

**Senate Steering Committee
Minutes
February 3, 2011
3-5 PM
226 Tigert**

Attendees:
Mary Ann Ferguson
Barbara Wingo
Joe Glover
Mark Orazem
Nancy Poehlmann
Bernie Machen
David Quillen

Scott Nygren
Henrietta Logan
Regina Bussing
Jack Mecholsky
James Klausner

Guests:
Sue Alvers
Tim Johnson
Bernard Mair
Margaret Temple-Smith
Susan Blair
Eric Segal
Jen Day

The meeting was called to order at 3:08 p.m.

The January minutes were approved with one correction.

Reports:

Chair's Report

Mary Ann Ferguson, Chair

Chair Ferguson reported that the senate election process is ongoing. Questions were brought to her attention about the size of the Senate and how many departments are not represented. According to the bylaws, the Senate has 150 senators with a cap of 25 for large units and a minimum of 2 senators for a small unit. She mentioned that the next Chair might want to address this issue in the future. Chair Ferguson announced that the Chair-elect nominations are open until March 1, 2011 with essays due March 31, 2011.

President's Report

Bernie Machen, President

President Machen noted that the Governor will release his budget on Monday, February 7 and asked that the Steering Committee advise others not to listen to early reports from the legislature. It's important to note that legislator positions will change during the process. He plans to meet with the Senate's Welfare Council on February 9 to discuss how changing state benefits will affect the university's employees.

Provost's Report

Joe Glover, Provost

Dr. Glover stated that the admissions office plans to release the next freshman class. Out of about 26,000 on-time applications, we are accepting 11,000 freshmen with plans for 6400 to attend for summer and fall semester. Provost's Office will soon advertise internally for a new Director of Institutional Advancement to work on SACs report reporting.

Dr. James Klausner voiced concerns about the issue of minus (-) grades. He believes many faculty do not seem to understand that when giving a graduate student a B- or an undergrad a C-, they are actually failing that student. The Academic Policy Council was asked to discuss grade issues at its February 7 meeting.

Information Items:

Recommendation on Required Training

Mark Orazem, Infrastructure Chair

The Infrastructure Council was asked to look into the significant amount of mandatory online training for faculty. It is important that the training should: 1) satisfy the relevant federal and state statutes, 2) appropriately target those who are trained, 3) monitor the impact of the training, 4) comply with Section 508 usability requirements, 5) present to a focus group prior to implementation, 6) centralize training to MyUFL system, and 7) provide login reminder pop-ups when it is time to complete training. This item will be on the next Faculty Senate Meeting agenda as an information item.

New Regulations (lights) Information

Margaret Temple-Smith, University Constitution Committee Chair

University Constitution Committee will meet February 8 and have recommendations ready for the February 24 Faculty Senate meeting.

HR: Policy on the Use of Social Media

Susan Blair, Chief Privacy Officer

Susan Blair distributed a draft document that outlines university policies and regulations pertaining to the use of social media. Issues have happened with employees and students and the use of social media. Guidelines will be available to inform users that social media is not private and may be monitored.

Review of Respective COC Roles

Timothy Johnson, Committee on Committees

The COC was charged to review and clarify the roles of the University Curriculum Committee (UCC) and the Academic Policy Council (APC). It was suggested to have a liaison from the UCC on the APC. Recommendation is to add the following words to **IV. Implementing the Recommendation (Senate Bylaw 20 [A2b3])**.

- After "The Chair is appointed by the President or the President's designee", insert "*There is also a co-chair selected by the Committee from its members elected by the Senate.*"
- After "The Committee's decision on proposals to add, delete, or make changes in programs of instruction leading to undergraduate degrees shall not be a final decision, but shall be submitted to the Senate for final action.", insert "*When the Committee begins to consider items requiring Senate approval, the Committee's co-chair is to inform the Academic Policy Council*".

University Curriculum Committee Proposal

Bernard Mair, UCC Chair

Formation of the Engineering School of Sustainable Infrastructure and Environment, College of Engineering

A long discussion revolved around reasons this proposal was postponed to the February 24 Faculty Senate meeting. It was noted some in the College of Engineering were not opposed to this change, but did not think the college Faculty Council had addressed the issue properly. COE Faculty Council is scheduled to meet next Thursday and plans are to have this item ready for the Faculty Senate's February 24 meeting. The Academic Policy Council offered to have a conversation about what is considered an "affected unit" at its Monday meeting.

Behavioral Consultation Team

Jen Shaw, Dean of Students

Jen Shaw reported that concern was raised about counseling and security issues. How do faculty and staff recognize at-risk individuals and when to refer these individuals to counseling or notify police? A behavioral consultation team is not only available for students in distress, but also to educate faculty and staff on recognizing those who are at-risk.

Harn Museum: Support of Teaching & Research

Eric Segal, Harn Museum Education Curator of Academic Programs

Eric Segal introduced himself to the committee and noted that instructors can use the Harn by weaving this resource into their courses.

Council Reports:

Infrastructure Council

Mark Orazem, Chair

Mark waived his time as he gave his report earlier in the agenda.

Research and Scholarship Council

Henrietta Logan, Chair

Lee Catledge gave a report on PI Enterprise Reporting. February 11, Angel Kwolek-Folland will discuss promotion and tenure training.

Academic Policy Council

Nancy Poehlmann, Chair

Meeting is February 7 with guest Zina Evans and the National Merit Scholarship proposal.

Budget Council

James Klausner, Co-Chair

Discussed RCM and started drafting the council's report to the Senate.

Action Item:

Approval of the February Senate Agenda

Mary Ann Ferguson, Chair

Approved.

Approval of Senate Secretary

Mary Ann Ferguson, Chair

Approved Sue Alvers as Senate Secretary

The meeting adjourned at 4.50 p.m.