

FACULTY SENATE

AGENDA

**FACULTY SENATE MEETING #541
THURSDAY, OCTOBER 24, 2013- 12:45 PM to 2:15 PM
SHELBY CENTER ROOM 107**

- 0. Call to Order**
- 1. Approval of Minutes of Meeting #540**
- 2. Administration Reports**
- 3. Acceptance of Faculty Senate Executive Committee Report**
- 4. Reports**
 - Senate Officer Reports
 - Senate Committees
 - University Committees
- 5. Old Business**
- 6. New Business**
- 7. Adjourn**

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

PLEASE SEND PROXIES TO KALA BURSON: facsen@uah.edu

FACULTY SENATE MEETING # 540

September 26, 2013

12:45 P.M. in SC 107

Present: *Wai Mok, Fan Tseng, Chris Allport, Charles Hickman, Dan Sherman, Pavica Sheldon, Derrick Smith, Joe Conway, Joe Taylor, Linda Maier, Christine Sears, Carolyn Sanders, Nick Jones, Andree Reeves, Bhavani Sitaraman, Mitch Berbrier, Ramon Cerro, James Swain, Kader Frendi, James, Blackmon, Kristen Herrin, Ellise Adams, Anna Benton, Peggy Hays, Phillip Bitzer, Luciano Matzkin, Carmen Scholz, James Baird, Debra Moriarity, Tim Newman, Craig Cowan, Leonard Choup, Richard Miller, Jakobus le Roux*

Absent with proxy: *Deborah Heikes, Marlena Primeau, Nikolai Pogorelov*

Absent without proxy: *Keith Jones, Eric Seemann, Ying-Cheng Lin, Junpeng Guo, Jeff Evans*

Guests: *Rachel Osby*

- Senate Meeting Number 540 was **called to order** at 12:45 p.m. by Dr. Mitch Berbrier, Faculty Senate President.
- Mitch Berbrier asks for a **motion to approve minutes** from Faculty Senate Meeting 539. Charles Hickman makes a motion. James Baird seconds motion to approve minutes.
- Dr. Mitch Berbrier: Guest presenter – Rachel Osby, Senior Director of Alumni Relations.
- **Rachel Osby:** Announced that **Homecoming is the week of October 14th through the 19th**. Check out UAH website about Homecoming week. Asks for faculty to get involved in the Homecoming activities. There is a Paint the Town Blue decorations contest (flyer is attached as Appendix A). Alumni has sponsored Homecoming week for many years and invites faculty and staff to participate. There are different categories meant to involve everyone on campus. Help show school spirit by participating. Pick any theme for decorations. Whoever is most creative will be the category winner; there is a winner per category. Register online by October 14th. Decorations need to be done by Wednesday morning at 8:00 am. Judging will take place all day Wednesday so need to make decorations accessible from 8:00 am until 5:00 pm on Wednesday. Please leave the decorations up through the week of Homecoming, but take them down by the following week. The winders will be announced at the tailgate party on Friday afternoon. The tailgate party is a campus-wide event. If you have any questions, email her at rachel.osby@uah.edu.

Mitch Berbrier thanked Rachel Osby for her visit.

- Tim Newman **motions to accept Faculty Senate Executive Committee Report**. Debra Moriarity seconds. Ayes carried the motion and minutes were accepted.
- **University Committee Reports:**
Huron: Huron is a consulting group administration has brought in from Chicago to assist with recruitment issues. Mitch Berbrier reports that the group met and Huron made a great presentation. They were very frank in their criticism in UAH's failures in the past to collect and

analyze data regarding students in order to help recruitment. Engaging in all kinds of things to work in processes such as marketing and other aspects. Dr. Berbrier will keep the Faculty Senate apprised of progress.

- ❖ Richard Miller: What is the faculty representation involvement with discussion, besides Deans and others? Because faculty often have other insights into issues in recruitment that others in administration may not have.
- ❖ Mitch Berbrier: There are a number of people on the committee, including a couple of faculty members besides himself.
- ❖ Richard Miller: Can they deliver a presentation to the Faculty Senate?
- ❖ Mitch Berbrier: We can ask them to. Their findings are preliminary right now.
- ❖ Tim Newman: Some of his colleagues are under the impression that Huron provided this same service a few years ago. Is this true?
- ❖ Mitch Berbrier: No. That was another company out of Chicago. Their strategies were never implemented, though. This is a different company with a track record of high success.
- ❖ Bhavani Sitaraman: Offers a suggestion - like any other committee, maybe we could ask the university to make Huron reports public on the website so it doesn't have to be requested every time there is a meeting.
- ❖ Mitch Berbrier: Assumes it's on the Office of the President's website.
- ❖ Bhavani Sitaraman: There have been and are some consulting efforts we don't know about because they aren't published on the website.
- ❖ Mitch Berbrier: Strategic plan would be to have it up, but there is no report yet to post.
- ❖ Ramon Cerro: When this business of hiring a consultation firm was made known to other faculty, some said we have a considerably less amount of scholarships to give away. Is this correct?
- ❖ Mitch Berbrier: Huron talked about how important scholarships are. Doesn't think it's considerably lower at this point
- ❖ Ramon Cerro: May not have been cut his year, but 2009 thinks they were.
- ❖ Mitch Berbrier: Don't think so, sounded like from the meeting that we have good number of scholarships and just need to target them better.
- ❖ Ramon Cerro: Can we find out?
- ❖ Mitch Berbrier: Yes.
- ❖ Debra Moriarity: As far as putting the information on the website, we now have a portal set up so it wouldn't be available to the public.
- ❖ Charles Hickman: (In response to Ramon Cerro) The dollar amount went up significantly this year for 2013-2014 budget. If there any questions, he will talk about it after the meeting. The precise dollar amount isn't known to him at this point.
- ❖ Ramon Cerro: What was the percentage that it went up?
- ❖ Charles Hickman thinks it doubled compared to last year's budget.
- ❖ Mitch Berbrier: Recollection of the discussion at the meeting is that the amount of scholarships available isn't problematic, it would be better for more, but the question is how to tool them and aim them.
- ❖ Luciano Matzkin: What is the timeline for the final report?
- ❖ Mitch Berbrier thinks it is the end of this semester, but is unsure, and so will ask.

GER: Committee had one meeting last week. Dr. Andrea Word is running it and is very knowledgeable on the subject. The committee will develop what we want rather than fill-in different courses here and there. Development is in the "conceptual stage" (i.e., what is GER, what do we want it to do, how to make it fit in the university, etc.). Go this route rather than

starting with the various requirements and constraints. Look at what is best for students and the university as a whole, then deal with the constraints. Still in the first stage.

- ❖ Chris Allport: Next meeting is October 11th.
- ❖ Derrick Smith: Do you have any indication on a timeline?
- ❖ Mitch Berbrier: President Altenkirch has asked for its implementation by August 2014.

