

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE  
JOURNAL OF THE FACULTY SENATE  
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MINUTES OF MEETING #558, 16 APRIL 2015  
APPROVED 27 AUGUST 2015

**Present:** *Wai Mok, Charles Hickman, Jack Schnell, Eric Fong, Jill Johnson, Joe Taylor, Linda Maier, John Kvach, Carolyn Sanders, Anne Marie Choup, Eric Seemann, Kyle Knight, R. Michael Banish, Richard Fork, James Swain, Kader Frendi, Mark Lin, Ellise Adams, Azita Amiri, Monica Beck, Cheryl Emich, Udaysankar Nair, Luciano Matzkin, Debra Moriarity, John Shriver, Peter Slater, Lingze Duan, Seyed Sadeghi, Nikolai Pogorelov*

**Absent with proxy:** *Tim Landry, Ken Zuo, Marlena Primeau, Lenora Smith, Larry Carey, Jeff Weimer, Letha Etzkorn*

**Absent without proxy:** *Xiaotong Li, Pavica Sheldon, Derrick Smith, Joe Conway, Nick Jones, Ying-Cheng Lin, B. Earl Wells, Junpeng Guo, Babak Shotorban, Kristen Herrin, Grant Zhang*

**Guests:** *President Altenkirch, Provost Christine Curtis, Louise O'Keefe*

➤ Faculty Senate President Wai Mok called the meeting to order at 12:45pm.

Kader Frendi motions to suspend the rules.

➤ Administration Reports

❖ President Altenkirch

**Recruitment and Enrollment Tools**

We have been working the past couple of years on recruitment and enrollment. We have put a number of academic offerings in place:

1. Tuition Restructuring
2. Improved Merit Tuition Scholarship
3. Expanded AP scores—we lowered some of them, which made us consistent with UA, UAB, and Auburn.
4. 6-week Trial Housing Program—we are capturing about 85-90% of students once they try the residence hall.
5. Summer Incentive Program—a recruiting tool for us and an incentive for students. At this time last year, we had 40-something freshmen students signed up; this year we have 90-something freshmen students signed up.
6. Enhanced recruiting (AL, TN, NC, SC, GA, MS, MO, AR, TX, LA, OH, KY)—we picked metro areas that are within a one-day drive on the interstate and are targeting those areas with recruiting.
7. Division of Student Affairs
8. Honors College—also a good recruiting tool.

### **Board Meeting Proposals**

At the last Board meeting, College of Liberal Arts proposed some name changes. All of the other colleges, except for College of Liberal Arts, had descriptive names of what they do (Engineering, Business, Education, etc.).

1. College of Liberal Arts proposed to change their name to College of Arts, Humanities, and Social Sciences, which are the three clusters of academic programs in the college. We think it provides a better description so that prospective students can look at it and see exactly what is offered. Then they can dig down within those areas and find various programs.
2. Department of Art and Art History is now Department of Art, Art History, and Design, which captures graphic design and some of the other new design programs.
3. Department of Foreign Languages and Literature is now Department of World Languages and Cultures because they think it better describes what they do.

### **Tuition**

Part-time tuition rate is going up and full-time tuition rate is going down, which is the structure at Tuscaloosa. UAB charges by the credit hour, but at our last Board meeting, their financial officer asked me about this transition we are making. The new tuition table for 2015-16 will be out on the web by next week.

### **Tuition Increase**

There will be one more transition in the Fall 2016, and the structure after that will remain. From 2013-14, there was a 3% tuition increase. There are decreases once you get into the 12-hour range. This year (2014-15), there was a mixture from 3% to 4% tuition increase with the dips in the 12-hour range. In 2015-16, it will be from 4% and the dips will come back up.

### **Graduate Tuition**

We put graduate tuition in place within one year. The block tuition is from 9 hours to 15 hours. There are very few students within that area so there is little impact on finances. There are very few beyond 9 hours so there is little impact.

### **Admission Data**

As of April 6th, we received 3,134 applications. In Fall 2014, we had received only 2,104 applications. When we looked at April 6, 2014 we did not have that many applications. If we compare this number (3,134) to April 6, 2014, the April 2015 number is 61% larger. The 2015 number will probably go up a little bit, too.

We had 2,507 number of admits in April 2015. We had only 1,726 number of admits in Fall 2014. Again, the 2015 number will go up.

1,052 people enrolled in April 2015. Only 724 enrolled in Fall 2014. The 2015 number will probably go up, as well. That jump is probably due to our recruiting efforts. There is a huge jump, though. And it is a culmination of everything we have done.

