FACULTY SENATE MEETING
September 21, 2017
12:50 P.M. in SSB 201

Present: Chris Allport, Milton Shen, Sophia Marinova, Laird Burns, Kevin Bao, David Stewart, David Harwell, Ryan Weber, Joe Conway, David Johnson, Andrei Gandila, Carolyn Sanders, Jeremy Fischer, Dianhan Zheng, Kyle Knight, Mike Banish, Yu Lei, Tingting Wu, Yuri Shtessel, Fat Duen Ho, Earl Wells, James Swain, Kader Frendi, Gang Wang, Christina Carmen, Fran Wessling, Angela Hollingsworth, Ann Bianchi, Sharon Spencer, Monica Beck, Qingyuan Han, Roy Magnuson, Carmen Scholz, Jeff Weimer, Tim Newman, Shangbing Ai, Lingze Duan, Vladimir Florinski, Monica Dillihunt, Shannon Mathis, Roy Schwertfeger

Absent with Proxy: Anne Marie Choup, Shanhu Lee, Harry Delugach,

Ex-Officio: Provost Christine Curtis

Guests: President Bob Altenkirch, Jill Casey, Karen Frith

- **Carmen Scholz called meeting to order at 12:50 pm.**
- **Meeting Review:**
  - Standing rule from the Parliamentarian passes unanimously.
  - Bill 414 passed unanimously.
  - Bill 411 passes unanimously.
  - Bill 412 passes unanimously.
  - Bill 413 passes unanimously.
- Kader Frendi motions to approve Faculty Senate Meeting minutes. Jim Swain seconds. Ayes carry.
- Laird Burns motions to accept FSEC Report. Member seconds. Ayes carry.
- **Administrative Reports**
  - President Bob Altenkirch
    - Renovation of CTC is being put on hold. Deans seemed to be unenthused. We were trying to generate larger classrooms. The construction of the building makes this harder to accomplish. It didn't seem right to spend $7-$8M to renovate and not be happy with the result. The cafeteria will be expanded. It will be paid for by Sudexo. It is very common for the food vendor to pay for renovations. We need more seats.
    - There was a change to in-state travel reimbursements. I think in-state was reimbursed by a per diem basis. There is an exception now. If you are going to a conference in the state and we are a member of the national organization holding the conference, the expenses are now considered actual. It doesn't

apply to anything else. We are going to amend the travel policy because it is a state law.

- Once a year we go through a process of figuring out the changes in health insurance. The table shows the 2017 premiums. There are three types – single, single plus child, and family plan. The estimate on what will happen to insurance cost in 2018 is it will go up $1.3M. We are self insured, we pay money into a pot and BCBS manages it. A discussion was brought up for lower paid employees, to avoid increasing their premiums. The less than $35K, there will be no change. The other changes are 1% for employee. The reason is that plan is capped by the ACA plan. The total change is 11%. You have a tiered change. If you keep $35K at zero, you will have a substantial jump. You will have several migrate to different tiers. When that happens, there is a huge jump in premiums.

- Kader –We still need big classrooms, so if we are putting CTC on hold, how are we going to accommodate this issue?
  - Bob – There are some circumstances that we can take down interior walls and make larger rooms. The total renovation wouldn't be done. If we look at the scheduling, we can accomplish a lot with scheduling. If we renovate now or later, the time of use for the building, is same.
  - Provost – The layout of the building actually works better to place faculty in offices there, than renovating for classrooms.
- Provost Christine Curtis
  - Just to finish a comment that Bob made about library storage. Our sister institutions have auxiliary buildings for their library. Auburn has opened a new section of their library. They have made it a student center area for learning. Our vision is to make our library more students oriented.
  - Last meeting you asked about faculty hiring. I went through those and can give you those numbers. In 2015, we saw an increase in enrollment as well as 2016. We hired lecturers in math and English to teach the bulk of undergraduate classes. They were hired on temporary money. I started lobbying in 2016 to put them in the budget. We were able to put ten positions into the budget. They were new budgeted positions. Being lecturer positions, they can be moved around wherever needed. There were three positions that weren't filled. In our replacements, we had a total of 25 hired, 11 were tenure track, 12 were lecturers or clinical. Of all the positions advertised, five were not hired, library hired two. Total for replacement were 25. We have a fair number of new people on campus.
  - I have an announcement for mandatory training for Title XI training for faculty/staff. It is required yearly. The dates are September 26th at 11 am and 3 pm. September 27th at 11 am. It will be in the Charger Union Theatre.
  - We are continuing our assessment for 16-17 AY and that is due Nov ember 1st. This is a hard due date. We have to do this for SACSCOC for reaffirmation. We