Provost Search: Proceeding according to the schedule. Idea being to hopefully have some initial interviews in November. Trying to get someone in place by beginning of next semester. Committee has been meeting and they have started looking at candidates. Still at point where, according to search firm, it's possible best candidates have yet to apply because still convincing certain people to apply.

Learning Management System (Angel) replacement: Dr. James Swain reported that the initial meeting was last Thursday. The committee is discussing criteria that would be used and will put out a request for proposals in a week or so. It's in the stage of discussing what we need from the system. There is another meeting tomorrow at 1:00pm.

- ❖ Derrick Smith: There is a very tight timeline. Trying to have it done by next May.
 - Will send some information on it via email. There is a spreadsheet of everything wanted, so he asks that the Faculty Senate please go through it and pick out what you would like in the system. Will bring leading candidates on campus and do presentations of fake courses to test before buying anything.
- ❖ Dan Sherman: Can we assume that we will be using Angel during spring semester, but that is final semester?
- ❖ Derrick Smith: There would be transition period where next summer will have couple people in transitions to test system and possibly starting fall or spring of 2015. Don't want to rush into anything. Angel is supported through 2016 and wants to get through that. This won't be a fast process, but wants to do it correctly.

➤ **Senate Committee Reports:**

Governance and Operations, Phillip Bitzer: Faculty appeals ballots are in and hopes it will be last election done by hand.

- ❖ Richard Miller: Has the Chair of the Physics Department and chair of new department been told about re-electing senators?
- ❖ Mitch Berbrier: No
 - Phillip Bitzer will handle this for Dr. Berbrier.

Personnel, Ramon Cerro: First, committee worked last March on Background check policy and made number of comments. Most of the comments made were incorporated into policy, but not all of them. Now in process of looking into them so if anyone has any comments, Personnel Committee would like to hear them.

❖ Mitch Berbrier: We received email last week from President Altenkirch about this. Second, about hiring procedures for new hires. Started with past administration and has continued – hired people not previously tenured, but hired with tenure in university. The real problem is with a statement made by lawyers of UAH that anyone who is a new hire, doesn't have to go to PTAC or URB. Some of the new hires a while ago in past administration never went to URB, most or all went to PTAC, but not URB. In this case, new hires dismissed from PTAC but didn't go to URB. This is the interpretation of counsel. Committee looked into rules and have

different interpretation. Asked to have President Altenkirch clarify this. Committee sent new interpretation to executive committee. (Read the new interpretation aloud.)

- ❖ Mitch Berbrier will talk to President Altenkirch first about lawyer's interpretation of handbook and try to correct this. A meeting is set up for next week. Also will bring up System Board Rule 301 which supports agreement that normal procedure are to be followed. New hires shouldn't bypass the committees. President Altenkirch doesn't always realize Faculty Senate's experience in past few years and how it colors anxieties about things.
- ❖ Charles Hickman: Talked to College of Business faculty and they're all in agreement that it would be perversion to allow someone to come in as faculty with tenure and rank and not have to go through PTAC or URB. There is some ambiguity in old faculty handbook, but not the new one. One approach to take is that the change was not intended to change policy, but intended as clarification of existing policy. Requires all faculty to go through PTAC and URB.
- ❖ Mitch Berbrier: We have clear, simple, and strong argument to make. Won't be much disagreement among faculty on this.
- ❖ Bhavani Sitaraman: Just focusing on the president and legal counsel is insufficient. Many times chairs and departments are involved with tenure and promotion. When this is clarified, and all parties at top have agreed, something official should go out to all faculty, or at least chairs, and let them know this is the case.
- ❖ Mitch Berbrier: Referring to ambiguity in current handbook, talks about process of department, college, and university level.
- ❖ Charles Hickman: It doesn't specify that PTAC and URB must approve of tenure and rank to new hire. There is a paragraph that refers to existing policy for other faculty. Is ambiguous but doesn't say clearly it isn't required. It's been done, that's how it was historically done – everyone who's getting rank or tenure goes through PTAC and URB.
- ❖ Ramon Cerro: Don't think the whole handbook is bad because can't just look at paragraph 7.3.1 of faculty handbook and say this is allowed. Specification everywhere else says something else. Paragraph 7.3.1 talks about people being hired as assistant faculty, and they don't have tenure. So why would they go through PTAC or URB?
- ❖ Charles Hickman is in complete agreement. The intent in enacting the current handbook was everyone getting hired goes through PTAC and URB. It doesn't state explicitly, which new handbook does. Our position needs to be the new handbook isn't a change, but a clarification. Interpretation is rule has always been that anyone getting rank or tenure, whether getting promoted or newly hired, has to go through the college to PTAC and University Review Board.
- ❖ Mitch Berbrier: Be sure to look at this when we get the handbook back.
- ❖ Ramon Cerro: Dr. Berbrier should bring Board Rule 301 up to the president. Rule 301, as interpreted, says if hire someone who doesn't have tenure somewhere else, doesn't get tenure.
- ❖ Mitch Berbrier will bring up the faculty handbook and Board Rule 301 to the president at their meeting.

Undergraduate Curriculum, Debra Moriarity: Committee didn't meet in person, but instead via email. Approved a set of course changes and new courses. Rather than reporting every time we get a set of these, committee will put together a complete report and send to Faculty Senate at end of each semester. Plan is to provide summary of everything that's been approved for each semester.

- ❖ Mitch Berbrier: Discussion in the Executive Committee that each committee can provide a semester report.

Finance and Resources, Charles Hickman: Budget has been approved by BOT, available on UAH website. Invited Ray Piner to come to committee meeting scheduled on October 31st to talk about the budget. Questions regarding the budget from some faculty and this is a chance for us to ask those questions to Piner. Told him we would supply him with a list of questions two weeks prior to the meeting which will be discussed. If you have questions, please email to Dr. Hickman in order to provide to Piner in advance. Will report on discussion post-meeting. Research and creative experience for undergraduates – emailed Ray Vaughn. Will have a meeting on October 8th to talk about funding for that program. Has already agreed to fund at last year's level, so if anyone has input please let Dr. Hickman know.

- ❖ Carmen Scholz: Running into same problem again about who is eligible. Open up for people who would use students as cheap labor... Do we want to open ourselves up to the program for that possibility?
- ❖ Richard Miller provided some background. The last few years, RCEU call for full-time university faculty which applied to tenure, tenure-track, research and clinical faculty. There has been an effort of certain staff members who want anyone with PhD to be allowed to be a mentor. Have been concerns about this over last few years. One about wanting to tie research endeavors tighter to academic departments and also that full time faculty have long term stake in success and quality of RCEU program where post-doc or adjunct, the more transient faculty, doesn't have stake. Simple solution for agreement last year was that anyone who wasn't full time faculty would have to have a primary mentor who was a full time faculty member, as a co-mentor, so some linkage there. Don't understand why this is coming up again because it as a workable solution last year.
- ❖ James Baird: Regarding the Finance meeting, time and place for that?
- ❖ Charles Hickman: October 31st is the budget meeting. No place yet, 12:45 time- if you want to attend let Dr. Hickman know. October 8th is meeting regarding the Research and Creative Experience, can't remember the exact time for the meeting.
- ❖ Mitch Berbrier: Anyone want to build on Dr. Miller's point? Or have a different view?
- ❖ Charles Hickman: Dr. Vaughn's response to request for meeting said he thought it was important that research faculty be able to participate. Dr. Hickman assumes research faculty meant research, not simply anyone with PhD.
- ❖ Richard Miller: There are other staff people in office who want it to be anyone with PhD.
- ❖ Carmen Scholz: Dr. Vaughn and his staff are talking about every center member have PhD. Those are usually staff scientists. We are fearful that education falls by the wayside if open itself up.
- ❖ Mitch Berbrier: Will keep posted on this. That's what the meeting is about this. Dr. Vogler shares Dr. Scholz's views on this.

