

FACULTY SENATE

MEETING #561 AGENDA

THURSDAY, OCTOBER 22, 2015

12:30 PM to 2:00 PM

NURSING BUILDING, ROOM 205A

Call to Order

- 1. Approve Faculty Senate Meeting #560 Minutes from September 24, 2015**
- 2. Accept FSEC Report from October 15, 2015**
- 3. Administration Reports**
- 4. Officer and Committee Reports**
- 5. Senate Report and Possible Concurrence on Substantive Change Policy**
- 6. Miscellaneous/Additional business**

Adjourn

Proxies for Senate meetings must be a Senate-eligible individual from the same academic unit. No individual may carry more than one proxy.

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FACULTY SENATE MEETING #560
September 24, 2015
12:30 P.M. in NUR 205A

Present: *Wai Mok, John Schnell, Ivey MacKenzie, Eric Fong, David Stewart, Diana Bell, Joseph Taylor, Irena Buksa, Christine Sears, Carolyn Sanders, Nick Jones, Anne Marie Choup, Eric Seemann, Kyle Knight, Michael Banish, Ramon Cerro, Richard Fork, Kader Frendi, Babak Shotorban, Ken Zuo, Casey Norris, Ann Bianchi, Azita Amiri, Marlena Primeau, Cheryl Emich, Larry Carey, Luciano Matzkin, Debra Moriarity, Jeff Weimer, Tim Newman, Grant Zhang, Ming Sun, Vladimir Florinski, Monica Dillihunt*

Absent with proxy: *Xuejing Xing, Anna Devlin, Mark Lin, Lenora Smith, Udaysankar Nair, John Shriver, Peter Slater*

Absent without proxy: *Ying-Cheng Lin, B. Earl Wells, Junpeng Guo, James Swain, Monica Beck*

Guests: *President Altenkirch*

- Faculty Senate President Kader Frendi called the meeting to order at 12:30 pm.
- Approval of Faculty Senate Meeting #559 Minutes from August 27, 2015
Deb Moriarity **motions to approve** Minutes 559. Tim Newman seconds the motion.
Ayes carry the motion. No oppositions.
Motion to approve Faculty Senate Minutes 559 passes.
- FSEC Report from September 17, 2015
Carolyn Sanders **moves to accept**. Ramon Cerro seconds the motion.
Ayes across the room. No oppositions.
Motion to accept Faculty Senate Executive Committee Report September 17, 2015 passes.
- Administration Reports
- ❖ President Altenkirch
Freshman Fall Final Enrollment 2015
Showed to the Senate the Freshman Fall 2015 final enrollment graph. There was a 60% increase in applications, a 57% increase in admissions, and a 43% increase in enrollment.
We are doing the same thing this year that we did last year with one exception: we will have more contact with perspective students before we actually see them face to face, which creates more engagement. We are going to the same out of state places and a few more in-state places during recruitment since we got good feedback on this. We will probably see another increase in applications next year.

Total Final Enrollment 2015

Showed to the Senate the Total Enrollment 2015 final graph. 7,861 students was our previous high. We have had a 2.4% increase since 1991. We had a 7.1 % increase over the last year alone.

- Michael Banish asked if this graph reflected undergraduates only or if it included graduate students. President Altenkirch answered that it incorporates both undergraduates and graduates.

University Park

We held a picnic for the community on September 10 where we showed them the aerial view of the park and explained all of the updates and changes to be made. We will block off an entrance to the park so that no vehicles can come into the park from the neighborhood. Eventually we will add another parking lot. We are removing the t-ball fields and putting in a practice field for soccer and lacrosse. Since there are lights there we will re-position the poles. We received a \$716,000 construction bid. We reconfigured the plan because this was too much. There was a \$217,000 cut from the original bid. Construction will begin at the end of this semester or the beginning of next. The park is already used for intramurals. We can use it for department gatherings, picnics, etc.

