



## **FACULTY SENATE AGENDA**

**FACULTY SENATE MEETING # 514  
THURSDAY, 24 February 2011- 12:45 PM  
SHELBY CENTER ROOM 107**

- 0. 0. Call to Order**
- 1. Administration Reports (attached)**
- 2. Ms. Jonna Greer, SGA President**
- 3. Faculty Senate President Report (attached)**
- 4. Approval of Minutes of Meeting #513 (attached)**
- 5. Acceptance of Faculty Senate Executive Committee Report (attached)**
- 6. Committee Reports**
  - Senate Committees (see attached reports)
  - University Committees and Ad-hoc University Committees
- 7. Old Business**
  - Second Reading: Senate Bill 350 Conflict of Interest
  - Status of Senate Resolutions: FSR 10/11 01-07 on the website
- 8. New Business**
  - Bills for Third Reading
    - Senate Bill 340: Eligibility to Vote in Department Chair Selection (attached)
  - Bills for Second Reading
    - Senate bill 351: Encouraging Second Degrees (attached)
- 9. Adjourn**

## Notes Made Available to the Faculty Senate Executive Committee Prior to the February 10<sup>th</sup> 2011 Meeting

- The following items were approved by the Board of Trustees at its meeting on February 3<sup>rd</sup> and 4<sup>th</sup> 2011:
  - NISP for a Master of Science in Integrated Science, Technology, Engineering and Mathematics
  - Proposal for a Graduate Certificate in Federal Contracting and Procurement Management
  - Proposal for a Graduate Certificate in Supply Chain Management
  - Proposal for a Graduate Certificate in Technology and Innovation ManagementContingent on completion by the relevant campus units and approval by Dr. Nash and the Chancellor it is anticipated that the following will be considered for presentation at the April Board of Trustees meeting
  - Proposal for the Master of Science in Integrated Science, Technology, Engineering and Mathematics
  - Proposal for the Individualized BS in Science
  - Proposal for the MS in Earth Systems Science
- In addition discussions are ongoing for seeking approval for the renaming of the Institute for Science Education as the Center for STEM Education based on the exceptional ongoing activities and the potential to enhance them under the leadership of Prof. Jim Miller.
- I am seeking comment from the faculty senate on the draft Behavioral Evaluation and Threat Assessment Policy so that it can be formalized at the next EMOG meeting. The team has recommended that a representative of the faculty and staff senates be added to the BETA team to each serve a 3 year term. The term requirement is needed to ensure continuity and enablement of appropriate training along with other members.
- This year HIGHER ED day has been scheduled for April 7<sup>th</sup> and the SGA is organizing a trip for our students so that UAHuntsville will be well represented that day in Montgomery. Since their presence there is advantageous for the University I have requested Deans to bring this up with all faculty and request that no tests be scheduled that day so that students attending are not inconvenienced. Also I have requested that students attending HIGHER ED day be excused from classes that day without penalty. SGA will arrange for students to hand excusal slips to instructors prior to that day so that they know who has signed up for the trip. The students will also have a signed slip which they will hand to the instructor to confirm that they actually took part. I would appreciate senate's assistance in this.
- Honors Day will be held on Tuesday, April 5<sup>th</sup>. The campus wide Honors Convocation will be held in the UC Exhibition Hall starting at 9 am. Individual Honors Ceremonies for the Colleges will be held that afternoon. I would like to thank faculty involved in the honors program for their efforts and encourage all faculty to attend these ceremonies.
- A committee is being formed to review the Honors Program as a preliminary step prior to conducting an external review of the program. The intent is to assess the program and further enhance and strengthen it. The committee will be chaired by Dean Fix and will have representatives from the Colleges based on recommendations from College Deans.

- President Williams has named the committee for the search for the Athletic Director, which is now ongoing. The committee is chaired by Dr. John Horack, VP Research and consists of Mr. Lennie Acuff, Coach, Men's Basketball; Ms. Jenny Hess, AMRDEC and former UAH Student Athlete; Mr. Craig Herr, J. Smith Lanier and former Student Athlete; Mr. Cody Jones, Teledyne Brown and former UAH Student Athlete; Ms. Laurel Long, Associate VP, Human Resources; Mr. Joe Ritch Trustee, The University of Alabama System; Ms. Kristin Scroggin, Department of Communication Arts; Ms. Delois Smith Vice President for Diversity; Ms. Les Stuedeman Coach, Women's Softball; Dr. Brent Wren, Department of Management and Marketing, and Faculty Athletic Representative to the NCAA. Please send nominations of outstanding candidates to the committee.
- Based on the receipt of her application Academic Affairs will be sponsoring Dr. Gaede to attend the HERS Summer Program.

## Faculty Senate President's Report

1. Board of Trustees Meeting. I got stuck by the weather in Moulton and missed the meeting.
2. There were questions raised regarding the Modeling and Simulation Master's and Ph.D. program at our last meeting. I have spoken with the graduate dean about this and she has set up a meeting with the Deans of Science and Engineering, the Chairs of CS and ISEEM, and Mikel Petty to make sure that all parties understand what is going on and what should be going on. Dr. Gaede will report her findings to me.
3. The UR II RFP will come out in the next two weeks. The deadlines are still under review.
4. I have sent emails out regarding the Research and Creative Achievements Committee development team. At the time of this report, Drs. Miller, Scholz, Banish, Gupta, Sanders and Mok have come forward to serve for the senate.
5. Higher Education Day is coming up and the SGA is asking faculty/instructors to not have tests or assignments due that day as SGA will be chartering buses to take students to Montgomery that day. Ms. Jonna Greer would like to address the senate about this.
6. I have asked the Provost to pay for a director of a Faculty Development Office to speak to the faculty about what such an office is and what it can do to help faculty with teaching, professional service, and scholarly work. He has agreed to do so.
7. As a member of the vision statement committee, I ask for your input and to get your department/college faculty input on what their vision is for the university. Specifically, where would you like to see UAH in 5-10-15 years from now. What would be different about your college/department?



