



the Faculty Handbook. There may be several changes needed including additions, deletions, and rewording. He asked the faculty's indulgence in moving these issues along in a timely manner.

**REPORTS:**

A. President Richardson presented the proposed Shared Governance Structure from the Ad hoc committee on Modification to the Shared Governance Structure which appears in the April 29, 2010 minutes. The committee consists of: John Thornell, Terry Richardson, Wendy Darby, Greg Gaston, Sandee Loew, Larry Adams, Paulette Alexander - Chair, Greg Carnes, Chris Horn—by invitation, and Corey Hamilton—by invitation.

B. Senator McGee gave remarks about the proposed changes to the Faculty Computer Rights to make UNA's policy match the state's standards. These standards however are industry standards and not academic standards. The current policies stated that faculty cannot install software on their office computer. Senator McGee asked whether changes need to be made to this policy. He suggested that we need to look at what we want as a faculty and asked for comments. He will prov-3(e)4(nts. He)3( will)-3w 515.95 Tm(omput)-3( t)-3(he)4

- A. Senator Gaston moved the approval of the proposal to modify the Faculty Handbook section 3.5.1 (Clarification of terminal degree policy for Interior Design faculty). (See Attachment A) Senator Lee seconded. The motion passed.
- B. Senator Adams moved the approval of the proposal to modify the Faculty Handbook Appendix 5.A (removal of graduate assistantships as a weighting factor from the Faculty Salary Schedule). (See Attachment B) Senator Austin seconded. The motion passed with one dissenting vote.
- C. Senator Adams moved the approval of the proposal to modify the Faculty Handbook section 4.13 (removal of the 2<sup>nd</sup> paragraph in order to meet SACS compliance) (See Attachment C) and with the change of the first par

**ATTACHMENT A**

**MEMORANDUM**

To:

## **ATTACHMENT B**

**To: Dr. Sandra Loew, Chair, Shared Governance Committee  
Dr. Terry Richardson, Chair, Faculty Senate**

**From: Council of Academic Deans**

**Date: August 31, 2010**

**Re: Proposal to Revise the Faculty Salary Schedule**

**Initial salary determinations for new faculty hires are based on a Faculty Salary Schedule that has been in place at UNA for many years. The Schedule attaches weights to various factors appropriate to an assessment of faculty credentials.**

**The Council of Academic Deans recommends that one of the weights, graduate assistantships, be considered for removal from the Faculty Salary Schedule. Since the Schedule is part of faculty policy and included in the Faculty Handbook, any revision would have to be approved.**

**No one seems to know the origin of why graduate assistantships were included in salary calculations for faculty. One source of speculation is that it goes back to UNA's history as a teacher's college. The idea was possibly that the teaching experience often associated with assistantships needed to be acknowledged.**

**The reasons for proposing this change rest largely on two issues. The first is equity and the second is the inability of the academic affairs office to make proper judgments regarding its applicability.**

**Comments regarding equity are as follows. For disciplines such as Nursing and Education, and sometimes Business, students often attend part-time while continuing to work full-time. As such they can't engage in a graduate assistantship. These individuals are adversely affected salary-wise in comparison with peers who do full-time doctoral study. Yet they all have the same credential at the time of hire. Also, the more semesters a person holds a graduate assistantship, the more advantageous it is for salary determination. Some doctoral students may take several years, possibly more than is needed due to procrastination, to finish the degree, yet it accrues additional compensation in comparison with the individual who is diligent in finishing in a timely manner**

**Comments regarding application of the policy by the academic affairs office are as follows. There is great variation in the way in which graduate assistantships are administered in doctoral programs. Some assignments include teaching, many part-time and some full-time. Others may involve non-teaching duties such as working on a grant or serving as an assistant in an administrative office. Others may be research-based. Some universities use the term assistantship but it is actually a form of financial assistance or scholarship that**

**doesn't require work in return. Our office relies on a resume wherein no such distinction is made. We have no way of knowing the nature or quality of the work performed.**

**Assistantships are not on transcripts or documented in any way so there is no way to connect the assistantship to the relevance of the position.**

**To determine the prevalence of this policy at other institutions, the UNA Office of Institutional Research did a survey of other schools on this issue. The results indicated that, of thirteen peer institutions polled, none indicated the use of graduate assistantships as a factor in faculty salary determinations.**

**Given these issues, the Council of Academic Deans recommends we remove this weight from the salary schedule effective with new hires for 2011 or after. Current faculty would not be affected by the proposed change.**

**FACULTY SALARY SCHEDULE**

A. Salary Category Weights

1. Degree Level:

Bachelor's	0.40
Master's	0.50
Master's + 1	0.70
Master's + 2	

<u>Wgt</u>	<u>Factor</u>	<u>Wgt</u>	<u>Factor</u>	<u>Wgt</u>	<u>Factor</u>
0.90	0.98	2.50	1.30	4.25	1.65
1.00	1.00	2.75	1.35	4.50	1.70
1.25	1.05	3.00	1.40	4.75	1.75
1.50	1.10	3.25	1.45	5.00	1.80
1.75	1.15	3.50	1.50	5.25	1.85
2.00	1.20	3.75	1.55	5.50	1.90
2.25	1.25	4.00	1.60	5.75	1.95

C. Department Chairs and Other Administration

Supplement according to responsibilities.

D. Determination of Salary for the Academic Year (Nine Months)

The schedule includes a base salary figure for the academic year. An individual salary is then determined by (1) totaling the weights earned in each salary category, (2) finding in the conversion table the factor for this sum, and (3) multiplying the base salary figure by the factor. Example (uoBT1 0 0 1 72.024 515.95d74(tor f(y)20( W(BTBTt3-6(adh0rse-9(ba)4((g)10(uur)]





### **4.13 FACULTY EVALUATION**

The purpose of the Faculty Evaluation Pr

evaluations will be administered every semester in each class section enrolling five or more students. Student comments should be collected and given to the faculty member in a typed 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. **[NOTE: The order of the following sentences has been revised.]** 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