
SENATE EXECUTIVE COMMITTEE MEETING

**September 18, 2014
12:45 P.M. in SKH 369**

Present: Mitch Berbrier, Wai Mok, Kader Frendi, Deborah Heikes, Carolyn Sanders, Charles Hickman, Michael Banish, Eric Seemann, Linda Maier

President Altenkirch and Provost Curtis are not present.

- President Wai Mok called meeting to order at 12:50 pm
- No Administration Reports. President Altenkirch and Provost Curtis are at the BOT meeting in Tuscaloosa.
- Officer and Committee Reports
 - ❖ President Wai Mok
 - Kader and I had lunch with Provost Curtis. They plan to extend the lecturer ladder to: Lecturer, Senior Lecturer, Master Lecturer. It mirrors the three tiers of Directors. Bob wants to expand that so it covers the entire university for non-tenured faculty, with a 3-4 year contract/2-3 year contract, something like that. They haven't figured out the details yet. Senior Lecturer or Master Lecturer will get a longer contract.
 - Charles Hickman: Clinical faculty aren't tenured. She might consider extending that same benefit to us.
 - Wai Mok: I'm not sure how Clinical Faculty will work in that structure.
 - Mitch Berbrier: Are all Clinical Faculty 1-year appointments?
 - Charles Hickman: No, 2-year appointments, but that's new. Re-appointments are up to 3 years.
 - Linda Maier: My understanding was that our committee, Personnel, was going to craft this into a bill once the President and Provost looked it over. Is that not the case?
 - Mitch Berbrier: I thought that was the case. The proposal was for 2 tiers. Then they would come back to us and we would push a bill through.
 - Wai Mok: So the committee has written a report, which has been forwarded to them. Now it's on their desk, and they are trying to make some modifications.
 - Linda Maier: It was written in July.
 - Mitch Berbrier: You can go back and check your emails. You should be CC'd on all of them. Fan was working with the wording on it in the spring.
 - Linda Maier: I've been waiting on the administration's comments so that we could reshape it.

- Wai Mok: I think that's part of their comments—extend to 3 tiers. I will go back to them with our concerns about where do the Clinical Professors fit into this structure.
 - Deborah Heikes: That's in the handbook.
 - Kader Frendi: That's the only one we have now to basically give some kind of a ranking to lecturers. In MAE, we want to use this for Clinical, too.
- ❖ Private conversation between Christine and me. We talked about the Parental Leave Bill that we submitted to her. We are asking for 15-week, 100% salary and benefits, or a semester. I checked it out with HR. HR says Federal Law requires 12 weeks unpaid leave under Federal Family and Medical Leave Act (FMLA). Christine said this bill asks too much.
- Mitch Berbrier: I had a different conversation before with her. The point of 15 weeks is because 12 weeks isn't the time frame of our semester. The point of pay is for a benefit to us, in order to maintain quality faculty. She said that to me in an earlier conversation. She said, yes we want to maintain quality faculty. I got the impression this is what they do elsewhere. We need to do what other universities do, not what federal FMLA says. I suggest we go back to them, not sure what committee could do the research, and say we want to be comparative.
 - Kader Frendi: We've done that at the individual department and college levels.
 - Mitch Berbrier: The difference is that this is saying it's the Provost and OAA responsibility.
 - Michael Banish: I guess that's my committee.
 - Wai Mok: Your points are well taken. I think she changed her mind after her discussion with Bob and Ray Pinner. They found out they can't afford it.
 - Mitch Berbrier: That's different than just saying "this is not what Federal FMLA says."
 - Wai Mok: The problem here is that faculty members work 15 week semesters, so 12 weeks doesn't figure into our schedules. Major problem is compensation isn't done uniformly across campus. For the College of Business, in the last 2 cases, both faculty members got 100% pay, but that is not the case across campus. She's probably making uniform policy across campus.
 - Mitch Berbrier: What's that policy?
 - Wai Mok: She hasn't come up with it.
 - Eric Seemann: When you talk to her again, remind her that when people change jobs, most of the time they do it for emotional reasons, not for financial reasons. So if you hack off a group of your faculty, that's the faculty who is going to go on the job market.
 - Wai Mok: She's occupied by 10,000 different things.
 - Michael Banish: Is there some way we can get an idea of what we've allowed and with whom in the past? It's nice to know the precedence. There's probably some information out there.
 - Mitch Berbrier: That's an important starting point. What's been happening here; what happens elsewhere.
 - Linda Maier: It's important too not just for faculty compensation for those who take leave, but for faculty who take over.
 - Deborah Heikes: I can take leave and get paid if my classes get covered, but if they have to go out and find someone outside of the university to cover my classes, then

I don't get paid.

