

FACULTY SENATE MINUTES

November 6, 2008

The Faculty Senate of the University of North Alabama met November 6, 2008 in the Faculty/Staff Commons of the University Center at 3:30 p.m.

President Bates called the meeting to order and recognized Dr. Thomas Coates for Senator Hall from HPER. The agenda was adopted by consent with the amendment of moving item VIII to after Item IX. The minutes for the October 9, 2008 meeting were approved.

President Cale reported that Amendment 1 passed but it is yet to be seen how it will affect the university.

Vice President for Academic Affairs Warren reported that the Task Force on Advisor Hold had given a report. He has asked each college dean to start a dialog within their college as to how they want advisor holds to be handled. He thanked the Task Force and stated that hopefully the new procedure will be implemented for the next pre-registration.

Gordon Stone from the Higher Education Partnership distributed pamphlets concerning the partnership. He stated that with the passage of Amendment 1, we probably won't have proration this year, but we must pay back the money in the next six years. Because we depend on sales tax for our funding, we lost \$150,000,000, a twelve percent cut in budget. The K-12 experienced only a three percent cut. He encouraged the faculty to get involved either thru the Higher Education Partnership or some other entity. He asked that we encourage the legislators to be accountable, reminding them that their constituents include students and faculty, and ask them what are they going to do when budget battles begin next year. Ask whether they are going to give Higher Education equitable treatment because this past year we did not receive it.

Mr. Stone stated that the way that we are going to turn this around is by building awareness. We must do everything we can do to hold legislators accountable. We must remind them that students are voters. We need to personally talk with the legislators. Get them on campus and ask the hard questions. Develop a strategic approach by having a team of leaders from every faculty senate, alumni association and SGA to set up meetings in order to meet with the legislator before, during and after the budget process. We need to understand our strength and hold these legislators accountable.

Mr. Stone stated that budgets in the coming years may not be too promising. He stated that the Higher Education Partnership is here to help. This is a year where we all need to work together.

REPORTS:

A. Committee Reports:

1. Academic Affairs: Pete Williams presented a response to the charge to reconcile the promotion and tenure criteria. (See Attachment A) The senators were asked to share with their departments and be prepared to vote at the next meeting. President Bates will send out a revised version. Dr. Williams stated that the committee hope to have something to present concerning the evaluation assessment tool for the next meeting.
2. Senator Adams presented a preliminary report from the Ad Hoc Committee for Faculty Portfolio Review. (See Attachment B)
3. Senator Davidson reported from the Vice President for Academic Affairs and Provost search. He stated that the search is going well. November 17 is the next meeting. They are looking at questions to ask the candidates. He stated that hopefully a letter will go out to the faculty sharing the status of the search.
4. The Faculty Attitude Survey Committee met with the administration to gather suggestions for changes to the survey instrument as directed by our resolution last month.

B. Reports from Shared Governance Committees:

1. The Research Committee is meeting the week of Thanksgiving and President Bates will address the committee concerning the grant limitations for faculty research.
2. Senator Richardson, Vice-Chair of the Shared Governance Committee stated that the committee is beginning to review the effectiveness of how shared governance works which is timely since the senate is looking at the faculty senate role within the shared governance structure. They are looking at how policy changes get made. He encouraged faculty to view the web site. The senate will be requested to give input. They are putting together a short survey (<20 questions) to give the committee an ideal of what the faculty feels that shared governance should be doing. This survey will be presented to the senate for input. The web page has been updated.
3. There was a report from the Animal Care and Use Committee with Dr. Lisa Clayton Vice-Chair that Dr. Glen Marvin has applied for the privilege to do research on vertebrate animals. This requires making sure that this does not conflict with federal regulations.

REMARKS FROM FACULTY SENATE PRESIDENT:

President Bates stated that he did not want to imply that the resolution concerning the Shared Governance was due to the lack of communication with the chair, Dr. Huddleston. He stated that he wanted to make it clear that there was no problem with the communication with the senate and the Shared Governance Committee.

