

FACULTY SENATE MINUTES

September 8, 2011

The Faculty Senate of the University of North Alabama met September 8, 2011 in the Lower Floor of the Stone Lodge at 3:30 p.m.

President Townsend called the meeting to order and asked each senator to introduce themselves. The following proxies were recognized: Sharon Campbell for Senator Carnes from Accounting and Lee Hurren for Senator Davidson from Secondary Education.

Senator Statom moved the adoption of the agenda. Senator Barrett seconded. The motion passed unanimously.

The minutes of the April 14, 2011 meeting was approved by consent. Senator Statom moved the approval of the May 3, 2011 minutes. Senator Richardson seconded. The motion passed unanimously.

President Cale distributed comparative enrollment data for the previous two years concerning freshmen, undergraduate, and graduate students. The enrollment decreased by 126 students (43 undergraduate and 83 graduate) this year. He also pointed out that although the freshmen number was down, the retention number was up. President Cale presented two issues with regard to the proposed changes to the Criteria for Promotion and Tenure. He recommended that the first statement under General Criteria read:

“It is expected that every faculty member in the tenure track will demonstrate professional growth and accomplishment in the areas of teaching and research, scholarship or creative activity, and contribute to service in ways that are appropriate to rank and professional growth.”

He also recommended the following wording to the second criteria:

“2. Effectiveness in Research, Scholarship, and Other Creative Activities. The University of North Alabama, while primarily a teaching institution, recognizes that active participation in one’s academic discipline promotes intellectual growth and enhances and informs classroom, laboratory, and studio instruction. Each faculty member is expected to demonstrate professional accomplishment commensurate with standards established within each department and approved by the Dean of the College and Vice President for Academic Affairs. Examples of such accomplishment would include published research, scholarly monographs and other scholarly

writing, invited exhibitions, and other measures deemed appropriate by each department and approved by the Dean and VPAA. “

Vice-President Thornell welcomed the faculty back for the fall semester and expressed his wish for a good year. He discussed the funding problems with Kilby School due to the proration reductions Kilby has experienced. An Ad hoc Committee was created to study the funding issue with a deadline of October 15, 2011 to report to the Strategic Planning and Budget Study Committee for feedback to establish a sound financial model at Kilby.

REPORTS:

- A. President Townsend presented the senators with a President's report. (See Attachment A) President Townsend reported that she had asked Senator Richardson to be the parliamentarian for the faculty senate.
- B. Senator Peterson, chair of the Faculty Attitude Survey Committee, requested a mandate from the senate to release the results of the 2010-2011 survey to the faculty. The motion to release the results passed unanimously.

UNFINISHED BUSINESS:

- A. Senator Lee moved to recommit to the committee the recommendation from the Ad hoc Committee for Equity and Standards in Tenure and Promotion. Senator Peterson seconded. Senator Richardson reminded the senate of the history of the committee and the reason for the needed change. There has been a problem in having unequal requirements between departments. Dr. Thornell noted that in 3.5.2 the number of years in rank needs to be revisited as well. The committee was asked to report back in November. The motion to recommit passed unanimously.
- B. The Academic Honesty Policy was discussed. Senator Lee moved to approve the amended Academic Honesty Policy document as distributed at the meeting. (See Attachment B) Senator Barrett seconded. Senator Barrett moved that #2 read: “If the instructor finds the allegation of academic dishonesty to have merit...” Senator McGee seconded. The motion passed unanimously. It was recommended that when this policy is sent back to Academic and Student Affairs there needs to be a suggestion of timing and legal considerations. The vote on the amended proposed policy passed.

NEW BUSINESS:

- A. Senator Richardson moved the approval of the Illustrated Guide to Graphic Standards from the Graphic Standards & Web Communications Committee. Senator Lee seconded. The motion passed unanimously.

B. The following were nominated for the Grievance/Due Process pool:

Lee Renfroe

Terry Richardson

Linda Austin

Claudia Vance

Richard Statom

Doug Barrett

Pat Roden

Cindy Stenger

Crescente Figueroa

Keith Lindley

C. The Senate agreed to cosponsor, with Staff Senate, a Q&A forum concerning Division I athletics presented by the Advancement office.

ANNOUNCEMENTS:

President Townsend reported that there are two new senators: Pam Kingsbury replacing Larry Adams from English and Bob Garfrerick replacing Mark Snyder from Entertainment Industry.

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

ATTACHMENT A

Faculty Senate President's Report

September 8, 2011

Committees

The following faculty members have agreed to serve on Senate standing committees for the 2011-2012 academic year:

Faculty Affairs

Amy Butler
Greg Carnes
Greg Gaston
Marilyn Lee
Keith Lindley
Lee Renfro
Karen Townsend

Academic Affairs

Linda Austin
Larry Bates
Santanu Borah
Victoria Hulse
Tom Lovett
Cecile Nabors
Yashica Williams

Faculty Attitude Survey

Amy Butler
John McGee
Lesley Peterson
Craig Robertson

An ad hoc committee to examine Kilby Laboratory School's financial situation was formed in May. The Senate was asked to appoint a representative. Senator Amy Butler agreed to serve on this committee.

