

October 6, 2016

A regular meeting of the Faculty Senate of the University of North Alabama was held in room 330 of the University Commons on October 6, 2016. The meeting convened at 3:30 p.m. with President David Brommer presiding.

President Brommer recognized the following proxies: Tim Butler for Dan Hallock from Management and Marketing; Richard Hudiburg for Ryan Zayac from Psychology; Jeff Bibbee for Sarah Franklin from History; Kyle Golenbiewski for Mark Greer for Mathematics; Sandra Lowe for Karen Townsend from Counselor Education; Madonna Choat for Lisa Clayton from Elementary Education; and Freda Coleman-Reed for Catherine Crisler from Social Work.

Rae Atencio, Shane Banks, Doug Barrett, David Brommer, Amy Butler, Amanda Coffman, Leah Graham, Clarissa Hall, Felecia Harris, Scott Infanger, Keith Jones, Lisa Kirch, Ian Loeppky, George Makowski, Glenn Marvin, John McGee, Rachel McKelvey, Janet McMullen, Prema Monteiro, Michelle Nelson, Katie Owens-Murphy, Jeffrey Ray, Alaina Reid, Lee Renfroe, Craig Robertson, Patricia Roden, David Ruebhausen, Richard Statom, Daniel Stevens, Jessica Stovall, Alexander Takeuchi, and Rachel Winston. President Kitts and Vice President Thornell were also in attendance.

Daryl Brown.

Richard Statom moved approval of the agenda. Jessica Stovall seconded the motion. The motion passed.

Richard Statom moved approval of the minutes of the September 1, 2016 meeting. Lee Renfroe seconded the motion. The motion passed.

President Kitts updated the Senate on enrollment, the program analysis, and several administrative positions. He reported that this semester's enrollment is reason to celebrate. It was a record setting semester. Re2.024ks fres4BzBa#Sz4mE4UD4PN44P41544SP41244E4UA

-chaired by Jana Beaver and Michael Pretes. The task force for administrative units is co-chaired by Molly Vaughn and Joy Borah. President Kitts reported that Celia Reynolds has announced her retirement. Leah Graham has been selected to take over Ms. Reynolds SACS responsibilities. As VPAA Thornell will be "g e q M M aculty" at the m M the ag ademichyis m r, a se M position. A search will also need to be done to find a Vice President for Business & Financial Affairs. President Kitts has chosen to prioritize the search for a new VPAA. The search is being organized. Brenda Webb will be chairing the committee.

Dr. Thornell reminded everyone about the upcoming forum to discuss the proposed revisions to the Tenure & Promotion policy. He also gave an update on the partnership with Chinese businessman Chairman Zhang Zhiting. The plans to develop a

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APPENDIX A

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Proposed Addition to the Faculty Handbook
Approved by the Faculty Senate February 11, 2016

The University provides sick leave to eligible faculty in order to prevent loss of income when the faculty member is unable to work. For precise, up-to-date information, faculty should consult the UNA Employee Policy Manual and Handbook. As outlined there, categories of sick leave include personal illness/ accident leave and physician appointments; maternity leave; family illness/accident leave; bereavement leave (death of a family member); funeral leave; personal leave; on-the-job injury leave; and miscellaneous uses.

Faculty who miss class time and office hours for any of those reasons (and are thus unable to complete their assigned duties) should report sick leave **in a timely manner** when they are unable to arrange substitute means of teaching missed classes (e.g., through lectures posted online) or when they are unable to reschedule the missed office hours. **Sick time should be reported in increments of one hour.**

The following is a proposal submitted by Faculty Staff Welfare Committee

The Faculty Staff Welfare Committee has discussed the proposed changes to the faculty sick leave policy. While we did not fully support the proposed changes, I would like to submit our recommendation to the proposal.

be collected and given to the faculty member in a format to ensure anonymity. Departments may use alternatives to the campus form in laboratories, studio courses, and other courses taught in non-lecture format. The faculty member will announce to the class in advance that the rating forms will be administered. The professor will read the following statement to the class: "The evaluation you are about to complete is intended for constructive feedback. After your final grades in this course have been submitted, your tabulated responses will be seen by the instructor of the course and the chair of the department or dean. It is important for you to realize that you have a responsibility to be fair and honest. Since the purpose of the evaluation is improvement, if you are going to be critical, try to document your criticism in your responses in such a way that the instructor can benefit and improve his/her teaching of this course. Be as responsible in completing this form as you would be if you were going to sign it. The instructor of this course will not see the results of these forms until the semester is over and the final grades have been submitted. A blank sheet of paper is provided should you wish to make comments." The faculty member should give the envelope with the blank forms and instructions to the student proctor, who is to be chosen from the class by the faculty member. The faculty member will leave the classroom. The faculty member will allow students ample time to complete the form. As students finish the questionnaires, they will place their evaluation responses in the envelope so marked. When everyone has put his/her form in the proper envelope, the student proctor will seal the envelope and take it to the office of the department chair. The departmental administrative assistant will collect all sealed envelopes and forward them to the Office of Institutional Research, Planning, and Assessment (OIRPA) for processing. The OIRPA will process the forms in a timely fashion and forward results to the department chair. The summary of the ratings shall ~~be retained on file in the college dean's office~~stored/maintained/archived in

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Council of Academic Dean for initial review. Once that review is completed

the proposal is submitted to the appropriate committee for review.

