

FACULTY SENATE MINUTES
December 9, 2010

The Faculty Senate of the University of North Alabama met December 9, 2010 in Room 100 of Floyd Science Building at 3:30 p.m.

President Richardson called the meeting to order and recognized the following proxies:
Dan Burton for Senator Rieff from History and Political Science,
Sharon Campbell for Senator Carnes from Accounting, and
Jason Flynn for Senator Garfrerick from Communication.

Senator Peterson moved the adoption of the agenda. Senator Beckwith seconded. The motion passed.

Senator D. Townsend moved the approval of the November 11, 2010 minutes. Senator Beckwith seconded. The motion passed.

President Cale presented the fact that the winds of proration are blowing across the state. ($\approx 2\%$ rumored) He shared what the Strategic Planning and Budget Committee has discussed concerning the unspent operation dollars from last fiscal year and their desire to wait to see if it is needed to fill another proration shortfall. President Cale also shared that the bond issue was successfully completed. They will be interviewing construction management firms.

Vice-President Thornell reported that at the SACS annual meeting in Kentucky Lambuth University had its certification removed. They will go through an appeal process. This points out that the SACS accreditation process is not abstract. He commended those people on campus for their hard work. He pointed out that 36 out of 39 five-year reports this year were returned. One vital area of concern was on-line/distance learning.

REPORTS:

- A. President Richardson reported from the Ad hoc Committee on Modification to the Shared Governance Structure. He shared a proposed (but not final) idea about handling policy change and asked for any comments. He stated that the committee is meeting almost every week.
- B. The Ad hoc Committee for Equity and Standards in Tenure and Promotion met this month and more revisions are being finalized with the hope to have completion near the first of the year.

- C. Senator Gaston from the Faculty Affairs Committee reported that they have looked at the proposed changes to the Faculty Handbook with regard to whether it was just an editing change or a substantive change. The committee stated that they saw no substantive changes in the recommended changes. The motion to accept the changes passed unanimously.

UNFINISHED BUSINESS:

- A. President Cale shared the results of the original presentation concerning the future of UNA athletics and a new summary with the student fees gradually increased.
- B. President Richardson reported that President Cale and Vice-President Thornell have taken action related to the Faculty Computer rights to get administrative rights restored by computer services and to prevent monitoring. The urgency we had at the previous meeting is no longer present. Senator Statom moved to refer the document (from the previous meeting) related to administrative rights to the Academic Affairs Committee and that they incorporate it into the acceptable use policy. Senator Brown seconded. The motion passed. Senator Lee moved that the document on network and computer monitoring also be sent to the committee. Senator Gaston seconded. The motion passed. Everyone was encouraged to send any comments to Senator McGee.

NEW BUSINESS:

- A. President Richardson presented an email from Dr. Thornell concerning changes to the Faculty Research/Development area 4.10 of the Faculty Handbook. (See Attachment A)
- B. Senator Lee moved to send the proposed staff policy changes on Graduate Work Financial Assistance to the Staff Senate. Senator Statom seconded. The motion passed. (See Attachment B)
- C. Senator Lee moved the approval of the proposed change to the Transfer Credit Policy. Senator Carrasco seconded. The motion passed. (See Attachment C)
- D. Senator Statom moved to postpone consideration of the proposed protocol for external faculty/staff searches. Senator Roden seconded. The motion passed.

President Richardson announced the cancellation of the January 13, 2011 Faculty Senate meeting.

Senator Roden moved the meeting be adjourned. Senator Statom seconded. The motion passed. The meeting adjourned at 5:16 p.m.