**Faculty Senate Meeting  
January 20, 2011  
12:45 p.m. SC 107**

***Present: Gupta, Mok, Burnett, Fong, Stewart, Rountree, Kovacs, Neff, Sanders, Hawk, Sitaraman, Banish, Joiner, ENGLISH, Milenkovic, Componation, Cassibry, Moore, O'Keefe, Warboys, Herrin, Mecikalski, Magnuson, Scholz, Aygun, Slater, Wu, Miller***

***Absent with Proxy: Bollinger, Seemann, Ashour, Newman, Bonamente, Baird***

***Absent without Proxy: Gyasi, Thomas, Frederick, Slegers,***

The meeting was called to order at 12:45 by Dr. Jennifer English

**President David Williams:**

- Dr. Williams expressed his best wishes to the Senate for the new year. He reported the University Financial Offices are meeting in Birmingham to make reports on the state of the University following external audits. We are clean as we can be per Ray Pinner and we are in a sound financial situation. We are in the process of establishing relationships with the new administration in Montgomery to assure that they are aware of North Alabama and the role we play in the region and the role we play economically as well. Interactions are good. We expect visits at the appropriate time.
- We are at a stage very soon to present plans for a new student center which is in the master plan and has been discussed on campus at length. The leaders of the student organizations and Regina Hyatt will take trips to examine the latest in student union architecture and ways to incorporate the student center in the campus put some focus on recreation along with education. This will go along with the new infrastructures on campus and we will keep you informed as we progress. We hope by the April Board Meeting we can present these things to move ahead with construction at the appropriate time.
- The Search for the Advancement VP is in the final stages. The information has gone to the campus. Riis Gonzales has been on campus and there will be two more candidates on campus next week. We hope to announce an appointment soon.
- Thank you for your support to the Harris family in the untimely death of Jim Harris. Thank you for coming to the celebration of his life. We have announced a search committee to seek a new Athletic Director. Dr. John Horack is Chairing that Committee. Brent Wren and Kristen Scroggin are faculty representatives. Kristen is a leader in expanding our campus participation in Athletic functions and Brent Wren is the faculty representative to the Intercollegiate Athletics. Tonight

is the 4.0 recognition for the Athletes. We have 24 of them. The Deans will be there. I encourage you to come and support those that show high academics and representatives as athletes. Shortly after that you can view number 7 ranked basketball team who have an average 3.8 GPA and only failed to graduate 2 in the life of the coach. This is something worth celebrating. I encourage you to come celebrate.

- Dr. Karbhari is out of the country on a family emergency. You may address your questions to President Williams or Dr. John Severn.
- Dr. Richard Miller stated he understood that the goal was minimizing salary compression and raise salary when possible to the 50<sup>th</sup> percentile. He has seen the data that in the last raise pool and it resulted in increased compression and a move for some away from the 50<sup>th</sup> percentile and some was given to those who are already above this percentile.
- President Williams responded that when raises are not given in three years it is difficult to deal with compression and those below the percentile when others we compare to have not been in that situation. We are in catch-up mode to reach the goal. Several years of ongoing raises would be needed to deal with this problem. The Deans and the Provost made the choices for merit increases and they reflected actual merit and they may or may have gone to the goal of raising some to the 50<sup>th</sup> percentile I don't think I should interfere with that.
- Michael Banish made the comment that UAHuntsville Spring break does not coincide with the public schools spring break. He asked the question will it coincide in the future. Dr. John Severn answered that last year the city schools decided to move their spring break well into April and that meant that we have to divert. Until the public schools come back to March we will not coincide.
- Dr. Michael Banish commented can't you guys get together and figure this out. All is known well in advance so can't you sit at a table and make this work for everyone in the State. Dr. Williams commented he admired Dr. Banish's optimism but it might be overstated. There are other issues important to K-12 in this community and the threats to the 2-year system and chances of getting this dealt with around the table is not likely.
- Dr. Clarke Rountree commented that the Governor's inaugural speech was not optimistic. Do you have any idea of proration. President Williams stated the short answer is no. Ray Pinner believes we are in a good spot and he is not overly concerned. It is not unlikely to have the administration come in and say we need to cut. There has been some increase in spending and they might wait on proration. It is all speculation and we will have to wait and see. We believe we are in a sound enough position to ride this out but until we know the number we cannot be specific.
- Dr. Williams stated that Dr. Karbhari is going through some challenges right now in more ways than one and notes of support would be good. Give him whatever support you can.