Due to a change in the membership structure of the Institutional Effectiveness committee, the number of faculty members on that committee was reduced from five to two. Those two members are now required to have institutional reporting responsibilities. After contacting the existing five faculty members and consulting with the chair of the Shared Governance Committee, Drs. Pam Chaney and Mark Foster, both of whom are program coordinators for their departments, agreed to continue to serve on this committee. I submitted their names to the Shared Governance Executive Committee as nominees for this committee.

Updates

- Changes to the *Shared Governance Document* were approved by the Board of Trustees in June, including the revised section C, University Policy Change, which establishes new procedures for policy change recommendations.
- The Board of Trustees approved the establishment of the State of Alabama's information technologies policies as the foundation/baseline for the University.
- The Board of Trustees approved the move to Division I athletics, contingent on meeting stated benchmarks.

Darlene Townsend
Faculty Senate President

ATTACHMENT B

Current Document (Student Affairs - Student Expectations, Grievance and Disciplinary Processes - Undergraduate Catalog, Page 48)

"Academic Honesty. All members of the university community are expected to be honorable and observe standards of conduct appropriate to a community of scholars. Students are expected to behave in an ethical manner. Individuals who disregard the core values of truth and honesty bring disrespect to themselves and the University. A university community that allows academic dishonesty will suffer harm to the reputation of students, faculty and graduates.

It is in the best interest of the entire university community to sanction any individual who chooses not to accept the principles of academic honesty by committing acts such as cheating, plagiarism, or misrepresentation. Offenses are reported to the Vice President for Academic affairs and Provost for referral to the University Student Discipline System for disposition."

Proposed Document (For inclusion under Student Affairs in Undergraduate Catalog)

"Academic Honesty. Students are expected to be honorable and observe standards of conduct appropriate to a community of scholars. Additionally, students are expected to behave in an ethical manner. Individuals who disregard the core values of truth and honesty bring disrespect to themselves and the University. A university community that allows academic dishonesty will suffer harm to the reputation of students, faculty and graduates.

It is in the best interest of the entire university community to sanction any individual who chooses not to accept the principles of academic honesty by committing acts such as cheating, plagiarism, or misrepresentation. Offenses are reported to the Vice President for Academic affairs and Provost for referral to the University Student Discipline System for disposition."

Proposed Additional Document (For inclusion under
Academic Standards

Academic Honesty. Students of the university academic community are expected to adhere to commonly accepted standards of academic honesty. Allegations of academic dishonesty can reflect poorly on the scholarly reputation of the University including students, faculty and graduates. Individuals who elect to commit acts of academic dishonesty such as cheating, plagiarism, or misrepresentation will be subject to appropriate disciplinary action in accordance with university policy.

Incidents of possible student academic dishonesty will be addressed in accordance with the following guidelines:

1. The instructor is responsible for investigating and documenting any incident of alleged academic dishonesty that occurs under the instructor's purview.
2. If the alleged academic dishonesty is found to have merit, then the instructor, after a documented conference with the student, will develop a plan for disciplinary action. If the student agrees to this plan, then both instructor and student will sign the agreement. A copy of the signed agreement will be forwarded by the faculty member to the Office of Student Conduct for record keeping purposes.
3. If the student disagrees with the instructor's proposed plan for disciplinary action and wishes to take further action, he/she is responsible for scheduling a meeting with the chair of the department where the course is housed to appeal the proposed disciplinary plan. The department chair shall mediate the matter and seek a satisfactory judgment acceptable to the faculty member based on meetings with all parties. If a solution at the departmental level is not reached and the student wishes to take further action, he/she is responsible for scheduling a meeting with the dean of the college where the course is housed to appeal the proposed disciplinary plan. The college dean shall mediate the matter and seek a satisfactory judgment acceptable to the faculty member based on meetings with all parties. If a solution at the college level is not reached and the student wishes to take further action, he/she is responsible for scheduling a meeting with the Vice President for Academic Affairs and Provost (VPAA/P) to appeal the proposed disciplinary plan. The VPAA/P shall mediate the matter and seek a satisfactory judgment acceptable to the faculty member based on meetings with all

parties. After reviewing all documentation, the VPAA/P may, at his/her discretion, choose either to affirm the proposed action, to refer the case to the Office of Student Conduct for further review, or to dismiss the matter depending on the merits of the case. The final disposition of the case will be disseminated to appropriate parties, including the Office of Student Conduct.

4. If a student is allowed academic progression but demonstrates a repeated pattern of academic dishonesty, the VPAA/P may, after consultation with the Office of Student Conduct, assign additional penalties to the student, including removal from the University.