- Michael Banish: There's a strong bias against the Lecturer position because it's seen as a way against hiring tenured faculty.
- Eric Seemann: It varies widely by college and departments.
- Wai Mok: It's a potential hot potato. There is the issue of whether they use it to cut down the number of hired tenured faculty.
- Charles Hickman: The national trend is that 40% of faculty is tenured, and 60% is untenured.
- Eric Seemann: There is some danger. Arizona or Arizona State dismissed everyone with 2 years' experience or less.
- Deborah Heikes: It's hypocritical if we asked for the ladder and now we say we don't want it.
- Kader Frendi: The dangerous question: are we encouraging them to add more lecturers with the ladder? We know we want the ladder for current lecturers.
- Linda Maier: That's why the committee last year decided on 2 levels instead of 3.
- Wai Mok: There's no problem with the structure.
- Eric Seemann: No, but how it's implied.
- Kader Frendi: We are all in favor of the ladder.

❖ President-Elect Kader Frendi

SACS committee. The Faculty Handbook we will use for SACS 2016 is the one on the website, not the one in review. We won't get the new handbook anytime soon. The Provost is in chapter 2.

❖ Past-President Mitch Berbrier

No report.

❖ Parliamentarian Deborah Heikes

No report.

❖ Ombudsperson Carolyn Sanders

Pursuing getting online training to find out what this position entails in order to market it better.

❖ Governance and Operations Committee Chair (VACANT)

- Wai Mok: Status of Chair of Governance and Operations Committee?
- Mitch Berbrier: Meet with them and tell them to elect one.

❖ Personnel Committee Chair Michael Banish

We will take on this Leave Bill. We haven't met yet because we had the special meeting. I sent out an email asking if anyone had anything they wanted to address, and received no response.

- ❖ Undergraduate Curriculum Committee Chair Deb Moriarity and Azita Amiri
Absent

- ❖ Finance and Resources Committee Chair Charles Hickman

RCEU

Ray Vaughn has conditioned us money out of his office again on getting Research Scientists to participate.

- Deborah Heikes: How did it work out last year?
- Charles Hickman: Great. The kids don't care.
- Deborah Heikes: But are they getting experience, so not being used as cheap labor?
- Charles Hickman: I haven't asked that question. I didn't see a problem last year.

We have 2 choices. Take the money or not. Ray wants that interface there. He wants the 2 missions of the university to support each other: Academics and Research. They are evaluated on exactly the same criteria. John Gregory is Administrative of Alabama Space Grant Consortium. Last year they funded 3. They will fund 5 this year. The Provost will fund an additional 2. Will ask Ray for an additional 2, so he will fund 6. John Gregory wants to change the format. John proposed a 2-step application and evaluation process. Working towards this. David Cook will work on it. The first step is for faculty to work on proposals. The second step is after those have been received and posted, which happens this semester, students will apply. The third step is for faculty to evaluate the students' applications. After they've selected a student to work with, the committee will rank the proposals and fund what we can. John was insistent about this, not sure where Christine is. There is a want to increase minority and female participation. NASA funds a lot of Alabama Space Grant Consortiums and females are underfunded.

- Michael Banish: I've run 4 of these. I've had a female, a minority, and the "common" student. What John wants to do seems cumbersome.
- Deborah Heikes: What is the rationale for this? It makes no sense to me.
- Charles Hickman: To expand the reach of the program. The problem is that you have something in mind and you go find a student, so he wants to open it up to the student.
- Michael Banish: I think you ought to negotiate with Vaughn that yes you can allow full participation of the centers, but all awardees (students) get a supplies budget.
- Wai Mok: I think will have to bring it up to the Chair of that Ad-Hoc Committee.
- Charles Hickman: Send me an email.
- Deborah Heikes: I'm still trying to figure out how starting with faculty proposals opens this up to all students.
- Charles Hickman: Faculty proposals will be posted, and then we put out a call to students, who go to the website and find one that they're interested in and apply for it.
- Deborah Heikes: Yes, but the way it is now, the students have a project they're interested in. They're working with a faculty member, and so the student is the one who is presumably coming up with the project, or who has more autonomy.