Undergraduate Scholastic Affairs, James Blackmon: No report.

Faculty and Student Development, Fan Tseng: Working on Lecturer Ladder. Looked at several policies from other universities and we are reviewing them. Handout is in the meeting packet that summarized what has been found so far. Very general description of them. Committee will meet again on October 10th. Hope to get it worked out then.

- ❖ Ramon Cerro: What committee of the Senate does department realignments fall under?

- ❖ Mitch Berbrier: Will need to go back to appendix of faculty handbook and look. Dr. Newman?
- ❖ Tim Newman: Will look at committee descriptions to see. Don't think it's laid out clearly. Doesn't remember finding anything pointing to specific committee.
- ❖ Mitch Berbrier: Governance and Operations is also beginning to look at restructuring of the committees. Dr. Bitzer already has information from other UA schools. If you have thoughts like that, forward to Dr. Bitzer and ask for specific committee which has responsibilities for certain things.
- ❖ Ramon Cerro: In main policies of AAUP, one states that in every realignment, the faculty must participate. Have already seen one realignment recently that was not brought to senate except for announcement. Rumors of another realignment going on and ask for Faculty Senate's participation.
- ❖ Tim Newman: Looked up answer to Dr. Cerro's first question. The Undergraduate Curriculum Committee is tasked with initiating and reviewing any proposed changes affecting programs, basic degree requirements, and creation or elimination of academic programs. Personnel Committee is tasked with any faculty issues related to termination or discontinuation of.
- ❖ Mitch Berbrier: Therefore, go to one of those two committees.
- ❖ Ramon Cerro thinks the president should know about any realignment rumors going on regarding these issues.
- ❖ Debra Moriarity: Need to be careful that programs and departments are not synonymous. If talking about a department realignment there are multiple factors to that meaning several committees would be involved. For program changes, the Undergraduate Curriculum Committee is clearly defined. If department realignment is also going to affect existing programs or bring in new programs, it goes through Undergraduate Curriculum Committee. For changes in those programs, would have to look at impact on Personnel, Scholastic Affairs would have to look at its impact on academic environment relative to undergraduate students.
- ❖ Tim Newman: One more piece to Undergraduate Curriculum Committee's portfolio – they're to collect information and report about academic programs being planned including new degree programs, departments, majors, minors, and degree program options. Don't have to be part of approval process, but do have a reporting and investigation rule regarding any changes to departments.
- ❖ Mitch Berbrier asked Richard Miller if he spoke to the president about concerns regarding this last year.
- ❖ Richard Miller: Yes I did
- ❖ Ramon Cerro: Personnel Committee definitely involved if any terminations or dismissals of tenure. When it comes to realignment of programs or departments, he was unsure.
- ❖ Richard Miller: The president asked him last year if he thought split should be brought before senate (referring to the physics/space science split). Dr. Miller said absolutely. Didn't describe specifically going to committees because it didn't go to that point. It was at end of academic year, and asked for summer meeting to present that. Dr. Cerro is correct, it was just an announcement though. In principle that was a problem. Number of reviews that Dr. Moriarity mentioned should have been done
- ❖ Mitch Berbrier: So his goal in speaking to the president is to prevent this from being done again.

- ❖ Andree Reeves: When we consider widespread realignment of units, that would be a special ad hoc committee selected by the Faculty Senate. It didn't go to any other committees specifically.
- ❖ Tim Newman: When that committee met, we proposed that the university have a policy on realignment. Committee brought forward two bills that passed the Faculty Senate overwhelmingly. If it had been accepted by administration, it would have brought UAH in line with sister institutions. AAUP says every institution is supposed to have a policy that is crafted with faculty. UAH board has such a rule as well. Other institutions in system have done that, and on faculty side, we attempted to do that three years ago but it was rejected. This needs to get back on the radar – ought to have a policy. There are gaps in bylaws, tried in past to change. Let's try it again.

➤ **Officer Reports:**

Ombuds Deborah Heikes: No report.

Parliamentarian Tim Newman: No report

Past-President Richard Miller: No report

President-Elect Wai Mok

Attended BOT meeting in Tuscaloosa on behalf of Dr. Berbrier. Report is in Executive Committee report. One thing that caught his attention was enrollment in Tuscaloosa increased which puts pressure on UAH. Thinks the 120 hours is where this is coming from.

President Mitch Berbrier

Faculty Senate webpages are being updated, but there is limited capacity. Faculty handbook is now on welcome page. We can't change menu items, must go through IT to do that. Calendar is up to date. Membership is up to date. Suggestions – email Kala at facsen@uah.edu.

Shepherd Bend mine – there is land owned by Tuscaloosa UA near Birmingham. An individual named Drummond wants to mine coal on land. He has received some permits through department of environmental management but not all permits. Began five years ago. Environmental impact studies done. Certain individuals became concerned about impact of mining on quality of water. Warrior river – water source for low income African American community. There is a concern on quality of water and the effect of mining. Trying to get UA system and University of Alabama to input. Dr. Hickman knows permit specifics. UA faculty senate and UAB faculty senate, along with SGAs from all, have signed on to documents requiring and requesting the system (and chancellor) to clarify stance on this. And to not allow mining. Or to make process transparent on permits. UAH last ones to get involved. Asked to provide support for other groups. This is a bigger concern on Tuscaloosa campus and on Birmingham campus since the land is in Birmingham. We have now gotten involved. We didn't have much time but both faculty senates at UA Tuscaloosa and UAB got full presentations on environmental impact. Want transparency and for the process to be followed properly ; want to know details. Much discussion in background between the chancellor and President Bonner. Chancellor Witt is working hard to craft satisfying language for concerned people. Publicity should come forth in future. Goal is that people concerned with water quality – a strong card – to get it into press. Trying to play card carefully.

