



FACULTY SENATE AGENDA

**FACULTY SENATE MEETING # 510
THURSDAY, 23 September, 2010- 12:45 PM
SHELBY CENTER ROOM 107**

- 0. 0. Call to Order**
- 1. President William's Report**
- 2. Provost Karbhari's Report**
- 3. Faculty Senate President Report**
- 4. Approval of Minutes of Meeting #509**
- 5. Acceptance of Faculty Senate Executive Committee Report**
- 6. Committee Reports**
 - **Senate Committees (see attached reports)**
 - **University Committees and Ad-hoc University Committees**
- 7. Old Business**
 - **Bill #341: University Committee Transparency Bill**
 - **Senate Resolution 10/11-01: Building Access**
 - **Senate Resolution 10/11-02: Research, Creative Achievements, and Scholarly Activities Committee.**
 - **Bill #345: Procedures for Delivery and Administration Response/Actions of Faculty Senate**
- 8. New Business**
 - **Bill #347 Library Security**
 - **Bill #349 Non-senators on Senate Committees**
- 9. Adjourn**

Check out Faculty Senate Information at www.uah.edu/facsen

PLEASE SEND PROXIES TO PEGGY BOWER AT bowerp@email.uah.edu

Notes Made Available to Faculty Senate Executive Committee Prior to the September 9th Meeting

- We anticipate having the 2010-11 budget, including salary pool, to be approved by the Board of Trustees at its 9/16-17 meeting.
- Based on discussions with Dr. Charles Nash 4 NISPs will be presented at the BOT
 - MS in Earth Systems Science
 - BFA
 - Tracks in Data and Information Science at the MS and PhD levels in Computer Science
 - BS in Individualized Science Studies

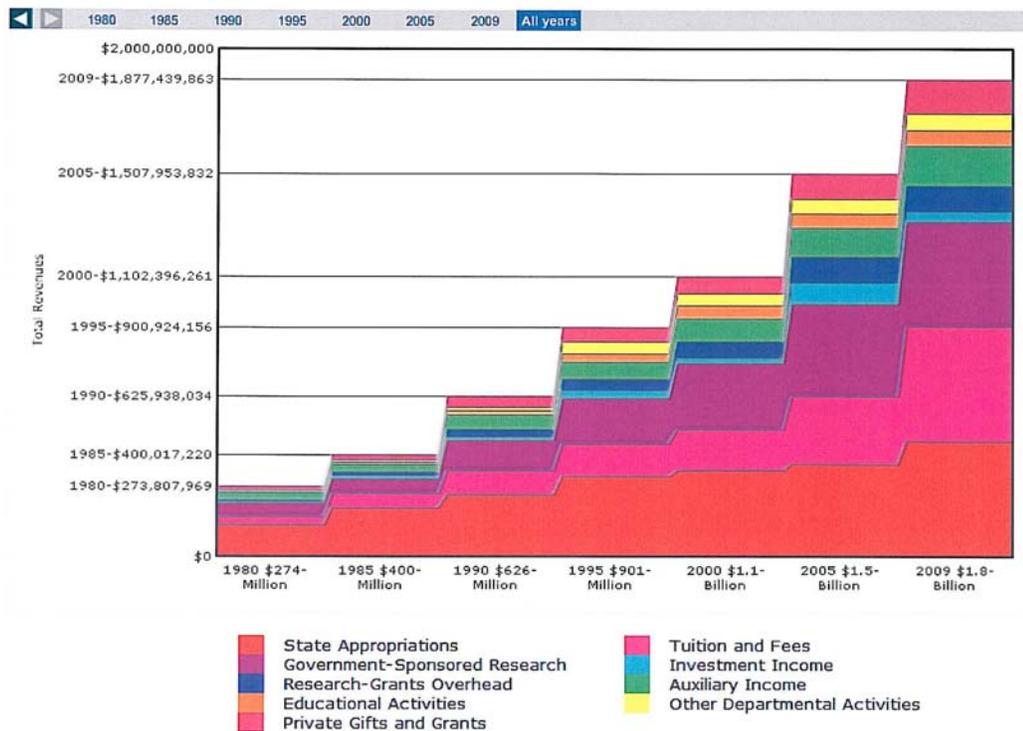
Dr. Nash has requested further information and activities on the MS in Science, Technology, Engineering and Math Education degree before it moves forward

