

## Samford University Faculty Meeting

A regular meeting of full faculty of Samford University was held on February 18, 2003 10:00 AM Brock Forum, Samford University. The chair, vice-chair and secretary of the faculty senate were present. A quorum being present the meeting was called to order at 10:00.

Call to order

Invocation-George Keller

Brad Creed: Provost Forum on February 27, 3:00, Brooks Auditorium.

Remarks by Dr. Corts: He is getting very nice feedback about our faculty from the public. He also observed that these are very difficult economic times.

Approval of Minutes, moved by Jennings Marshall, seconded, and approved via voice vote.

### Standing Committee Reports

Academic Affairs, Greg Jeane, two resolutions, FX designation and 64 minimum Samford credits for graduation were passed in the Faculty Senate. For details, see the Senate Minutes and their attachments for November 1, 2002 and February 7, 2003. Discussion on the FX designation followed.

Athletic Committee, Jennings Marshall, consistently meeting. Overseeing the academic advising program in athletics. Additionally they will be reviewing alcohol and drug violation comparing consistency of the treatment of athletes as compared to the general student body. Additionally the athlete's travel budget has been flat since 1996 and they are reviewing these issues.

Business and Faculty Welfare Committee, David Little, see attached.

University Curriculum Committee, Jeannie Box. Meeting next Friday, February 25. They are working on improving communication with school committee chairs.

Elections Committee, Tina Duffey, they will be collecting the needs from each of the schools.

Committee on Student Affairs, Religious Life, and University Relations, Perry Tompkins as per Tom Fuller, see attached.

Learning Resources Committee, Doug Smith, see attached minutes.

University Writing Committee, the writing proficiency exam was administered on 2/13 and 2/14. Details are attached. They are working on reviewing the "W" course proposals.

### Old Business

Administration response on Faculty Retirement Initiative, Resources are not available for an additional dinner, but the recognition will be acted upon.

Administration/Senate action on full-time custodial employees' sick leave initiative. No actions were taken directly with the vendor. We are now adding a line on the Samford Charities fund for donations to help them in times of need.

SGA actions to Faculty Senate on Joint Student/Faculty Senate. This was determined untenable by the Senate Executive committee.

Alternate Senators Resolution Action. This was decided unproductive by the Senate Executive committee.

New Business

None was identified.

Announcements

Jackie Goldstein: Thursday afternoon panel discussion “navigating Samford’s work culture” 4:00 February 20 The great room in the Law School.

Jean Thomason, Library Survey-- LibQUAL+. Please fill it out and you could win stuff! (Besides being useful for improving the library service

Milburn Price, faculty recital tonight by Dr. Kathryn Fouse, in the recital hall.

Adjourn, moved by Jennings Marshall, seconded and approved via voice vote.

Attachments:

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**Business Affairs and Faculty Welfare Committee  
Action Taken on Changes in Employee Tuition Benefits**

**COVERAGE FOR SPOUSE AND DEPENDENT CHILDREN OF RETIREES WITH 15 OR MORE YEARS OF SERVICE:**

- The ETB is available to the spouse and dependent children upon the employee’s retirement if the employee was eligible for the benefit prior to retirement. This benefit applies to full-time and part-time undergraduate studies through the attainment of one bachelor’s degree utilizing the university’s Employee Tuition Benefit.
- This benefit is not extended to children adopted after retirement, step children resulting from a post-retirement marriage or to the widow/widower of a retiree who remarries after the death of the retiree.

**COVERAGE FOR DEPENDENT CHILDREN OF DECEASED EMPLOYEES:**

- The ETB is available to the dependent children of an employee with 10 or more years of benefit eligible service, who is eligible for the benefit and dies while employed by the university. The benefit is the same as that for dependent children of full time employees.
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## **MINUTES OF MEETING**

### **Faculty Committee on Student Affairs, Religious Life, and University Relations**

**February 11, 2003**

**2:00 PM**

**Divinity South 212**

The meeting was called to order by Tom Fuller at 2:05 PM.

Attending: Tom Fuller (Chair/Divinity), David Foreman (A&S), Jeannie Krumdieck (Education), Susan Rice (Nursing), Jean Thomason (Library), Marjorie Walker (A&S), Tim Welty (Pharmacy), Nancy Whitt (A&S)

Guests: Michael Morgan (University Relations), Frank Parsons (Student Affairs)

Meeting opened in prayer, worded by Tom Fuller.

Minutes of November 20, 2002 meeting approved.

#### Reports:

- Mike Morgan introduced himself to the committee. He emphasized the need for “branding” in the promotion of Samford publicly. Further discussion followed on the topic of alumni giving (or the lack thereof), contributing factors, and possible solutions.
- Frank Parsons updated the committee on plans for Step Sing. He inquired about the absence of the committee’s two student representatives, offering to encourage their attendance at future meetings.

