Strategic Planning and Budget Study Committee
Minutes of the Meeting of January 11, 2012
Raburn Conference Room

The Strategic Planning and Budget Study Committee (SPBS) met on January 11, 2012, in the Raburn Conference Room. The following members were present: Mr. Ben Baker, Dr. Thomas Calhoun, Ms. Peggy Hoekenga, Dr. Bill Huddleston, Mr. John Ledgewood, Dr. Alan Medders, Dr. David Muse, Dr. Steve Smith, Dr. Brian Thompson, Dr. John Thornell, Dr. Kristy Van Rensselaer, Ms. Molly Vaughn (proxy for Dr. Andrew Luna), and Ms. Rebecca Walker. Mr. Ben Baker was absent. Mr. David Shields, committee chair, presided and a quorum was present.

Visitors included: Dr. Melvin Davis, Dr. Kerry Gatlin, Dr. Chris Maynard, Mr. Josh Skaggs, and Ms. Donna Tipps.

Call to Order

Chair Shields called the meeting to order at approximately 3:30 p.m.

Approval of Agenda and Minutes

The agenda was approved as printed. The minutes from the December 14, 2011 meeting were approved as amended.

Old Business

There were some questions about the cost of the AT&T apps that were approved for purchase at the December 14, 2011 meeting. Dr. Medders will clarify with AT&T and this item will be placed on the agenda for the February 8, 2012 meeting.

New Business

a. Contract Request for Librarians – [Attachment 1] Dr. Thornell and Director of Library Services, Dr. Melvin Davis, presented a request to convert the contracts of two of the librarians, Cecile Nabors and Phillip Oliver, from the 1.2 multiplier to the 1.315 multiplier that will bring them to twelve-month status, beginning October 1, 2012. The cost would be a combined $12,460 annually as well as any costs associated with benefits. Dr. Medders made a motion that this request be put on the wish list and Dr. Thompson seconded the motion. The motion passed.

b. Portion of Blackstone Salary to University Funding – Dr. Thornell reported that Dr. Tanya Blackstone’s salary has been paid in full by the College of Business each year, although she has been teaching ½ load while serving as the Director of Sponsored Programs in the office of the Vice President for Academic Affairs. The College of Business needs that portion of her salary (not being spent for teaching) to combine with other monies in order to employ an online quality
assurance specialist. Therefore, Dr. Thornell is requesting that she be placed on a nine-month contract, with half her salary paid by the College of Business and the other half by research/grants money, and a stipend for the summer. Dr. Calhoun made a motion that this request be put on the wish list. Dr. Van Rensselaer seconded the motion and the motion passed.

c. Request for Public History Faculty Position – (Attachment 2) Dr. Thornell and History and Political Science Department Chair, Dr. Chris Maynard, submitted a proposal for a faculty position in Public History. As the search needs to be conducted in the spring, the request needs immediate action. Dr. Thornell believes the position will grade out between $50,000 and $55,000 and that it can be funded for the 2012-2013 year through salary savings. Therefore, this is an informational item; however, to continue funding the position after that will require a vote. Dr. Smith made a motion to continue funding the position following the 2012-2013 academic year. Dr. Calhoun seconded the motion. The motion carried.

d. Geography Department Graduate Budget – (Attachment 3) Dr. Thornell presented a proposal from Geography Department Chair, Dr. Bill Strong, for money to fund graduate assistantships, which will assist with recruitment and retention of students in the Geospatial Science graduate program. There is $58,000 already earmarked for the assistantships, with an additional $32,000 being requested to bring the total to $90,000. Another $10,000 is being requested to fund graduate student fieldwork, research, and travel to conferences. Dr. Thompson made a motion to support spending the $58,000 already earmarked for the assistantships for the 2012-2013 year. Dr. Huddleston seconded the motion and the motion carried. Dr. Thornell will invite Dr. Strong to attend the next meeting to discuss the additional funding requested.

Miscellaneous Items

• The next meeting is scheduled for Wednesday, February 8, 2012, at 3:30 p.m. in the Raburn Conference Room.

Adjournment

• The committee adjourned at approximately 4:50 p.m.

Submitted by:

Kelly Ford
Recording Secretary
MEMORANDUM

December 14, 2011

TO: Dr. John Thornell
Vice President, Provost, Academic Affairs

FROM: Dr. Melvin Davis
Director of Library Services

RE: Contract Request for Ms. Cecile Nabors and Mr. Phillip Oliver

I am requesting that two librarians, Cecile Nabors and Phillip Oliver, employed on the 1.2 multiplier be converted to the 1.315 multiplier. It is an unusual practice to have librarians on different contracts/calendars as it creates hardship on other employees and the library’s services. This is exacerbated as the library continually deploys new services. Please consider the following:

1) Collier Library is open year round and services continue.
2) Most academic libraries employ faculty librarians on 12 month contracts that allow the accrual of annual leave much like UNA’s 1.315 multiplier.
3) Most Collier faculty, including Cecile Nabors and Phillip Oliver, supervise a staff member. The 1.2 multiplier creates an environment where the supervisor and staff are not on the same calendar.
4) Academic libraries use the periods between semesters to plan, work on projects, develop new services, etc. At Collier the faculty attempt to complete such activities during the academic semesters. This is less than ideal.
5) Increased number of interim courses. Cecile Nabors and Phillip Oliver are both participants in three very important services—instruction, embedded librarian, and research consultation—all of which are subject to increased activity during the interim periods due to the increased number of class offerings.