- I have requested a meeting with the Senate President and President Elect so that I can understand the underlying issues related to the two resolutions submitted to me last week. Based on their schedule a meeting has been set for 8 am on Thursday, September 9th.
- Final enrollment numbers for Fall semester indicate that we had a drop of 0.87% in head count, 1.04% drop in credit hours, and a 1.18% drop in FTE as compared to Fall '09. I'd like to thank our staff in the admissions office, the financial aid office, the Registrar's office and the Student Success Center, and faculty who worked extremely hard to enable this result. I have already met with the Deans regarding enrollment and we will be discussing steps to be taken for Spring 2011 and thereafter.
- I received 4 applications/nominations from Chairs/Deans for the ACE Chair Leadership Program and will be sending all four to the Conference.
- Dr. John McGowan, Interim CIO, met with the Deans Council to discuss issues related to security and integrity of our IT system. Steps are being taken to enhance it and he has offered to meet with faculty in colleges and departments, as appropriate. Please contact your Deans if you need further details.
- Work on CAPP (Curriculum Advising and Program Planning) is moving ahead well in all Colleges and we anticipate having it ready for student use for Spring. Faculty in Engineering already have access to this for evaluation and testing. Please contact your Deans for further information.
- I have re-initiated my general meetings with faculty as a mechanism of making myself more available to them to answer questions and respond to concerns. The first meeting was held on Friday 8/27 and the second will be held this Friday (9/10). I will be using different locations for each meeting in response to faculty input that a single location was not conducive for all.

President's Report

University of Alabama System Board of Trustee's Meeting
September 16-17, 2010

- Unexpected 2% proration announced. Salary raises and operating budgets will not be touched.
- Increases in employer health care, retirement funding, and other fixed costs will continue to rise and/or be forced onto the system.
- We should expect state appropriations to continue to decrease approaching single digits for the system.
- For UAHuntsville:
 - Total Revenues are budgeted at \$183,459,000
 - Operating Expenses (all sources) \$175,070,000
- Proposed revenue sources:
 - Grants and Contracts 42% (up from 38% last year)
 - Tuition and Fees 26% (even from last year)
 - State Appropriations 24% (down from 30% last year)
 - Auxillary and Other 6% (up from 3% last year)
 - Stimulus Fund 2% (down from 3% last year)



Graphics: Andrew Beeson, UA Financial Affairs Information Systems Support 2010
Data Source: The University of Alabama Office of Finance



**Faculty Senate Meeting
August 26, 2010
12:45 p.m. SC 107**

Present: *Jeet Gupta, Wai Mok, John Burnett, Eric Fong, Clarke Rountree, Phillip Kovacs, Laurel Bollinger, David Neff, Kwaku Gyasi, Samuel Thomas, Carolyn Sanders, Kathy Hawk, Bhavani Sitaraman, Michael Banish, Mohamed Ashour, Rhonda Gaede, Laurie Joiner, Jennifer English, Paul Comonation, Jason Cassibry, Robert Frederick, David Moore, Louise O'Keefe, Ina Warboys, Kristen Herrin, John Mecikalski, James Baird, Letha Etzkorn, Ramazan Ayyun, Timothy Newman, Dongsheng Wu, Richard Miller, Max Bonamente, Aleksandar Milenkovic*

Absent with Proxy: *Eric Seemann, Kathy Newman*

Absent without Proxy: *David Stewart, Nathan Slegers, Carmen Scholz*

Announcements—new senators and chairs of committees and officers were announced by Dr. Jennifer English.

This is Meeting 509 called to order at 12:50 p.m.

REPORTS FROM ADMINISTRATION:

PRESIDENT DAVID WILLIAMS

- Dr. Williams welcomed everyone back.
- Committees have been active over the summer and the Senate has had representation on those committees.
- The Emergency Management Committee has been active and developing policies and plans in response to what happened on February 12. Dr. Williams thanked Jennifer for the support on these committees and the work. We are making sure plans and resources are in place so that we are better prepared for future events.

