or Thursday to promote the event to students.

Also be on lookout for the upcoming Benefits Fair.

## **Announcements**

- Last Call for nominations for Adjunct/Part-Time Faculty Committee – J. Estis  
Still seeking nominations; send to J. Estis with a short blurb. Have several A&S but need representation across campus. Particularly need Allied Health and Nursing.

- Update – Director of Marketing & Communication Search – J. Estis  
Search included 3 onsite interviews. The Faculty Senate Executive Committee met with each of the three candidates. We do not have a conclusion to that search. J. Estis noted that she is confident negotiations are underway.

- Update UCUR Search – J. Estis  
Executive committee will be meeting with those candidates in the next few weeks. If you have questions you'd like asked, please let an Executive Committee member know.

- Assistance identifying mentors – T. Rich  
If you think a colleague would be a good mentor, please send name to T. Rich or get them to contact T. Rich. It would be nice to have a list to make it easier to get matches made.

- Awards – W. Gillis  
Have a slate of finalists for each of the awards. Final committee selection:  
Semoon and Youngshin Chang Humanitarian Award  
Nominating Person: Dillon Patterson  
Committee Selection: Dr. Glen Borchert

Outstanding Research Partner - providing direct support to the research mission of USA faculty through financial, in-kind, personnel, expertise, office space, consulting, or other means  
Nominating Person: Phil Smith  
Committee Selection: Toni Ann Torrans, Penelope House

Outstanding Teaching Partner - providing direct support to the teaching mission of USA faculty, broadly defined, by providing a setting and/or skilled supervision for USA students. This partner enhances the educational mission of the USA faculty by providing internship/externship/field placement to USA students  
Nominating Person: History Department (Mara Kozelsky, Marsha Hamilton, Clarence Mohr)  
Committee Selection: Museum of Mobile (need point of contact)

Outstanding Community Partner - for an organization/agency that works with USA faculty to address needs of the greater Mobile community through collaborative research and/or service delivery  
Nominating Person: Don Epley  
Committee Selection: Richard Weavil, Mobile Area Association of Realtors (MAAR)

Next month we will have all of those people here for a short reception after the Senate meeting .

Motion moved to accept slate; 2d ; slate approved

- Homecoming – B. Gillis

That will be right before Homecoming and we are working on a faculty tent for the homecoming game. If you have door prizes, please let Phil Smith know – we'd appreciate them. Will need help with manning of the tent and breaking down the tables, etc.

- **Athlete Academic Achievement – K. Woodford**  
39 student athletes had a 4.0 GPA in Spring, including several who were in-season – e.g., baseball player majoring in math. Eight members of the women's soccer team had a 4.0 for spring. There were 100 student athletes on Deans List during spring. Please spread the word about the academic achievements of athletes. Details are attached to the minutes.
- **Research and Creative Activity Announcements – J. Estis**
  - Arts and Humanities Small Grant Application is due October 1 to Kim Littlefield. (Announcement attached). Please encourage faculty to apply; there were grants left unclaimed last year. Discussion of getting applications and that it is recurring funds. Was not well publicized last year and problems with changes in deadlines. Member noted that it would be nice to have more notice. Calling on caucus leaders to help with communication of this and many other issues. Things get lost in the Digest so it is critical that caucus leaders help spread word on information that is important to the faculty.
  - Please encourage new faculty members to participate in the Research Orientation, October 31<sup>st</sup>. An announcement with details should be posted soon. Member noted that October 31 is also research day at the College of Medicine – again a lack of communication.
  - There will be a Research-themed Faculty Fandango in October. Date and time TBA.
- **Lost keys – May meeting – a Senator is still looking for her keys lost during the May meeting. If you have an extra set of keys or if you turned in an extra set of keys, please contact K. Woodford or J. Estis.**

### **Old Business**

- **Update -- Chair Observation Policy**  
At the August meeting, the Dean's Council response to the FS Resolution on Chair Observation was presented. Discussion ensued and the members presented requested several changes. Those changes have been presented and it is back before the Deans Council.

### **New Business**

**None**

### **Guest Presentations: Kelly Osterbind – Registrar – I versus F versus F\***

Plea on incomplete grades. We get 1,000s and most roll to F's. That circumvents Financial Aid's obligation under federal regulation to track students through F\* and U\*. There is a policy in handbook on when I is appropriate. Please consider the use of I carefully. Because of new federal regulations on financial aid, limits the amount government will pay to 150% of the degree. The F and F\* come into play. "I" may be justified in many cases, but please consider carefully its use. If you have a class with an odd ending date, let us know and we can hold your term open. There is flexibility that is built into the system and we can work with you so you

don't give a whole class an "I". Some F\* kids are actually kids who have gone somewhere else but never dropped.