- Ramon Cerro asked about the status of the church purchase.
- President Altenkirch: We are trying to buy two churches. One is down Holmes Avenue towards Downtown: Trinity Presbyterian Church. We received a phone call a couple of months ago letting us know that they are ready to negotiate the sale. This is an emotional decision for the church so there has been some hesitancy. We have had a few conversations with the other church, Church of the Nazarene. We want to eventually acquire all of that property. We currently own pieces around it.
- Kader Frendi: We have a sign on Holmes. Will that move?
- President Altenkirch: I doubt it. Property ownership will be staggered to where we won't need to.

Budget

The budget was approved by the Board of Trustees on Friday.

Revenues: State appropriation changed a bit. The investment income is likely to lower because of the stock market. Tuition and fees are based on a projected enrollment of 7,650 students. We have a couple hundred more than that now. We then subtract scholarships from that and look at the net tuition revenue. Grants and contracts are externally funded. Residence Halls are basically full. Next year, we will manage juniors and seniors in Residence Halls because the freshmen and sophomores have to stay in them unless they live within 30 miles of campus.

- Deb Moriarity asked why sales and services was going down.
- President Altenkirch: I am not sure of the details, but it jumps around a lot. It must be miscellaneous things that we do every now and then.
- Wai Mok: I thought our contract and grant was close to \$100 million.
- President Altenkirch: That number is for the total research expenditure. This number is from external funds only. Also, \$100 million was the number in 2013. It dropped some because of contracting difficulties with the Army.

Expenses: Compensations and Benefits stayed the same. We must include depreciation in the revenue on the expenditure side, which causes a net revenue change. We accumulate cash and dump it into a reserve fund. We have approximately \$160 million in our reserves. There is a \$798,000 net revenue change. This doesn't reflect the change in cash position. The Board of Trustees does not require that you budget depreciation; it is budgeted it later, but depreciation does not change much.

- Ramon Cerro: Why are the supplies 50% larger?

- President Altenkirch: We have more buildings, which causes an increase in expense. We don't spend anything, so this is the projected expenditure at the end of the year versus what we budgeted.
- Ramon Cerro commented on the compensation being lower. President Altenkirch said that a lot of that is on the research/staff side due to the Army having some staffing issues.

State appropriation got 0.5% increase in maintenance. We are trying to move the state climatologist from a line item into the budget. We are pushing for the climatologist to be classified similar to the biologist. We only get so many line items, so we want to move him to get a new line item. Last year was the final year of the Nursing line item to support construction in this building so we moved it to a different function and doubled it.

Incubator Building

The incubator building that we are looking at building in partnership with Hudson Alpha is a \$12.5 million building. We are putting the funds together for it. There is one outstanding proposal to USEDA for another \$3 million. If it passes, we will have the building funded entirely from external funds.

Salary Program

Any salary increase in the fiscal year will show up in your first paycheck (October 23 is the '15-'16 first FY check). Anyone making \$35,000 or less in the year gets an automatic \$500 bump outside of the pool. Various divisions outside of the 2% and the \$500 bump request that certain individuals receive a market increase or an equity increase. Those recommendations come to me and I decide what to do with them. They have all been approved and I bumped up one of them. There has been a total 2.35% increase.

Deb Moriarity: Within this, is there the possibility that department chairs would not be treated to accept a merit pool, but would rather get a fixed amount of money?

President Altenkirch has not heard that discussed.

President Altenkirch showed the '15-'16 budget in a pie chart, and then he showed the expenditures in a pie chart.

Smoking Policy

Last semester we talked about the smoking policy. We did change it last year to include electronic cigarettes, but that is the only change to be made. We started looking at smoking policies at other colleges, including state universities and Calhoun (since they are next door). We looked specifically at the date when the campus went smoke-free. For those that allow smoking, we tried to figure out what they allowed. Most of them state something about people cannot smoke within so many feet of the entrance to a building. UAB's policy is vague, but their President says they are smoke-free. My assessment is that this is the direction of movement. I have drafted a smoke-free campus policy. I will get it to the Faculty Senate, the Staff Senate, and the Student Government Association to review it and provide comments.