There have been several meetings of the committee to formulate a vision statement. The Senate has had representation on this Committee. Dr. Williams thanked Jennifer for the participation. We will communicate with the campus as we bring ideas for discussion.

- Dr. Jeff Sands is leaving for the University of Virginia to run the Engineering foundation there. We are putting together a search committee and a search firm will be hired. We will seek a representative from the Senate on that Committee.
- At the Board meeting in a few weeks we will bring forth the budget for final approval—after which little things like pay raises will be implemented.

Next step for approval of two buildings one of which is the student center and we will make sure we meet the needs of students.

- Question: Is the new Residence Hall partially filled by the military? Answer: Yes. The Bevill Center has been occupied by the Corp of Engineers for a while and there is not enough space there for us to support all so we are using the Residence Hall. The Residence Hall had 81-82% utilization 81-82% and we are using the remainder of the space to help the Corps of Engineers.

PROVOST VISTASP KARBHARI

- Dr. Karbhari—Thanked the Faculty for serving on the Senate –having served before-he stated he is aware of the time it takes and for representing the department and the actions throughout the year.
- Restarting the meetings with faculty- and the first meeting this semester is tomorrow from 1 to 2 p.m. in the game room in Charger Village.
- The new Dean of Engineering is on campus. He joined 10 August and many have met him and others will meet him. He is keen to make sure COE stretches across campus and collaborates with others.
- The new Director of the Counseling Center, Larry Canter has been hired. He will hire one additional full time counselor and one additional part time counselor. The person who mans the office will go full time.
- Larry Canter will hold an Open House Sept 1. If you want to meet Larry Canter you can meet and welcome him from 10-12 in UC 113. He will try to get to each college and meet everyone.
- The Search for AVP Enrollment Services and Dean of Students is ongoing. Please nominate anyone you think would make a good candidate. The best way to get the best person is to get those known by you.
- Aerospace Engineering Consortium formation with UAH, UA, and AU is in the works. The document was put together by the Chairs and faculty and the Provosts have gone through and simplified the document. It will be presented to two Boards –to our Board and Auburn’s Board on 9/16 and 17. If it meets the approval of both Boards it will go to ACHE and that will allow us to start the Aerospace Systems Engineering program. This is a mechanism to show we will work together but not have to be interdependent which comes from forming joint or shared programs.
- We will submit 5 NISPS to the Systems office for submission to the Board. We are waiting for approval from Dr. Nash to go forward.

The NISPS are:

Individualized Bachelor of Science
Master of Earth System Science
Bachelor of Fine Arts
Data and Information Track in Master and Ph.D. in Computer Science
Master of Science in Integrated Math, Science, Technology, Engineering and Math.

Hope all 5 are on the agenda for this Board meeting.

- Dr. Karbhari has asked Dr. Gupta to Chair a committee to come up with peers for the university level—peers and aspirants. Dr. Karbhari and Dr. Gupta will contact the Deans for names to serve on the committee.
- We are working on Faculty Development. We sent 3 faculty to the Bran Mawr Institute and have asked the participants for a seminar sometime this fall and we will take nominations for the future institutes.
- Discussed with Deans and will put out a call today for names of faculty to send to the Education Department Leadership Program in November 3-6 in Austin, Texas.
- We recently held a Leadership Development Workshop with Deans, Chairs, Assistant and Associate Deans. We covered diversity, emergency management, reappointment, promotion and tenure processes, etc. Some have requested we present this at faculty meetings. We will try to do more at the faculty level. If you have ideas—bring them forward and we will try to do more.
- EMOG—the Emergency Management and Operations Group have been doing courses and tests on line. The Committee has come up with a behavioral and threat assessment policy that addresses what to do for a potential threat in the classroom or on campus. The Office of Counsel is checking it and checking against what is in the Faculty Handbook. Dr. Karbhari will forward the draft policy to you for comment.
- Question: What is the health fee used for and how much? Answer: \$1 per credit hour and it is used to increase services in the health center and the counseling center. We did not have many personnel and services and we needed more and this will provide that.

