

**TROY UNIVERSITY FACULTY SENATE MEETING  
MINUTES**

June 29, 2011

1. Dr. Shelton called the meeting to order at 2:00 pm.
2. Mr. Jim Davis completed the roll call for the meeting. Attendance was as follows:

a. Members present:

Catherine Allard	Johanna Alberich	Scout Blum	Michael Burgan	Eddie Clark
Jim Davis	Lane Eckis	Tammy Esteves	Regina Gaillard	Tracey Hodges
John Irwin	Bob Kitahara	Tom Kolasa	Debra Lett	Marty Olliff
Treyllis Riley	Kris Ross	Sam Shelton	Richard Voss	Brian Webb

b. Members absent:

Govind Menon (with notice)	Ben Robertson (with notice)	Bill Heisler (with notice)
John Jinright (with notice)	Frank Browning (with notice)	Mary Ann Hooten
Mary Battaglia (with notice)		

3. Marty Oliff recommended changing the year on Section 5C and requested some changes to the Dothan report. The minutes were approved as amended.

4. President's Report

A. Introduction of New Members

Dr. Shelton introduced the newly elected members in attendance. The new members for 2011-2012 present were:

Jonathan Harrington	Cheron Hunter	Tom Kolasa	Dodie Meier	Richard Scott Nokes
Steven Taylor	Murray Widener			

B. Appreciation for Outgoing Members

Dr. Shelton expressed his appreciation for the outgoing members. They are: Sam Shelton, Catherine Allard, Tom Kolasa, Mary Battaglia, Scout Blum, John Jinright, Frank Browning, and Eddie Clark

C. Board of Trustees Meeting July 22, 2011

Dr. Shelton will attend this meeting.

D. Faculty registration in academic courses

An excerpt from an email sent to Dr. Schmidt regarding faculty taking classes/registration/status was discussed as an ongoing initiative. To this topic was addressed later.

E. Strategic Objective 3.3 Faculty Senate President Membership

Dr. Ingram is the champion of this objective allowing the Faculty Senate president to be a member of another committee. There will be other opportunities where faculty will be added to ongoing initiatives.

F. Faculty Senate Account

There is progress towards an account for the Faculty Senate. This account is needed for funding the honorarium for the Faculty Senate Excellence Award.

G. Safety and Security Committee and Health and Wellness Committee

Faculty Senate representation was requested on two newly formed committees. After the meeting an email was sent to current senators to vote on a person to serve on those committees until July 31, 2011. A member and an alternate will be elected. Dr. Dew mentioned that if there are other faculty members interested, they should contact Dean Reeves.

5. Committee Reports

A. Executive Committee: This committee met Wednesday, June 22 to finalize the agenda.

Faculty Senate was asked by the senior vice chancellor if there were any objections to the termination of the standing Government Relations Committee. There were no objections.

B. Committee on Committees: Dr. Allard reported on the minutes from the Graduate Council meeting from May. They reviewed exceptions to the eight year rule and the cleaned up of prerequisites or wording. The Undergraduate Council has been active due to changes that are afoot. They are mostly realignment and the creation of a new Chemistry and Physics Department. Dr Shelton reminded the senate that the minutes of the standing committees are posted on the committee's web pages.

C. Elections Committee: No report.

D. Academic Affairs Committee: No report.

E. Faculty Welfare Committee: Dr. Kolasa asked about looking into keeping email accounts after retiring. You can keep your email account but you have to request it. Dr. Vardaman stated that IT has that in place and that when a person retires there is no problem. IT just needs to be notified. Campus wide senators are strongly encouraged to communicate this to faculty members.

#### F. Campus Reports

i. Dothan Campus: Dr. Oliff reported that enrollment was down summer term and classes had to be cancelled. The new interim Associate Dean for the College of Arts & Sciences is Bob Saunders. Troy University Dothan hosted the Wiregrass Math Science and Technology Leadership Academy, Wiregrass Writing Project and the ongoing summer Reading Initiative (Spectacular). There was an increase in student organization fundraisers. He also invited senators to the opening night reception of the traveling exhibit "A Fine Romance: Jewish Songwriters American Songs 1910-1965" on July 14 at 5:00 pm at the library at Troy University Dothan. The library will also be hosting the Alabama International Film festival from 9-4 Saturday, July 16. The College of Communication and Fine Arts helped create this festival. For more information go to [www.alafilm.org](http://www.alafilm.org). The Archives of Wiregrass History and Culture will move in a few weeks.

ii. Global Campus: Dr Esteves reported on the graduation in China. There are new online programs available, particularly Master degrees. The Confucius Institute was in China. Global Campus faculty will convene in Troy at the end of the summer for a convocation.

iii. Montgomery Campus: Dr. Kolasa reported that summer enrollment numbers were down but the numbers for the fall look marginally better. The Hyundai plant tour went well and had to schedule another trip. He's still working with Vice Chancellor Reed White to form a SGA.

iv. Phenix City Campus: Dr. Riley, under the direction of Dr. David White, stated that there's been a series of leadership transition conferences in the spring focusing on the strategic plan. They are trying to build a closer relationship with Chattahoochee Valley Community College. The Columbus and Phenix City campuses will be merging. They are also trying to expand the donor base and working on building the riverfront academic center on the Chattahoochee downtown.

v. Troy Campus: Dr. Allard reported that there are a number of camps or groups on campus. Impact is bringing in new families and students. Bibb Graves will open in the fall semester for classes. The College of Business has some technologies that need to be put in that will drive faculty occupancy. The new dining hall will open the latter part of September and this was confirmed by Dr. Ingram. Another roundabout has been added to campus. New lighting and close circuit television cameras will be installed in the peripheral areas.

vi. Library: No report.