- Someone from the floor asked if there is a distinction between tobacco-free and smoke-free.
- President Altenkirch: The policy I drafted is smoke and tobacco product free. There is essentially only one smoke-free policy and it is being used by everyone. The question is how do you enforce it? It comes down to peer pressure and saying things about it.
- Deb Moriarity: As with other things not allowed on campus, within a classroom or dorm couldn't you tell them about it?

- John Schnell: In the BAB there is a porch in the back where people smoke and every time something is said it turns into a huge confrontation.
- President Altenkirch: We also looked at enforcement, too. It doesn't seem to be a problem elsewhere.

4-Day Workweek over Summer

We ran an analysis of savings that we recovered from the 4-day workweek over the summer: \$140,000 savings. That is one piece of data that feeds into the decision to do this again next summer. I get a lot of lobbying to do it again, especially from staff. The consensus in the room is that the faculty says no to it.

- Deb Moriarity: The problem occurs when you are trying to get something done and it involves another office. You have to get it done by Thursday or wait all the way until Monday. It causes some problems with shipments also, especially for Biology.
- President Altenkirch: There are two tradeoffs: the money side and the staff morale side. We have to decide if the inconvenience for some is worth the moral for many.
- Ramon Cerro asked where the savings came from.
- President Altenkirch said electricity, supplies (especially paper supplies), the life-cycle of equipment, etc.
- Luciano Matzkin: Can we make it easier for us to turn our air conditioners on if we do this again? We need a better mechanism for this process.

Tim Newman asked if the president had an update on the Faculty Senate By-Laws or Chapter 7 of the Handbook.

- President Altenkirch: I don't. I know that SACSCOC forced it aside for a while. Provost Curtis is going to work on the By-Laws first, though.

SACS Report

Most of the report is pretty good. I think we will get non-compliance on things related to assessment. We need to fix it between now and January.

- Deb Moriarity: The concept of assessment varies widely across campus. Having additional help with designing the assessment measures and tools would be very helpful.
- Eric Seemann: For those of us who assessment is specific in our discipline, we recommended some things to the Provost.
- President Altenkirch: My experience in this is that there really is no good understanding of what assessment is. Everyone has their own understanding.

Monica Dillihunt asked if there has been any thought to the cost of renovations.

- President Altenkirch: It is not in that budget. It is in the reserves. We will renovate what we need to.

University Place

We gave notice to the entity that runs the daycare center that we are terminating our contract with them. College of Education will take control of it.

- Michael Banish: I thought the daycare was accredited.
- President Altenkirch: There are different levels of accreditation.
- Monica Dillihunt: There are not enough certified teachers there.

Tim Newman **motions to suspend the rules**. Ramon Cerro seconds. Kader Frendi and the Faculty Senate recognized Wai Mok's efforts as President of the Faculty Senate last year.

➤ Officer Reports

❖ President Kader Frendi:

I went to the Board of Trustees meeting. The end of it was good. There was a nomination for the next chancellor of the system: Ray Hayes. It was voted unanimously by the Board of Trustees that he will be the new chancellor, so we have a Chancellor now who will take over next summer. I invited him to speak to us at our annual meeting in January. He said absolutely.

- Carolyn Sanders: It sounded like there was some discussion from the University of Alabama's Faculty Senate President concerning the lack of a search.
- Kader Frendi: I had lunch with the other Faculty Senate presidents. We agreed on the fact that there was a lack of consultation and nationwide search. Hayes is a capable person and no one had anything bad to say about him, but UA did have reservations about him not having a PhD, but this also is not an academic position. One of the Board of Trustees members, Judge England, defended the decision of the process, saying it would take too much time to do a nationwide search. Hayes is not a faculty member; he is a finance person. The system is growing leadership from within. This same thing happened with Whitt.
- Cerro expressed concerns with university becoming a corporation.