### **Construction**

The building that is replacing Madison Hall should be done in Spring 2016.

- Deb Moriarity: Does the drawing reflect how much parking will be out front?
- President Altenkirch: It shows the shape of it for sure. That parking lot and the other parking lot add 58 spaces more than we previously had. There will be something on the order of 200 total.

The Nursing Building should be done in Fall 2015, which will clean up construction in the north end. We will extend the Greenway there.

- Charles Hickman: Are we increasing Nursing enrollment for Fall?
- President Altenkirch: Yes. They are trying to stabilize the incoming class.
- Provost Curtis: They are working very hard to recruit transfer students, too.

### **Campus Signs**

The campus signs are in the process of being put up. If you see an error on a sign, send a message to Ray Garner. He is in contact with the contractors. The next step in this process is interior way finding.

- Deb Moriarity: The Shelby Center is now SCT. I have seen that the initials have been changes for a number of buildings. Have we changed the codes for buildings?
- President Altenkirch: In the signage project, the decision was made to go to a 3-letter code for each building because some have 2, some have 3, and some have 4, which causes the possibility for errors when entering the codes. However, if the buildings all have the same number of letters, then mistakes go down. So now each building has a 3-letter code.

### **ID Bades**

The ID Badge Committee is about finished. They will come back with recommendations.

### **Trial Summer Flex Schedule**

We have put in place the Trial Summer Flex Schedule. It is for 10 weeks. Some buildings will have to stay open. If you want to work on a Friday or over the weekend, you can call in and request electricity.

### ❖ Provost Curtis

Invited all faculty to the Faculty Awards tomorrow afternoon at 3:30pm until about 5:00pm.

### **Policy on Academic Titles and Positions**

Tim Newman found the policy to be unnecessarily complicated. Since the Library, Professor of Practice, and Clinical titles all reflect an individual of practice, they can all be folded together, which would streamline things. He also thought the list of titles was long and unnecessarily complicated for a university that has only 300 faculty.

Another concern from the Senate floor was that the College of Education is not mentioned in the document. Provost Curtis was unsure if any college was referred to by name.

Michael Banish pointed out that particular sections, such as under Senior Lecturer and Distinguished lecturer, state that an initial appointment may be made only at this rank with the approval of the provost.

- Michael Banish: Aren't all positions made at your approval?
- Provost Curtis: Not necessarily. If you use that particular title, because that particular title is someone who has not gone through the ranks, then that title has to have the permission

from the provost. It is different than the other positions because we will be advertising for lecturer. Occasionally in my experience, someone comes in to the community or applies that really has a tremendous amount of experience, and if you want to bring that person in then they won't come as a lecturer, but they will come as one of the higher titles.

- Michael Banish: Right. But you are going to approve even a lecturer position, right?
- Provost Curtis: Yes, I am going to approve it. But, for example, when we advertise for an assistant or an associate professor, that exact title is in the advertisement. With a lecturer, if you want to get one of those higher titles, it would have to be approved. If you think it is redundant, I can take it out.

Michael Banish said that the faculty knows the provost approves essentially everything anyways. Provost Curtis said that she can take it out, but no one knows how the next provost will do things.

- Michael Banish: Do you really want to specify that they have to have 6 and 10 years of teaching experience here?
- Provost Curtis: That is what I have seen in other policies. Do we want them to have experience elsewhere? It just depends on how you want to do it. If you think there is no reason for the experience to be here, then it could be Calhoun or UNA.

Michael Banish suggested that the policy say "a 4-year institution" since that requires them to have institutional experience.

Michael Banish refers to the Research Faculty section, 4th paragraph down: "Research Faculty may serve as directors of research centers." He thought that was against the direction that the university (and its faculty) was trying to go in their association with the research centers. He made the point that if a research faculty serves in that position, then a tenured professor no longer serves in that position. Provost Curtis said that tenured professors do not serve in all of the research centers now. Michael Banish said this is a question that is always being asked: "How much association do we want to have between the various centers and the academic departments?" Provost Curtis is concerned that if the university does not allow research faculty to serve as center directors, then they are taking a group of talented people away from the institution. Some of the research centers may or may not have tenured faculty in that particular area. Provost Curtis said requiring tenured or tenure-track faculty in those positions would force them to hire in particular areas and departments and they may not have those funds. Michael Banish suggested that the university builds on its strengths. Provost Curtis does not see how the university can limit the centers in how they hire their directors. Michael Banish disagreed with placing this issue in the Faculty arm and believes it would be better to leave it unsaid in this policy. Provost Curtis thinks research put this in.