#### **Larry Cantor and Regina Hyatt:**

- **Larry Cantor** and Regina Hyatt are here to provide a joint message—Regina started at the beginning of the year and is very enthusiastic. Larry Cantor reported he has been in Madison in private practice—he was one of the first responders during the tragedy—we needed him part

time in the spring and he stayed in the spring and the director position came open and he applied and got the position. From the beginning Dr. Karbhari and Dr. Severn had a goal to expand. He has been talking with student services, public safety and wanted to talk to you and let you know if you need anything please contact his office. He reported they use the Psychotherapy model. Self referred available and it is a free service. Talk to you for the first session and if within the model they will help get you with someone in the community to provide what is needed. We are available. Regina is very supportive. If you have a student who has come apart in class—call and we will get the student in. We've hired new therapists and we will have another later. Have crisis hour in the schedule. This is for someone who can wait. If you call and think a student needs to come in now then it is a real crisis and you should send the student over or bring them over. Faculty have to make the judgment as to whether the student can come alone or do they need someone to come with them. Had a meeting this morning with the academic coaches about assisting students. We will get with Carolyn soon to add counselors to the first year experience and talk about adapting to college life. Also we have disability services—posted on internet about accommodations. Students have to come to us and ask for help and they have to fill out forms and then we can determine if services are needed then we will send a letter to the faculty. This year we are requiring faculty acknowledge receipt of the letter. If you ask for accommodations not on the list get back with us. Gail Seemann is the coordinator for those services. There is a behavioral and threat assessment team—we are working with this group. If there are people who you see who raise your eyebrow, report them to someone who can assess and determine if there is a problem. We are working on the mechanism for that. Call someone on the list if there are problems. If you have concerns call the center, or Dean Hyatt and we will respond. When an issue comes up there is no feedback to faculty—there are confidentiality issues. Through the BETA group you will get feedback on referrals. Anniversary of the Shooting—talked to Laurel Long about this. The ceremony should be a short, quiet, legacy of those who were victims. Not a great deal of counselors—there will be a reduced case load and we will be available. Trying to get the therapy dogs back. Spread the word the counseling center is available. Make arrangements for counselors on campus for faculty and staff who feel they need to talk to. EAP service will be available.

- Richard Miller stated the National Organization says there should be 1 counselor for every 1500 students. That is not true here do you have support? Larry Cantor responded yes we hired a new counselor and as business increases we will include more. We are going about telling people about what is available. We are in MDH 136 and at Ext 6203.
- **Regina Hyatt** stated she echoes what Larry said—when you encounter students of concern send them our way—we want to be a resource to you in this and other areas—if there are ways we can help you let us know. If students are doing exceptional things let us know. If things around campus communicate and we will help you. New website should be up on Monday (uahstudentevents). We want to help you promote good works. We are in UC 114 and we welcome visitors and we want to see new initiatives around campus.

**Senate President Jennifer English:**

- Dr. English reported that you have the notes from Dr. Karbhari. I will be glad to forward questions you have. The resolutions responded to are on the website.
- There was a memo from Gloria Greene sent out and you may have seen it come from your Dean or Chair. Dr. Karbhari is trying to work with Dr. Horack and Gloria Greene and get the RCR phased in. Dr. Richard Miller asked for clarification from his chair and asked if he can cancel classes to go. Dr. English responded that the Provost would probably say no to that and not being able to attend will not affect getting proposals out. If anyone has issues getting proposals out please let the Provost know immediately.
- If you are teaching 100 or 200 level courses please get midterm grades turned in. Dr. Rountree will say more about that.

#### **Senate Minutes:**

- The Minutes from the last meeting are attached—Dr. Gupta moved , seconded by Dr. Banish to approve. The Minutes were approved.

#### **Executive Committee Report:**

- The Executive Committee met and you have the report—Dr. Rountree moved, seconded by Dr. Banish to accept the report. The report was accepted.

#### **Finance and Resources Committee:**

- Dr. Jennifer English reported on the Finance and Resources Committee-The Committee still has no chair they did not meet in December. There was an abbreviated Distinguished speaker call sent out and the deadline was extended until Monday. If you want to have someone with Honors they can chip in. We will get something more extensive on the distinguished speaker series later and we will get the REU out later.

#### **Faculty and Student Development:**

- Ina Warboys reported she has no additions to her report for the Faculty and Student Development Committee. The OSP investigation matter is complete and closed unless there are other questions per Jennifer English.

#### **Governance and Operations:**

- Jeet Gupta reported he has no additions to his report from the Governance and Operations Committee. There are two versions of the bylaws, one with tracking and one edited version. Please read through and get back to Jeet Gupta or a Committee member. Jeet Gupta did not change the gist of chapter one—just cleaned up the language.

#### **Undergraduate Curriculum:**

- Laurie Joiner reported regarding the Undergraduate Curriculum Committee. She sent out the updated list of actions.

### **Undergraduate Scholastic Affairs:**

- Clarke Rountree reported the Committee is working on four bills that are mentioned in the minutes. One bill in particular was prompted by Janet Waller at the last meeting. Faculty are neglectful in turning in midterm grades and we will have a bill and hear more about that later. We encourage faculty to turn in grades. You will be notified by Janet Waller for midterm grades. You are only required to put in U or S but you can put grades if you want.

### **Personnel Committee:**

- Personnel Committee had no written report. They are working on the handbook and edits for that. They are waiting for Jennifer English on more materials.
- ✚ Jennifer English reported she met with the Advancement candidate yesterday and she will meet with the others as they are brought to campus. If you have specific questions get them to her.