#### Old Business:

None

#### New Business:

- Frank Parsons presented a petition for University recognition by The International Club. (Motion passed unanimously)
- Tom Fuller presented a first draft of the document, “Faculty Guidelines for Addressing Disruptive Students in the Classroom.” David Nichols (Values Advocate) composed the draft, consulting with Bobby Breed (Campus Safety) and Marcia Hamby (Counseling Services). The committee discussed ways in which the draft could be revised and improved. Fuller will pass along these comments to Nichols, and hope to bring a revised draft to next month’s meeting.
- Nancy Whitt, on behalf of other University faculty, raised a concern over the absence of any female speakers on the Spring ’03 Convocation schedule. The committee discussed ways that such planning or decision-making might be better monitored to insure greater sensitivity to such inequities in the future. Frank Parsons volunteered to make some inquiries into the matter and report back to the committee next month.

The meeting adjourned at 3:15 PM.

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**MINUTES**

**COMMITTEE ON UNIVERSITY LEARNING RESOURCES**  
**November 26, 2002**

**In Attendance:**

Arts and Sciences: Lisa Sharlach  
Business: Doug Smith, chair  
Divinity: Skip Elliott  
Education: Steven Ruble  
Law:  
Library Della Darby  
Music:  
Nursing:  
Pharmacy

**Regular Members--**

**Ex-Officio--**

Associate Provost for Learning Resources: Alan Hargrave  
Representative from Faculty Senate:  
Student: Undergraduate  
Graduate Zana Free  
Director from each library unit--  
Davis Library:  
Nursing Library:  
Law Library:  
Education Library:  
Pharmacy Library: Bob Schrimsher  
Global Center: Skip Elliott (also regular member)

**Agenda items discussed:**

***Membership***

Regarding our decision at the September meeting to have a student member to represent graduate students, Zana Free from the School of Divinity has joined the committee.

***Internet Filters***

Alan Hargrave presented the procedure used to implement the filters used on campus. Everyone agreed that the committee needs to review the filters in effect from time to time. Also, the committee will review the current filters and endorse them or suggest revisions.

***Discussion of Law School PCounter software***

During the discussion at the October 22 meeting, Doug Smith agreed to meet with Dr. Corts to get a preliminary indication of acceptance/non-acceptance. Doug reported that he met with Dr. Corts and Dr. Creed on November 13. Both agreed that the Committee could proceed with an analysis of the benefits of a printing plan.

## ***Discussion of draft technology survey form***

The group discussed the revised draft form. Doug Smith will make suggested revisions and the group will finalize the form at the next meeting.

### **Next Meeting:**

The next meeting will be held in February after the semester break. Items that were on the current agenda that will be discussed at the next meeting include:

*Discussion of paper usage in public areas – Alan Hargrave*  
*University Technology Policies – Alan Hargrave*

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## **University Writing Committee Report**

**2/18/03**

### **Writing Proficiency Exam**

- administered 2/13 and 2/14 (3 administrations)
- 110 students took the exam
- rating will take place on 2/18 at 2:00 p.m.
- results ready for next Senate meeting
- dates for next administration
  - 9/11 at 7:00 p.m.
  - 9/12 at 3:00 and 7:00 p.m.

### ***Writing Committee Meeting***

- Will meet 2/20 at 2:00 p.m.
- 27 W course surveys have been submitted (list attached)
- Will be distributed at Thursday's meeting—discuss evaluation criteria
- Committee will meet again in early March to discuss assessment
- Results ready to report later in March
- Submissions from faculty accepted at any time

attachment: Writing Intensive Courses Under Review—February 2003

### **Writing Intensive Courses Under Review Spring 2003--February**

#### **COURSE**

#### **Writing Committee Reviewer**

ART 381	History and Theory	_____
BUSA 454	Business Law	_____
BUSA 481	Business Strategy	_____
BUSA 485	Entrepreneurship	_____
CHEM 320	Physical Chemistry I	_____
CHEM 323	Physical Chemistry II	_____
CHEM 340	Chemical Instrumentation	_____
CHEM 360	Biochemistry II	_____
COMM 311	Rhetorical Criticism	_____
COMM 350	Technical Writing	_____
COMM 351	Business Writing	_____
COMM 411	Public Address	_____

COMM 417	Contemporary Rhetoric	_____
ENGL 340	Shakespeare	_____
FREN 302	Conversation Composition/Reading	_____
FREN 454	French African Literature (Independent Study)	_____
JMC 494	Senior Thesis	_____
MATH 410	Numbers Theory	_____
NURS 345	Research Methods	_____
NURS 461	Community Health Nursing	_____
PHED 322	Motor Development	_____
PHED 420	TEST and Measurements in Exercise Science	_____
PHED 473	Exercise Physiology	_____
SOCI 410	Sociological Theory	_____
SPAN 402	Spanish Literature II	_____
SPAN 403	Spanish American Literature I	_____
SPAN 442	Senior Capstone-Project Writing	_____

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