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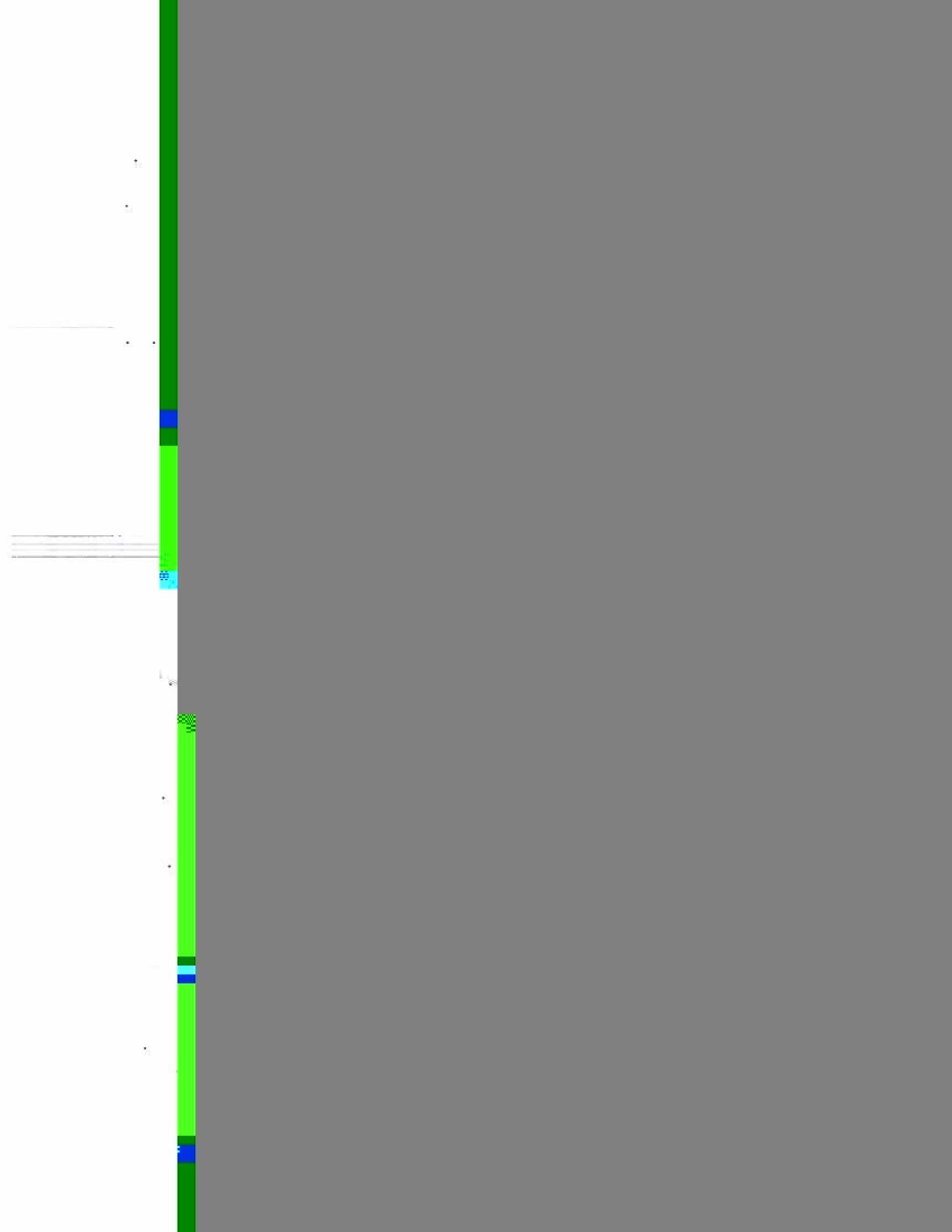
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M. 5:00 PM

CO Chairs,

Dr. Jana Beggs and

Mr. Tyler

Support Staff: Mr. Nathan Pitts

Administration Liaison: Dr. Anne Brewton (not voting)

FROM: Ken [Redacted]

and Charge

DATE: September 27, 2016

in mind. As noted in the minutes, it is the student's responsibility to gather information and engage in as much program

analysis. However, continuing to address challenges especially in the face of program changes

minutes of the meeting of the Faculty Senate

Agenda

1. Approval of the Minutes of the Faculty Senate Meeting of September 2016

2. Report of the Faculty Senate Executive Committee

Faculty Senate Meeting, 2016-2017, Faculty Governance Executive Committee Chair

Mr. Jordan Johnson