

FACULTY SENATE MINUTES  
November 12, 2018

Call to order: A regular meeting of the Faculty Senate of the University of North Alabama was held in room 330 of the Gunn University Commons on November 12, 2018. The meeting convened at 3:31 pm. with President Scott Infanger presiding.

I. Proxies: President Infanger recognized the following proxies: Chris Klein for Ryan Zayac (Department of Psychology), Quinn Pearson for Karen Townsend (Department of Counselor Education), Matt Oglesby for Wes Davenport (Department of Management and Marketing), Chris Purser for Leah Graham (Department of Politics, Justice, and Law), Jason Price for Katie Owens Murphy (Department of English), Lee Raney for Jess Stovall (Department of Mathematics), Natasha Lindsey for John McGee (Educational Technology Services) and Jeff Cornelius for Lisa

UNA will launch its first Winter Semester this academic year. The goal is 500 students with 20% being transient students.

Dr. Alexander is working with Mr. Evan Thornton to conceptualize a 'University Club' and find/create a designated space for such (this conversation was tied to the Staff Commons in the GUC i.e., the space that once existed between Student Disability Support Services and Panda Express) that historically functioned as a faculty/staff commons and meeting room for the Faculty Senate. Dr. Alexander stressed that this space would be incorporated into UNA's new Master Plan and might function as a facility to host reception, speakers

The issue of adjunct/overload pay is still being discussed. Dr. Alexander would like to see a base adjunct/overload pay of \$2,400 (the current rate is \$1,800 but this varies by college)

At the Faculty Senate's last meeting, Dr. Alexander discussed his "'One Book' Campus and CommunityWide' initiative. He reported that the committee, chaired by Ms. Jennifer Pate, is still evaluating the book for selection. That book will however revolve around the selected theme of "diversity and inclusion".

Dr. Alexander concluded his remarks by discussing a general ideal to incorporate the concepts of diversity and inclusion into required coursework for incoming students. This could be incorporated into the existing FYE or General Education coursework.

VI. Senate President's Report: Faculty Senate President Scott Infanger announced he will begin sending an Executive Summary of business from the most recently concluded Faculty Senate meeting. These summaries will be sent as a portfolio so senators should ensure that their computer are updated with the latest Adobe software. President Infanger concluded by asking all senators to review and validate their contact information on the Faculty Senate website.

## VII. Unfinished Business

A. Proposed Revision to the Faculty Handbook Section 2.5.3 (Peer Promotion and Tenure Review Committee Composition and Procedures (COAD)

(See Appendix A)

Senator Richardson made a motion to reject the proposed revision to the Faculty Handbook affecting the composition of procedures or peer promotion and tenure review committees. Senator Coffman seconded the motion.

The floor was opened for discussion.



(See Appendix B)

Senator Robertson motioned to open the floor for discussion. Senator Renfroe seconded the motion.

Senator Watson commented that the CS/IS department had no negative regarding the

IX. Information Items :

The Faculty Senate will meet again on December 6, 2019.

X. Adjournment

President Infanger declared the November 1, 2018 Faculty Senate meeting adjourned at 4:47pm.

Appendix A

# MEMORANDUM

To: Dr. Amber Paulk, Chair  
Shared Governance Executive Committee

From: Dr. Ross C. Alexander, Vice President  
for Academic Affairs and Provost

Date: September 10, 2018

Enclosed with this memorandum is a proposal from the Council of Academic Deans for revisions to section 2.5.3 of the Faculty Handbook – Responsibility of the Peer Promotion and/or Tenure Committee. The revisions are proposed so that faculty with the equivalent rank are reviewing applications for promotion and/or tenure. Therefore, the enclosed proposal is provided for consideration by the Shared Governance Executive Committee.

Thank you.

rv  
Enclosure

## Responsibility of the Peer Promotion and/or Tenure Committee

When a faculty member applies for promotion and/or tenure, it is the responsibility of the department chair to form a peer promotion and/or tenure committee by October 15. In Library Services, the University Librarian serves the functions of chair and dean; in Educational Technology Services, the Director of Educational Technology Services serves the functions of chair and dean. The department chair shall convene a peer promotion and/or tenure committee that consists of eligible faculty who are not applying for the equivalent rank of promotion in the department. More than one promotion committee may be needed in a department. Departmental committees shall consist of a minimum of three members, and the faculty profile of these committees shall be:

1. For promotion committees for the rank of Professor, all members must be tenured and hold the rank of Professor.
2. For promotion committees for Tenure, Associate Professor, and Promotion to Associate Professor, all members must be tenured and hold the rank of Associate Professor or higher.
3. In cases where there are fewer than three department members who are eligible to serve on the committee, the department chair, after consultation with the dean, will appoint additional members to the committee from other departments with related interests. The committee chairperson must be a member of the candidate's department if any member of that department is eligible to serve.

Once a Tenure and/or Promotion committee has been formed, the most senior member on the committee shall call the meeting and lead the group in selection of a chair. It is the responsibility of the peer promotion and/or tenure committee chair to complete an evaluation form (Appendix 2.G) based on the committee's evaluation feedback on each candidate. The evaluation form should include:

1. Information directly addressing the degree of merit or level of prestige of scholarly outlets cited within the candidate's portfolio.
2. Address strengths and weaknesses in relation to the university, college, and departmental criteria established for promotion and tenure.
3. Discipline specific accomplishments relative to effectiveness in teaching, scholarship, other creative activities, and service.
4. A tally of votes for/against/abstaining the granting of promotion and/or tenure by the committee.
5. A list of all committee members with the committee record.

Prior to submission to the department chair and dean by November 15, the chair of the tenure/promotion committee will submit the evaluation form to the rest of the committee for final approval. Together with the final decision of the University, the candidate for tenure/promotion will receive a copy of the committee evaluation form for their records. Members of the peer promotion and/or tenure committee participate with the understanding that all matters related to their deliberations remain confidential.

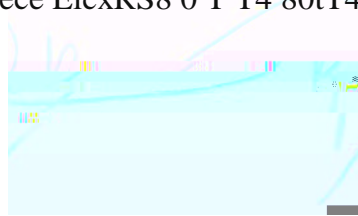
Appendix B

Office Vice President  
ACADEMIC AFFAIRS PROVOST

To:

Dr. Amber Paulk, Chair

Shared Qb7BD Qb7BD s0 g0anEMC ece EicxRS8 0 T T4 80tT4 80tT4 80ee12 -0 0 12 246.6 50





Box 5041, Florence, AL 35632-0001 IP: 256.765.4258 IF: 256.765.4632 I [una.edu/academics](http://una.edu/academics)

Equal Opportunity/ Equal Access Institution

All new, full-time, non-tenure-track faculty members enter the institution with the rank of Lecturer, with a standard 5-5 teaching load and performance evaluation based upon teaching and service only with

apply  
LINA, ten... promotion process... promotion to Sen...  
would... give...  
... additional years of service...



The University of North  
Alabama Lecturer Promotion  
Policy Comparisons

	Lecturer must serve minimum of 5 years prior to applying for promotion to Senior Lecturer	15 credit hours § 101-1-1-1(v)12312565