### **Old Business—Senate Bill 340—Eligibility to Vote:**

- Ended by adjournment—note that line 14 should say "committee work on" but disagree and the first two Whereas' were changed to reflect tenured and tenure track only faculty voting for department chairs. Apprehensive about restricting rights but tenure and tenure earning have the most long term commitment and their voice should be heard. Jeet Gupta thinks the bill does what we want. Louise O'Keefe-doesn't think we need the bill—it does not apply to many. Richard Miller talked about the motivation for the bill was due to problems in the department and he wants to make it uniform. John Burnett asked are elections binding or are they recommendations to the dean. They are recommendations per Jennifer English. The ECE Department had two groups forwarding recommendations. The tenure and tenure earning and then research and lecturers. Richard Miller stated it is not uniform regarding recommendations. Jeet Gupta stated this deals with that. Carmen Scholz reminded the group of what Jennifer English's department did. Laurel Bollinger said in some departments the majority are not tenure or tenure-earning. There are many lecturers. It was stated the tenure and tenure track are here for the long run and they have different stakes. The recommendation should come from those that are here for the long hall.
- Jeet Gupta moved, seconded by Ina Warboys to End debate. 19 for, 5 opposed, 6 abstaining
- Jeet Gupta moved, seconded by John Burnett to vote at second reading. 16 favor, 14 opposed, 3 abstained.
- Jeet Gupta moved, seconded by Ina Warboys the bill to third reading . 10 favor, 15 opposed. The bill will be on the agenda at third reading as old business at the next meeting. Talk to faculty and bring concerns.
- ✚ Richard Miller stated he has seen the Senate Resolutions on the website and he appreciates The Provost's effort to make responses but he feels strongly about the research committee and the response and meeting. Jennifer English stated the Executive Committee talked about this last

week and about establishing an ad hoc committee because this is not their fight and many of them do not have the background—those with the real interests should deal with this. Richard Miller said the way he read the Bylaws we don't need the Provost's permission to set up a committee in the Senate. He understands it is the Provost's concern that there may be overlap but faculty need to interact with administration to let them know their needs. Since they voted to do that he would like to encourage the Senate to move forward and populate the committee even if overlaps with some already in place such as Research Council. Research Council is not responsive to needs—if we can't help ourselves and be a voice. —Populate the committee and move forward. Jeet Gupta stated we cannot set a committee of senate without approval. We can set up ad hoc committees but if it is a standing committee we do have to have approval. Richard Miller stated waiting 5 months is not responsive. Bhavani Sitaraman stated the bylaws set up restrict us and we have to wait for approval. The debate and time are useless if we have to wait for approval—it is all a waste of time if we don't have some measure to move forward. Way things are it is easy to deny. We need to change the Bylaws. Jeet Gupta stated we will look at that when we get there. We can set an ad hoc. Roy Magnuson asked is there a means to propose legislation? Jennifer English responded yes, anyone can. Carolyn Sanders stated the way procedural is to set an ad hoc committee and populate it now. Jennifer English stated the biggest issue is that some things you may want to do outside the purview of the Senate and this may still not solve problem. The Provost is concerned about the language. He wanted to talk to the Executive Committee and the Executive Committee thinks we should have an ad hoc committee and come up with something that works. Clarke Rountree stated we wanted an ad hoc committee and meet with John Horack and Provost Karbhari and hash out the differences and concerns. Some stated we have to establish autonomy. We should be able to establish committees. The Ad hoc is the faster way to get what we want. One is long term. Changing bylaws is long term and requires approval of the Board. Ina Warboys made a motion to form ad hoc committee to work with John Horack and Provost Karbhari and resolve the issues, Jeet Gupta seconded. It was stated that no motion is needed—the plan is an ad hoc committee—anyone opposed. Carolyn Sanders stated please include Creative in the language and the committee. If interested in being on the committee let someone on the Executive Committee know and we will arrange for a meeting with John Horack and Provost Karbhari.

#### **One new bill—passed at first reading Bill 350 Conflict of Interest:**

- Clarke Rountree moved , seconded by Ina Warboys the bill to second reading, Richard Miller stated he thought this was already a bill, he thinks this already exists—Richard Miller stated he stands corrected—this is teaching immediate family members of the supervisor. Bhavani Sitaraman asked if this is a FERPA question. Jennifer English stated that part is ok. John Burnett asked if someone could shed some light on this. What is the purpose of this exercise? Jennifer English stated it was sent to us as bill. There was a question if this is a legitimate concern. Jennifer English stated the bill was edited with the permission of the author. Felt this was a compromise from the original bill. Concerns—all kinds of instances—how many will remember

to actually do this. Jeet Gupta stated we do not need bill on this. The department chair not the administrator in many instances. He agrees with John Burnett. This requires more work.

✚ Roy Magnuson moved, seconded by Jeet Gupta to Adjourn.

✚ This bill 350 will be under old business at the next meeting.



## SENATE EXECUTIVE COMMITTEE MEETING

February 17, 2011

12:45 P.M. in SKH 301

*Present: Severn, Warboys, Rountree, Etzkorn, English, Joiner, Gupta, Gupta has Componation proxy, Williams, Karbhari, Newman, Sitaraman*