- ❖ Wai Mok sat down to lunch with Chancellor Witt, other faculty senate presidents, and students from UA Tuscaloosa and UAB– Chancellor Witt made commitment to put in writing to do full investigation if UA Tuscaloosa decides to sell property. At that point in time, that’s all we can do.
- ❖ Mitch Berbrier: We will see if that comes forth.
- ❖ Wai Mok: Although water supply won’t affect us, we should support sister institution.
- ❖ Carmen Scholz: Is UA considering selling land to mining company?
- ❖ Wai Mok: No decisions have been made.
- ❖ Charles Hickman – Shepherd Bend has permits to conduct mining and for the runoff. Pollution is just water runoff. Pollution control measures are in place. All available on environmental agency’s website. Have appropriate permits, but don’t have mining rights. So UA would have to either sell property or give rights to extract. That hasn’t taken place yet. That is a BOT decision. All property of all university system ultimately belongs in a sense to BOT. They would have to approve mining rights.
- ❖ Mitch Berbrier: That is issue people have – it goes back and forth between UA and BOT.
- ❖ Charles Hickman: No mining has begun. Environmental permit expired.
- ❖ Mitch Berbrier: Will let go for now, but if issue isn’t resolved, need to have someone from Birmingham come and talk to us.

Chancellor of UA would come visit with Faculty Senate on an annual basis. Sometime in the past this stopped. Want to begin invitations again. Want chancellor to come give address to faculty across campus. Will invite to one of the meetings. All Faculty Senate meetings are open to all faculty, only members can vote. Need to be sure all faculty knows they can come. Suggestions on presenting his visit? Objections, concerns? No.

BETA policy is still with president. Supposed to get back several months ago, in recent email he said he’s been busy, apologizes and promises to get to us in October. Behavioral Evaluation and Threat Assessment. Lack of clarity about policy and how committee works. Working on for 18 months now.

- ❖ Ramon Cerro: Policy was started two to three years ago, but never went to senate. But policy affects every employee and student on university. Revision began, chaired by Dr. Wren. Revision went to the president in spring semester. Waiting on it now.
- **Peggy Hays**: Fitness helps you learn. Tried to get something on university website (unsuccessful) so brought to Faculty Senate to announce. Tennessee Senior Stars Women’s Softball Team earned their way to the Senior Olympics and won a Gold Medal in their division. Age is at least 55 years to be in the Senior Olympics. Olympics in Cleveland, OH. Next one will be in Minneapolis, Minnesota.
- Chris Allport **motions to adjourn**. Andree Reeves seconds the motion. Ayes carried the motion.

Faculty Senate Meeting # 540 adjourned
September 26, 2013, 1:55 P.M.

SENATE EXECUTIVE COMMITTEE MEETING

October 17, 2013
12:45 PM in SKH 369

Present: Mitch Berbrier, Wai Mok, Deb Heikes, Tim Newman, Richard Miller, Ramon Cerro, Peggy Hays, Jim Blackmon, Phillip Bitzer, Charles Hickman, Fan Tseng

Guests: Brent Wren, President Robert Altenkirch

- Mitch Berbrier called meeting to order at 12:45pm
- Report from President Altenkirch
 - Open up Charger Union this semester, probably November. Start moving in when semester breaks. Up and running in January. Stuff will be moved out of University Center and move to Charger Union.
 - Previously there was a plan years ago to renovate Madison Hall. So administrative offices in Madison Hall moved here [to SKH] because idea that it was going to be renovated. Never happened due to financial reasons. This is opportune time to do that, by vacating parts of university center and parts of Wilson Hall because Charger Hospital is moving from Wilson Hall to new nursing building expansion. It's not cost effective to renovate Madison Hall. Costs more to renovate than to tear down and build new building. This gives a chance to improve visual appearance of building.
 - Tim Newman: Are we going to run into any political problems? Because it was donated by citizens of county.
 - President: No, not with Madison Hall.
 - Tim Newman: Is the community group still active that gave us trouble years ago?
 - President: It's the committee that the mayor set up. At the April board meeting, there was a meeting of that committee and Paul Bryant and President Altenkirch and several others were there, and the only question asked was why wasn't there a prayer before scholarship? Got Dale Strong, Madison County Committee Chairman, to come to meeting.
October 9 was the meeting of Presidential Advisement group. We need to tear Madison Hall down and rebuild.
 - HURON recommendations. Makes sense to consolidate all of the "student facing services" into one place at Madison Hall (visitors center, enrollment services, recruiting, financial aid, etc.).
 - Mitch Berbrier: Wasn't Charger Central supposed to be that at some point?
 - President Altenkirch: Yes.Idea is to focus first couple floors on that and put administration on upper floor. (Principles Handout, see Appendix A to these minutes)
Preliminary plan that lays out movement. Principles are to demolish Madison Hall and rebuild by 2016. Use University center and Wilson as swing space to facilitate vacation of Madison Hall. Consolidate all "student facing services" in one place at Madison Hall.

Locate administrative functions centrally on campus, east of Sparkman. Minimize number of moves made, some people will have to move out of Madison temporarily and then move back. Minimize renovation expenses – anything over 750,000 goes to the board. If it goes to board, it moves slowly because it goes through four steps. If a unit moves, just because it has “x square feet” now doesn’t mean will have “x square feet” tomorrow. There are standards on office space and conference rooms, etc. Locate the two health centers into same building, not in same place, but in same building, so staff can share equipment, storage, etc. Questions?

- Ramon Cerro: On top of first page, are we going to move enrollment services out of engineering building?
- President Altenkirch: Yes. June 14.
- Ramon Cerro: Are there any plans for that space?
- President Altenkirch: Whatever engineering plans for it. That space becomes part of engineering. There is some engineering stuff in Madison Hall (Dr. Wren clarifies: “senior design groups”) will have to go to Engineering Building and Engineering will have to figure that out.

First page is by current building location. Second page of handout (explains) dark lines are entities that have to move twice. For example, counseling center in Madison will move to University Center and then move back to Madison. Go to next page, it is by programs, same data, but organized by programs. First is AACOE (Army), plan is to move army to University Center in the bookstore location. They need a good size space and University Center is connected to Bell Center. Madison isn’t a good location for them. Other reason is because University Center is supposed to be thought of as training and continuing education center. Don’t want visitors and prospective students coming to campus trying to find this space. Continuing Ed and Army is okay with this.

- Richard Miller: Is there a naming opportunity for University Center?
- President Altenkirch: Always a naming opportunity.

First step in the process is for the board to entertain resolution to renovate the bookstore in University Center to accommodate the Army. The Army is helping to pay for it because they like that location. If there is an Army presence in training and continuing education center, most of people in there will be adults and won’t be upset to see people in camouflage. Prospective students and/or parents might think something if people walking around in camouflage. Also will make separate entrance for Army, so they won’t have to enter front door. They don’t eat in University Center, they eat in Bevill Center. Army will be located in bottom space with separate entrance so people can’t see them entering/exiting.

The next page is sorted by temporary locations. Shows everyone who will have to move twice.