do have to submit a five year report in about three years. We are confident there will be questions about our assessment then. I felt the faculty should have the opportunity to represent.

- I don't have time to go into discussion about retention. We received approval yesterday from the President to purchase Degree Works. It is a degree audit system. It helps students figure out where they are in their degree program so they can continue to plan ahead. Advisors can use this to help set up the students schedule. It can be used by the Chairs of Departments to plan their courses based on demand. It has a number of positive things. It used by every university in the state including Athens State and UNA. We are behind on this.

- **Guests**
  - Jill Casey, University Women's Club President
    - It was established April 2, 1964. We had to freeze our accounts during the recession, 2010-2012. It is a good way to meet people on campus. We wanted to do a history on the club. The first fundraiser was in 1972 and raised $1,200. Scholarships became endowed in 1980. Our total number is approximately $158K. This provides women to network. We promote campus unity. Last year, we gave out $5,550 for two scholarships last year. Since 1996, we have given out over $150K in scholarship to women. Any woman can join affiliated with UAH; this can include your spouse. Our kickoff will be next Wednesday at 11:30.
  - Karen Frith, Faculty 180 Presentation
    - Karen Freeman and I are Co-Chairing the committee that Tim's group launched last year. You evaluated the current system at that point. When you selected the new software system, you need someone to implement this. We have a committee that has representation from every college, including a few researchers, and Karen Clanton. I wanted to talk about why Faculty 180. We know in the past Digital Measures was uneven and rocky. In nursing, we used this extensively, and know the issues. That allowed us to know what we will do with this software. We needed to know the bare minimum necessities for the software. We are going into this with the idea of hearing from you, Department, Dean, and Center Director. We want it to meet your needs. This software allows you to do Digital Promotion in Tenure. It is gives automated notifications. This allows you to be on a committee and work from your office, and keep more information electronically. This allows you to showcase anything digitally you want to broadcast. Not only are you inputting data, you can trend your data. If you want to trend grant production/expenditures, you can select the time period. You can track yourself or present it in your promotion/tenure portfolio. This is a big benefit. The minimal data entry, we will get the ideas out there to you. I will ask you to direct the questions to the committee, Karen, or myself. We don't want myths or rumors that cause people to think it will be a fiasco. The Provost has agreed to look at outsourcing

the input the data from CB's. That is good news. We realize that your time is more valuable that inputting data. All the data that is in digital measures will be transported to Faculty 180. It will work with Banner. We will work with the VP for Research. The software does a very easy integration with reference software management.