- Charles Hickman: Observation is that essentially nothing will change.
- Deborah Heikes: It just makes it more work for everyone.
- Mitch Berbrier: Is it going to tamp down on the applications for everyone?
- Charles Hickman: I don't see how to avoid it. We are trying to get it done this semester. Get faculty's submitted September through end of October, and then students' until the end of November.
- Deborah Heikes: You have to remember that all of this SACS stuff is due at the end of October for a lot of faculty.
- Charles Hickman: So what do you want me to do?
- Deborah Heikes: You'll just have to lose applications.
- Eric Seemann: Probably what will happen is the faculty member will find a student they want and ask them to apply. Another thing that will probably happen is someone will put forth a proposal in good faith and get a student they can't use. It's bound to happen and probably guaranteed. For research, you can take a student and train them quickly. But for the creative side, it's the exact opposite.
- Deborah Heikes: It's also the faculty member's project.
- Kader Frendi: Another problem, you will have a lot of unhappy students because they weren't "picked."
- Deborah Heikes: Put it in terms of retention.
- Kader Frendi: Exactly, this is becoming negative propaganda.
- Michael Banish: If I was someone who didn't want to fund these proposals, this is exactly the way I would do it.
- Charles Hickman: The REU programs typically work and are typically very targeted and typically there is a lot more funding than \$3200 for the summer that buys housing, transportation, etc. They are posted and you get top applicants from across the country, and I think that's what Gregory is imagining, but on a slightly different scale.
- Michael Banish: On a \$3200 scale.
- Eric Seemann: Then they need to provide the top money to make that happen. When you're talking about the powers to come up with the metric for measuring, leave the arts out. It won't include the composition or theaters.
- Charles Hickman: I don't get the sense that that's what anyone has in mind.
- Deborah Heikes: No, but that will be the result.
- Eric Seemann: That's what has happened before. When I was RCEU chair, I changed the name RCEU and I made a specific statement to say why this includes Creative Achievement, and the next year it was gone and it was back to REU. It might not be intentional, but that's what happens.
- Charles Hickman: When I looked at the proposals, the top proposals from all colleges got a perfect score. Most of the funded proposals came from Science and Engineering just because they sounded so cool.
- Eric Seemann: It sounds like we are arguing the same side. Because you said up to this point, we are funding some creative stuff, we are funding some research stuff,

we are funding some social science stuff, and some arts or history stuff. Now we are talking about standardizing a way of measuring how research productivity goes on in the colleges. I can guarantee you that between the colleges things are done differently. And that's going to leave a lot of people out.

- Charles Hickman: The process is laborious. With your feedback now I'm hearing that process is just undoable.
- Eric Seemann: I'm not criticizing anyone, simply the process.

❖ Undergraduate Scholastic Affairs Committee Chair Eric Seemann
Looking into a Veterans Center for campus. We don't have one. Veterans don't have a sense of connectedness. Looked at other campuses.

❖ Faculty and Student Development Committee Chair Linda Maier
Received comments back on the lecturer ladder. We have a committee meeting on October 2nd.

➤ Discussion Items

❖ Redo Climate Survey

Wai Mok: Possibly hire an outside firm to do the survey so that confidentiality can be guaranteed.

Deborah Heikes: I have had lots of conversations with Christine about this. Nothing is confidential. We need to make sure it's confidential before we guarantee it is.

Eric Seemann: That's under Employment Law.

Deborah Heikes: We need to be careful about this, especially with the open-ended questions. So maybe we should just ask objective questions.

❖ Comments on Policy on Policies

Deborah Heikes: I tried to incorporate everyone's comments into this, without completely rewriting it, from the email conversation. Deb Moriarity had a really elegant way of getting the handbook reference into it, but I couldn't remember what it was.

- Michael Banish: One, the paragraph in red needs to go out. For no other organization, there's no justification for why they're there. It takes it out of context. That makes it available for everyone else to justify themselves.
- Deborah Heikes: Rather than get rid of the paragraph in red, we could put it at the end of paragraph 5.
- Michael Banish: Nobody else has justification in the whole thing.
- Mitch Berbrier: That's not the point of putting that in there.
- Deborah Heikes: The point isn't to justify. It's to reference the Faculty Handbook.
- Mitch Berbrier: They can take that out, but it needs to be point out and clarified, and front and center that this is why it's here. In the formal sense, your point makes sense and is correct.
- Kader Frendi: I was thinking along the same lines here. You have the nice parenthesis at the end of the first red paragraph. I would add that to the sentence at the end of the first paragraph, referencing the Faculty Handbook 6.2, instead of

- adding the whole section there.
- Deborah Heikes: So, “As specified by the b-laws of the Senate and 6.2 of the Faculty Handbook.” I could live with that.
 - Mitch Berbrier: I think that’s a nice solution in the end. But what we are trying to do right now is make a case front and center. We are here in part of the formulation of University policy. If you just put in Faculty Senate Handbook 6.2 in parenthesis, the chances that it will actually be looked up are 50/50. So my point is that the purpose of putting this in here at this point isn’t so it’s here at the end. An alternative is to put an asterisk instead of a parenthesis.
 - Carolyn Sanders: Yes, because that’s a huge chunk when you look at it.