Motion to adjourn made at 3:52.

## **Caucus Reports (Submitted in Writing)**

### **A&S**

No report

### **MCOB –**

1. At the MCOB fall retreat, the following faculty received awards.

Professor of the Year - Dr. Marjorie Icenogle

Research of the Year - Dr. Bill Gillis

Instructor of the Year - Ms. Nancy Lambe

2. **MCOB** has added 5 tenure track faculty to the college. Dr. Terry Grant is Professor of Accounting and previously served at **UAB**, the Air Force Academy, and Cal. State Fullerton. Dr. Greg Prescott has been promoted to Assistant Professor of Accounting after finishing his **DBA** at **Kennesaw** State University. Dr. Reid Cummings who served as a visiting instructor last year is joining the finance faculty after also finishing his **DBA** at **Kennesaw** State University. Dr. Ben Le has joined the Economics faculty from the **Ph.D.** program at Kansas State. Dr. **Kyre Lahtinen** has joined the finance faculty from the **Ph.D.** program at Florida State.

3. A new **MCOB** initiative is supporting National Business Women's week. This year **MCOB** faculty will have a prominent businesswoman visit their classes and speak to students. The speakers provide an opportunity to call attention to women entrepreneurs, facilitate discussions on the needs of working women, share information about successful workplace policies, and raise awareness of the resources available for working women in their communities.

### **Library –**

October is National Medical Libraries Month. The Biomedical Library will observe with contests and informational exhibits.

Andrea Wright, Information Services Coordinator and Technology Librarian at the USA Biomedical Library, was recently accepted to attend the NLM Georgia Biomedical Informatics Course, a National Library of Medicine fellowship program. The course, designed for medical educators, medical librarians, medical administrators, and clinical practitioners, provides a week-long immersive experience applying informatics theory and hands-on practice to solving current health care issues. The NLM plans for attendees to return to their organizations as change agents who can offer informatics-based solutions to growing technological, policy, and administrative challenges. The topics covered will include principles of controlled terminology, genomics, mathematical modeling, natural language processing, advanced knowledge retrieval, data management and visualization, clinical information systems architectures, public health informatics, disaster informatics, and telemedicine and imaging informatics. The course, co-hosted by the NLM and Robert B Greenblatt, M.D. Library, Georgia Regents University will be held at Brasstown Valley in north Georgia September 14-20, 2014.

The Biomedical Library will be observing Lee Denim Day on Oct. 3. With a contribution for breast cancer research, BL personnel will be allowed to wear jeans that day.

Marx Library is in the process of filling one of its faculty positions in Reference, while MCOB



library is interviewing candidates to fill its administrative position. Three more library faculty positions remain unfilled.

Marx Library is currently testing three trial statistical databases: Statista; foreign/international & state/local modules of ProQuest Statistical Insight; and EASI Market Reports from Data-Planet Statistical Datasets.

Work on the addition of the McCall Rare Book Library (aka USA Archives) to the third floor of the Marx Library has been delayed due to budget issues. However, if you would like to come and roller skate in the cleared-out area be sure to bring your own light source.

### **School of Computing**

Dawn McKinney, Senior Instructor in the School of Computing, is the recipient of the 2014 Andy and Carol Denny National Alumni Association Excellence in Teaching Award. Dawn is known for her passion for students, teaching and learning. She is a certified Team-Based Learning instructor who taught multiple computer science courses during a summer trip to China and an outreach course at the Alabama School of Math and Science in addition to her load in the School of Computing.

New faculty members joining the School of Computing this fall include Associate Professor Jordan Shropshire and Assistant Professor David Bourrie, both in information systems. Professor David Langan came out of retirement to join the adjunct faculty in computer science.

The School of Computing faculty, administrators, and staff met with President Tony Waldrop on August 26. Tony, accompanied by SVPAA David Johnson, VP Student Affairs John Smith, Health Sciences VP Ronald Franks and Senate President Julie Estes, received a tour of Shelby Hall and answered questions from the faculty. The following Tuesday, September 2, Tony conducted a campus walk-and-talk with a group of six, spending one-on-one time with each person.