President Bates presented the results of the business performed by email. (See Attachment C)

UNFINISHED BUSINESS:

Senator Darby moved the acceptance of the resolution regarding the Faculty Senate Constitution. Senator Adler seconded. The motion passed unanimously. Members for the committee will be voted on next month.

Senator Roden moved the meeting be adjourned. Senator Flowers seconded. The motion passed unanimously.

ATTACHMENT A

3.5 CRITERIA FOR APPOINTMENT, PROMOTION, AND TENURE

3.5.1 General Criteria

General criteria for faculty appointment, promotion, and tenure are established in the following three areas:

1. Effectiveness as a Teacher. The individual is judged upon knowledge of subject matter, including current developments; active concern for the student's academic progress; and ability to organize and effectively present and evaluate coursework, including effectiveness in oral and written communication, ability to motivate student interest and participation, ability to relate coursework to other fields with a view to broadening the student's general awareness, evidence of conscientious preparation for all instructional situations, and use of effective methodology and teaching techniques.
2. Effectiveness in Research, Scholarship, and Other Creative Activities. The individual is judged upon the quality of scholarly attitude, the capacity for independent thought, originality and quality in published and unpublished contributions to knowledge, creativeness in approach to new problems, effectiveness in planning for future research and study for himself or herself and for students, professional recognition of research efforts, and effectiveness in the administration of research projects.
3. Effectiveness in Rendering Service. The individual is judged upon recognition in the professional field; consultation of high professional quality in business, cultural, educational, governmental, and industrial endeavors; activities in learned and professional societies; potential for continuing professional growth; contribution to total university development and growth; performance on committee assignments; performance on administrative assignments; and contributions to the improvement of student life.

It is not expected that every individual will excel in all of the general criteria, but neither is it expected that the individual will have a complete void in any of the three areas. ~~These criteria will be interpreted in varying degrees for each academic rank and for the different academic fields. Thus, the assessment of the general criteria for promotion and tenure considerations will be based on performance standards interpreted and defined by each academic department. These standards should be structured in such a way as to reflect the varying degrees of performance commensurate with each academic rank and that allow for consideration of value added contributions unique to different academic fields.~~

Comment [u1]: This was the original language that was retained.

Comment [u2]: This was the original language that was removed.

Comment [u3]: This paragraph was added by the FAC in order to 1) to provide continuity between Sections 3.5 & 4.13, and 2) to provide context for the FAC's recommendations (PENDING) as per the latest charge outlined in the 10/09/08 Faculty Senate Resolution.

The Board of Trustees for the University of North Alabama has determined that the degree of Master in Library Science is to be considered as a terminal degree for promotional purposes. The following degrees are to be considered as terminal degrees for promotional, pay, and tenure purposes: MFA in Studio Art, MFA in Creative Writing, MFA in Theatre, and J.D. for Business Law.

3.5.2 Special Criteria By Ranks

Faculty ranks of the University, including librarians and supervising teachers at Kilby School, are instructor, assistant professor, associate professor, and professor. The qualifications stated below are a minimum which do not imply a guarantee of promotion.

The following criteria and procedures do not apply to the Department of Military Science because of the special nature of that department. Faculty from the Department of Military Science will not serve on promotion committees.

Minimum Qualifications By Rank

1. Instructor. Appointment as an instructor requires the master's or higher degree in the field of assignment. There shall also be evidence of potential for effective teaching and for a successful academic career.
2. Assistant Professor. Appointment or promotion to this rank requires possession of a master's degree in the field of assignment and a minimum of six years' appropriate experience, or possession of a doctor's degree or the terminal degree appropriate in the field of assignment as determined by university policy and a minimum of two years' appropriate experience. There shall also be evidence of potential for effective teaching and for a successful academic career.
3. Associate Professor. Appointment or promotion to this rank ordinarily requires possession of a doctor's degree or the terminal degree appropriate in the field of assignment as determined by university policy and a minimum of eight years' appropriate cumulative experience. In addition, the applicant shall have had successful experience in teaching and scholarly or creative performance. There shall also be evidence of relevant and effective service to the institution, the community, and the profession.
4. Professor. Appointment or promotion to this rank requires possession of the doctor's degree or terminal degree appropriate in the field of assignment as determined by university policy and a minimum of 12 years of appropriate cumulative experience. In addition, the appointee shall have established a record of excellence in teaching, in service to university, community, profession, and in scholarly or creative performance.