Last page shows the steady state after Madison Hall is built. University Center is the training, conference, continuing education center. Madison Hall is “student facing services” and administration. Shelby King will have some administrative offices in it. Wilson Hall, the third floor becomes the clinics. Reason being is it is cost effective because it is almost setup already. Can separate into two clinics. The first and second floor is prime classroom space. So those floors become available for classroom expansion and offices space when continuing education moves out. So the clinics go on third floor.

Downside is have to ride elevator.

- Tim Newman: Is the student clinic still on second floor of UC?
- Yes
- President Altenkirch: The third floor becomes the clinic, continuing education

space available for classroom expansion and offices. There are no details on this yet.

- Fan Tseng: What about the staff clinic?
- President Altenkirch: It's on the third floor of Wilson Hall.
- Brent Wren: That's a fairly quick move of faculty portion. Once nursing building is complete and the hospital goes over to nursing, that frees up that portion which can be used for faculty clinic space. Student clinic comes over to join in 2016.
- President Altenkirch: In nursing, when expansion space is gone, movement from old space to expansion space and some over to Wilson Hall. Old space renovated, then move back to Wilson Hall.
- Peggy Hays: Nursing has own enrollment services.
- President Altenkirch: Nursing enrollment services stays. When referring to enrollment services, he means recruiting freshmen.

Also a movement of pre-professional advising from Morton to Madison, and pre-health will move from Shelby to Madison.

- Question, "How are we going to pay for it?" was asked.
- President Altenkirch: Company/firm that does bond sales is doing analysis to look at bonding capacity to see if we can do this with bonds. Or if we should do it out of the fund balance.
- Richard Miller: Pros and cons?
- President Altenkirch: The debt service is a recurring expenditure that costs money, but can pay it off. The fund balance gets depleted by 20 million, but there is scrutiny on this balance. Using some of the fund balance for this, he thinks the board would be fine with. It's really an investment to help recruit students.
- Richard Miller: Will have to go through, for Madison Hall component, start going through board steps now?
- President Altenkirch: Stage 1, stage 2, stage 3, stage 4. Sometimes can collapse two of them into one. Resolution has been submitted for the Army. First piece of puzzle is the Army. Need to go to board now for this, to avoid timetable moving eight months.
- Richard Miller: If all four steps go smoothly, that is a minimum before start process? 8 months, a year?
- President Altenkirch: Not a year. Might be able to get this done at June meeting. It's possible.

- University Drive. Can build an entranceway on University Drive. Complications: there are light poles and utility poles, and we don't want any poles there. Think can get lights moved across street, those are federal. That leaves utility poles, those are Huntsville. Talking with Huntsville about burying lines so UAH can clean it up and build entranceway. If wait to do this, probably be 2-3 years. There is good setback on the rendering, 78 feet. Setback on Sparkman is 40 feet. Facilities found out how much setback must be. Answer is 43 feet. So we can build entranceway with 43 feet. Will be same architecture as Sparkman. Can do this with poles in place. We can get that done by next fall. Then can work to move lights and bury lines after fact. Other issue with lines is, if stand in Charger Union on the second floor and look across Holmes, will see power lines. So went to city to ask about those. Can't bury them because they are high voltage distribution lines, and can't bury it because can't transfer the heat. They will work with UAH on rerouting lines, though, up University. So we have tradeoff. Get rid of lines on Holmes, but will have lines on University Drive in front of entranceway. Think it's best to

build entranceway 43 feet back and be done with it because that will be done anyways. So timing-wise and strategy-wise this makes sense. Then figure out what's best thing to do with lines. He has no opinion.

- Richard Miller – The line reroutes, whichever option, that's a cost the University bares?
 - President Altenkirch: Will be a partnership on cost.
 - Richard Miller: And the light movement across street?
 - President Altenkirch: We don't know.
 - Tim Newman: Ideas how much it costs to move those lines?
 - President Altenkirch: Less than 1 million. Should count on something around there.
 - Richard Miller: Will you eventually also look to have a main entrance on east side of campus where homes are being bought?
 - President Altenkirch: That's debatable. It could be to have markers on Holmes that show where campus entrance is. Still trying to buy the two churches that are there. Did buy the house and it will be demolished this month. Churches could be tomorrow or ten years from now.
 - Mitch Berbrier: Holmes is different.
 - President Altenkirch: Will have to be poles, columns, something like that.
- Campus Signage Group. Deb Heikes is involved. Idea there is signs are faded. Other signs not good, so the whole thing needs to be fixed up.
 - Richard Miller: Any kind of electronic component to the signage? Maybe one or two to notify students and community and staff of events on campus?
 - President Altenkirch: If look at strategic plan, there is tactic in there about this. Committee will look at this.
- HURON enroll management consult group met with Dr. Wren, President Altenkirch, and Ray Pinner yesterday and went over preliminary final recommendations. Delivered to steering committee on 29th. Thinks it is much improved over the first go around. Interesting things: did a survey of 60 thousand prospective students, regional. (Dr. Wren: that was population invited to participate, only got about 3% of that). But for example we are 4th most recognized institution in the state. This is pretty good news. Much ahead of everyone else. There is a gap between UAH and UAB, which we should try to close. They also posed anonymously as prospective students to see what kind of responses from competition. They said responses weren't very good. Not a lot of follow up.
 - Tim Newman: Tuscaloosa is superb about follow up.
 - President Altenkirch: Not HURON's experience. It doesn't show that. They looked at websites. Thought Tuscaloosa was good, didn't think too much of others. Gone through a lot of statistics on projecting High School graduation, where we should be recruiting that we aren't now, and we aren't capturing good market.
 - Brent Wren: This is regional. Drew from lists we buy and got names from college board that we aren't part of. They did it as a research group, didn't identify us at all. Unaided recall situation.
 - President Altenkirch: So respondent didn't know we were involved. They will finish up recommendations after that meeting and we will look at and pick out ones that have biggest impact.

- Website redesign. Has developed an architectural structure so what might appear on front page as buttons, and what's under buttons and how the search structure goes, what will be very prominent will be opportunity for prospective student to apply, and not have to go through hits. So structure is laid out, and we have to do a lot of cleaning up because there is a lot of stuff on website that is junk. Also in process of migrating business related activities to chargernet so public side is public information. Will see this happen over time. Those are two different architectures. Chargernet is standard Sunguard system. This website is different system. People who maintain public site are not same people who maintain chargernet site. Staff won't be able to put stuff on chargernet. Have to go to IT and they will do it. Whatever they're using to design carries over to mobile site. If want an example, go to Yale engineering and applied science website, on phone and on computer. The organization is different, that's all. So that's on track.