 - Charles Hickman read the second paragraph and said it’s superfluous and it encompasses everything. The only substantive change in this is that the Faculty Senate President participates in the process. Said if we want this to be accepted, need to just add those words.
 - Michael Banish: We want to delineate it better that on these issues the Faculty Senate President or President-Elect is clearly included.
 - Charles Hickman: Put the Faculty Senate President in the room and that’s all we should ask for.
 - Deborah Heikes: It’s probably not going to make it and I get that. This was a big point of discussion. I don’t think we as the Executive Committee can take it out. I think we can rearrange it, but there was a clear sense that people wanted that representation from the Handbook in there. I think we have to bring it out at the full Senate and have them decide.

 - Kader Frendi: How about an asterisk at the end of Faculty Senate of the first paragraph, and then putting it in a footnote at the bottom for the President’s reference?
 - Charles Hickman: That, and then at the end of the day, most of the rest of this we should take out and just say Faculty Senate President is going to be part of the council for consideration of policies.

 - Mitch Berbrier: I agree with that. Before the paragraph that Mike brought up (“Per academic policy, the responsible authors of the Faculty Senate Executive Committee...”), I suggest that it say to both the Provost/Vice President of Academic Affairs and the responsible officer in Faculty Senate Executive Committee in a couple of places. On number 2, where it says, “or in the case of the Faculty Senate, the President-Elect for Faculty Senate will follow the procedure specified in the by-laws for the submission of business to the Senate,” I would at the end, “and then it would be sent to the Provost/Vice President of Academic Affairs” just to make it clear. I also suggest that on number 7, “Or in the case of academic policies, to the “Provost and the Faculty Senate President.” This is more along the line of what was said before, we want to add the Faculty Senate President, but we are not trying to take anything away from the VPAA.
 - Michael Banish: This is more of a simultaneous procedure.
 - Deborah Heikes: So will we footnote the Handbook?
 - Kader Frendi: Put it at the bottom of the page. Reference it after the first paragraph.

- Linda Maier: Question about number 8.
- Deborah Heikes: It should be “month.”

- Mitch Berbrier: Number 4, the second sentence needs a correction.
- Deborah Heikes: It used to be 2 sentences. Use passive voice, “will be sent”? “Upon completion of the draft policy, the responsible Vice President discusses... the responsible Vice President submits the draft.”

- Michael Banish: Number 5, add “when appropriate.”
- Deborah Heikes: I think it needs to say, “when it concerns university governance affecting the faculty,” because, “when appropriate,” is too open ended.
- Eric Seemann: And too subjective.

- Charles Hickman: At the end of the day, the most we will get is someone from the Faculty Senate in the room when the policy is being considered, which we agree is the President.
- Deborah Heikes: That’s all this is doing.
- Wai Mok: I can’t see that we are asking for anything more than what you’ve just described.

- Deborah Heikes: I’m really concerned about what happens to senate bills. So we go through the process of producing a Resolution, which takes us months of work, then does it go to the top of the chart (to the Provost), and then through the Policy on Policies? Because if that’s the case, then we need to stop formulating Bills, and just go to the Provost.
- Kader Frendi: The President cleared that up at the last meeting. He said that if it’s anything that concerns the university at large, it goes through the Policy on Policies.
- Deborah Heikes: So Senate Bills have to go through Senate, and then they go through all of this again?
- Charles Hickman: That’s how I see it.
- Kader Frendi: If it concerns the university at large. If it concerns only the faculty, then it is only a Bill. If staff is involved, or something, then it becomes a policy.
- Carolyn Sanders: What happens to the bills that haven’t been responded to?
- Michael Banish: They go through this process anyways. We write a bill, it goes through this process. It goes off to legal. This policy now says you have a month.

- Carolyn Sanders: I’m curious about past bills that haven’t been approved. Develop a strategy?
- Wai Mok: Yes, we will compile a list. We need to warn senators.

