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MINUTES OF MEETING #515, 10 MARCH, 2011
APPROVED 14 APRIL, 2011

Present: Jeet Gupta, Wai Mok, John Burnett, Eric Fong, David Stewart, Clarke Rountree, Laurel Bollinger, Kathy Hawk, Eric Seemann, Bhavani Sitaraman, Michael Banish, Seong Moo Yoo, Laurie Joiner, Jennifer English, Paul Componation, David Moore, Louise O'Keefe, Ina Warboys, Brenda Talley, Roy Magnuson, Letha Etzkorn, Peter Slater

Absent with Proxy: David Neff, Carolyn Sanders, Mohamed Ashour, Aleksandar Milenkovic, Tim Newman, Richard Miller

Dr. Jennifer English called the meeting to order at 12:50 p.m. and stated she cancelled the Executive Committee Meeting due to a misunderstanding. There has been much discussion regarding the Bylaws and she talked to Dr. Tim Newman and both thought addressing the Bylaws issues with the Senate was a good idea. Discussion about issues that are causing trouble either with interpretation or things we want to do.

- Louise O'Keefe reported regarding the **Faculty and Staff Clinic** and gave an update and ask for support. The Clinic Opened June 2007 in Spragins Hall. The hours are 7:30-11:30. Going to be an issue with space. The current space was on loan for 5 years and want to put on radar so as new buildings go up and space is assigned the Clinic can be considered. At this point about 1600 employees with 4 hours seeing patients about 722 patients, 2500 visits, the clinic has caught on. Staffed by Louise O'Keefe and one staff assistant. Have physician contracted to come in once week for an hour. When you go back ask around what faculty and staff want changed, what would make the Clinic better, how could we serve you better. Services are we see for faculty and staff for sick visits and immunization, all except well physicals. People are using the Clinic. We get patients through word of mouth. We try to hit most departments. We visit custodial areas and do presentations at orientation and Staff Senate. Keep in mind as a suggestion, how to improve. Each new encounter is \$5. Don't file for insurance. If draw lab work, lab files for insurance. If we have another practitioner we could open all day and offer more services. We do not do allergy shots. We have a website <http://www.uah.edu/clinic> for forms for new patient.

- Dr. Jennifer English stated there is a need for a **BETA Representative** from the faculty for the rest of the year. We have to send more than one name to the Provost and he and the Deans will choose who will be the representative. We need to send a list of acceptable people. Send a list of acceptable candidates to be representatives. Do we want a ballot to say who is acceptable or how do you want to do that? We can vote to say acceptable or unacceptable. Want a process in place. The qualifications of the faculty member are unclear. It is hard to make a recommendation unless we know what the qualifications should be. Will take questions back to EMOG and ask what they are looking for. General guidelines not specific on what they are looking for. No current BETA cases right now. Nothing submitted for review that is pending so not in a rush to make a decision. Can go back and ask questions and see where things stand. Person to finish the year and then another for a 3 year term. Jeet Gupta stated we could take a look at the current people for the rest of the year and then get answers for next time. Will give couple of days for person to respond then get information out. If anyone else is interested send information to Peggy as soon as you can.

- **Bylaws: Issues:** Jennifer English stated one of the issues is the **Library Faculty**. David Moore is now the Interim Director. The bylaws state Senators should be tenured or tenure-track. The Library no longer operates under that, they do not have any tenured or tenure track faculty. The Library has always been a part of the Senate. The language now does not apply. How do we handle this? Clarke Rountree states there have been no tenured faculty since the Dean chose to get rid of tenured faculty. Jeet Gupta stated the Senate represents the academic units. The Library is not an academic unit. Laurel Bollinger stated there should be equity, if some lecturers are not represented then none should be represented. If some are represented then all should be represented. Clarke Rountree stated he doesn't agree that they are not represented, we all care. Think they should be represented. If they were clinical then they could be represented. Research Faculty can be tenured. Clinical is not tenured. There are gray areas—they are tenured but not teaching, academic- what does it mean and who is included and should the criteria be that they are involved in instruction. Jeet Gupta stated they had a lot of discussion on this. Why we do not have is because there was much discussion and trying to agree on something. Some wanted only tenured tenure earning then open to clinical, research, then went to all with teaching—it was not passed. Michael Banish stated the Library needs to be included—they have a core mission like the rest in educating students. Part of being academic is dealing with a unique population. Jeet Gupta stated that we could create a membership and an ex-officio membership. There things we can do. Roy Magnuson stated that lecturers are not represented and this is the real problem. Discussion of being uncomfortable with disenfranchising a group. Clarke Rountree stated that administrators make decisions that de-activate areas and there should be consequences for that. Long term interest in university and somehow connected to the core academic purpose of the university should be two qualifications. After 6 years lecturers could be eligible. There is still a concern for the number in English. Letha Etzkorn stated that Lecturers mean different things in different Departments. If you change the title in the Library it is not a problem. John Burnett stated that he thinks of himself as representing the College whether they are lecturers, faculty, etc. Jeet