- GER revision group is running. Three points that should be folded into this. One is scores used for AP credit, so we don't put ourselves in position not to be competitive with competitors. Being worked on. Transfer credit- if someone is awarded credit at other institution, he doesn't think we should take it away from them. He's seen it happen. Then co-op. One of HURON's recommendations, he agrees with, is that there is no incentive for student to sign up for co-op. They don't need to, so they don't. When they don't it, it is disorganized. When look at competition, they do give credit for co-op experience. He's not sure if this is in GER, but somehow we need to figure out how to divide credit for it to keep it organized.
 - Mitch Berbrier: Believes there's a legal issue that can't simultaneously give students a paid job and credit for it. Is that part of the issue? That's what he was told when he met with coo-op department.
 - Brent Wren: Historical practice we followed where co-ops were paid, but no credit and internships were opposite. Those lines are blurred over the years.
 - Mitch Berbrier: So it's not a rule, just something we did.
 - Brent Wren: The AGSC articulation agreement has the five areas; most of what we are working on in GER falls in areas one through four. Area five, pre-professional, is where we would need to put co-op, won't fall under areas one through four.
 - Richard Miller: Regarding GER, recently in his department they were told that they are being told they need to get down to 120 hours. He tried to clarify this in last meeting, and has heard this in other places as well. The answer Dr. Wren gave last time was right on, looked at it and there is no mandate to do that. Dr. Miller doesn't think that information is trickling down. When certain people hear that, they get a little bent out of shape because they aren't getting same information.
 - Brent Wren: There is no mandate to go to 120 anywhere, but competitively it might make sense for some programs to think about this. Only thing they've instructed is nothing over 128. No one has said anything to push for 120.
 - President Altenkirch: That's right.
 - Tim Newman: Department chairs think the president is pushing for 120 so might want to correct that.
 - President Altenkirch: 128 is 16 hours per semester on average and that's what we want to see, because that's a reasonable load.
 - Richard Miller thinks it's important to recognize that this message is getting lost somewhere.
 - Brent Wren: Word spreads across the campus. It's not true that we must only accept 60 hours of credit, if just one program goes to 20.

- President Altenkirch: Maybe I should clarify with Deans. I will do that. That is a good point.
- Another thing that HURON suggests, the President agrees with this, is to go to block tuition from 12 hours to some number. Tuscaloosa and Auburn do this, Birmingham does not. Challenge there is and idea is to push a student who is taking 12 hours to get to full time so they get financial aid, to push to take another course to help graduation statistics. The challenge there is to take existing enrollment and look at distribution of how many students take how many hours and try to take revenue and hold it constant and come up with scheme for block tuition to give you same revenue, and it's trouble. Have to pump up tuition and might drive students away. Then don't know what will happen to that class later on. Freezing hours in time, if frozen this way need to know how to maintain the same revenue, but if change the model, students will adjust and might come up with more revenue, but if change the model, might come up with more revenue. Looked at last spring but ran out of time. Word "cognate" we got rid of.
 - Brent Wren: Correct. Don't know if it's gone to all the department chairs and faculty within departments, but have made change to move away from cognate. It had good intentions to refer to interdisciplinary minors, but reality is no difference between cognate and minor. So made decision at Deans counsel to get rid of word "cognate" and instead label everything as a minor. Went through process to eradicate word from website, and materials.
 - Mitch Berbrier: So it's now called a minor, just minor?
 - Brent Wren: Yes, just a minor.
 - Tim Newman: Another miss-information going around by some administrative saying no longer have minors.
 - Brent Wren: That's not true. Will try to correct that.
 - President Altenkirch: Cognate was confusing to college student.
 - Mitch Berbrier: Advising handbook used to use had different definition for minor and cognate. None of cognates fit that.
 - Brent Wren: We lost original intent somewhere along the way.
- Retirement option plan. Released handful of positions. Another wave will come out after Deans meeting. Largest retirement wave will be next June, so we want to pile money up to pay out incentive and then start recruiting process. Have positions in Aerospace and Systems, Gaming and Entertaining Arts, and Biotechnology. Some positions need to be filled for curriculum delivery reasons. So far, it is doing what was intended to do. Second wave should do the same thing.
- November board meeting. Only one thing on agenda, it is the army renovation in University Center.
- Ray Pinner's title has changed to Senior Vice President for Finance and Administration. Board is favorable to doing this. He made that change.
- System hired Joe Bonner, congressman who resigned, to replace Bill Jones, who was the Montgomery lobbyist. Bonner is chief lobbyist. Banister is the other lobbyist. Bonner and Banister will run Montgomery operation.

- Ray Garner is somewhat linked to office, we pulled him back some so his focus is more local, on local elected officials. His title, though his job hasn't changed, has changed to Chief of Staff and Director of Community Relations. Garner will go down to Montgomery as needed.
 - Mitch Berbrier: Promotions or just name changes?
 - President Altenkirch: Just name changes. The title is Ray Pinner's specifically, honorary more or less. His situation would be exactly the same if Senior or not Senior.

- Dean of Honors College. Dr. Wren has granted an advertisement.
 - Brent Wren: Drafted as position announcement, the president improved it to become not just a position description but also an advertisement. Will meet next week with honors counsel to finalize it and how to launch a search - national search, internal and external. No search firm, just a committee. Honors counsel will be primary committee involved. National Collegiate Honors Council that advocates for Honors Colleges and Programs, they have a website for job core that can post for free. Will be a full-blown search. Asked Fay to be in touch with you if you're on honors counsel.

- Provost search is on track. Ray Vaughn said he has been scheduling interviews for October.
 - Mitch Berbrier: We are finalizing interview questions. Supposed to be October 31st and November 1st. On-campus interviews will be mid-November
 On track to finish before end of semester.
 - Richard Miller: Jack announced retirement, what is status of plans for finding an interim dean or doing a national search for Dean?
 - President Altenkirch: Waiting on announcement, and now we have it and so will start putting together search committee and will go out nationally. Not necessarily waiting on provost to be in place, will start the process right now but hopefully provost will be in place before a selection.
 - Brent Wren: Dean Fay Raines informed her faculty that she is retiring also.
 - Peggy Hays: Retiring June of 2014.

- Commencement is Sunday December 15th at 2:00, because of hockey game on Saturday. Can't flip arena fast enough. Platform party had been having breakfast at Embassy Suites, so what we will do is have brunch for platform party and commencement speaker and outstanding students altogether around 11:00am and then go to commencement. People who have worked on commencement, we will have a reception in conjunction with hockey game Saturday night. Commencement speaker is Tasia Malakasis, local owner of a goat cheese factory, Belle Chevre.
 - Brent Wren: She is different from past commence speakers. She is a younger person, with degree in Liberal Arts from here in 1993. Has an interesting career path. Did communications work with technology firms, then wanted to be her own boss and have a cheese factory. Good story for students is to not follow traditional path you think will go down.

- Questions/Comments:
 - President Altenkirch: Entrance will be shaped differently because have to move from 70 feet to 43 feet, but will be same architecture as other. Want to build it

soon.

- Brent Wren: Also talked in last discussion about concrete island in the middle, to make more landscaped island.