*Scholz and Componation not present*

### **President Williams Report:**

- Dave Williams reported the Board Of Trustees met a short while ago, it was a quiet meeting. The prospects for the State budget are uncertain. There is talk of a couple of percent of proration. There is no clarification from the administration in Montgomery. Legislature opened last week, the Council of Presidents goes to the Chamber and Carol Garrison represented us. They put in a statement to restore the 1/3 to 2/3 split for K-12 and Higher Ed and bring us to the ACHE mandated minimum. Ray Pinner assures us if proration comes of a couple percent we can handle it this year unless the economy changes drastically. There is talk of 10% next year but it includes the stimulus funds and we did one time costs not continuing costs. Unless it goes beyond the stimulus we should be sound next year's budget outlook is sound. Admissions prospects are looking good for next year if it follows through to enrollment the budget should be sound for next year. As we and the system can be assured we are satisfied we are in a sound fiscal shape. Bond rating was increased reflecting sound university fiscally. Financial standing recognized bond rating puts us in good company. Number 3 rating. Median size for that rating is 17000. As considered other infrastructure items in line with growth in student body. Would appreciate you allaying fears about proration. NIH and NSF increase according to presidents budget. Hope we continue to grow and we will be in a sound position. There was some discussion of making the Club H a more permanent expectation. When ideas and planning is more firm will seek your input.
- Letha Etzkorn asked about the National spelunking society requesting to locate here. Dr. Karbhari responded there is nothing more yet --it is at the same place it was last year. It has not gone any further.
- Clarke Rountree stated that Wilson Luquire had a contract that we are not going to have in future. Is the Library budget going to cover that. The Provost will deal with that.

### **Provost Karbhari Report:**

- Dr. Karbhari stated the Executive Committee has his notes. Four items approved at the Board Meeting. We are preparing for the submission of a few more. We are considering trying to rename the Institute for Science Education to the Center for Stem Education. Higher Education day is scheduled for April 7. I have sent a message to Deans and I hope they sent it to you so we hope you will have no tests on that day so students can be excused from class. Students go to Montgomery to convince the Legislature that higher education is important. Students who are involved come to faculty to let them know they are missing class and they will come back the next day with a note saying they were there. This idea came from the SGA so we would appreciate your assistance.
- Honors day is Tuesday April 5—the campus wide event will be in the morning starting at 9:00. The individual college ceremonies will be in the afternoon. We are forming a review committee for the honors program review. There will be representatives from each college and Jack Fix is the chair—we are considering names. There will be an internal review followed by an external review.
- The Search for the Athletic Director is ongoing. The list of Committee members are in the notes you have.
- Following February 12 we are looking at various ways we can assess things brought up by faculty, students and staff. Draft document distributed of policy we have put together. I spoke to you while we were in the formative stages about something to put together. We have involvement from all of campus. This is a means for individuals to inform the group of a threat or change in behavior. If something concerning can assess and provide recommendation. I ask you go through the document and provide comments and would like to take this to the next EMOG meeting the second week in March so please do it before that. This is a living document. There will be a page on the website with the same information available when it is completed. We are putting together the BETA Team and we are requesting that the Senate nominate a member to the committee. We are asking the Staff Senate to do the same. We are requesting these individuals serve a 3 year term. The Team will be looking over a period of time and will undergo training and a constant changeover would not be in the best interest of the University. Although we have not had a policy in place we have been working under this aegis. Jennifer English is on the committee currently until a representative is determined.
- Bhavani Sitaraman asked does it have to be a faculty senator or can it be an at large faculty. Dr. Karbhari stated we are just asking for a representative. There are no restrictions on it per Dr. Karbhari. One thing to stress to everyone is that the team does not prescribe treatment or discipline but makes recommendations and legal and others do the discipline or prescribing. Look through the document and let us know things that can be done to improve it. We know some things are not there but we need a policy in place.
- Bhavanai Sitaraman stated there is some confusion about why the alert system is not used for weather. Dr. Karbhari explained that the UAlert system is meant for real emergencies where immediate action must be taken—such as tornadoes, a serious incident on campus. It creates a problem for doing this for weather, etc. Dr. Sitaraman stated that timing is an issue and thinks

a policy is needed. It does not make sense to have people come to campus and find out we are closed. Dr. Karbhari stated we followed most others in Huntsville and the policy used by most others in Huntsville of opening late but we found out that the roads were still treacherous and made the decision then that it was better to shut down. We felt it was better to close even if it was late. Dr. Sitaraman stated some people feel they have to come to work and they need to know earlier. You might consider an email alert instead of just the website. The Deans are notified earlier and some send notification to faculty. Dr. Sitaraman stated some are cut off if the power is off and cell phones are still the best way. Dr. Karbhari stated he will check into it.

- Dr. Tim Newman stated he briefly reviewed the BETA policy and he wants the Administration to consider not so broad a policy in the final policy. He stated he doesn't know if you want policing on campus of people who write poems about violence and play video games, or have a lack of compassion. This is too expansion and is infringing on academic freedom. Dr. Karbhari stated it says if person see this they could report it to the BETA Team and as a concern and the Team or the supervisor if it is reported to the supervisor can evaluate and say it goes further or no it does not go further. Dr. Karbhari stated it is picking up signals over time that cause concern or is this just normal behavior. We looked at and have taken a lower threshold than others. There is a fine line between keeping safe and infringing on rights and freedom. The BETA team can evaluate or the supervisor may decide it is not a concern. We need to have a mechanism in place. Dr. Karbhari stated according to Legal Counsel if we provide a mechanism it will contribute to lower lawsuit possibility. Dr. Rountree stated this is a nightmare to do this with all that it entails. Dr. Karbhari stated this just allows us to pick up on some cases. We may be restricted by law in the actions taken. Dr. Newman left the meeting.
- There was a question of the Advancement VP movement. Dr. Williams stated he is doing due diligence with the 3 candidates. This is taking longer than he expected but we are moving forward. The start date will depend on the individual.
- Dr. Karbhari stated there is planning for a new student center. There have been meetings with students. The intention is to go out and look at various sites and then call for an architect firm and move forward. The funds will come out of student fees. The students are on board and think this is a good thing. If you have looked at the master plan you will find this is a multipurpose facility at the heart of campus. It will be a building at the edge of Holmes and John Wright. If you have thoughts or input contact John Maxon.
- Dr. Letha Etzkorn stated she had heard that several interdisciplinary programs are being run by Research Centers. Dr. Karbhari stated the Modeling and Simulation program is in CS and under the control of the Dean. Dr. Etzkorn asked about Optics and Materials Science. Dr. Karbhari stated that OSE is in Engineering and Science, Material Science is in Chemistry and faculty in Chemical Engineering and the two deans are involved and Mike Banish is in charge. None are run out of a research center. They are housed in colleges. Dr. Karbhari stated he is not aware of any run except in colleges. In some instances several departments or faculty on behalf of departments are involved.
- The makeup for Tuesday Thursday classes was discussed. Dr. Karbhari stated he discussed this with deans and study day is made available and the deans are to work with departments to handle this. Some have already dealt with this. Ask you to work through your chair and dean