Gupta stated that the unit could specify the kind of faculty who are eligible. Issue in including lecturers is the primary responsibility is to teach and there is little time for service. If now represent in Senate imposing an assignment on them. Also do we represent the entire unit. There is a danger in giving almost power to the administration to increase lecturers. Michael Banish stated he agrees with John Burnett in essence we represent all. Library has no one now representing their interest so we need to find a way to be inclusive. The Library is a core component of the Institution. Can farm out business area but we do not want to do that with the Library. Brenda Talley stated she represents the Faculty Senate—Lecturers are Faculty and yes we had lecturers then. Laurel Bollinger stated we have more lecturers now and most are teaching. Term of contracts 1-3 years. Bhavani Sitaraman stated tenured and tenure earning are people in the Departments who do review lecturers. We represent the totality of those in the unit. If you get in ratio of Senate and could get bizarre and have more Senators and could represent all different interests. May not be able to represent all different issues of the unit. All sorts beyond instructional. What do we represent in academia? Kathy Hawk asked how long are the appointments? Three years for the Library. Laurel Bollinger stated the budget issue makes it easier. Jeet Gupta stated that when we reviewed other university bylaws the lecturers were represented by having 2 for every 10 or models like that to work out. We represent all and handle departments who represent all. Library—and then lecturers in departments, two issues. If the Library is represented in Senate then work toward being Clinical. David Moore explained to Jeet Gupta what lecturers in the Library do. Jeet Gupta stated the Library is a support unit for the academic. Jennifer English believes there is an out for representing if they go to Clinical. Library does not have a vote but they are welcome to any meeting and welcome to hear from them. Jennifer English stated we don't know how to solve the lecturer problem. Interested in hearing what you want to do about Lecturers. David Stewart stated there should be a small number represented through the university so the voices are heard—have some voice rather than no voice. Interesting model if set right balance. Brenda Talley suggested they have an advisory committee who could bring issues to the Senate and were not Senators. Jennifer English mentioned letting lecturers have their own group and a voice that way. Think what Jeet Gupta and David Moore discussed could work. Bhavani Sitaraman wants to fine tune other areas more so we don't keep coming back to it.

- Jennifer English stated there is **ambiguous language** on the President-Elect. The bylaws are ambiguous. The President- Elect is running off the election as President-Elect and do they need to be re-elected to serve as President. One interpretation that should be elected when term ended. Jennifer English stated she served as Chair of the Governance and Operations Committee and then President-Elect and the two year term expired and then she served as President. The Parliamentarian says elected by Senate and not representing the Department any more so do not need to be re-elected. Have precedence for not but it is ambiguous language. The Department could decide not to re-elect and undo what the Senate had done. Would like to clean up the language. Jennifer English would like to clean up language to say when an officer they are a Senator. Only for President and President-Elect. President-Elect does

not need to be re-elected by the Department. When a person is an officer they represent the Senate and not the Department.

- Jennifer English stated that the **elections** this year regarding the President-Elect, Ombudsperson, and new senators. Speaks to elections but not who does it. Do we want to have language that the Governance and Operations facilitate with blind vote or let the Department do it on their own as long as they verify it was done by vote. Is there not enough of a problem to do anything. Letha Etzkorn stated some Departments Chairs chose the representative and not by election. There were arguments for both sides. Bylaws can be read both ways. Jeet Gupta stated the Departments should be able to do their own elections. If there are problems then handle separately and not blanket ruling that we control. That is the way it is done in the Senate –states elect their own. Clean the language and let Departments do it. Yeqing Bao is concerned for someone else dictating. If departments do then send something that certifies that done right and if know of not being done then notify us immediately. Can do forms that will be hoist upon Peggy. Roy Magnuson suggests when requesting unit to elect then remind of best practice. Laurel Bollinger suggested sending to all in the Department not just the Chair. Bhavani Sitaraman stated if we want the Senate to be taken seriously then choose the best person to represent the department and the department needs to schedule accordingly—sometimes department uses other criteria and not what is here. Jennifer English stated that is when the election schedule done. Maybe January send a reminder so they think about it when scheduling. Clarke Rountree stated don't know if there is a problem running earlier. We could do the election in January. Jennifer English stated do we want to leave it as an option? No, departments run the elections with Governance and Operations giving them sufficient guidelines. Give everyone information so no one feels they are not empowered to say if the elections not done properly. Jennifer English stated if brought forth that not done right then the Ombudsperson brings it to the Executive Committee and then decide how to handle it. Yeqing Bao stated if it is run by the Senate can you guarantee it is done right. Will we know what is going on. Ina Warboys stated Colleges elect and someone says not done right and tell parliamentarian and say Senate Executive runs as an elections commission. Laurel Bollinger stated if there is a complaint will run election, have to have evidence of done inappropriately then move to do re-election. Jennifer English stated if you feel the Department is not doing it right let someone know.
- **Resolution 7: Non senate faculty on Senate Committees.** Research Committee and others. Put bill through voted and implemented—very ambiguous and not clear how we add Senate eligible faculty on Senate Committees. Process of how to put on. Jeet Gupta stated they are working on a proposal of how Committees are formed. Particularly if need 5 people and have 10 nominations. Believe Senate Executive should decide who serves. Jeet Gupta stated the current Bylaws say elected by Senate. Governance and operations and Senate Executive come up with changes to Bylaws. Tighten as much language as can and Parliamentarian does great job but should be easier. Clarify processes and procedures of what we do. Jennifer English changes to bylaws have to be approved by the Board. Bhavani Sitaraman has the 1973 derivation been

changed? Jennifer English stated if it is important then fight for it but if you do not feel strongly then not send. Bhavani Sitaraman stated concern about the statement about deriving authority from the President. Look at examples of shared governance and come up with something different. Check out Bylaws of others. See what acceptable elsewhere. Help make case stronger. If what different from all others then not good, especially peer institutions. Take a few minutes and look at what another university does.

- If you have other issues forward them to Jennifer English we will get a discussion on that. Lecturer issue good one to go look at from other universities.