 - Tim Newman: Could you track down what happened to Senate Resolution 11-12/10? Titled “Cross Boundary Complaints”. Senate Bill 366. Passed April 19, 2012. Did it at the administrative request. He thinks it’s on Bob Rieder’s desk.
 - Richard Miller: This was basically which handbook takes precedence.
 - President Altenkirch has never seen it so will look into it. President thanks everyone.
- Brent Wren notified Dr. Berbrier that the retention numbers that Dr. Wren copied him on are officially releasable now so he can share with group.
- Retention rate year 1 to year 2 increased another 2% so at 81% this fall. Four-year graduation rate increased by 3% from 15-18%. Six-year rate increased to 48% now. All positive.
- Officer and Committee Reports
- President-Elect Mok- Nothing

 - Past-President Miller - Nothing

 - Ombudsperson Heikes - Nothing

 - Parliamentarian Newman – Nothing

 - Governance and Operations Bitzer – Did faculty appeal elections. 357¹ they are fine with other than minor demographical stuff. Bill appointing faculty representation. Will send minor changes.
 - Mitch Berbrier: Need advice from Tim, Rich and others. Will turn into a bill that needs to be submitted? Has to be submitted by someone other than the President.
 - Richard Miller: A bill is supposed to be submitted to President-Elect who delivers to President and to the Senate, the supposed to be submitted at Executive Committee and they vote to put on agenda. Can come from anyone, even committee.
 - Tim Newman: Has that bill had first reading?
 - Richard Miller: It was rejected by administration, is not a new bill. I wrote the original bill that was rejected.
 - Dr. Berbrier wrote this one and sent it directly to the Governance and Operations Committee. Haven’t talked about it at Executive Committee yet.
 - Phillip Bitzer: Also working on committee restructuring.

 - Person Cerro - Nothing.

 - Undergraduate Curriculum Hays (co-chair) - No reports.

 - Finance and Resources Hickman - Three things. RCEU and Vogler and Dr. Hickman met

¹ Details being clarified

with Vaughn and he agreed to continue funding, but there was objection to including research staff because they haven't been included in past. Vaughn said will give money but research staff must be included because he wants to bring research and academics together. This is the only way. Dr. Hickman has done some preparation based on last year's proposal. Academics have to predominate.

- Richard Miller: So requirement of even co-mentorship with academic faculty was gone as well?
- Charles Hickman: We suggested that, but Vaughn said had to be available to them. At conclusion, he sort of made committee's argument for them. Vaughn suggested that the committee could evaluate the applicants. Hickman said sure, but academics have to predominate, because it's learning for students. Vaughn said if his idea doesn't work, will consider doing differently next year. Talked with faculty at College of Business they all thought it wasn't anything to create issues over. President can overturn Vaughn's decision, but doesn't think that's worth a ruckus.
- Mitch Berbrier: Ray wasn't completely closed to argument. He said this is a problem that might happen. At some point in the meeting, we suggested that if we do this, then need to make a more rigorous form of evaluation to make sure that those academics are there. Ray said let's do this for a year and see if any problems.
- Richard Miller: This is example of significant turnover of administration at university level and lack of institutional memory. These opinions aren't pulled out of thin air, but based on experience and history. Respect Vaughn for his decision, but the push against is based on history.
- Charles Hickman: Vaughn accepted that, and agrees it needs to be educational experience. But wants to include research.
- Tim Newman: Does he understand that we have a large group of research faculty?
- Charles Hickman: We brought up fact that research faculty had been eligible in past, but staff had not. Doesn't know the numbers so didn't raise it as a specific issue. But at the end of the day, Vaughn said this is how it will be if you want money.
- Mitch Berbrier: This is his broader agenda he has of consolidating campus. Wants to be consistent across policies.
- Richard Miller: Part of our rule last year was that anyone could do it as long as faculty was involved. Research staff would be research scientist, post-doc, someone who is not research Associate Professor.
- Mitch Berbrier: Made argument about history of working with students.
- Charles Hickman: He accepted fact that that our objection was not just to get someone to help for money, but need educational component. Downloaded printout from Department of Labor website and gave to Vaughn, it talked about being underpaid and un-paid. If un-paid, education has predominated. He ultimately said will do it for a year and see how it works out. Sent President Altenkirch an email but haven't heard back regarding funding sheet. Previous provost funded some of the program. Fund sheet shows funding sources from last year. Will follow up about this money. Bernhardt plans to file application for grant with the Space Grant Alliance and anticipates we will get money from there. Chemistry Department has Patent Fund, and they have funded chemistry. RCEU funded out of this too. Got money from someone who developed something here.
- Mitch Berbrier: Might be some funds in other colleges
- Charles Hickman: Yes. Continuing to work on RCEU. Pushing for Business to apply. Regarding budget – he and Dr. Berbrier attended a meeting about UAH Foundation. Have about 50 million dollars in Foundation. About 13 million dollars of that is in real

estate that doesn't generate significant concerns. The whole 50 million dollars has origination in real estate that has been donated to university. Historically their functioning has been to get and sell real estate, which is where most of 50 million dollars came from. Right now, foundation is investing money in pooled Endowment Fund [for the entire UAH system], which has about 1 billion dollars, 37 million dollars is ours (out of the 50 million dollars). We withdraw 5 % of that every year. Weighted average is around 5%. \$700,000 goes to scholarships and rest goes to scholars.

- Tim Newman: Money is being budgeted for that though.
 - Charles Hickman: Meeting scheduled for financing administration committee on October 31st at 12:45 with Ray Pinner. Solicited questions. This is for current year budget. Fiscal year ending in 2014. If you have any questions about where money is going, come to meeting if you want to attend, just let Dr. Hickman know.
 - Richard Miller: Question, not sure whose committee this belongs to. He received some questions regarding last month BPR has setup new programs one of which was 150 thousand dollars to support GRAs as long as they are working with industrial private companies. Are similar programs going to be setup for those who are doing academic research? Don't want two classes of graduate students at university and all grad student production is valuable for university, so will there be a commensurate program?
 - Charles Hickman: Will that be more appropriately addressed to Vaughn?
 - Richard Miller: I think it's Ray Vaughn. Was going to ask president about it, but perhaps a committee should. Other question, while not opposed to GRA program, but seems over last few years to be interpreted as emphasis to support companies in town, but what are those companies in turn providing for the university, other than hiring our GRAs?
 - Mitch Berbrier: Heard him say the intention was to have closer ties with them for them to help us, but it isn't a *quid pro quo* thing.
 - Richard Miller: Would like to see and understand the strategic plan for working in both directions. VPR developed new program to help support graduate student as long as graduate student spends 50% of time working at company in town.
 - Ramon Cerro: By definition graduate student has to have graduate faculty member as advisor.
 - Richard Miller: Not saying there would be no advisor, but instead of being 100% in a lab, some fraction of it is in a company.
 - Mitch Berbrier: If we can somehow get information on historical show of how money is flowing out and to whom and ask questions what has company done for us?
 - Richard Miller: Just interested in the plan, and why it appears to only move in one direction.
- Undergraduate Scholastic Blackmon - No report.
 - Question – When discussing meeting with VPR, I didn't understand when he said something about they wouldn't apply anyways.
 - Charles Hickman: He was talking about research staff. This is the RCEU, limited to undergraduates who work with someone on research and creative experience. Last year, Wai got enough money to fund every applicant. It's across disciplines. Thinks that most of applicants, and faculty and student - both have to apply together in joint application - they work full time for 12 weeks over summer and get stipend of 3,000 dollars.
 - James Blackmon: Had really nice experience of working with students. Most of

the time they use it as a course. Thinks there is value there. Was Charger Renovation plan discussed?

