FACULTY SENATE MEETING
October 18, 2018
12:50 P.M. SST 103

Present: *Chris Allport, Milton Shen, Sophia Marinova, Laird Burns, Kevin Bao, Dilcu Barnes, David Stewart, Amy Guerin, Holly Jones, Joe Conway, David Johnson, Andrei Gandila, Carolyn Sanders, Deborah Heikes, Shuang Zhao, Jeff Neuschatz, Christina Steidl, Mike Banish, Yu Lei, Fat Ho, Earl Wells, Sherri Messimer, Gang Wang, Christina Carmen, Angela Hollingsworth, Elizabeth Barnby, Lori Lioce, Robert Griffin, Carmen Scholz, Robert McFeeters, Jeff Weimer, Tim Newman, Shangbing Ai, Seyed Sadeghi, Monica Dillihunt, Paul Whitehead, Ron Schwertfeger, Gabe X, Eric Mendenhall*

Absent with Proxy: Meong-Moo Yoo, Ron Bolen, Jennifer Palmer, Katherine Morrison, Harry Delugach

Absent without Proxy: Kirolos Harleem, Francis Wessling, Vladimir Florinski

Guest: Dr. Brent Wren, Amber Adcock, Janet Waller

➢ Faculty Senate President Mike Banish called the meeting to order at 12:50 pm.
➢ **Meeting Review:**
   o **Bill 426 passed second reading unanimously.**
➢ **Approve Faculty Senate Meeting Minutes #591, September 27. Laird Burns moves. Carmen Scholz seconds. Ayes carry.**
➢ **Accept FSEC Report October 4. Tim Newman moves. Carmen Scholz seconds. Ayes carry.**
➢ **Guest Speaker:**
   o Dr. Wren
      ▪ Christine asked if I would share some information on Degree Works. I know some of you know about the move. Since my first year in my role, I heard about the need to improve this area. The program within Banner is CAPP. This is very cumbersome and not user friendly. Other institutions that have swapped programs have continued to speak about Degree Works. At first this was costly financially and timely. About a year ago, we had extreme negotiations and made the move. I want to update you on where we are and what it is does. The handout answers several FAQ's. Degree Works at the core is a web based program. It allows us to track where we are at any time. Also, it lets us audit in any area. All those auditing and tracking functions are very valuable to us. I am most excited about the fact it electronically lays out a road map for each student. It lets departments know demand for certain courses. It takes away the guess work. We had to pick a catalog year for the launch. We started with 2017-2018 year. It is only two catalog years in. So this feature won't be utilized until a couple years in. It is Banner and catalog

driven. Everything built in the program is done by what you submit. It automatically updates the student's information when course changes are made within Banner or the catalog. It is color coded to show track where they are. It will also track their GPA. We started over a year ago with the implementation process. We are now in the scribing process. We have had to have training for IT and now we are offering user training. Anyone that wants to learn how to use this, are welcome to come. These will continue to be offered. We want everyone to get in and use this semester as a way to make sure that it is working. We are hoping to roll this out to the students January 2019. We will still be continuing to improve the system through the spring.

- Sophia – Will we be able to do some data mining? Can we see how successful we are in certain course programs?
- Dr. Wren – Maybe. I am not sure.
- Tim – One thing we have seen with other tools is we were told certain requirements can't be there anymore. Is that the case now? A few years ago undergraduate prerequisites were completely removed. This caused a big problem. Will this be a problem again?
- Dr. Wren – I think from my knowledge, the graduate school didn't want that. We don't put graduate prerequisites on the course. When an undergraduate student comes in, we evaluate their transcripts. At the graduate level, we don't do that. As far as going back and determining what prerequisites are needed for graduate, I would need a new staff.
- Tim – We aren't very pleased with the removal. I have heard the reason before, and I do not accept it. With this package are we going to see more of this?
- Dr. Wren – I wouldn't think so. From my understanding this is a very robust package.
- Jeff – Will the new package put undergraduate prerequisites on graduate courses?
- Tim – We should control the software, it not control us. As faculty we feel disenfranchised. If an external entity is driving this, I have a problem with that.
- Dr. Wren – We will be using this package.
- Laird – In business school, we are going to have to address this with advising and Department Chairs. I run into this problem and have to go through the college and figure out how to get advising to sync requirements. I like the forecasting piece. One challenge we have been thinking about on the senate side is forecasting classrooms.
- David – Has this package come before the senate for review?
- Mike – No.
- David – So we don't have any input from the faculty? This is a violation of faculty senate bylaws.
- Dr. Wren – I didn't know that faculty approves every computer software that comes on campus.
- Mike – We don't approve every software but we are changing the audit process without faculty input.
- David – That is a huge issue.