- **Officer/Committee Reports**
  - Carmen Scholz, President
    - From the BOT meeting last week, the Huntsville representative has been elected to Chair for the next three years.
  - Christina Carmen, Governance and Operations Committee Chair
    - We are still working on finalizing the university committee list. Joy has requested that you all complete a ballot. This will help finalize the list. These particular committees require faculty senate vote. There are six committees listed and each has a different requirement for participation.
  - Monica Dillihunt, Undergraduate Scholastic Affairs Committee Chair
    - No report.
  - Laird Burns, Finance and Resources Committee Chair
    - We did some testing with RCEU application and management process. It is very difficult with the old manual process. Charger path set up a job position and the student applies for the research opportunity. This should reduce a lot of the work load.
  - David Stewart, Personnel Committee Chair
    - No report.
  - Anne Marie Choup, Undergraduate Curriculum Committee Chair
    - No report.
  - David Johnson, Faculty and Student Development Chair
    - No report.
  - Tim Newman, Parliamentarian
    - I want to pass out a standing rule that I am proposing. If the university proposes a university policy, the senate has 30 days to respond according to policy on policies, or it goes into effect. If you vote to table a policy, the policy will go into effect. The only exception would be to ask for an extension. We have been lax on that recently. This rule would allow policies on the agenda that we aren't getting too; this orders the President to tell the President we need more time. I propose we implement this as a standing rule. Member motions to approve. Mike seconds.
      - Roy – I noticed that we were getting overwhelmed by policies and have been made aware of how the policies are getting put through. I think it is a good solution.
      - Jeff – I am curious about one thing. When we report we need additional time, does that put the policy into hold for an infinite amount of time?

If we ask for additional time, does that mean we can take forever, or what is in the new time frame?

- Kader – A policy can go into an interim format until it has all the approvals.
- Provost- It can be put into interim. The President can say yes, no, or how long.
- Carmen -All in favor. Ayes carry. Passed unanimously.

- Mike Banish, Past President/President-Elect
  - We have some policies on the agenda if we get there. I am on the committee for the VP of Finance and Administration. There are two additional candidates coming to campus. There is a separate time for faculty senate and faculty reps to meet these individuals. This is listed on myuah site. On Wednesday, September 27th at 9 am in SSB 201, there is a meeting. There is an open forum at 3:30pm for the same candidate in the SSB theatre. For the next Friday, September 29th at 12:30. The open forum will take place a 3:30 pm. The committee did the best they could to select the candidates. This will be the person direction the financial direction of this University. One candidate was amazing. He kept quoting the faculty senate meeting notes.
- Kader Frendi, Ombudsperson
  - No report.
- Carmen - We have four bills in front of us today. The first bill is 414. We have seen a lot of policies in the past. The FSEC felt compelled to address the issue and put this bill in front of you. Mike motions to put bill on floor seconded by Monica.
  - Member – This sounds like an iron wall is being produced. This means the faculty handbook is becoming unchanged.
  - Mike – No, this isn't a bill or resolution.
  - Carmen – The handbook can still be worked on. We don't want duplication.
  - Roy – With the agenda, patent policy is coming up and copyright right, they deal with appendices in the handbook. Presumably, this won't apply to these?
  - Carmen – This addresses the issue of duplication of the handbook in the future. Right now, does this find agreement with the senate, that things in policies shouldn't be duplicated?
  - All in favor of adoption. Ayes carry. 1 abstains. Bill 414 passes unanimously.
- Bill 411 – We have a patent policy and we have the issue of patents regulated through the handbook. This bill has been brought forward to address this duplication. Tim motions to bring this bill forward. Mike seconds.
  - Mike- Since this started under my tenure, there is an appendix in the faculty handbook, appendix G written in 1980. It hasn't been updated for decades. It was brought forth as a policy and this spurred us to look at the faculty handbook and change appendix G. These policies have to fit within Board Rule 509 that is a legal requirement. We went back and looked at UAB and UA policies. They

have been through the system office, BOT's, and Counselor's Office, and was agreeable. They are favorable and positive to faculty getting credit for patent and copyrights. Appendix G and H before you state it is positive and generous to the faculty. The costs that are associated within these appendices are cost that is directly quoted in Board Rule 509. If we don't like the 15% off the top, we don't get to negotiate with our administration. This represents an update to our handbook. If you look at appendix G and H for UA, you will see almost the exact same verbiage.

- Roy – Could you point out the major differences? I saw the income distribution and name of research fund, there wasn't seemed to be any differences, am I correct?
- Mike – Yes, we made it UAH specific.
- Carmen – All in favor. Ayes carry. Bill passes unanimously.