✚ Dr. Jennifer English reported that it has been requested the President and Provost submit written reports and Committee Chairs were requested to submit a written report as well and we hope this will help to get through our business faster. The written reports will be sent out early with other meeting information.

✚ **Minutes 508**—Dr. Timothy Newman requested corrections to the second page of the minutes. The two past resolutions. Please state the resolutions were on realignment. On the 4th page on bills 332 and 333 the minutes have first names only, asked to add last names. Dr. Clarke Rountree, seconded by Dr. Timothy Newman moved to accept the minutes with the changes. There was 1 abstention.

✚ Dr. Jennifer English asked if there was any **interest in Clickers for voting**. She asked that the Senate think about it and get back to her. Clickers are about \$1500 and Senate has about \$7500 in the budget.

✚ The **Report from the Executive Committee** was presented. Dr. Richard Miller asked if it is in the purview of the Executive Committee to edit a bill without the permission or knowledge of the

originator. The bill is either put on the agenda or sent to Committee. Dr. Miller commented he submitted seven bills and two have been edited. Dr. Paul Componation will check the Bylaws. Dr. Rhonda Gaede commented the bylaws are silent on that. Typically the Executive Committee has made changes in past. Dr. Richard Miller would like the opportunity to tell you why he presented the bills the way he did as opposed to the way they were presented. Dr. Kathy Hawk commented that bills should not be changed unless permitted or acknowledged by the originator. The person submitting the bills should be at the meeting to address the bills at the Executive Committee Meeting. If the Executive Committee is not taking the bill as it is and passing it, it should automatically be sent to Committee.

- ✚ All bills must be submitted within 7 days of the Executive Committee meeting to the President-Elect in order to be on the agenda. Dr. Jennifer English reported she will also put a template on the website for writing bills.
- ✚ Back to **the Executive Committee Minutes**—Dr. Gupta reported he sent an email to Dr. Jennifer English and Peggy Bower to include that some people were not present for some of the meeting. Dr. Jeet Gupta and Laurie Joiner left the meeting early and were not present for the vote on bills 345 and 346.

Dr. Michael Banish moved, seconded by Dr. Clarke Rountree to accept the report from the Executive Committee with the changes.

- ❖ **Senate Committees**: Dr. Jeet Gupta sent an email to the Governance and Operations Committee for meeting on Thursday and 2 people will not be there. Please give times and days you can meet. Dr. Bhavani Sitaraman sent an email for a meeting next Thursday in 343 MH but have not heard from everyone. Faculty and Student Development Dr. Ina Warboys would like to gather at the end of this meeting to get times. Dr. Jennifer English asked that the Committees do not let the Chairs of the Committee do all the work. Dr. Jennifer English asked the Finance and Resources Committee to meet and choose a Chair.
- **University Committees**—Dr. Richard Miller reported there was a conference call for the Associate VP for Enrollment Services Search. The names are posted at the search agency website. The airport interviews will be held in September. We are moving along

Some faculty asking how to get on these committees—The response was to go to the Dean and request to have your name put in.

Dr. Richard Miller commented the Search Firm the Committee is working with is good and they have streamlined the process and made work easier and better. Dr. Jeet Gupta commented the work is intense and be prepared to do that work

Handbook Committee: Dr. Jennifer English reported that Dr. Cindy Gramm is Chairing the Committee. The Committee is fatigued. Dr. English is stepping down from this Committee because she does not feel it is appropriate. They will be giving what they have to the Personnel Committee with the edits so far. It will then be submitted to the Executive Committee for review.

✚ **Bill 345**—the bill passed at first reading. There was an edit to the bill and the titled was changed. Dr. Jeet Gupta supports the bill in spirit but it needs something to make the administration move on resolutions passed in senate; however he has difficulty with the language in the bill. What does it mean when you say neutral? He thinks you are mixing up acknowledging receipt and response—mixing into one and it needs to be separate. If you clean up the language to accomplish the spirit and then it has a chance of acceptance.