Michael Banish refers to the Adjunct Faculty section, in the last sentence: "They do not earn tenure...and may not participate in matters relating to curricular matters."

- Michael Banish: We are hiring them in a lot of cases to deal with curricular matters.
- Provost Curtis: You are using adjunct as a temporary faculty member who is teaching a class. An Adjunct Faculty member here is defined as a professional position.
- Deb Moriarity: We bring people in as adjuncts to serve on committees, but they are not teaching. But I understand what Mike is saying. Sometimes they do want to teach a class.
- Provost Curtis: You can ask for their advice, but I do not think they can vote.

Michael Banish thinks the word "participate" is causing the problem. Provost Curtis asked if "vote" would be better. No one disagreed.

- Tim Newman: Some of our discussion here may be because there is a slight shift in the definition of an Adjunct Faculty. We have to adapt our own minds to the titles we are going to give people. We might have situations where someone who is both an Adjunct Faculty and another position. What we have done in the past is want one label for them so that they can come help us serve on a committee. If we are going to go with this policy, then we need to think carefully about when people come in they may have multiple titles put on them. And if we do that, then I would want this policy to spell out what happens if someone is both an Adjunct and a Temporary, for example. If someone has another appointment, then I do not want someone to exclude them from those privileges.
- Provost Curtis: They would have all of the appointments that apply to them.

Tim Newman had a fundamental issue with the policy because the Faculty Handbook already defines classes of personnel.

- Tim Newman: It looks like this policy is put forward with the thought that it will replace the Faculty Handbook's statements on what the different positions are. It also looks like this is put forward with the idea that it will be reviewed every 5 years, and that it will be reviewed without faculty involvement.
- Provost Curtis: The Policy on Policies does not allow a review without faculty involvement. The Policy on Policies requires that all units and entities that are involved in the policy review it.
- Tim Newman: A review is different than the process in our Faculty Handbook. In the past, policies were instituted arbitrarily with no faculty involvement, and recently the BETA Policy was brought forth to the Faculty Senate after it was already approved by administration. We expressed reservations and some were heard but some were not. I think that is a serious problem with the policy process. It is a problem that we do not have within the Faculty Handbook because changes to the Faculty Handbook need to be instituted if this Senate can agree and sign them. So the Faculty Handbook is unique over all other policies on campus because there can be no institution of an arbitrary policy on the part of the administration. Every policy must be approved by the Senate, must also meet the administration approval, and must have Board approval. This seems to be a weakening of that. It is hard for me not to see this as a reduction in faculty's rights and responsibilities.
- Provost Curtis: I did not see it that way at all and that was not my intent. I was trying to answer the Senate in terms of the lecturer ladder and the librarian ladder. I am also working on Chapter 7, which will come back to you in the fall, so it made more sense to think of it collectively. I went to the Faculty Handbook and used that as a basis. My intent would be that this goes into the Faculty Handbook and it also remains a Policy because Policies tend to be reviewed and implemented more quickly whereas the Handbook takes a long time to be reviewed. As we suggested in the Executive Committee, one would refer to the other. They go hand in hand. It also allows for flexibility.

Tim Newman thinks that is a mistake because flexibility cuts both ways. He is in favor of changing Chapter 7 to give the Librarians a seat. He said capable colleagues there have sat on the Senate floor before and many want them back. He said there is a simple solution to this laid out in the current policy that does not require so many changes. They could have been given the title Clinical Faculty, and if they did not like that, then Faculty Senate could have put forth an amendment to give them the title Library Faculty.

- Tim Newman: It is my understanding that many of my colleagues there are happy with the title Clinical Faculty, at least while we work on a title. With the structure we have, we have adequate flexibility to name people on a permanent or temporary basis as circumstances

- change. Adding something like Library Faculty is not something we need to debate for a long time, it is something that can be put forward quickly.
- Provost Curtis looked at it comprehensively and understands there is disagreement with her approach, but says that it had nothing to do with undermining. She was trying to make everything as clear as possible, and the approach she took helped her get started with her review of the Handbook.
  - Anne Marie Choup: The concern and the lack of ease with the documents is that the Faculty Handbook is hard to change and we like it that way. There is this difficult balance between being gridlocked and having too much flexibility (allowing administrative decisions without faculty input). That is the balance we are trying to get here. We want the stability in the faculty governance at the same time that allows administrative flexibility.
  - Provost Curtis: The Policy in Policies that we have all agreed upon and follow will allow us to either change or keep this policy as it is. The changes in the Faculty Handbook have been ongoing for many years and we are nowhere near finished.
  - Michael Banish refers to the Part-time Faculty section: "...cannot participate in matters related to curricular, hiring, and personnel decision." He wants to change that to "vote" as well. Also, Clinical Faculty can serve in the Faculty Senate and he said that is not clear in this document.
  - Provost Curtis has been told, though she has not looked it up, that in order to be represented in the Senate, a unit has to have a tenured-track or a tenured faculty member in it, but she was not sure where to start to look that up.