❖ Agenda for Faculty Senate Meeting #551

Kader Frendi: The survey is on the Agenda for next senate meeting. Do we want to keep it?

- Deborah Heikes: Let’s remove it until we have a company lined up.

Wai Mok: Bill 378?

- Carolyn Sanders: Let’s not let that Bill slip at the next meeting.

➤ Meeting adjourned at 2:15 pm

B. Development of UAH Policy. A policy can be proposed by anyone at UAH by routing the suggested policy or revision to an existing policy (in the proper format) through the appropriate Division's administrative channels for review and approval. Administrative channels refer to the appropriate chain of supervisors and the administrative Vice President overseeing the activities of the proposing individual or organization **or for academic policies, the Responsible Officer in the Faculty Senate Executive Committee as specified in the by-laws of the Faculty Senate.**

In the case of matters affecting faculty, "the Faculty Senate is the permanent body representing the faculty for the formulation of university policy and procedures in matters pertaining to institutional purpose, general academic considerations, curricular matters, university resources, and faculty personnel (appointments, promotion, and tenure). Normally, issues of university governance affecting the faculty at large should go before the full Faculty Senate before implementation" (Faculty Handbook 6.2).

The flow for the creation of a new university-wide policy is illustrated below:

1. The individual **or units** developing the proposal submits the proposal to ~~his/her supervisor~~ **appropriate authority such as a unit supervisor or President-Elect of the Faculty Senate.**
2. The supervisor reviews the policy, comments on it and forwards the proposal to the next higher level within the Division's administrative organization. This process is continued until the proposal reaches the responsible Vice President. **Or, in the case of Faculty Senate, the President Elect of Faculty Senate will follow the procedure specified in Senate by-laws for the submission of business to the Senate.**
3. The responsible Vice President reviews the proposal and requests that a draft policy be developed by the appropriate person(s) or decides against making the proposal into a draft policy.
4. Upon completion of the draft policy, the responsible Vice President discusses the draft policy with the President's Executive Council **and the Faculty Senate President.** After, taking into account the Council **and Faculty Senate President's** comments, submits the draft policy to the Office of Counsel for legal review.
5. When the finalized draft policy has been approved by the Chief University Counsel, the responsible Vice President requests that the draft policy be placed on the President's Executive Council's agenda for discussion. **This discussion should include the Faculty Senate President when the policy concerns university governance affecting the faculty.**
6. Simultaneously, the draft policy will be sent to Staff Senate, Student Government Association, and the Research Directors, and any other entities impacted by the policy for review. In addition to being transmitted to the several organizations, the draft policy will be posted on myUAH.
7. All reviewers have one month to consider the policy with their respective constituencies and to submit comments and suggested changes in writing to the responsible Vice President, **or in the case of academic policies, to the Faculty Senate President.** Extension of review time may be requested by any of the organizations to which the draft policy was transmitted. Substantive changes must be accompanied by a justification or rationale for the change. No response from a reviewer within ~~two weeks~~ **one month** will be considered an acceptance of the draft.
8. The responsible Vice President will determine which changes, if any, to include in the draft policy. If the revised draft policy has been changed substantively, then a second review of the revised draft policy will be conducted following the aforementioned process. After the a two week review is conducted and comments are received, the draft policy is finalized by the responsible Vice President. The final draft policy along with an explanation of any changes received from the reviewers and not accepted will be submitted to the President for review and approval.



Wai Mok <mokw@uah.edu>

Fwd: senate policy and policies

2 messages

Deborah Heikes <heikesd@uah.edu>
To: Wai Mok <mokw@uah.edu>, Kader Frendi <frendik@uah.edu>

Wed, Sep 17, 2014 at 12:33 PM

I think this is something we might want to discuss tomorrow. (Or we might not.) The point at the end seems quite relevant.