- o Mike - I received a note the other day that we are dropping students who have less than a 3.0 GPA from scholarships at the end of their first semester. This is news to me and two Deans. With your permission, I will email the Provost. Is that ok?
    - Lori – Is this official?
    - Mike – This is a rumor that it has happened to a couple of students.
    - Jeff – Don't some scholarships require specifics?
    - Mike – We usually drop at 24 hours, not 12 hours.
- o Mike - I have also received complaints about the new purchasing system. Anything over $1,000 has to be approved and this is taking over a week. I am not sure how serious this is so please check to see within your departments how big the issue is.
    - Member – Is this per item or total purchase?
    - Mike – It is if the PO is more than $1,000. That is the signature authority policy.
- o Mike - I have been asked to be on the President search committee. I do not know the final committee composition. I have asked the committee chairs to reach out and provide feedback on what attributes we want. I promise to be as transparent as possible.
    - Tim – Does this mean the position is officially open?
    - Mike – I have no idea. I have just been asked to serve on the committee. After the preliminary meeting, we will have more information.
    - Sophia – What attributes will be searchable?
    - Mike – Experience? We need to have conversations.
    - Christina – How many Presidents have we had? How many have been white? How many have been men? I love white men, but a change would be nice.
    - Mike – I fully agree.   A diverse pool would be good.
- o Mike - I would like to know if the faculty senate would like to volunteer in the community. I have done some work with girls and their dads. We did CASA ramp builds. It is a great environment and it is kid friendly. If you are interested, let me know. It makes UAH faculty stand out.
- o Mike -I will remind you at the UnitedWay is coming up. The last two administrations are not appreciative of how we donate. I encourage all of you to donate. It puts UAH's name out there.
    - Carmen – Do we have some way of knowing how much we donate?
    - Mike – We used to have that published. I have no clue.
- o Mike - I fell in a classroom last week. I felt it was unsafe and am going to write the Provost. If you have other rooms that you think is fundamentally unsafe, email me.
- ➢ **Officer/Committee Reports**
    - o Carmen Scholz, Past President
        - No report.
    - o Laird Burns, President Elect
        - Mike asked me to set up a tracking system. We are setting something up so we can track bills and there location. We want visibility for this.
            - Jeff – That is something that is internal to faculty senate?
            - Laird – We will probably have some that can edit. Then the faculty senate will have read rights.
    - o Christina Carmen, Ombudsperson
        - No report.
    - o Jeff Weimer, Finance and Resources Committee Chair

- The RCEU program's deadline was tomorrow, but has been moved to Wednesday. Project proposals are due at that time. The Google forms and drive are only accessible through UAH Google. The student reviews will be posted soon.
  - Laird – Do you know the count?
  - Jeff – I think yesterday it was eight.
  - Laird – We have funding now for 30?
  - Jeff –Yes.
  - Laird – We have funding and it will be funded.
  - Jeff – You can write a proposal and receive solicitations from students. Before you write the final submission, you must talk with students and see who will move forward. You have this time and do so.
  - Laird – We would have six or eight students apply for the same position.
  - Sophia – Last time we had a lot of students.
  - Jeff – This may be a process that would be preferred but not necessary. As you look at one section, look to see what requirements and preferences you want from the students. This allows you to rank and eliminate students. Sometimes students ignore that and don't meet your requirements. This gives you at least a way to show that this student meets my requirements and it highly preferred.
- o Gang Wang, Undergraduate Curriculum Committee Chair
  - Our committee approved seven and is reviewing four more.
    - Mike – I appreciate that your committee is asking questions.
- o Tim Newman, Parliamentarian
  - No report.
- o David Johnson, Faculty and Student Development Committee Chair
  - No report.
- o Lori Lioce, Governance and Operations Committee Chair
  - David and I are working on a questionnaire to assess best practices in student retention. It will go back through our committees and will be brought to you. Elections are coming up in spring faculty senate for President-Elect and Ombudsman.
- o Monica Dillihunt, Undergraduate Scholastic Affairs Committee Chair
  - No report.
- ➤ Bill 426
  - o This is a response from the executive committee back to the President.
    - Jeff – The response states that UA and UAB do not give compensation. Will board rule 108 be thrown at us? I would like to know thoughts to come back against that.
    - Mike – The Board of Trustees, the Chancellor, Ron Gray and Brent Sexton state that we are all different institutions. They recognize that they are different,
    - Jeff – My concern is that the feeling is if UA and UAB aren't doing that, we shouldn't do that.
    - Mike – This bill was voted on and passed executive committee. Carmen motions to move forward. Ayes carry. Bill passed second reading unanimously.
    - Mike- Motion to reconsider. Laird moves. David seconds.
    - Member – In the fairness paragraph, the second sentence, please explain.
    - Mike – That does need a comma and a small "t". Is there unanimous consent? Yes.
    - Member – "90% or greater "is that for certain number enrolled?