G. Nominations Committee: Catherine Allard presented candidates for President, Vice President, and Secretary of the Faculty Senate to the senate for acclimation. This issue will be dealt with under new business.

H. Campus Climate Survey Committee: Dr. Blum reported that this committee met a couple of weeks ago. A survey was sent out and there was a 43% response rate. Recommendations were sent to the Senior Vice Chancellor and the Chancellor. These recommendations are going to be put into effect in the fall: establish a practice where the senior Vice Chancellors will visit each Alabama campus at least once a year; host a town meeting on campuses and one online for global campus faculty and staff where the Senior Vice Chancellor for Academic Affairs will meet with faculty to discuss general education issues; the chancellor will visit each Alabama campus once a year for an informal visit with faculty and staff; establish a Health and Wellness and Safety committees with faculty representation on each; identify a Dothan day, Montgomery day, Troy day, Phenix City day, Global Campus day, where faculty and staff are invited to attend a Troy football game for free and are recognized; request the champions of the strategic plans for 2010/2015 to identify where faculty could be invited to participate in the ongoing planning and execution of the objectives; possibly visit campuses who did well on the surveys.

6. Old Business—there was no old business.

7. New Business

A. Personnel Policy change affecting Faculty: Due to changes in personnel policy, Dr. Taylor and Brook Strickland were invited to acquaint us with some policy changes. Ms. Strickland presented on the policy manual changes that can be found online at: [www.troy.edu/epolicy](http://www.troy.edu/epolicy) or on the faculty website where the revisions of the policies are posted. Changes were made on the policy on harassment and discrimination, the military leave policy, and the family and medical leave policy to be legally compliant with all laws. Harassment and discrimination claims will be investigated by Human Resources and the appeals were revised and clarified. Laws associated with military leave were clearly defined. Please notify Human Resource if anyone will be on leave related to military leave. Changes were made regarding the family and medical leave to make sure it was in compliance with FMLA by clarifying FMLA. HR needs to be notified for absences due to medical reasons for more than three days. Tuition assistance policy changes include the dependent versus employee status. If a person is in a dependent status and becomes a Troy University employee, they transition to an employee status and is no longer considered a dependent. How you could lose eligibility for tuition assistance was clearly defined. The reasons are if you fail to notify the HR office of dropping or withdrawing for a course after the drop/add date or if you fail to pay tuition or late fees associated with dropping or withdrawing from that class. If an individual fails a course he/she may not be able to use TA for that same course. When related to professional development, courses taken by an employee outside of a degree program but are relevant, can be covered. The department must have the funding available and the supervisor must prove that the course is job related. Undergraduate Tuition Assistance will only cover a maximum of 120 hours or 36 graduate hours. The Tuition Assistance form is due by the 1<sup>st</sup> day of class. Eligibility requirements for Tuition Assistance must be met at beginning of each term. Other policies updated in Faculty Handbook were the sick leave policy to clearly identify the sick leave donation process and the funeral leave policy. Funeral leave is for immediate family members. The employee is not reduced hours and can take up to three days of funeral leave that will not affect accrued balances. Changes were made to disciplinary infractions and to include examples and how they should be handled. This modified the termination policy to a two week notice for termination and there will no longer be a notice of

intent to terminate but rather a termination notice. In regards to the grievance procedure, the times were extended so that there would be adequate time to investigate the grievance.

#### B. Officer Elections

The nomination committee presented the following as officers of the Faculty Senate: Jim Davis as President, Tom Kolasa as Vice President, Johanna Alberich as Secretary. There was a motion of acclimation by Dr. Allard and Dr. Blum seconded this motion. This motion passed.

#### C. Resolution 4: The 2011-2012 Meeting Schedule at 2 was passed.

There was a motion for Resolution 4 by Dr. Blum and Mr. Webb seconded the motion.

#### D. Resolution 5: Recognition for Outgoing Members was passed.

There was a motion for Resolution 5 by Mr. Webb that was seconded by Regina Gaillard.

E. Resolution 6: Membership Distribution regarding the number of faculty senate members in A&S and CCFA for 2011-2012 due to the moving of the Department of English to CCFA was passed. There was a motion to pass this resolution by Dr. Allard and seconded by Dr. Kolasa.

#### F. Other New Business

-The annual luncheon with the Chancellor will be on August 31, 2011 (Wednesday). Dr. Ingram will address the Senate at the August 31 meeting.

-Dr. Blum addressed Mr. Webb regarding the Inter Library Loan service at the library between campuses. She also thanked Dr. Shelton for his service on the Faculty Senate.

8. Dr. Blum motioned for adjournment and Dr. Allard seconded the motion. The meeting was adjourned at 3:19 pm.