The other issue with this type of process is that there is no diversity.

The Faculty Senate Presidents from each campus will keep the tradition of having lunch with each other.

Cancellation of IIDR

I have an email sent by Ray Vaughn a while ago. I met with Ray on Tuesday about this. I asked him to reconsider the cancellation and to consider faculty who are reliant on this funding. He said he will have a similar program on a smaller scale that is not called IIDR. He sent me an email the next day saying instead of creating a new program, he would put more money in the inter-collegiate program and the inter-campus program. This is to save a review process for the new "mini-IIDR program." He also emphasized that this is a suspension, not a cancellation. The program has been suspended for one year. Given the budget with the new enrollment, it may very well be re-instated this year.

- Christine Sears: Most of us do individual research from this grant and that is what they judge us on it for tenure. His complaint is the onerous review process, but our tenure depends on that. The inter-college project is very difficult for us to do in many fields.
- Kader Frendi: I suggested that the college do their own review and fund two projects from each.

Climate Survey

There was some desire in the Faculty Senate Executive Committee to revisit a climate survey. Letha Etzkorn is writing an advance proposal on this. What is the feeling in the full Senate? Provost Curtis promised to fund this and use an outside firm to protect the privacy.

- Wai Mok: Lenora Smith contacted me and wants to be a part of that.
- Jeff Weimer reminded the Senate that there was approval last year for the Senate to initiate the process.
- Kader Frendi: We want this to happen in the early Spring semester, as early as possible.

There were no objections so the Senate will go forward with this.

Charger Green Recycling Volunteer

Kader Frendi moves to nominate Casey Norris. There were no objections.

Family Leave Bill

I have received emails from various people regarding the Family Leave Bill that was approved by the Senate and went to the administration. I emailed Christine to ask what happened to that Bill and if some of these policies are in response. Her answer is that the reset of the tenure clock policy and the modified duties policy are in answer to that Bill. Christine is also concerned about the lack of sick leave for faculty. She is definitely in favor of pushing for this.

- ❖ **President-Elect Michael Banish:**
Pulled up the Policy Spreadsheet for the Senate to see and then explained Faculty Senate's procedure for reviewing policies: The administration is sending new policies to me. I will read them and decide who to send them to. The Faculty Senate Executive Committee will discuss each policy and then distribute them to groups or committees.
He then explained where each policy is going (i.e., who is responsible for reviewing them). [See attached Excel Spreadsheet.] He would like all comments on the policies to go through the committees so that he only has one report to read.
- **Committee Reports**
- ❖ **Personnel Committee Chair, Ramon Cerro:**
We looked at the Substantive Change Policy. We had a strange feeling on this one. It starts as a report for what the provost should do, but turns out to be also procedural. We feel this should be a policy on reporting changes, not on how to do the changes. Also, the faculty should be participating in these changes. We propose to remove all procedures in the policy; changing a department cannot be the same as changing hours of a course.
 - Kader: We must have this policy in with comments by the end of the semester for SACSCOC.
- ❖ **Undergraduate Curriculum Committee Co-Chair, Eric Fong:** We received 15 course changes, program changes, etc. Most come from CAHSS and Professional and Continuing Studies. We have approved 10 so far and are working on the others.
- ❖ **Undergraduate Scholastic Affairs Committee Chair, Eric Seemann:** We have received one petition for Bankruptcy and we approved it. I have distributed our policies for review. I have heard back from half of the committee. The Distance Learning Policy is generating most of the discussion. Everyone is identifying how this should be counted in course-load.
- ❖ **Governance and Operations Committee Co-Chair, Monica Dillihunt:** No report
- ❖ **Finance and Resources Committee Chair, Joseph Taylor:** We sent out a reminder email for faculty proposals for RCEU. The deadline is October 15. After this, students will reply to our proposals online. Also, we will meet with Ray Pinner at the end of October to review the budget book. I have asked him to present at the Faculty Senate December meeting, as well.
 - John Schnell: It sounds like faculty cannot choose students to work with, that students choose faculty. What if a student does not have the right experience?
 - Joseph Taylor: That was the problem last year. The solution to this is to tell a student to apply to your proposal.