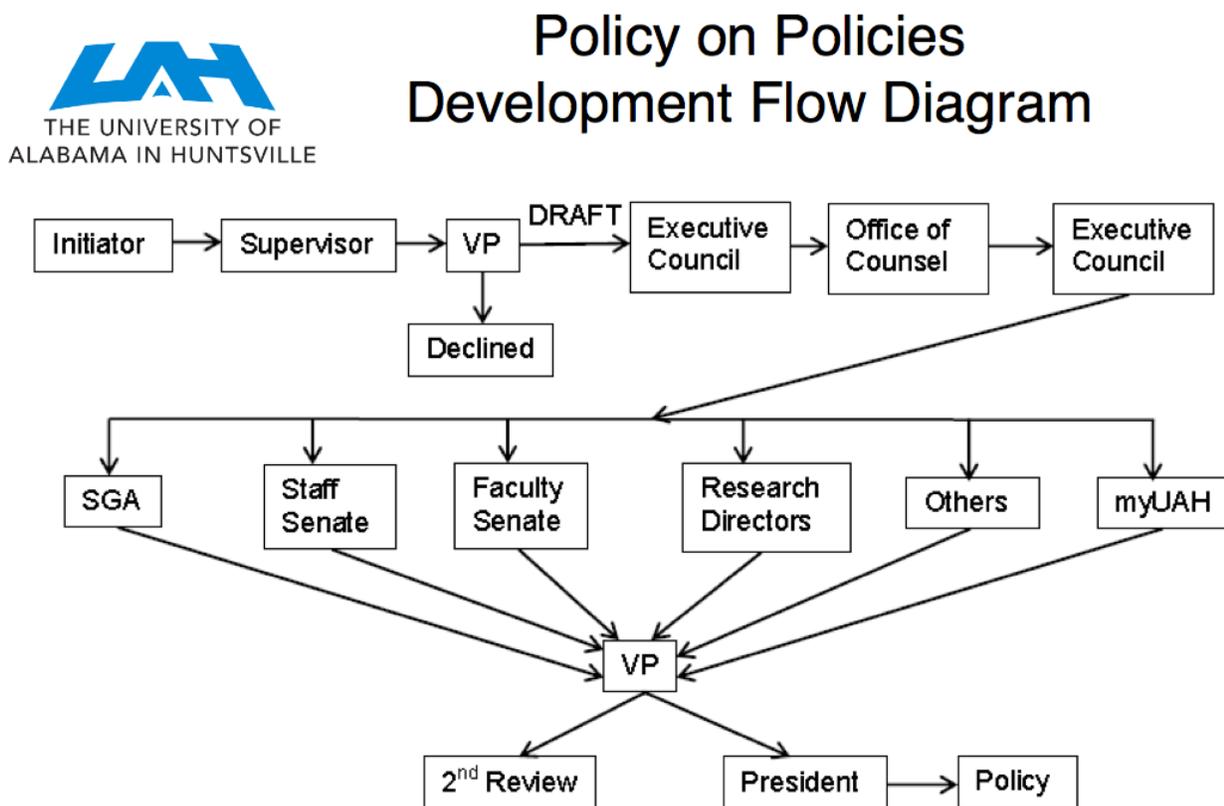
Deb

----- Forwarded message -----
From: **Mitch Berbrier** <berbrim@uah.edu>
Date: Wed, Sep 17, 2014 at 12:23 PM
Subject: Fwd: senate policy and policies
To: Deborah Heikes <heikesd@uah.edu>

----- Forwarded message -----
From: "Luciano Matzkin" <Imm0015@uah.edu>
Date: Sep 17, 2014 11:01 AM
Subject: senate policy and policies
To: <Mitch.Berbrier@uah.edu>
Cc:

Hello Mitch,

I do not know if this is too late, but my concern about the Policy on Policies (which I may have not articulated very well in the senate) is how the reviews from the Faculty Senate of a proposed policy is handled. As written the reviews/comments of a proposed policy will go back to the relevant VP (see scheme below).



I believe since according to the Faculty Handbook "The authority of the Senate derives from the Office of the President of the university and exists as a feature of the bond of mutual trust that serves as the basis for the general system of governance for the faculty, student body, and administration." our reviews/comment of a proposed policy should go directly to the President and not a gate keeper (i.e.

VP). This might potentially lead to the silencing of our voices by a VP.

Tell me if this makes sense to you.

Regards,

Luciano

~~~~~  
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**Kader Freni** <[frendik@uah.edu](mailto:frendik@uah.edu)>  
To: Deborah Heikes <[heikesd@uah.edu](mailto:heikesd@uah.edu)>, Wai Mok <[mokw@uah.edu](mailto:mokw@uah.edu)>

Wed, Sep 17, 2014 at 12:41 PM

Yes this is a good point and we need to talk about it. The good news is the administration will be absent tomorrow so we have the whole meeting to ourselves to sort out these issues...

Kader

“Live For Today Because Tomorrow May Never Come”

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Kader Frendi, Ph.D

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**From:** Deborah Heikes [mailto:[heikesd@uah.edu](mailto:heikesd@uah.edu)]

**Sent:** Wednesday, September 17, 2014 12:33 PM

**To:** Wai Mok; Kader Frendi

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