Dr. Richard Miller wanted to justify why he merged the two things. The bills passed previously that if they are received but they are not received favorably go unimplemented. If the administration responded with disagreement or modification then the Senate can have a discussion and pass it again. Receipt and response are connected to have an efficient response. Solidify the communication. Dr. Gupta state he appreciates this but we can put a timeline and state we have received and then response. Have paper trail and then response and have deadline. Separate out.

Governance and Operations: send the bill to them and let them clean up the language and bring back to the Senate.

Dr. Michael Banish moved, seconded by Dr. Jim Baird moved the bill to the floor. Dr. Gupta moved to table bill 345 and send it to the governance and operations committee, seconded by Dr. Gaede. Call the question moved by Dr. Gaede, seconded by Dr. Clarke Rountree. 3 abstained.

Motion failed.

Discussion of bill 345: Line 38 not valid, friendly amendment by Dr. Richard Miller to change to president-elect, Suggestion separate receipt and response, add line to say receive it and date to respond Dr. Michael Banish ask is this a problem with administration or with the executive committee? Monitor whether it was received or not. This is the job of the executive committee. Report on each bill to administration. Ask executive committee to stay on task and keep track. No mechanism to check and Dr. Clarke Rountree thinks this gets at heart of the issue. Dr. Jennifer English recommended to clean up the language. Line 14 that written acknowledgement of receipt in addition to acknowledgement of receipt by administration will provide concurrence, etc. in 14 days. Dr. James Baird asked don't we really care about the response. Need to know they received too because in past they say they have not received per Dr. Jennifer English. Dr. James Baird stated don't we want a response and want yes or no not neutral. Dr. John Burnett suggested line 29-30 acknowledgement of receipt and additional statement to say they respond no later than next senate meeting. Is line 32 per Dr. Jennifer

English—a response that they are working on it sufficient?—if they don't respond is that concurrence. Dr. Richard Miller stated we need some timeframe. I would entertain a friendly amendment to change the timeline. Dr. Ina Warboys stated the bylaws are moving to the business model of 20 business days. Gupta —bylaws change had in mind to change to match in committee. Dr. Laurel Bollinger—timeliness of response—20 business days or one week before Executive Committee meeting whichever is shorter. Line 29, 30, and 31—be returned to the Executive Committee one week prior to the Senate Executive or 20 business days whichever is shorter.

Dr. Michael Banish move to table the bill for clean up by the author, Dr. Jeet Gupta—seconded, 2 opposed, 5 abstaining. The bill is tabled and sent back to Dr. Richard Miller. T

✚ **Bill 342**—Dr. Jeet Gupta, moved seconded by Dr. Clarke Rountree to discuss the bill. Dr. Carolyn Sanders state that creative activities are important as well and requested it be incorporated in the bill. I make this a friendly amendment to add research, scholarly and creative to the bill throughout. Key request form—complete and sign by dean or chair and will issue key or card. Dr. Jeet Gupta—called the question. The bill passed—unanimous P

✚ **Bill 344**—again, add “and creative activities”. Dr. Jeet Gupta moved, seconded by Dr. Michael Banish to pass the bill. Dr. Richard Miller stated why he is proposing. Would like to see us take an active role in tactical role and inform of needs, requirements are instead of waiting for them to ask. This is start and envisions committee. Looks into needs of each department in these areas and see what is missing and make recommendations and look at peer institutions and outline what purview is in bill. Edit in executive committee. Object to including member from executive committee on committee. Research Council dominated by center directors and not faculty represented—this committee lays out opportunity for members to participate and have a large voice of faculty and not dominate by others—faculty driven that advises. Dr. Jeet Gupta state he understands the intent but having person from committee on research council solidifies what you want to do. Does not take away but makes more worthwhile. Positive thing and can help. Dr. Jennifer English suggests majority senators and someone from nursing other than senators—because nursing already doubled up. Business also. Not just limit to senators. Dr. James Baird state Dr. Carmen Scholz is a good representative and brings back information. Dr. Richard Miller state one representative not representative of faculty.

Dr. Jeet Gupta called the question. It failed.

Dr. Richard Miller—moved to remove item b from line 32, Dr. Michael Banish seconded. 7 opposed, 4 abstaining, 18 in favor.