and with the Registrar to schedule the makeup classes. It did not appear the best thing for us to dictate since some have already taken care of this in a variety of ways.

- John Severn stated that Dr. Donna Shalala will be the speaker for Commencement this year and will be here early and Fay Raines will arrange a presentation. She has been the President of 2 universities and in the Clinton administration. She recently chaired a committee on nursing and how we move forward. Will also attend the pinning ceremony in Nursing. If you have not attended a Pinning Ceremony it is wonderful and the College of Nursing would welcome you.

**Comments from Jennifer English:**

- I did not attend the Board Meeting. I stayed in Moulton because of weather.
- Regarding the Modeling and Simulation program Dr. Gaede met with Science and Engineering Faculty and Deans and Dr. Petty. Dr. Petty has been handling the paperwork and the Deans were happy with how it is handled. The Deans and Chairs are happy with way things are progressing. Dr. Petty has approval and then CS and then a copy goes to the Dean and the Engineering Dean and also to ISEEM. The Provost and VPR are working with Dr. Petty to charge his time appropriately. Faculty should make sure Department Chairs stay active in these matters. Dr. English stated there is a home academic unit for control purposes. Dr. Gaede will make sure there is an order to the people signing off on things so that the academic side has a role.
- Dr. English stated the request will come out soon for Committee members for the RCA Committee.
- Jonna Greer asked for five minutes at the next meeting to tell faculty about higher education day.
- Faculty development –Dr. English stated she is still trying to get someone to talk to about why it is beneficial
- There was some discussion regarding the Vision statement and the discussions not being well attended and what came out was not what was discussed.

Systems

Security

Space

Not all fall in those areas—all areas were discussed and there was no feedback and none of it was mentioned. We need feedback.

Dr. English stated she does not agree with the vision statement. She stated that even if we have strengths in these areas the Senate will find this unacceptable. Dr. English stated she spoke with the President at length. Dr. Gupta is on the Committee as well. Dr. English stated there was a meeting yesterday and she did not attend. There was more discussion and a statement that the Senate should register its voice on the matter. Dr. English stated she has been very vocal on this. She stated the faculty should go to their representatives on the Committee and let them

know if they are not happy. It was stated there should be an opportunity to have the statement before the Senate.

### **Finance and Resources:**

- Dr. English reported that no one will serve as Chair. Bernhard Vogler and J. Gregory asked to help out with the REU program. Someone has to run and I will go with this unless I get someone objecting then they will be Chair.
- Distinguished Speaker—some concern for how distinguished the speakers are. Going to put something out for the committee to look at and see if the college will match what the Senate does to bring in more high profile speakers.

### **Personnel:**

- Dr. Sitaraman made a general point that some faculty are active and some are passive—some are active in reviewing the Handbook and they want to take it seriously and document the comments before it becomes part of shared governance. They would like the comments made public to Senators. Dr. English stated that Personnel reviews, The Executive Committee reviews, the Senate reviews—have comments on website and updated as they come in or have a survey instrument to use. Dr. English wanted the Executive and Personnel to work as a group and look at the edits. Some did not like that. She also suggested the Provost and HR come for things that are changed to determine if there were legal reasons it could not be changed in certain areas. For example the procedures for URB are not well defined and it has caused some problems. Tell some things need to be done and HR tell if things cannot be done because of law. Input at beginning might save time. If personnel disagrees then continue down the current road but would like a working group. Dr. Sitaraman stated she thought the Committee still wanted time to work before coming to the larger group. Dr. English has concern for turnover in the Senate and we could end up with no one who remembers why the changes were made and this is where the urgency lies to do something now.
- Dr. English distributed realignment bill information from Alabama. The Lawyers came back last year saying we could not do what we proposed and encouraged us to look at this one and we need to look at the old ones and this one and see if we want to move forward or if that is something this body wants to do.
- Dr. English stated it would be good to elect a person for the BETA team during the regular elections—that person would just be elected for 3 years. This would be done with the ombudsperson and president elect. They would include the election of this person every 3 years. You would have to add a bill because this changes the bylaws.