### **Committee Reports (Submitted in Writing)**

**Research & Creative Activity** – see announcements

#### **Planning Committee –**

2014 Awards finalist list

Semoon and Youngshin Chang Humanitarian Award

Nominating Person: Dillon Patterson

Committee Selection: Dr. Glen Borchert

Outstanding Research Partner - providing direct support to the research mission of USA faculty through financial, in-kind, personnel, expertise, office space, consulting, or other means

Nominating Person: Phil Smith

Committee Selection: Toni Ann Torrans, Penelope House

Outstanding Teaching Partner - providing direct support to the teaching mission of USA faculty, broadly defined, by providing a setting and/or skilled supervision for USA students. This partner enhances the educational mission of the USA faculty by providing internship/externship/field placement to USA students

Nominating Person: History Department (Mara Kozelsky, Marsha Hamilton, Clarence Mohr)

Committee Selection: Museum of Mobile (need point of contact)

Outstanding Community Partner - for an organization/agency that works with USA faculty to address needs of the greater Mobile community through collaborative research and/or service delivery

Nominating Person: Don Epley

Committee Selection: Richard Weavil, Mobile Area Association of Realtors (MAAR)



## University of South Alabama 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 careers and contributing to their disciplines by exploring new scholarly, creative, and research activities. The funds may be used to support activities, for example:

1. Copyright permission fees associated with the use or incorporation of text or visual images.
2. Illustration usage fees (often required by museums or archives).
3. Indexing (i.e. the creation of an index for one's book).
4. Subventions (i.e. payments made to support book projects at non-profit university presses).
5. International travel above the standard \$1,450 provided by departments.
6. Mastering music CDs.
7. Hiring an accompanist or guest performers for music recitals.
8. Mounting a visual-art exhibition.
9. Art competition entry fees.
10. Music or visual art supplies.
11. Bringing guest artists to campus for drama productions.
12. Bringing projections or special-effects specialists to campus for specific drama productions.
13. Commissions for musicians to provide scoring for campus drama productions.

### **Eligibility**

Faculty in the departments of English, Communication, Dramatic Arts, Foreign Languages and Literature, History, Philosophy, Music and Visual Arts in the rank of assistant, associate, and full professor, (without regard to tenure status) are eligible with the exception of persons known to be in their last year of employment.

1. Appointees with only adjunct titles are not eligible to apply as a PI or Co-I.
2. Faculty who are on leave without pay are not eligible to receive awards during the leave period.
3. Faculty may receive only one award per funding year.

### **Proposal Submission Guide**

Submission of the proposal must be via email attachment (PDF format preferred; please do not include a copy of the proposal in the body of the email message). The email message should include your name, department, and college. The email address for submissions is [kcunningham@southalabama.edu](mailto:kcunningham@southalabama.edu). The Department Chair(s) and the Dean must be copied on the email submission.

1. The attached file must be saved in electronic format (e.g., rtf, doc, or pdf [preferred]).
2. Use a 12-point Times or Times New Roman font. The right and left margins must be no smaller than 0.75". Top and bottom margins must be no smaller than 1". Please number the pages consecutively beginning with the cover sheet.
3. The submission deadlines are by 5:00 p.m., each March 1st and October 1st
4. A complete application document must contain the items below presented in the order specified.

The file can be continuous, i.e., a new page is not needed for each item. Be sure that each new section is clearly labeled.

- a. Cover Sheet with title and abstract; (summary of research proposal—150-word maximum)
- b. Research or Scholarly Project Description (two-page maximum)
- c. Literature Cited (one-page maximum)
- d. Proposal Budget and Budget Justification
- e. Curriculum Vitae and publications during the last three years (two-page maximum)

### **Project Description:**

- The significance of the project relative to its field stated in language that can be understood by an

educated, non-expert.

- The specific goals. Indicate the expected time when these goals will be achieved.
- A clear description of the work to be carried out. Describe the role(s) of the personnel requested in the budget.

**Literature Cited:** Standard citation formats for the proposer's academic fields can be used.

**Compliance Certifications:** The special authorizations listed below, if required, should be indicated by including the protocol number and/or authorization number on the cover sheet. If the protocol is pending, please so indicate: Guidelines regarding human subjects may be found at:  
<http://www.southalabama.edu/researchcompliance/index.html>.

**Proposal Budget:** Grants are limited to a maximum of \$1,500. Proposed detailed budget must be presented and a Budget Justification must be provided. The budget justification should briefly address all of the items listed in the budget and cannot exceed \$1,500. No indirect cost charges will be applied to this program. Fringe benefits rates should be included in the budget projection as applicable.

#### **Evaluation Criteria**

**Intellectual Merit:** What is the potential for the proposed activity to advance knowledge and understanding within its own field or across different fields? To what extent do the proposed activities suggest and explore creative, original, or potentially transformative concepts?

**Qualifications of Key Personnel:** How well qualified is the individual and/or the team to conduct the proposed activities?

**Quality of Proposal Document:** Is the plan for carrying out the proposed activities well-reasoned and well-organized? Is the proposal well written and convincing?

#### **Proposal Review Process**

Proposals will be received by the Office of the Assistant Vice President for Research Development and the reviews will be coordinated by the USA Faculty Senate Committee on Research and Creative Activity.