Tim Newman said this brings up another problem. The Faculty Senate sent Chapters 1 through 9 and Appendix L of the Faculty Handbook to the administration for review. Provost Curtis confirmed that she has Chapters 1 through 9 and all of the Appendices.

- Tim Newman: We modified Chapters 1 through 9 and Appendix L. Appendix L is the Appendix that governs the Faculty Senate. This policy has no right to impose anything on the function and structure of the Faculty Senate. That is covered in Appendix L, our Faculty Senate by-laws. We, administration and faculty, have already agreed that this Senate is delegated the responsibility to determine its own function and its own structure. I am disappointed that Appendix L has been with the administration for two years now. This Senate is tasked year by year with revisiting our by-laws. Our Governance and Operations Committee is tasked with that on an annual basis. That task has been on hold on an annual basis because our by-laws are being held captive by the administration. I do not understand why this is, and why this Senate cannot change its function and its structure as we, administration and faculty, have already agreed is right. This Senate has been enormously efficient with giving things back. I understand the changes in personnel affecting the chapters of the Faculty Handbook, but I do not understand Appendix L. We have already decided the Senate has the authority to change its function and its structure.

Tim Newman asked Provost Curtis to look at Appendix L that the Faculty Senate has sent to the administration, and if she shares his belief that there are only matters in it related to the function and structure of this Faculty Senate, he asked if she would release the administration's claim to be able to modify the Faculty Senate's by-laws, since the administration has no such right to do so. This Senate has the exclusive right to its by-laws for its function and its structure. It is unprecedented in parliamentary history for an organization to wait this long for a change in its by-laws to be able to be published to the public, and for the institution to adjust to those new by-laws and to institute them.

- Provost Curtis: I have to look to your leadership on this. You have not said anything about Appendix L. I had no idea this was an issue. I did not know I was supposed to review Appendix L before I reviewed any other parts of it.
- Tim Newman: If all the changes are to our function and structure, can we agree that we can pass Appendix L and publish it?

Provost Curtis has not read it. She started at the beginning of the Faculty Handbook. She said that she will not approve anything until she reads it. Tim Newman asked Provost Curtis when she will read it. Provost Curtis answered that she is not sure, but she will get to it as soon as she can.

Carolyn Sanders agrees with Tim, but also points out that this has not come up in the Senate or in the Executive Committee this year. She makes the point that this review has taken too long, but thinks this issue is just a matter of miscommunication.

Peter Slater suggests that the Provost make this a priority.

Charles Hickman reads the by-laws for everyone concerning Senate membership: “Each unit will have a number of members in the Senate which will assure that the unit has one member for each seven tenured, tenure-earning, clinical, or research faculty members, or major fraction thereof.” So, each of those categories of faculty are entitled to representation. Right now the Librarians are not because they do not have anybody who fits into that category. This is seen, universally, as an issue that needs to be addressed. Library is listed as one of the units, but they do not have any personnel that fall into one of the four categories.

Concerns from the College of Nursing: There is inconsistency in the wording between the clinical titles (clinical professor, clinical instructor, clinical lecturer, etc.). Also, with some of the new changes, someone hired in as a clinical instructor does not have the opportunity to be promoted any longer unless they have a doctorate. In the College of Nursing, we currently have several Clinical Associate Professors who do not have a doctorate. This limits us on hiring because there are a lot of well-qualified nursing instructors in the community who we would like to hire but they do not possess a doctorate. In nursing it is typically a pay cut to come in to academia, so if we could only hire at that instructor level, that would limit us even further. We want to make sure that the wording reflects teaching, research, scholarly activities, and service.

- Provost Curtis: The clinical title is broader than Nursing now.

Michael Banish asks if the paragraph, “except where the individual has achieved equivalent status throughout standing performance,” is administration’s out for a faculty member not having a PhD. Provost Curtis said she pulled that from the Faculty Handbook.

➤ Guest Speaker: Louise O’Keefe

The colon cancer screening is ongoing right now. We received a grant from Alabama Department of Health. If you are over 50, you can come to the clinic and get a free colon cancer home-testing kit. We are now located in Wilson Hall. You will fill in a history form. By bringing the test back, you become eligible for a \$500 Target gift card.

