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**FACULTY SENATE MEETING #562**  
**November 19, 2015**  
**12:30 P.M. in NUR 205A**

**Present:** *Wai Mok, Ivey MacKenzie, Eric Fong, David Stewart, Diana Bell, Joseph Taylor, Irena Buksa, Christine Sears, Carolyn Sanders, Anne Marie Choup, Eric Seemann, Kyle Knight, Michael Banish, Ramon Cerro, Richard Fork, Ken Zuo, Casey Norris, Ann Bianchi, Azita Amiri, Cheryl Emich, Luciano Matzkin, Debra Moriarity, John Shriver, Jeff Weimer, Peter Slater, Tim Newman, Ming Sun, Vladimir Florinski, Monica Dillihunt*

**Absent with proxy:** *Kader Frendi, Xuejing Xing, John Schnell, Joe Conway, Babak Shotorban, Mark Lin, Marlena Primeau, Lenora Smith*

**Absent without proxy:** *Anna Devlin, Nick Jones, Ying-Cheng Lin, Earl Wells, James Swain, Monica Beck, Larry Carey, Udaysankar Nair, Grant Zhang*

**Guests:** *President Robert Altenkirch*  
*Associate Provost Brent Wren*

- Faculty Senate President-Elect Michael Banish called the meeting to order at 12:33 pm.
- Approval of Faculty Senate Meeting #561 Minutes from October 22, 2015  
Ramon Cerro **motions to approve** Minutes 561. Tim Newman seconds the motion.  
Ayes carry the motion. No oppositions.  
*Motion to approve Faculty Senate Minutes 561 passes.*
- FSEC Report from November 12, 2015  
Monica Dillihunt **moves to accept**. Ramon Cerro seconds the motion.  
Ayes across the room. No oppositions.  
*Motion to accept Faculty Senate Executive Committee Report November 12, 2015 passes.*
- Administration Reports
  - ❖ President Robert Altenkirch  
**Revenues and Expenses**  
Let me give you a picture of what happens during an audit. We have one every fiscal year and it goes to the Board in February. We'll look at revenues. The information for 2014 is final and 2015 is preliminary. State appropriations will change. Net investment income is the evaluation of the investment portfolio. Last year there was an increase of \$6.9 million; this year there has been a decrease to \$5.5 million. Some of this came from the impact of sequestration on the Department of Defense (DoD). A large number of the contract officers left and the new ones who came in didn't have enough experience. Therefore, they were hesitant to make decisions, which in turn makes it very hard to move a contract through DoD. Last year there was a positive net change in assets, but this year there is a negative net change which came from the DoD issue and the booking of retirement liability.

There are two types of budgets - Cash In/Cash Out and Asset. In the case of the cash budget we are balanced; however, for assets we have experienced a negative change which impacts our bond rating. There are also noncash adjustments. Investment income we aren't liquidating it so it's a non cash adjustment. So is depreciation and retirement liability because we aren't paying this out. If we remove the noncash adjustments then we have a positive bottom line. We can't just take the tuition in and spend it all, we have to have some left over to cancel out the negative.

### **Residence Hall Issue**

This fall we had 678 freshmen with 1,078 total students living on campus. Our out-of-state population increased from 15 - 26% and these freshmen will become sophomores. Our retention rate is 80% so if you add the freshmen from next year this will total out to 1,220 and we have 1,640 beds so there will be 420 left over. We are going to respond to this by building the next phase of Charger Village, which will be a mirror image of what we already have. Also, next fall we will make arrangements with neighboring apartment complexes. Finally, there is a financial plan for 2 - 4 more fraternity and sorority houses. We will present this plan in early Spring 2016 to the Greek Life Association.