- Mike – So it should say 90% or greater for classes that have an enrollment cap.
- Tim – I think you want something to state mandate or maximum enrollment.
- Carolyn – Do we need to define retention rate?
- Mike – Let's hope we don't have to get there.
- Member – The top paragraph, I think we need a comma after "level." Bottom paragraph, change included.
- Tim – In the middle of the paragraph, I think you mean "unrecognized".
- Mike – All in favor for the reconsidered bill, ayes carry.

- Registration and Scheduling Policy
  - This is our comments back.
    - Sophia – Are there pertinent changes in the policy?
    - Mike – Not that I know of.
    - Tim – Where is the thing on veterans?
    - Laird – Six was veterans.
    - Mike – Some days were changed.
    - Carmen – Can we get an update on the Dean of Students?
    - Mike – I don't think we have one.
    - David J. – The Provost told us that was for the Student Affairs.
    - Tim – Where does this go if there isn't a Dean?
    - Sophia – Ten weeks seems a little late in the semester.
    - Carmen – We usually let them flunk two exams.
    - Mike- If I look under late withdrawal, why do they have extenuating circumstances?
    - Jeff- I think we do need that.
    - Mike – Then on down, we have exceptional circumstances. The problem is we ask them to tell us about their medical issues. We are asking the students to write down personal issues.
    - David J. – I think that is handled confidentially with the Dean of Students.
    - Carolyn – I think privacy only goes so far in this situation. We need something on record.
    - Member – When I was Associate Dean in Engineering, we didn't write this down for record. They had to at least show documentation. We never wanted that to be a part of their record.
    - Member – I have a question about procedures. Is this only for undergraduate? We never list our graduate students.
    - Mike – I think they go to regular registration. If you want to request a date for graduate students, we are open.
    - Carolyn – I say yes.
    - Mike – We want graduate students included in this.
    - Tim – Clarification on this policy?
    - Mike – I will write a letter back saying the faculty senate has concerns about the vacant Dean of Students position and graduate students aren't listed.
- Visiting Scholar:
  - Member – Page 4, second bullet – would it be appropriate to say they should have a terminal degree.
  - Mike – It seems the procedures are reversed. The person who wrote this must have not had a visiting scholar.
  - Sophia – Does it sound too formal?
  - Mike – Yes, and it's backwards in reality.

- o David – I would like for it to be read by the Director of Humanities.
- o Mike – On page 5, second bullet -there is conflict with page 4.
- o Laird – I think they are saying they didn't actually hire someone.
- o David J. – I think they are saying they can't provide a salary.
- o Mike – This says no financial compensation.
- o David J. – I think it needs clarity.
- o Mike – On page 5, fifth bullet – it says sign the UAH patent agreement. On page 6, it says they are not employees. Let me read you Board Rule 109. There is nothing in board rule 109 about a visitor signing our patent policy. If they aren't allowed compensation, we wouldn't require anything from them.
- o Laird- You are saying they aren't employees, but want a employee profile?
- o Mike – I will write the Provost with our comments. Jeff moves. Member seconds. aYes carry.
- ➢ Motion to adjourn at 2:17.