- Charles Hickman: It wasn't.
- Faculty and Student Develop Tseng – Regarding Lecturer Ladder. Touched all of issues. Haven't come up with draft yet though because two members were not at meeting. Will meet next committee meeting. Want to ask questions for committee. One of the issues is library. Library has a need, but we don't have anything for the library.
 - Mitch Berbrier: Have your committee meet with library about this.
 - Fan Tseng: Other universities have library ladders, same as lecturer or separate.

➤ Discussion items

- Faculty Senate Agenda – Approved
- Issue of hiring, tenure and promotion: We are about 60/40 split, with majority position policy documents as a whole clearly do indicate should include PTAC and URB.
 1. Objectively obvious that wording is ambiguous and subject to multiple interpretations.
Ayes carried this.
 2. Good argument that long standing practice should take precedent.
Dr. Hickman: It's a rule of construction courts will use. Always looking for intent of persons writing laws. If ambiguous, and document doesn't provide answer go to other sources. Then look at intent of drafters and then what has been the practice.
Mitch Berbrier: All agreed that past practice was to include URB and PTAC.
Ayes carried this.
 3. Thinks the general agreement is that it's desirable and important to the integrity and quality of a process to include PTAC and URB. It's better for university and candidate.
No disagreements.
 4. We do recognize that in some cases when hiring someone new, that pace of process and some details of process may be a little bit different.
Fan Tseng: Might have to use letters.
Mitch Berbrier: There's no time to necessarily wait for regular URB and regular PTAC meetings.
Tim Newman: What's happened in past is PTAC that's assembled had special meeting, and that's been done on short notice.
No disagreements.
- Mitch Berbrier: That's where we are right now. We all have consensus that included PTAC and URB. President Altenkirch is open to including PTAC and URB in process. Biggest concern was timing, thinks we can start working on something to change language. His main concern was to make sure there was something officially in there, written in there, that ensured there won't be any unnecessary delays or something like that. Wants to send back to Undergraduate Curriculum Committee because of their report with new draft including time should be considered. Thinks need to be more explicit about timeline.
- Tim Newman: Talking about a bill or handbook?
- Mitch Berbrier: To change the handbook, don't we need a bill?
- Tim Newman: On the handbook, first step should be let's look at what that revision has in it that's been sent forward because it might be more clear.
- Charles Hickman: The handbook does refer to procedure for internal candidates.

- Tim Newman asks for Dr. Hickman's view.
- Charles Hickman: I did look quickly and saw it referred to sections, but I didn't go to sections, just assumed references were correct. Understanding of intent was that it will refer to internal tenure promotion decisions and same process would be followed. New handbook has this explicitly, not intended as change but as verification.
- Mitch Berbrier: Concerned about that (the timing) now because it's on radar screen. President Altenkirch says not concerned about PTAC or URB, but concerned about in certain situations, you have to move fast when hiring somebody. Also concerned about what does competition do? What is common across universities? Even if common across universities not to include PTAC and URB, it is what needs to be done, it's right thing to do. We can make the case within context of proposed changes that would make this case, especially here, as why this is important, that's why thinking in terms of resolution. We gather data and show list of names of people who have brought in tenure and how many went through PTAC and URB. Also, make the argument that it is important and desirable for the candidate and university as a whole, for integrity of academic institution, and some specifics about under what conditions can have special meetings, what are the requirements for special meetings, and that should be enough. Thinks this might be much clearer.
- Charles Hickman will take closer look at new handbook's language and what it provides. Where is that?
- Tim Newman: The new handbook is still on president's desk.
- Mitch Berbrier: He was reading it this summer.
- Richard Miller: Quick look at it - it doesn't talk about procedure, only criteria.
- Wai Mok: Thinking about strategy since it seems we have consensus. What is best way to convince him not to exclude PTAC or URB again?
- Tim Newman: Colleagues will say this is another instance where administration has decided not to follow the handbook, for whatever reasons. That's one of the faculty reactions. Second, there are other individuals on campus who have come across promotions or are in position regarded as somewhat suspect by colleagues, because colleagues remember the circumstances. There are people who got whatever position under conditions people here remember and know people got promotion because of some other reason, not on their merits. It doesn't serve individuals who get promotion or tenure to not go through PTAC or URB.
- Mitch Berbrier: First point is true. Agree 100%. Second point agree too. What are we going to do about that?
- Peggy Hays: Need a strategy now.
- Wai Mok: If we draw up resolution, will be slap in his face.
- Tim Newman: We shouldn't be shy about doing that.
- Mitch Berbrier – (To Wai Mok) When I left President Altenkirch in meeting, I indicated that we would draft resolution to accommodate our wants to get PTAC and URB in the process, so he understands it will be coming. We ought to make resolution as forceful and persuasive as possible.
- Richard Miller: What we can do is argue that these arguments are intended to smooth things over to make academic appointments valid which eliminates any contentious rumors. It's not intended as hurdle, but trying to validate the choices being made at university level. And eliminate issues Tim talked about. That's not getting in his face, but trying to help him by validating the faculty and acknowledging they're qualified for their jobs.
- Mitch Berbrier: Thinks it's part of this desirable, important, and beneficial part. Initial

intention was to send back to Personnel Committee, but with a lot more information. Will send minutes to Ramon and he can take to committee and draft and we will discuss then.

- Wai Mok: We consider closing the door to diplomacy, it is done?
- Mitch Berbrier: I went to his office and he was absolutely not going to go with our current interpretation, but is open to reworded draft that includes PTAC and URB. Since we agreed it could be improved, let's improve it and include his concerns because they're reasonable. As far as administration ignoring the faculty handbook, I don't know what to do about that.
- Charles Hickman: Doesn't get impression of President Altenkirch that got from past president.
- Mitch Berbrier: Think very much the same. He is smarter, and knows needs to make things easier for him rather than harder.
- Peggy Hays: Regarding transparency - comments were made to support position that we need to go forward with thoughts and how we choose to do it is matter of diplomacy but do need to do it.
- Richard Miller: Related issue is realignment. Has same set of issues of transparency and discussion. Important thing. Engaged multiple administrations on this issue, and need to be serious about not just drafting a bill, but holding, in a constructive way, people's feet to the fire.
- Mitch Berbrier: Some of this is based on his experience. His experience at other places is they didn't go to URB or PTAC; there wasn't a policy on realignment. Tim, can we take some of these [unfinished] issues and have email conversation with these things?
- Tim Newman: Yes.

Meeting adjourned at 2:35 pm.