The salary cost to move Cecile Nabors and Phillip Oliver to the 1.315 multiplier would be a combined $12,460 annually as well as any cost associated with benefits.

Thank you for your consideration of this request. Please let me know if you require additional information or wish to discuss this proposal.
MEMORANDUM

TO: Dr. John Thornell
   Vice President for Academic Affairs and Provost

FROM: Dr. Vagn K. Hansen
       Dean, College of Arts and Sciences

DATE: December 13, 2011

SUBJECT: Public History Faculty Position

I am forwarding a memo from Dr. Christopher Maynard, Chair of the Department of History and Political Science, requesting a faculty position in Public History. I fully support Dr. Maynard's request.

In our planning to attract additional students, especially at the graduate level, and to enhance the visibility and service of UNA in our region and state, bringing aboard a specialist in Public History will have a substantial positive impact. It would enable us to develop a Public History option in the M.A. program in History. At this time no university in Alabama offers such an option. An engaging public historian on our faculty, with public outreach as an important element in his/her job description, would enhance the reach of UNA into our communities and create opportunities for us to educate the next generation of leaders in historic preservation, tourism, and other areas. This position is a natural fit for our current engagement with the Muscle Shoals National Heritage Area. Courses developed for the Public History area would be an excellent fit for the Community Development concentration in our new Master of Professional Studies program.

Dr. Maynard shows, in his memo, that a faculty position is justified from the standpoint of credit hour production in the Department of History and Political Science, the second largest producer of credit hours per fulltime faculty member in the University. It is also justified by our efforts to build public understanding of the contributions and struggles of African Americans in our area.

I believe that adding the right public historian to our faculty, with a Public History option in the graduate History program, will add value to our university, taking us to a new level of service to our students and the public as well as enhancing institutional visibility and support. This position, more than most, is an investment in the future. I request your consideration for this faculty position.
MEMORANDUM

TO: Dr. Vagn K. Hansen, Dean
College of Arts and Sciences

FROM: Dr. Christopher Maynard, Chair
Department of History & Political Science

DATE: November 22, 2011

RE: New faculty line in Public History

The Department of History and Political Science respectfully requests a new faculty line in order to hire a tenure-track Assistant/Associate Professor in Public History for the 2012-13 academic year. This will allow the department to expand our current Master of Arts degree in history to include an optional concentration in Public History with courses in historic preservation, cultural resource management, museum management, archival management, heritage tourism studies, and oral history. The position would also allow the department to create a certificate program in heritage studies.

The rationale for a new position is based on the following:

(1) Link to Muscle Shoals National Heritage Area — "The MSNHA is a federally designated NHA operating under the University of North Alabama (UNA). This NHA covers six counties in northwest Alabama in the Tennessee River watershed. The mission is to preserve, interpret and promote the heritage and culture of the area. MSNHA seeks to inform, educate, develop and interpret visitor-ready sites, create living history experiences, chronicle the evolution of the area’s landscape and extend the opportunities to the largest possible audience." [http://msnha.una.edu/heritage/](http://msnha.una.edu/heritage/)

The MSNHA is the only NHA in the state of Alabama and, since it is housed at UNA, offers a unique opportunity for our students in terms of internships, residencies, workshops, and other types of experiential learning and networking. As the only graduate program in Public History in the state of Alabama, our new program would combine with the MSNHA to position UNA at the center of heritage studies, which essentially is Public History that is tied to a practical end such as economic development. A conference held at UNA on November 16, 2011, and sponsored by U.S. Senator Jeff Sessions (R-Alabama), demonstrated that there are numerous opportunities for UNA to provide technical assistance to local communities and governments, as well as seek funding opportunities for development and preservation (see attached). A public historian at UNA would be able to pursue such opportunities and have the necessary expertise to bring in new funds and new student growth. Again, as the only graduate program in Public History in the state of Alabama, we will be able to attract students from central and southern Alabama. The certificate program in heritage studies would be of special interest to many of the constituencies that attended Senator Sessions’ program.
(2) **Increased capacity in history** – The Department of History and Political Science is currently limited in its ability to explore growth opportunities because of its lack of faculty resources. This past academic year (2010-11), the department produced the second largest amount of credit hours at UNA (15,158 with 14 full-time faculty). The Department of English, by comparison, was the most productive department at UNA with 16,893 credit hours produced with 21 full-time faculty—a full 50% more faculty resources than the Department of History and Political Science (see attached). Our history courses regularly fill to capacity and students are turned away each semester. This problem has only been exacerbated with the recent explosion in Early Scholars, over half of whom demand U.S. history surveys. Not only has the department been unable to fill all of the Early Scholar requests, but the ones that are seated take away valuable capacity that would otherwise go to UNA students. A new professor in Public History would teach two U.S. history surveys each semester (plus one additional section in the summer term), which would provide at least 200 additional slots for UNA freshmen and Early Scholars each academic year.