Dr. Richard Miller said there should be another edit to deal with bylaws issue—another committee—academics and research. Dr. Timothy Newman removed—language restricted to only looking at academic issue.

Dr. Michael Banish moved, seconded by Dr. Jeet Gupta called the question, passed

23 in favor, 2 abstaining **P**

Dr. Timothy Newman moved and seconded by Dr. Jeet Gupta the bill to 3rd reading

2 abstentions—passed at 3rd reading and bylaws amended. **P**

✚ Dr. Jennifer English reported the EMOG report has been sent, are there any comments? No comments.

✚ Dr. Jeet Gupta moved, seconded by Dr. Michael Banish **Bill 341** to the floor for discussion.

Bill 341: Some discussion regarding some ad hoc committees not known and do not have senators—Suggestion have any awards committee anonymous and how rules are followed. Don't see anything negative about transparency. Thought PTAC and URB are already open information—yes they are. Friendly amendment to delete lines 19-22. Dr. Jeet Gupta said the chair of the committee makes available—to whom do they report. He suggested they modify it to make available upon request. It was stated that sometimes there is awkwardness in asking. Dr. Jeet Gupta stated we have lost a quorum, should entertain a move to adjourn.

Dr. Jennifer English stated this bill (Bill 341) will be on the agenda for the first order of business for the next meeting.

✚ Dr. Jennifer English announced that the funding formula is on the website—the Deans should go over this with you—the baseline is important. Dr. Jennifer English will clarify those items that are unclear.

✚ Dr. Michael Banish moved, seconded by Richard Miller to adjourn. Meeting adjourned at 2:15 p.m.



Report from Faculty Senate Executive Committee Meeting

September 9, 2010

SKH 369 at 12:45 P.M.

PRESENT: English, Joiner, Warboys, Etzkorn, Newman, Rountree, Sitaraman, Severn, Karbhari, Gupta,
Williams

Reports from Administration:

Dr. Dave Williams—reported the Budget is in process and at this point everything has gone to the Board. The Board will be meeting this time next week. We have heard nothing to believe proration is in the works—believe the budget put forward is the budget that will be approved and there should be pay raises as planned. We won't know until after the Board Meeting and after the start of the fiscal year on 10-1. Hope to implement the plan we have.

Dr. Vistasp Karbhari stated you all have the notes I sent you. Unless you have questions I won't go over the notes.

I met with Dr. Jennifer English and Dr. Timothy Newman today to discuss two resolutions—I will send an email on that later. We will look into the issues regarding keys—it looks like policies and procedures are not known or are not established. There is overlap of duties in the new committee, etc. I will put more in an email. We will talk to the Executive Committee and the Senate.

We are sending four chairs to participate in the ACE Leadership and Workshop-in Austin Texas in November, Drs. Don Bowyer, Sonja Brown Givens, Brent Wren, and Deb Moriarity.

Question: Preliminary enrollment report is out, do you have any more detail? Not more than is in my report. Not broken down yet by Freshmen-etc. Definition of Freshmen is an issue—cohort shifts a bit. Freshmen numbers a little down. More than the percentages here. Out of the NISPs going to the next week's Board meeting, we are placing one on hold. More information has been requested on the MSISTEM (Master of Science in Integrated Science, Technology, Engineering and Math).

Report/Comments from Dr. Jennifer English-Faculty Senate President

Finance and Resources Committee is still lacking a Chair. I emailed the committee again but there was no response. I will report back from the Board meeting and then I will post the college budgets. When I talked to the Provost this morning he reported regarding the salary pool that most deans have already submitted plans for the colleges. If you want to know what the philosophy is in your college the dean should share that with faculty. Some asked department chairs for input and some are going by information they have on the faculty at the dean's level. Each dean was given the latitude to do what they wanted.

Dr. Jennifer English will get a list of University Committees —who is on the Committees and when they last met to check for any overlap of Committees and to make sure there is Senate representation on the Committees.

The Provost receives a transmittal form that includes the date of when he received a resolution. It is logged in by the staff in his office and he will send an email. Dr. Jennifer English will put it on the website to constantly remind us of the status.