➤ Approval of Faculty Senate Meeting #557 Minutes from March 12, 2015

Michael Banish **motions to approve** Minutes 557. Anne Marie Choup seconds the motion.

Ayes carried motion

No oppositions

*Motion to approve Faculty Senate Minutes 557 **passes***

- FSEC Report from April 10, 2015

**Accepted**

- Committee Reports

- ❖ Governance and Operations Committee Chair James Swain:

  - 2 candidates for President-Elect: Mike Banish and Deb Heikes

  - One candidate willing to stand for Ombudsperson: Carolyn Sanders

  - Call for any other nominations—today is the last day

- ❖ Undergraduate Scholastic Affairs Committee Chair Eric Seemann: We are looking at some bankruptcy cases.
- ❖ Finance and Resources Committee Chair, Charles Hickman: RCEU selections have been made and notifications are being sent out. Provost Curtis is sending them out. Distinguished Speakers program: Total of 6 applications for 8 spots. Provost Curtis gave us approval to accept those 6 and re-open to fill the other spots.
- ❖ Faculty and Student Development Committee Chair Linda Maier: We will have a Committee meeting next week to discuss the proposal regarding the new Academic Titles Policy.
- ❖ Personnel Committee Chair Michael Banish: We met on the bill from Physics. We discussed it and decided that it was not in proper form, so we sent it back to the originators.
- ❖ Undergraduate Curriculum Committee Co-Chair Deb Moriarity: We are continuing to get course changes. There will be a point where these cannot be put into the new catalogue. There is training next week on the new catalogue.
  - Tim Newman: Our staff assistants and my colleagues received course write-ups. Some of the things we got were not the most recent version. They were from the catalogue 10 years ago. Is there someone who is tracking that?
  - Deb Moriarity: I am afraid it is a little confusing with regards to that. There has been some breakdown in communication of approval, too. I talked to Provost Curtis about that. They are changing how they are doing things in the Provost's office. I will find out. We will put together a report at the end of the semester of all the course results.
- ❖ Faculty and Student Development Committee Chair Linda Maier: Last year (2013-2014 Academic Year), we were charged by the President to develop a promotion ladder for lecturers. We submitted it in Spring 2014. It was limited to lecturers. I think the Provost developed this proposal to be more inclusive to deal with all positions. We have reviewed this policy in the committee. There was a range of responses; supportive from librarians to apprehension. College of Liberal Arts is supportive of this and they have the highest number of lecturers (17 out of the 35). College of Nursing has specific concerns regarding the language. There are concerns about setting up an alternate system that may pose a threat to the tenure track system. The over-riding question we need to ask is do our concerns outweigh the benefits to our colleagues?
  - Cheryl Emich: It is very different than what we have in place. If this becomes the new policy, we have to rewrite ours. And it limits promotion within the College of Nursing. It was not really presented to us.
  - Carolyn Sanders: Where else is it used besides Nursing?



- Michael Banish: In Business. We will start using it in Engineering, also.
- Officer Reports: None
- Academic Titles Policy
 

Wai Mok: We have one month to review this. The policy was sent to me on March 3.  
 Michael Banish **motions to ask for an extension.** Tim Newman seconds the motion.  
 Ayes carry  
*Motion to ask Provost Curtis for an extension for Faculty Senate's review of the Academic Titles Policy **passes***
- Charles Hickman: I am a Clinical Faculty member in College of Business. I have a concern about the contract renewal period. Christine said the lawyers said a term is a term, thus the reason for the renewal. If we have concrete proposals, she would consider other avenues. I am open to suggestions for proposals. This creates additional level of stress on Clinical Faculty.

Wai Mok called for an ad-hoc committee regarding the Academic Titles Policy that will meet over the summer and come up with a list of recommendations to turn over to the Provost. It is open invitation. Let Linda Maier know if you are interested.

- Handbook Revision Review Discussion
 

Chapter 1

  - Kader Frendi: The first sentence about UAH being autonomous within the UA System has been cut. Why? Also, the sentence about “do not refer to the University of Alabama in Huntsville as UAHuntsville.”
  - Anne Marie Choup: This does not fall under the Policy on Policies?
  - Tim Newman: No. This is the one thing that unless the faculty goes along with it, it does not get changed.
  - Michael Banish: All sorts of things have just disappeared.

Carolyn Sanders asks the Faculty Senate to extend a round of thanks to Wai for serving as President.

- Kader Frendi **motions to adjourn.** Deb Moriarity seconds the motion.

Faculty Senate Meeting #558 adjourned  
 April 16, 2015, 2:13 P.M.