- Christine Sears: Will it work the same way as last year? (Faculty proposes a project, student responds, and the faculty chooses from responses.)
- Joseph Taylor: Yes.

- Miscellaneous/Additional Business
- ❖ Nursing on the Communicable Disease Policy: We believe it is a good policy. We are concerned how it will affect faculty who travels on university business. There is strange wording regarding screening and testing of faculty going on university business versus personal business. It also does not address some of the university population (RISE employees/children, Daycare employees/children, etc.).
 - Eric Seemann: The big comment on our committee is how communicable disease is defined. There is no distinction between HIV and the common cold. If a student who resides on campus has a communicable disease, they must move off campus—but it does not list how. This does not address the issue of what to do in that case. Another university addresses this issue, so we using that as a guide.

- ❖ Handbook Revision Committee Chair, Tim Newman: We have met a few times. The focus of our attention is on chair appointment and reappointment in Chapter 4 and Appendices A and B.
 - Kader Frendi: I will schedule a meeting with Provost Curtis on the Handbook.

- Deb Moriarity **motions to adjourn**. Eric Seemann seconds the motion.

Faculty Senate Meeting #560 adjourned
September 24, 2015, 1:50 P.M.

SENATE EXECUTIVE COMMITTEE MEETING

**October 15, 2015
12:30 P.M. in SKH 369**

Present: Kader Frendi, Michael Banish, Wai Mok, Tim Newman, Ramon Cerro, Joseph Taylor, Eric Seemann, Carolyn Sanders, Azita Amiri, Eric Fong, Monica Dillihunt, Lenora Smith, President Altenkirch, Provost Curtis.

- Faculty senate president Kader Frendi called the meeting to order at 12:30 pm.
- **Administrative Report**
 - **Smoking Policy:** The president reported that his office received a total of 16 responses: 9 in favor, 4 against and 3 undecided. The president stated that one-third of local businesses are smoke free. The UAH policy calls for Smoke and Tobacco Free campus. A question was asked about smoking in a parked car, the president answered that under the new policy one cannot do that. Another question was asked about the role of police in enforcing the current policy, the president answered that not much for now. They will remind people about the smoke free campus policy. Some Senate Executive Committee members commented about shelters and health impact of smoking.
 - **Four Day Summer:** The president reported that 80% of the staff members who responded to a Staff Senate survey liked the four day summer schedule. In my meeting with Kader, he told me that some faculty, especially the junior tenure track faculty, don't like it. A comment was also made about graduate students working on thesis being affected. The president reported that the total savings from the four day schedule for the past summer were approximately \$150K. The president went to say that after a meeting with Kader, the decision was to go back to the 5-day schedule with staff still being able to take either Friday or Monday off as the unit manager decides. By doing this, the president stated that the university will lose the savings but help lift the staff and faculty moral. Ramon Cerro did not like the change back to 5 days.
 - The president reported that the Student Services Building will probably be done in March and the conference center will be ready for the board of trustees meeting in April.