### **Faculty and Student Development –**

- Ina Warboys reported no additional information

### **Governance and Operations—**

- Dr. Gupta reported we are getting ready for elections—question—last year we did not allow colleges and departments to hold their elections and there were objections. And some departments decided they would not do it that way. The Bylaws say college and department do it. So do we let the departments hold their elections or do it centrally? Dr. Etkorn wants a bill to say how we do it. Dr. Gupta will ask the Parliamentarian for a ruling.

### **Undergraduate Scholastic Affairs—**

- Dr. Rountree reported everything is in the report. We have 3 bills.

Bills—340 and 350 will be on the agenda as old business.

- Bill 351—351 and 353 should have been a pair. Bill 351 is regarding the Interdisciplinary dual degree. When the degrees are in different colleges it is hard to satisfy the GREs in two colleges. Discussion regarding requirements and how it works and does it violate anything. Dr. Rountree stated the committee asked Janet Waller. Line 10 add UAHuntsville second degree. The vote was unanimous. The bill passed at first reading with the friendly amendment.
- Bill 353—Dr. Rountree reported this bill was meant to assist with not penalizing students for stopping with one degree just short of the second degree. Dr. Gupta has a problem with the wording of this bill. It does not say they are working on a second degree. Dr. Rountree will rewrite the bill and bring it back.
- Dr. Gupta stated he is against bill 352—he stated they should do away with midterm grades. Dr. Gupta left.
- Dr. Rountree stated that the Executive Committee asked his Committee to do this. Dr. Etkorn stated it depends on the department. It varies by department. Originally wanted to just report U and do across the board. The Committee wanted S and U and suggested using a radial button. S and U for 100 to 200 and optional for upper level. It was stated it may be harder for assessment for upper level.

Moved to adjourn.

## Finance Committee Report

We did not meet this month, but have had several email exchanges regarding the Distinguished Speaker Series on which this report will focus.

Three proposals for the abbreviated Distinguished Speaker Series were submitted by Dr. Kvach, Dr. Chittur, and Dr. Ravindran. While all three were deemed acceptable by the Finance Committee, there were several questions about how “distinguished” the speakers were. From our discussions and discussions with other faculty, the honorarium amount was far too low to recruit a more “distinguished” speaker.

One solution is to ask for more money from the Provost to put towards the speaker series. The Provost is mulling that over. Another possible solution is to reduce the number of awards given – perhaps five \$2000 awards would be better. Another solution would be to use the speaker series money to augment college/department speaker funds (Honor’s forum money could also be in play).

On behalf of the committee, I have started conversations with the Deans about using the speaker series money to increase the funds the departments/colleges have to entice bigger name speakers. At the time of this report, I have spoken with Dean Raines and Fix. They are in favor of this.

The Finance committee will focus on re-writing the RFP for the speaker series at our next meeting.

Other items: I have not had the time to do anything with the REU program. This committee needs a permanent chair.

## **Faculty Senate Personnel Committee Minutes (01/27/2011)**

**Present:** Eric Fong, David Stewart, Aleksandar Milenkovic, Massimiliano Bonamente , Bhavani Sitaraman

### **Agenda** Revisions to Faculty Handbook (Chapters 1,2,3,4,8,9)

The meeting focused on procedures for approving revisions to handbook presented by the Handbook Committee. The members discussed revisions to Chapters 1,2,3,4 and decided that we recommend that the revised chapters be posted on the Faculty Senate website along with our summary comments provided by the Personnel Committee. Given the descriptive nature of the first few chapters of the Handbook, the committee also recommends that Chapters 1,2,3,4 be presented as a bloc for discussion and vote by the Faculty Senate.

### **Chapter 1 : Comments**

The current version of the Handbook incorporates a new Mission statement that was developed by a committee appointed by President David Williams. It is our understanding that this statement has never been discussed or endorsed by the Faculty Senate. It is common practice in Universities that a mission statement is presented for approval of the Faculty Senate to note its acceptance by the academic community at the University. As the mission statement of an institution is important in shaping public perception of the University and strategic planning related to programs and priorities within the University, we recommend that the current mission statement in the revised handbook be presented as a bill for approval by the Faculty Senate. (See attached Bill)

### **Chapter II. Comments**

This chapter describes duties and responsibilities of the President, Provost and other senior administrators. It does not describe the duties and responsibilities of the Chancellor in the text of the Handbook. To be consistent and comprehensive, it might be useful to include the Chancellor's job description in addition to the external link that is provided.

### **Chapter III. Comments**

1. Several changes have been made to the administrative structure of the university since the arrival of President David Williams. The revised chapter includes some of these changes but omits others. For example, the VP for Advancement (a new position) is included, but the VP for Enrollment Services is not. It would help if we included a organizational chart that accurately represents all positions of upper administration and the chain of command.
  
2. Some positions lack a job description. VP and Chief of Staff does not have a job description. If this is a permanent addition to the administrative structure, then the position requires a clear description of duties and responsibilities. If this is a temporary position it should not be listed in the Handbook as such a title could become permanent without justification.

3. The Counseling Center and its staff are not included in the description of administrative staff. It is unclear if they are housed under the Dean of Students or the Vice President for Diversity and Student Support Services.

#### **Chapter 4 Comments**

1. This chapter describes the jobs of Dean, Department Chair, Program Chair and Academic Director. It also includes the procedures for selecting Program Chair and Academic Director, BUT NOT Department Chair and Dean (which are in Appendix A and B). It might be useful to consolidate the Appendix into this chapter to provide all relevant information on selection of various heads of academic affairs within one section.