- Tim Newman: How long will it take to build a new residence hall?
- President: 18 months. If we make a decision in Spring 2016 and then present it at the Boarding meeting in June 2016 then we could possibly have it ready by Fall 2017.
- Wai Mok: Where would this new residence hall be located?
- President: By the credit union.
- Diana Bell: Do we know the success of the residence hall trial period?
- President: In the first year we had 20, in the second year 30, in the fourth year 40, and we captured about 85% of those groups, but that is declining now because students who already live on campus tell their friends and then those friends sign up directly without requesting the trial period.
- Debra Moriarity: Will there be more parking for this new residence hall? There is already very limited parking.
- President: Let me give you some statistics. Right now UAH has 1.4 people per parking spot. Other universities have 2 – 4 people per parking spot.
- Monica Dillihunt: But all the construction is currently on one end of campus and now you're just going to move it to the other end.
- President: This is why we built the baseball field parking lot and there will be spots in front of the new Student Services Building. There will be 300 more beds in the new residence hall so we are looking at land by the university place school and the ultimate plan for the greenway is to loop around by Morton hall so there will be some lots over there, but only lots, not parking decks. Those are too expensive. Buses are expensive. Overpasses are useless because people don't use them.
- Eric Fong: Can we tailor the parking spaces to the way people use them? Commuters versus residents. You should park further away if you live here since you would be using your car less often.
- President: Good idea.

### ❖ Associate Provost Brent Wren

#### **Scheduling**

We have been looking at scheduling over the past few months because of three key issues - Parking,

Tardiness, and Safety. Having more students on campus is good, but there are parking challenges we face with a growing population. We should focus on the things we can control and one of those is scheduling.

Here is some data on utilization of time periods by building and then by college. I'll use Business Administration as an example. On Tuesday/Thursday there are 23 classes in just two time slots, which is more than all of Monday/Wednesday combined. That's an issue. A long time ago Monday/Wednesday morning was deleted from scheduling and it has stayed that way over time so that those slots are avoided and the other times get overbooked as a result when people default to Tuesday/Thursday. As you can see, there are barely any classes in the 8am hour.

Dr. Curtis, the Deans, and myself looked at 4 options:

- 1 – Keep our current schedule and add Monday/Wednesday mornings
- 2 – Add 20 minutes between classes instead of 15 and have a later start time (8:45am instead of 8am)
  - In this option we have added a 45 minute block of time during Monday/Wednesday and Tuesday/Thursday in order to provide some “common time” for students to meet in their clubs or focus on other activities besides strictly classes; however, you lose 1 class period if you add this in.
- 3 – Keep our current schedule, add Monday/Wednesday mornings, and add 20 minutes between classes
- 4 – Add 1 more class day to the calendar so instead of ending on a Wednesday you would end on a Friday
  - For Fall semesters this would be added after Thanksgiving break so there would be an additional day after students get back from the break and before finals.

Or we could just push everything down by 10 minutes. Regardless of which option is chosen, what we are confirmed to do is to add a “Friday Only” option.

- Michael Banish: I will assign this as a policy to some of the committees.
- Associate Provost: But the change for Fall 16 is due now so there is not much time for that. Some other universities put constraints on their scheduling and make rules for X% of your classes must be scheduled during time slot X.
- Debra Moriarity: My dean has told me that my schedule for Fall 16 is due tomorrow (Friday, November 20).
- Diana Bell: When discussing this we also have to take into consideration the collaborative learning that we have been tasked with. This process takes longer than normal and cutting even 5 minutes from a 50 minute class presents an issue.
- Carolyn Sanders: I agree with Diana.
- Associate Provost: There is no way to add 5 minutes to a class and not lose something.
- Tim Newman: Time pressure is not as severe as we think it is. These are really just small changes. I don't see why we can't take our current schedule and just map it to these changes.
- Associate Provost: We are under time pressure to publish these schedules.
- Michael Banish: I am tasking Diana Bell, Carolyn Sanders, Undergraduate Scholastic Affairs Committee, and Undergraduate Curriculum Committee to get with Dr. Wren and discuss this issue.

- Jeff Weimer: This is a piece of cake. Can you provide information on option 2 and the potential it would have?
- Associate Provost: If we are going to continue to experience growth we must change our habits. Other universities put the highest demand in the undesirable slots so the students have to take those classes.
- Eric Fong: Can we implement this in Spring 2017 instead of Fall 2016 so we can really have some time to discuss it?
- Associate Provost: If we give you that long to discuss it then you'll take that long. You do have some time though to work on this. Maybe January.
- Michael Banish: We will report on this at the January Faculty Senate Executive Meeting.