Faculty and Student Development

There was a question for Dr. Ina Warboys regarding mentoring as part of teaching excellence? Center for Teaching Excellence is restricted to teaching for teaching excellence. Some mentoring needs to be centralized and some needs to be individualized. There is no oversight to make sure mentoring is being done. Make sure the right things are done at the right time. The Ombudsperson will be starting some type of mentoring process. The mentoring part is under faculty development. Maybe we need a Faculty Center of Excellence that goes along with Center for Teaching Excellence. We can talk about this when we have more time.

Governance and Operations

The Committee has a bill that we will talk about later. Dr. Jennifer English stated she sent the Executive Committee something on edit to bills and how to handle. Give her your input. She will send one with the changes highlighted.

Personnel

The Handbook Committee will report back to the Personnel Committee. The Handbook Committee will send you chunks of the edited Handbook —1-4 is boiler plate, 6 and 9 done, 8 is almost finished. Seven will come last. Look and see if you agree with the edits. Updated policies but did not change per se. We will then send it to the Executive Committee and on to the full Senate. We may have a special meeting for that. Double check bylaws and eligibility for Senate. It will eventually go to the Board for approval.

Senate Bills 339 and 340—who can vote on Chair, who can be chair?

Clean up title of bill for clarity—Faculty Eligibility Voting for Chair should be the title.

Senate Bill 339—Department Chair Eligibility—Department Chair Conflict of Interest Bill, appropriate language added to next bill. Dr. Timothy Newman moves seconded by Dr. Jeet Gupta to send this bill back to Personnel. Please send specific comments to Dr. Bhavani Sitaraman. Dr. Jennifer English will send copies of revised bills.

Senate Bill 340—Faculty Eligibility Voting for Chair—clarify residency—define or redefine line 6. The bill needs more work. Minimum criteria to vote. Dr. Timothy Newman moved, seconded by Dr. Jeet Gupta to send this bill back to Committee. There was 1 abstaining.

Dr. Jeet Gupta moved, seconded by Dr. Laurie Joiner to table discussion on other bills. There were 2 abstaining.

Senate Bill 347—Library Security —Committee looked at disturbing reports and arrests recently. Police in the Library about 12 times—kicked out people for surfing porn—bathing in restroom. Swipe card is system installed but not implemented. Legally ok. Dr. Jeet Gupta moved, seconded by Dr. Timothy Newman to put this bill on the agenda. The bill will be on the agenda at second reading.

Senate Bill 348—GPA Calculation of Honors—concerns for transfer students—we need a bit more on number of hours. Dr. Timothy Newman moved, seconded by Dr. Jeet Gupta to table this bill back to committee.

Senate Bill 349—Non Senators on Committees—these Committee Members do not get a vote on the Faculty Senate, they are just part of the Committees. Dr. Ina Warboys moved, seconded by Dr. Clarke Rountree to put this bill on the agenda at second reading. The bill is on the agenda at second reading.

Agenda for September 23, 2010 Faculty Senate Meeting:

Senate Bill 341—University Committee Transparency will be first on the agenda for the 9/23/10 Meeting.

Bill 347—Library Security will be on the 9/23/10 Agenda at second reading

Bill 349—Non Senators on Committees will be on the 9/23/10 Agenda at second reading

Old Business—The bill from Dr. Rich Miller.

The meeting adjourned at 2:15 p.m.

The University of Alabama Huntsville

Faculty Senate Sub-committee -Faculty and Student Development Committee

Meeting Date: September 3, 2010 Time: 1:30 pm Location: Salmon Library 1st floor common area

Attendance: Mohamed Ashour, Roy Magnuson, Wai Mok, Carolyn Sanders, Sam Thomas, Ina Warboys