2. The section includes a policy on Establishment, Review, and Dissolution of a Department. The section largely describes the periodic review of programs and appears inadequate for dealing with important decisions related to “Dissolution” of departments. It currently does not include any reference to “faculty input” in the process that will be applied before recommending that a department be dissolved. The university requires a carefully outlined policy for including meaningful faculty input in designing, establishing and dissolving departments.

Undergraduate Curriculum Committee Report  
February 10, 2011

- Approved new courses
  - ARS 387 Monoprint and Monotype
  - ARS 390 Cross Disciplinary Studio
  - ARS 395 Special Topics in Studio Art
  - ARS 460 Conceptual Drawing
  - ARS 487 Advanced Monoprint and Monotype
  - ARS 490 Advanced Cross Disciplinary Studio
  - ARS 493 Professional Practices

## **Minutes for Undergraduate Scholastic Affairs Committee**

12:45-2:05 p.m., Thursday, January 27, 2011

Present: Clarke Rountree (Chair), Eric Seeman, Dongsheng Wu; Michael Banish  
Absent: Kristen Herrin (with proxy)

The committee discussed drafts of three bills written by Clarke Rountree and passed them unanimously. These included two bills related to encouraging and supporting students who wish to earn two undergraduate degrees from UAHuntsville and another to make midterm grading more useful as a retention tool.

We also discussed progress by Mike Banish and Eric Seeman on writing a bill to ensure UAHuntsville is in compliance with the Soldiers and Sailors Relief Act, which eases the withdrawal process for those called unexpectedly to active duty. Mike and Eric have discussed the issue with a lawyer and will have a bill ready for committee review next month.

**THE UNIVERSITY OF ALABAMA IN HUNTSVILLE  
FACULTY SENATE**

**Senate Bill 340: Eligibility to Vote in Department Chair Selection**

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Bill History: Submitted to FSEC 08/17/10 and sent to personnel committee  
Passed first reading at FSEC on 11/11/10  
Amended and passed second reading at FFS on 1/20/11

1 **WHEREAS:** Tenured and tenure-track faculty have primary responsibility for  
2 teaching, research and scholarship excellence in an academic  
3 department, and

4 **WHEREAS:** Tenured and tenure-track faculty have a long-term investment in the  
5 well-being and growth of the department's academic mission, and

6 **WHEREAS:** Other academic personnel including lecturers, clinical and research  
7 faculty may have also demonstrated substantial involvement and interest  
8 in the department's academic mission,

9 **NOW THEREFORE BE IT RESOLVED:**

10 That in addition to tenured and tenure-track faculty eligible to vote in the  
11 Department Chair selection process, lecturers, clinical faculty, and  
12 research faculty may be eligible to vote if a two-third majority of the  
13 department's tenured and tenure-track faculty vote to enfranchise  
14 lecturers, clinical faculty, or research faculty to participate in the next  
15 secret ballot for Chair selection.

16 **AND BE IT FURTHER RESOLVED:**

17 That the Faculty Handbook and all other relevant University policy  
18 documents be amended to reflect this clarification to voting eligibility;

19 **AND BE IT FURTHER RESOLVED:**

20 That the elements of this bill take effect immediately.

**THE UNIVERSITY OF ALABAMA IN HUNTSVILLE  
FACULTY SENATE**

**Senate Bill 350 : Conflict of Interest Amendment to the Faculty  
Handbook**

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Bill History: 1/13/11 Reviewed/amended/passed first reading by FSEC

1

1 **WHEREAS,** There exists an obvious conflict of interest when immediate family  
2 members of an Administrator (such as a department chair) are enrolled in  
3 courses taught by members of the academic unit directly supervised by that  
4 Administrator

5 **NOW THEREFORE BE IT RESOLVED**

6 That effective immediately, any Administrator in such a situation must  
7 immediately report in writing such conflicts of interest to their supervisor.

**THE UNIVERSITY OF ALABAMA IN HUNTSVILLE  
FACULTY SENATE**

**Senate Bill #351 : Encouraging Second Degrees**

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Bill History:     2/11/11 Submitted by USA, considered for first reading at FSEC  
                  2/17/11 Amended and passed first reading at FSEC

1

1   **WHEREAS,**           The University of Alabama in Huntsville encourages students to engage  
2                           in interdisciplinary studies, and

3   **WHEREAS,**           Earning undergraduate degrees from two different colleges is a  
4                           particularly intensive and commendable approach to interdisciplinary  
5                           studies, and

6   **WHEREAS,**           Getting a second degree from another UAHuntsville college is  
7                           challenging, given distinct demands for general education requirements  
8                           and for pre-professional course work.

9   **THEREFORE BE IT RESOLVED**

10                        That the Faculty Senate requests that Deans of Colleges overseeing  
11                        UAHuntsville dual-degree students' secondary degree programs offer  
12                        flexibility in helping students complete college-specific requirements in  
13                        that second degree through substitutions and waivers where appropriate.

14   **AND BE IT FURTHER RESOLVED**

15                        That the undergraduate catalog include a notice indicating that students  
16                        wishing to earn a second degree from another UAHuntsville college may

**THE UNIVERSITY OF ALABAMA IN HUNTSVILLE  
FACULTY SENATE**

**Senate Bill #351 : Encouraging Second Degrees**

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Bill History: 2/11/11 Submitted by USA, considered for first reading at FSEC

2/17/11 Amended and passed first reading at FSEC

17 petition the Dean of that college for appropriate substitutions and

18 waivers.