Dr. Curtis wanted me to relay two things to you:

- We are really pushing saving this 2010 cohort which finishes in Spring 2016. We are trying to identify where the other 81 students are in the process of graduation. Please push all your students to apply for graduation and also to register for Spring 2016 before leaving for the holiday break. We don't want to go backwards in our graduation rate.
- We should hear back regarding our SACS initial report either Friday November 20, or Monday November 23 at the very latest. Then we'll move into our revise and resubmit phase which is due January 20.

Associate Provost was invited to stay for the rest of the meeting to serve as an ex-officio representative for Dr. Curtis, which he accepted.

➤ Officer Reports

- ❖ Past President Wai Mok: Nothing to report.

- ❖ Parliamentarian Tim Newman: Nothing to report.

- ❖ Ombudsperson Carolyn Sanders: Nothing to report.

➤ Committee Reports

- ❖ Handbook Revision Committee Chair, Tim Newman:

We have had three meetings with Dr. Curtis. We are working on bringing revised language to the Senate on two issues in Chapter 4.

- ❖ Personnel Committee Chair, Ramon Cerro:

We are still looking at the Extension of Probationary Period policy. It was presented and Dr. Curtis provided some corrections that suggested the policy is only designed for medical and birth purposes. Is this true? The Faculty Handbook says that it is extended to professional reasons.

- Wai Mok: The main driving force behind this is the fact that we currently do not have a uniform maternity leave policy.
- Ramon Cerro: But the Faculty Handbook is in conflict with that. See chapter 7.

- ❖ Undergraduate Scholastic Affairs Committee Chair, Eric Seemann:

We have a couple bankruptcy applications that we are currently reviewing.

- ❖ Undergraduate Curriculum Committee Co-Chair, Eric Fong:  
We are currently reviewing changes to the Kinesiology program to fix the pre-professional issues. There are 12 course approvals that we are working through.
  - Debra Moriarity: When Kinesiology is approved this will take people from biology. We have been told that will not be the case, but it will.
  - Tim Newman: There are some concerns over the unit for Professional Studies.
  - Eric Fong: We have invited the Dean to present in the next senate meeting to explain what they are trying to achieve.
  
- ❖ Finance and Resources Committee Chair, Joseph Taylor:  
We received 64 proposals for the RCEU for 27 or 28 spots so this will be highly competitive. After November 30 Dave Cook will send the student applications for your proposals so that you can make your choices. We will send instructions in the next few days.
  
- ❖ Faculty and Student Development Committee Chair, Proxy for Lenora Smith:  
No report to give.
  - Diana Bell: We are working on reading policies and sending comments.
  
- ❖ President-Elect Michael Banish  
**Policies**  
 There are 3 policies that we believe are in the final form. The Executive Committee has been through these and they were sent to you on Monday (November 16) or Tuesday (November 17). I made a few minor changes and resent them to you this morning (November 19).  
  
**Emeritus Faculty Privileges Policy**  
 Ramon Cerro expresses concern over conflicting language. The policy uses the word “may” but the Faculty Handbook uses the word “will” in regards to granting approval for emeritus status so a discussion began to determine the correct course of action.
  - Debra Moriarity: We need to keep the word “may” because the Board has the authority to grant this, but it is not guaranteed that they will in every case.
  - Tim Newman: What if someone retires but isn’t eligible for emeritus status?
  - Jeff Weimer: Where is the reference for this? We could just say “...may approve in accordance with the Faculty Handbook.”
  - Michael Banish: No, we cannot reference the policies back and forth. The Provost and President do not want us to do this.
  - Tim Newman: The Faculty Handbook is paramount over any policies. Don’t approve any policy that’s in opposition to the Faculty Handbook. I want to make a motion to send this to a committee for dialogue with Dr. Curtis in order to change the language so that it does not conflict with the Faculty Handbook and to ask why it can’t say “in compliance with the Faculty Handbook.”
  - Jeff Weimer: I agree with Tim. Who is saying we can’t reference back to the Faculty Handbook as the source?
  - Michael Banish: Provost Curtis and President Altenkirch want the policies to stand alone because there are things in the policies that are not in the Faculty Handbook.
  - Joseph Taylor: The policies orbit around the Faculty Handbook so cross-referencing is imperative.