For additional information contact Dr. Kim Littlefield.

Applicants will be notified of the funding status of their application by April 1 or November 1 annually



Below are the names of 39 student-athletes who had a 4.0 term GPA following the spring semester.

SPORT	LAST	FIRST	MAJOR
Baseball	Cullifer	Justin	Biomedical Sciences
Baseball	Soleymani	Joshua Hunter	Biomedical Sciences
Baseball	Wojciechowski	Matthew	Mathematics and Statistics
Football	Artz	Shaun	Exercise Science
Football	Hendricks	Rush	Exercise Science (Fall '14 began Physical Therapy Doctorate)
Football	Jones	Jereme'	Health Sciences - Health Management concentration
Football	Metheny	Ross	Education Leadership (Graduate Program)
Football	Onkka	Ryan	Broadcast Journalism
Football	Page	Paul	Social Studies Education (Graduate Program)
M Golf	Mendel	Jason	Business Administration
M Golf	Pope	Ryan	Business Administration
M Tennis	Leitner	Daniel	Exercise Science
M Track	Friedlander	Phillip	Health Sciences - Health Management concentration
M Track	Kotze	Jan-Louw	Exercise Science
M Track	Pienaar	Michael	Business Administration
Volleyball	Anderson	Cynthia	Foreign Language - Russian
Volleyball	Daniel	Mechell	Geography
Volleyball	Hassell	Jenna	Public Relations (Fall '14 began Graduate Program)
W Basketball	Miller	Juliann	Interdisciplinary Studies
W Golf	Hagen	Ingrid	Finance
W Golf	Knight	Alyssa	Speech and Hearing Sciences
Softball	Johnson	Blair	Health Sciences - Health Management concentration
Soccer	Goldsmith	Elizabeth	Sport and Recreation Management
Soccer	Hernandez	Clarissa	Chemical Engineering
Soccer	Mayer	Alyssa	Exercise Science
Soccer	Motes	Morgan	Therapeutic Recreation
Soccer	Oram	Jessica	Exercise Science
Soccer	Owen	Shelby	Elementary Education (Graduate Program)
Soccer	Passini	Emi	General Management
Soccer	Schaar	Christina	Biomedical Sciences
Soccer	Thacker	Kristyn	Exercise Science
W Tennis	Mitta	Monica	Biochemistry
W Tennis	Papke	Cinta	Biomedical Sciences
W Track	Hixon	Leah	Biology
W Track	Lawson	Tori	Exercise Science
W Track	McCoy	Joanna	Pre Nursing
W Track	Swanepoel	Marina	Mechanical Engineering

W Track	Wheeler	Mikayla	Chemical Engineering
W Track	Williams	Erikka	Sport and Recreation Management

## 2014 SPRING SEMESTER ACADEMIC HIGHLIGHTS

### 10 of the 17 teams had a term GPA of over a 3.0:

- Men's Cross Country
- Women's Cross Country
- Men's Golf
- Women's Golf
- Soccer
- Softball
- Women's Tennis
- Women's Indoor Track & Field
- Women's Outdoor Track & Field
- Volleyball

### Approximately 360 student-athletes represent the University of South Alabama, of those student-athletes:

- 100 student-athletes were on the Dean's List following the spring semester. The Dean's List includes all full-time students who earn a 3.5 or above semester grade-point average.
- 189 student-athletes had a GPA over 3.0 for the spring term

### Academic Honors:

Football - The University of South Alabama's Rush Hendricks was selected as the Sun Belt Conference Postgraduate Scholar Athlete of the Year. He earned his degree in Exercise Science in May, graduating with a 4.0 grade-point average. Rush began his graduate degree in Physical Therapy this fall while he is also competing in his last year of eligibility for the South Alabama football team.

Women's Soccer – The University of South Alabama's Clarissa Hernandez was named to the Capital One Academic All-America Second Team. Hernandez's 3.93 grade-point average in the study of Chemical Engineering was enough to land the national award. Hernandez is now studying Biomedical Engineering in the graduate program at Purdue University.

### Coaches' Association Academic Honors:

Women's T&F – Kaitlyn Beans  
 Men's Golf – Michael Garretson  
 Women's Golf – Ingrid Hagen  
 Women's T&F – Leah Hixon  
 Men's Golf – Lane Hulse  
 Men's Golf – Blake Kelley  
 Men's Golf – Tyler Klava  
 Women's Golf – Jordan Knight  
 Men's T&F – Jan-Louw Kotze  
 Men's T&F – Patrick Rohr  
 Women's Golf – Ashleigh Ryals  
 Men's T&F – Conner Smith  
 Women's T&F – Bobbie Williamson