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- The president announced that the university park entrance from the neighborhood will be blocked and the vehicular entrance will be from the campus side. Also the T-Ball field will be taken out. The University hopes to have all the work at the park completed in the spring.
- The president reported that the work along Sparkman is to get power to the new electronic sign.
- In response to Eric Seemann's question regarding another parking deck to alleviate the parking problems in center campus, the president answered that we need a more efficient use of our facilities, i.e. especially in terms of scheduling classes which seem to be concentrated in Tuesday-Thursday.
- Ramon Cerro talked about remote lockdown of buildings and rooms in the engineering building. The provost said she will check on that with the dean of engineering. The president mentioned that Shelby King Hall has the remote lockdown safety feature installed.
- Senate President Frendi asked if there had ever been a study done on the cost and benefit of motion-sensed lights being installed into new places on campus. President Altenkirch said he did not know of any such study. Provost Curtis said she will post this question to the University's energy person. Dr. Fong commented that the College of Business Building had been retrofitted to have some of those types of lights.
- Provost Curtis reported that the SACSCOC report is on MyUAH with all the documentation. She asked that if anyone sees any errors in the reports that they need to report it immediately to the Provost, Dr. Wren, or Suzanne. so it can be corrected. The provost reminded everyone of the timeline for SACSCOC.
- The provost mentioned that going forward we will do assessment of our programs once a year. The provost mentioned that we need to be compliant with SACSCOC if not we could lose Federal Funding. Dr. Cerro mentioned that it would be advantageous if there was a way to make ABET and SACS assessment compatible. Two other members reported that they had noticed some incompatibilities in other disciplines.
- Both the president and the provost reported that they have just concluded a two-week recruiting trip, one week by the president and one week by the provost. The recruitment covered the state of Alabama and some southern Tennessee locations. The provost stressed once again the need to retain our

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students and improve our graduation rate. The president mentioned that the raise is based on enrollment and that the raise letters will be sent by Monday to everyone.

- The Provost distributed a Business Insider article that noted that UAH is #37 on a Smartest Colleges in the USA list.
- Mike Banish asked about the tuition matrix and if one can change a tuition scholarship/discount to a residential scholarship. The president answered that it cannot be done. Later, Dr. Banish suggested we need more ways to reach out to at-risk students. The Provost responded that the University is trying to identify and reach at-risk students.
- The president announced that college fees are not included in the tuition scholarships/discounts.
- The Provost stated that some units (which have high costs) are considering if additional fees may be warranted for students taking their courses.
- The president announced that he received a resolution from the SGA about Grading at UAH specifically the use of “+” and ”-“.

➤ **Officers and Committee Reports**

- Mike Banish reported that he has received reviews of the substantive change policy and that a memo to that effect will be submitted to the full senate for discussion and vote. Mike urged the other committees to submit their reviews.
- Ramon Cerro, Chair of personnel committee, reported that his committee reviewed FOUR policies; Emeritus Faculty, Faculty Separation, Modified Duties and Extension of Tenure Clock. Given that a lot of the material in these policies comes directly from the faculty handbook, the committee recommended voting against these policies.
- Eric Fong from Undergraduate Curriculum reporting about a concern regarding a university NISP that was approved by the board of trustees regarding a degree in professional studies to be offered by Continuing Education. The concern was about who will teach in such program, will it affect other programs??? The provost answered by saying that program was modeled after well-established programs around the country and that it won't take away from any existing program, i.e. if a student in this program desires to take course in an existing program on campus, the

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student will be directed to the existing program. Dr. Fong suggested the professional studies program be housed in an existing academic unit. Dr. Newman expressed concern that a unit without faculty was proposing courses and degrees; our practice is for the faculty to set the curriculum, but this unit has a curriculum without faculty.

- Eric Seemann from undergraduate scholastic reported that they received one academic bankruptcy case.
- Joe Taylor from Finance and Resources reported that his committee will meet with Ray Pinner on October 29th and ask about the details of the university budget. Mike Banish asked Joe to dig into more details about the tuition money and how it is spent around campus. Taylor also announced that the Distinguished Speaker series call would go out later this academic year, after Finance and Resources had revised it.
- The time limit for the meeting having been reached, a motion was made by Newman and seconded by Banish to extend the time by 5 minutes. Motion passed unanimously

➤ **Approval of the Agenda for the Senate Meeting**

- A motion to approve the Senate Meeting agenda was made by Newman and seconded by Dillihunt. The motion passed unanimously.
- The meeting then adjourned, after a motion from Sanders seconded by Newman was affirmed by the Committee.

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