- Debra Moriarity: What we're arguing isn't even the purpose of this policy. Is the policy about how to become an emeritus faculty or it is about what happens once you do become an emeritus faculty member?

Tim Newman **motions** to strike sentence 1 of the Emeritus Faculty Privileges Policy and to change "These" to "Emeritus." Jeff Weimer seconds the motion.

The Senate was in agreement. No oppositions.

- Ramon Cerro: The substantive change policy is either about how to make them or how to tell the Board about them. This will come back to us just like the other policies have.
- David Stewart: The Faculty Handbook has been the policy in the past so we're just replacing the handbook with these new policies now.
- Michael Banish: No, that's not true.
- David Stewart: We are setting up policies that are in conflict with other policies.
- Ramon Cerro: What is SACSCOC? Why are they striking things from our policies?
- Michael Banish: SACS has to approve any substantive changes. They are an accrediting body and they regulate what we do. We cannot get federal funding without them.
- Christine Sears: I noticed there is no mention of the library in this policy.
- Michael Banish: You're right. Can we say they have the same library privileges as their academic rank dictated before? (The Senate agrees).

Michael Banish **calls for a vote** on whether to send the Emeritus Faculty Privileges Policy to Dr. Curtis as final.

The Senate was in agreement. No oppositions.

#### **Faculty Separation Policy**

Tim Newman **moves to accept** the Faculty Separation Policy as is. Debra Moriarity seconds the movement.

The Senate was in agreement. No oppositions.

#### **Substantive Change Policy**

I have been to the SACS website. We must have their accreditation in order to operate and there are certain things they require us to report to them. A large number of which are to our benefit as faculty. Examples of what is considered a substantive change are located at the bottom of the policy. If we go to a degree program that is between 25 – 49% online we have to tell them.

- Ramon Cerro: The policy says "approval prior to implementation." What does that mean?
- Associate Provost Brent Wren: We cannot enroll students in a program that has not been approved by SACS, even if it has been approved by ACHE. Secondary Education is an example of this. SACS said we were already offering another route to that degree so it wasn't considered a substantive change, but Kinesiology was because it's completely brand new. We don't always know what they consider substantive and what they don't so we just send everything to them to be safe.

Tim Newman **motions to extend** the meeting by 5 minutes. Diana Bell seconds the motion. The Senate agrees. No oppositions.

- Tim Newman: It's a problem when a policy can reference SACS, but can't reference our own handbook.
- Jeff Weimer: Can Ramon please provide some clarification on specifically what he is saying?
- Ramon Cerro: We must be explicit in all cases. Why can't we put a reference within the policy to the Faculty Handbook?
- Jeff Weimer: We need to be clear on the phrase "in some cases" (in the body of the policy).

The policy contains the statement "The most current SACS requirements, policies, and definitions can be found on the SACS website." It was suggested that the statement be changed to the following: "The most current SACS requirements, policies, and definitions, including cases where approval is needed prior to implementation, can be found on the SACS website."

Jeff Weimer **motions to change** the content of the Substantive Change policy to reflect the new statement "...including cases where approval is needed prior to implementation." Tim Newman seconds the motion.

The Senate was in agreement. No oppositions.

Peter Slater **motions to create** Senate Bill 384 for all policies to include the statement "The Faculty Handbook is authoritative." Jeff Weimer seconds the motion.

The Senate was in agreement. No oppositions.

➤ **Miscellaneous and Additional Business**

Senate Bill 383 was assigned to the Governance and Operations committee. They do not currently have a copy of the bill, but it will be given to them.

➤ The Faculty Senate Meeting lost a quorum.

Faculty Senate Meeting #562 adjourned  
November 19, 2015, 2:06 P.M.