- Bill 412 – Mike moves to accept 412, Tim seconds.
  - Carmen – The same issue is here with the copyright material. The copyright is rule by appendix H. The request is that appendix H should be the governing document for everything copyrighted.
  - Kader – I think the policies are coming from some other parts of campus. I see this handbook is not being referred to. They need to be reminded to look at the handbook.
  - Carmen – The content of the policy and handbook does not differ.
  - Roy – In this case, the handbook is relatively is generic and non specific and the bill resolves some cases.
  - Mike – Correct, the handbook was written in 1980 and the copyright has been updated several times since.
  - Jeff – Would there be cases that this policy would not encompass UAH employees well enough?
  - Mike –You can reference that the determination of rights and copyright material of UAH is contained in faculty handbook app H that follows Board Rule 509. I asked outside lawyers about this, these policies cover faculty, staff, and students. That is out of Board Rule 509. When you come here as a student, you are agreeing if you make a patent as a student that is what will follow you. It is determination of rights by property of UAH.
  - Tim – Is there a provision if there is a disagreement?
  - Mike – They both have provisions. The intellectual rights property committee will be the standing committee.
  - Tim – I think I had the same concern, this board mediates that.
  - Mike – You have the income distribution policy. If you want to say you want to allow someone to publish this or include my work in another book and disagree with the publication, then I guess you go to court. Look at 4,
  - Roy – Section A, lays out the default. I think that the line he is talking about only refers to special cases.

- Laird – What is the definition of field?
- Carmen – That is when you go to a lawyer.
- Laird – My field is really broad.
- Carmen – That was in the patent.
- Roy – Just to point, patent and copyright are completely different.
- Mike – Go to B1, pay attention to the verbiage in your contract or grant. Under 2, if the university is funding it, it is what you negotiate at the time.
- Tim – As part of your general work responsibilities, you own it. In section A, if you produce a copyrightable work, it is yours. The exceptions are listed in B. I think this policy is faculty favorable. If I have a colleague in that wrote a novel, or created a play, they should have that. I think that says if it is written, it's yours. I think it is a good policy.
- Laird –Clause 2 says if I am asked to do an online course, the university owns it and can use it. If you receive commission to do it that changes the ownership.
- Carmen – All in favor of bill 412. Ayes carry. 1 abstains. Bill passes unanimously.

- Bill 413 – We received a response from the administration on the signature approval policy. We had asked for $5K, the administration set it back to $1K. We would like to emphasize our opinion that a limit of $5K should be put into the policy.
  - Mike motions to accept. Laird seconds.
  - Tim – I want to say that when the senate took this up last year, there was a lot of controversy. The $5K that we came up with was the compromise. I was disappointed when that was thrown out.
  - Mike – The other thing that most of you realize that a plan ticket out of Huntsville is a least $600. You are looking at a travel authorization over $1K. It moves the limit for that.
  - Provost – Travel has its own requirements in itself.
  - Lingze– Can someone explain the policy before this and why the administration would want to send out this kind of policy?
  - Tim – I think the reason of the controversy was because of ledger 3 & 5 accounts. Ledger 3 accounts include residual from a grant or start up money, indirect cost recovery. Previously, if you found a discounted fork lift for $2,500 you could buy it. When the policies came into effect, they were written that anything over $1K had to have Chair approval. A policy was brought forward in the last AY that stipulated ledger 3 and 5 in the division of academic affairs. Ledger 6 is a gift account. If someone gives you $10K for your research that goes into a ledger 6 account. Faculty has a lot of grantsmanship. When we had our compromise, this allowed faculty to spend their accounts without restrictions. Under the Franz administration, ledgers 3's were frozen and there was a threat again.
  - Carmen – All in favor. Ayes carry. 1 abstains. Passes unanimously.

- Meeting adjourned at 2:22 pm.