3.5.3 Procedure for Promotion

An award of ~~tenure~~ **a promotion** is not a right but a privilege which must be earned by a faculty member on the basis of his or her performance ~~during a probationary period~~. The granting of ~~tenure~~ **a promotion** is never automatic. Normally, ~~tenure is a promotion~~ is granted after a faculty member has been evaluated by the tenured faculty members in a department, the department chair, the college dean, the Vice President for Academic Affairs and Provost, and the President. ~~However, the President may, after appropriate consultation, grant tenure at any time if good and sufficient reasons exist for doing so.~~

Comment [u4]: This paragraph was moved from subsection 3.5.4 and revised to provide continuity of the language for the Promotion and Tenure policies.

A. Faculty Members Who Are Not Department Chairs

The promotion process will be initiated when the faculty member submits an application and portfolio by October 10 to the department chair. It is the responsibility of the candidate to submit documentation to confirm that he/she meets the minimum criteria for promotion to the next rank.

The portfolio will contain:

1. Application for Promotion (See Appendix 3.C)
2. Current Resume or Vita*

ATTACHMENT B
Preliminary Report and Recommendation to the Faculty Senate from the Ad Hoc Promotion Portfolio Review Committee.

The Chair of the committee requested a list of recognized peer institutions from the UNA Office of Research, Planning, and Assessment. We were provided a list that includes: Angelo State University (Texas Tech System), Auburn University at Montgomery, Austin Peay State University (TN), Fayetteville State University (NC), Jacksonville State University, Nicholls State University (LA), Northwestern State University (LA), State University of West Georgia, Tarleton State University (TX), and University of North Carolina at Pembroke. Of the ten (10) universities provided, we were unable to find clear criteria, procedures, and policies for promotion at Jacksonville State University. After reviewing the policies and procedures for the remaining nine (9) universities, the committee finds the following:

- All nine (9) have a more comprehensive portfolio review committee.
- Six (6) have university-wide committees.
- Three (3) have college-level committees.
- One (1) has both university-wide and college-level committees.

Given these findings, the committee recommends the Faculty Senate continues to pursue the development of a promotion portfolio review committee similar to those found at our peer universities.

Prepared by Dr. Larry Adams

For the Ad Hoc Promotion Portfolio Review Committee

6 November, 2008

ATTACHMENT C

In between the October and November senate meetings we conducted senate business via email concerning the Shared Governance review ad hoc committee resolution. Sen. Adams moved to accept the resolution and it was seconded by Sen. Peterson. With over 73% of the senate voted via email, the results were 29 for, 2 against, 1 abstained, and 10 did not vote so the motion was passed.

Then Sen. Loeppky then moved that the committee consist of 1 member of the Executive Committee and 4 at-large senators. This was seconded by Sen. Bradford. Over 78% of the senate voted with the results 31 yes, 1 no, 1 abstained, and 9 did not vote, so the motion passed. Nominees for the committee were solicited and Sens. Richardson, Brown, Loew, Gaston, & Darby were nominated. Motion was made by Sen. Bruce to vote on the entire slate, this was seconded by Sen. Bradford. Over 76% of the senate cast votes with the results 31 for, 0 against, 1 abstained, and 10 did not vote.

Sen. Brown asked to be removed from consideration and Sen. Bates called for nominations for a replacement. Sen. Adams was nominated. With 67% of the senate voting, the results were 28 for, 0 against, 0 abstained, and 14 did not vote and hence, Sen. Adams was added to the ad hoc committee for Shared Governance Review.

The committee includes:

Larry Adams

Wendy Darby (Exec. Committee)

Greg Gaston

Sandee Loew

Terry Richardson