(3) **Promotion of African American History** – The department wishes to pursue a public historian with an expertise in late 19th century/early 20th century U.S. southern history. Since this faculty member would work with local historical societies, it makes sense to bring in someone with an expertise in the economic and cultural development of the Tennessee River as well as the emergence of blues music with the help of Florence’s own W.C. Handy. This focus on the era of segregation would connect, both thematically and in terms of periodization, with our current expertise in the Atlantic slave trade (Dr. Sarah Franklin) and the Civil Rights movement of the 1950’s and 1960’s (Dr. Larry Nelson). Along with current faculty with expertise in early to mid-19th century U.S. South (Dr. Matt Schoenbachler) and Alabama history and women’s history (Dr. Lynne Rieff), the department would be well equipped to pursue the development of a Center for Southern History that would complement the MSNHA and open up new opportunities for funding.

Enclosures (2)
- Program from Preserving Rural Alabama
- Credit hour production chart (2010-11) from the Office of Institutional Research, Planning and Assessment
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<th>Department</th>
<th># of Full Time Faculty</th>
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<th>Credit Hours Per Faculty</th>
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PRESERVING RURAL ALABAMA:
Technical Assistance Programs for Redeveloping your Community
and Funding Opportunities from the
United States Department of Agriculture – Rural Development

HOSTED BY THE
OFFICE OF UNITED STATES SENATOR JEFF SESSIONS

Wednesday, November 16, 2011
University of North Alabama
Guillot University Center, Banquet Room A

AGENDA

1:00 p.m.  Welcome to the University of North Alabama
President William G. Cale, Jr.

1:05 p.m.  Opening Remarks
Chuck Spurlock, State Director, United States Senator Jeff Sessions

1:20 p.m.  Designing the Future of Rural Alabama
Cheryl Morgan, Professor and Director, Auburn’s Urban Studio

1:40 p.m.  Promoting and Maintaining Historic Standards as a Certified Local Government
Mary Shell, Preservation Planner, Alabama Historical Commission

2:00 p.m.  Preparing Your Community for Natural Disasters
Janice Doucet, Senior Planner, Hazard Mitigation Program,
Alabama Emergency Management Agency
2:20 p.m.  **Brownfields Assessment and Cleanup**  
*Larry Bryant, Chief, Environmental Services Branch, Land Division,  
Alabama Department of Environmental Management*

2:40 p.m.  **Becoming an ACE Community**  
*Arturo Menefee, Ph.D., Leadership Development Specialist, Economic and Community  
Development Institute, Auburn University & Alabama Cooperative Extension System*

3:00 p.m.  **Q&A with First Half Presenters**

3:10 p.m.  **BREAK**

3:20 p.m.  **Improving the Water and Wastewater Services in our Rural Communities**  
*Chris Harmon, Circuit Rider, Alabama Rural Water Association*

4:00 p.m.  **Overview of Funding Assistance from the United States Department of Agriculture – Rural Development**  
*Allen Bowen, Director, Community Programs,  
United States Department of Agriculture – Rural Development*
MEMORANDUM

TO: Dr. John Thornell
   Vice President for Academic Affairs

THROUGH: Dr. Vagn Hansen, Dean
         College of Arts and Sciences

FROM: Dr. Bill Strong, Chair
       Department of Geography

DATE: December 15, 2011

RE: Funding for Graduate Students

At the lunch meeting a few weeks ago, we talked about funding needs for our graduate program, specifically funds for Graduate Teaching Assistants and Graduate Research Assistants. Dr. Keys-Mathews provided information on the projected costs for tuition (or tuition remission) and stipends, along with a request for financial support from UNA.

It was suggested that we request $100,000 for the graduate program per year starting with the fall 2012 semester. This amount would fund 6 students at $15,000 each (for a total of $90,000). The $15,000 would represent a $1000 stipend/month for 9 months with the additional amount going for tuition (and allowing for potential increases in tuition). The remaining $10,000 would be used to fund graduate student field work, research, and travel to conferences to present their work.

We respectfully request that you support this request and help us secure this funding amount for our graduate program in Geospatial Science.

Thank you.

Cc: Dr. Michael Pretes