ATTACHMENT A

From: Thornell, John G.
Sent: Wednesday, November 10, 2010 4:57 PM
To: Richardson, Terry D.
Cc: Cale, William G.; sacs
Subject: RE: Faculty Development Grants

The SACS Committee in charge of the narrative for 3.7.3 asked our office to provide a list of faculty who received funding through our office for work on terminal degrees. No such funding is available through our office nor has it been for several years. The College of Nursing is using some its unit funds to support a couple of faculty but it is not administered through this office, but rather through the dean based on accreditation concerns. The Chair of that SACS Committee, Tom Haggerty, pointed out the disconnect between the policy as written and practice, a concern for SACS. I presented the disparity to the SACS Leadership Team and we felt the best action is to remove the language in the FH which suggests we have a centralized procedure for faculty to access funds for terminal degree work when no such fund exists. If you desire additional information, you might chat with Dr Haggerty who expressed this as a concern from a SACS perspective. John

MEMORANDUM

To: Dr. Sandra A. Loew, Chair
Shared Governance Committee

From: Dr. John G. Thornell, Vice President
for Academic Affairs and Provost

Date: November 10, 2010

Enclosed with this memorandum is a proposed revision of section 4.10 of the Faculty Handbook as proposed by the SACS Leadership Team. This proposal came from the development of the SACS Compliance Audit and is presented with a request for review and approval by Shared Governance.

rv

Enclosures

pc + enclosures: Dr. Terry D. Richardson

4.10 FACULTY RESEARCH/DEVELOPMENT

The performance of the University is the cumulative result of the performance of each person employed by the University. The purpose of faculty development is to increase the teaching or research effectiveness of individuals to enable them to contribute to the University's overall mission. Thus, the goals of development are of mutual benefit to the faculty and the University. This is accomplished by enhancing employees' knowledge, skills, and attitudes that have a positive impact upon teaching performance and on helping them reach their fullest potential as members of the university team.

Each university-funded grant for development should be based on this philosophy. The University makes available a limited amount of resources for faculty development grants which, within specific regulations found on the Application for Faculty Development, allow faculty to:

1. Be partially reimbursed for costs for additional graduate course credit **not associated with completion of terminal degrees**.
2. Attend noncredit workshops or seminars that extend a faculty member's knowledge in his or her current teaching area or broaden teaching areas which will benefit the University.
3. Attend noncredit workshops or seminars related to accreditation ~~of a major program, department, or college if a university representative is required to be present.~~
4. Pay costs in relation to specific certification which, in turn, are of benefit to the University.

~~Faculty Development Grants for the Completion of Terminal Degrees~~

~~Faculty development monies for coursework towards completion of terminal degrees are funded—contingent on the availability of funds in the Academic Affairs budget—through the Office of the Vice President for Academic Affairs and Provost. Application for such funding is made directly to the Vice President for Academic Affairs and Provost.~~

- ~~1. Grants will be made for October 1 to September 30 time periods, and must be reapplied for each year.~~
- ~~2. Grants are limited to \$3,500 per semester or a maximum of \$7,000 per academic year.~~
3. Grants must be certified by the Vice President for Academic Affairs and Provost to serve an institutional need of the University.
- ~~4. Grants will require:~~
 - ~~a. A time commitment of one year to the University following receipt of the degree for each year of coursework supported; or~~

~~b. Reimbursement of monies advanced (plus interest) to the University if the person fails to earn the degree within an agreed upon time, fails to meet the prescribed service time commitment, or leaves university employment.~~

Faculty research and development monies ~~for purposes other than the completion of terminal degrees~~ are disbursed to the Vice President for Academic Affairs and Provost who will distribute to the college deans and ~~Dean of Information Technologies~~ , **Director of Library Services, and Associate Vice President for Academic Support** percentages of those monies based on FTE faculty. ~~The deans will distribute the money~~ **will be distributed** ~~between research and development~~ according to the following procedure.

Deans/**Director of Library Services/Associate Vice President for Academic Support** will establish a Research and Development Committee which will review applications for research and development and will recommend approval to the Dean of the College/**Director of Library Services/Associate Vice President for Academic Support** who will grant final approval. Application forms are available in the deans' **offices of the college dean/Director of Library Services/Associate Vice President for Academic Support**. Interested faculty will submit proposals to the committee.

1. Grants will be made for October 1 to September 30 time periods (or less) and projects lasting more than one year must be reapplied for each year.
2. Faculty development monies will be limited to non-adjunct library and teaching faculty.

A proposal not approved will be returned to the faculty member. Documented evidence that the objective was accomplished must be submitted to the department chair upon completion of the project. The department chair will furnish copies of the report to the dean of the college and the Vice President for Academic Affairs and Provost

ATTACHMENT B

From: Thornell, John G.
Sent: Monday, November 15, 2010 1:13 PM
To: Loew, Sandra A.
Cc: sacs; White, Catherine D.
Subject: Financial Assistance for Employees Seeking Terminal Degrees

On behalf of the SACS Leadership Team, I recently submitted a request for elimination of the centralized administration of financial assistance for faculty seeking terminal degrees. This program is no longer funded or managed by our office. There are a small number of faculty receiving assistance but it is through the dean's office and is tied to accreditation concerns and/or an increase in the diversity of our faculty. It has come to my attention that we have a similar policy for staff (see attached) so for consistency purposes, it is also recommended that we delete this policy as well. Again, this deletes the centralized approach. It was pointed out that our staff can pursue graduate degrees through tuition remission, so we continue to offer advanced education to our employees. The deletion of these two policies should move forward concurrently. Thank you. Jt

**GUIDELINES FOR GRADUATE WORK FINANCIAL ASSISTANCE
FOR STAFF AND SERVICE EMPLOYEES**

1. The appropriate vice president must approve and certify to the President that the work serves an institutional need of the University;
2. If approved by the President, funds must be available within the division making the request;
3. Any grant for such graduate work shall be limited to \$3,500 per semester or a maximum of \$7, 000 per academic year, and shall be for a period not to exceed one year, but may be renewable annually; and
4. Such grants will require:
 - (a) A time commitment of one year to the University following receipt of the degree for each year of coursework supported; or
 - (b) Reimbursement of monies advanced (plus interest) to the University if the person fails to earn the degree within an agreed upon time, fails to meet the prescribed service time committee, or leaves University employment.

NOTE:

Language added by Executive Council on 2-20-06 is *underlined and italicized*.

ATTACHMENT C

To: Dr Sandee Loew
From: Admissions Office, Registrar's Office, and Student Financial Assistance Office
Thru: John Thornell, VPAA/Provost
Re: Change in Transfer Policy for Undergraduate Bulletin
Date: November 16, 2010

Recent changes in federal regulations regarding student financial assistance were enacted effective with the fall 2010 semester. Explicit benchmarks regarding academic progress to receive federal financial aid were established. These new regulations require term by term analysis of all work attempted to determine continuing eligibility for federal aid. Moreover, with the implementation of these new federal financial aid guidelines, the UNA policy will discriminate against the eligibility of transfer students for access to financial assistance. Provided below is an example;

Student # 1 at UNA takes eight courses in the fall and spring and makes the
Following grades: Fall 3 Ds and 1 B; Spring 4 Cs

Student #2 at NW Shoals takes eight courses in the fall and spring and makes the
Following grades: Fall 3Ds and 1 B; Spring 4Cs

For the following summer, assume both students apply for federal assistance. The UNA student would be eligible but the student from NW Shoals would not. The NW Shoals student would not be allowed under UNA policy to count the three Ds for university admission and would therefore have only 15 hours to transfer. Federal regulations require 24.

To address this concern, the three offices above respectfully request approval of a policy that allows all transfer credits to be reviewed for university admission effective with the 2011-12 undergraduate catalog year. Guidelines in place for admission to specific programs would remain. To implement this change the language on page 30 and page 55 of the undergraduate bulletin would need to be altered. Page 30, # 3 would be changed to: Grades earned at other institutions will not affect the student's grade point average at UNA. Page 55, # 3 would delete the sentence "Credits accepted from other institutions by reason of transfer, transient, correspondence, or extension will be for credit hours only provided an average of C or better is earned on each separate enrollment."

Questions regarding the specifics of the new federal aid regulations and their impact on UNA can be addressed to Ben Baker, Director of Student Financial Services. Thank you.