Topic	Discussion	Decisions	Responsible	Date Due
Committee meetings	Available times for meeting	Friday 1:30 pm	Chair will set meeting dates and notify members	September 10, 2010
Create objectives for a Teaching Excellence Center	Much discussion about how we vision a center would operate and who would use the center	<p>3 objectives selected and some ideas of others for consideration.</p> <ul style="list-style-type: none"> • Support faculty in efforts of instructional improvement • Facilitate programs and activities that enrich teaching and learning • Form a resource center for faculty to have a central place of dedicated materials and tools to try innovative teaching and learning strategies • Continue growth of a place both physical and virtual for faculty to work with materials and tools • Mentoring Component – <i>this one we need more work not clear on where</i> 	Committee will work on these individually to improve and expand. They will bring their own ideas to next meeting September	September

		<i>this belongs in university structure.</i>		
Vision of resources	Different items we each believe are included in a teaching excellence center	Multiple ideas were discussed. Members will do some Internet searching and bring a list of things they would like to see available for faculty in a teaching excellence center.	All members	September meeting.
Adjourned	2:45 pm			

Governance and Operations Meeting Report: September 7, 2010

The Operations and Governance Committee met today and decided to:

- (1) Send the attached proposed bill to the Faculty Senate Executive Committee for its consideration as its first reading at its next meeting (on Thursday, September 9, 2010) and then to send it to full senate for approval.
- (2) Review the first three sections of the Faculty Senate bylaws revisions worked on by the committee last year and send them to the Faculty Executive Committee as and when they are ready with the clean copy of the proposed sections and a marked up copy of the old ones to show the changes made. Hopefully, one or two sections would be submitted for next month's faculty senate executive committee meeting.

Meeting of Senate Personnel Committee

September 2nd 2010, MH Philosophy Seminar Room

Present: Bhavani Sitaraman(Chair), Alexandar Milenkovic, Eric Fong

Absent: David Stewart, Kathy Newman, Max Bonamente

The Personnel committee discussed two bills (#339 and #340) presented for its review. The members felt it would be useful for committee members (and possibly all senators) to have a hard copy of the Faculty Handbook when reviewing new bills or changes to policies. The printed version of the online handbook lacks consecutive page numbers and is also easily vulnerable to modifications. This would become an issue if the committee is asked to review changes to be submitted by the Handbook Committee.

Bill # 339 Department Chair Eligibility.

Some members wanted clarity on the conflict of interests specific to the Department Chair/ Center Director positions. On the first resolution, the committee thought it would be consistent to add “tenure-track” to the end of the statement where it says *“That tenured or tenure track faculty cannot hold the position of Chair in more than one academic department simultaneously without the concurrence of the Dean(s) of the appropriate College(s) AND a majority of the departments’ tenured faculty; “*

Bill # 340 Faculty Voting Eligibility Bill

The Handbook currently extends voting rights in the area of Department Chair selection to clinical faculty, research faculty and tenured/tenure-track faculty. There is no section in the Handbook that addresses general “voting rights” or voting rights on curriculum matters. The current bill extends voting rights on Department Chair selection to “lecturers” while also limiting the voting rights of clinical and research faculty by specifying minimum criteria teaching experience. Some members felt “automatic voting rights” was a bit too broad and unclear and that “curricula” matters may not be subject to formal voting in all units.

Representation on Personnel Committee

The Senate Handbook indicates that the Personnel Committee should be composed of a rep from the Library and an ex-officio member appointed by the Provost. Currently there are no representatives of either kind.

Minutes for Undergraduate Scholastic Affairs Committee

12:45-2:05 p.m., Thursday, September 2, 2010

- Present: Clarke Rountree (Chair), Michael Banish, Rhonda Gaede, Eric Seeman, Dongsheng Wu
- Absent: Kristen Herrin

The Committee discussed several proposals, approving two, dropping one, and planning work on another.

Clarke Rountree proposed a bill to ask the Provost to implement an existing (but unused) library entry swipecard system. The committee reviewed disturbing reports of non-UAH library patrons threatening students, viewing pornography in the computer arcade, taking baths in the restroom sinks, and generally disrupting students trying to study in the library. The library has a swipecard system that could be used to screen those coming into the library. Non-UAH patrons could purchase swipecards at a nominal fee, though they could be used to flag such patrons causing disturbances before they enter the library. The bill was unanimously supported and it will be presented to the Faculty Senate Executive Committee.

Rhonda Gaede made several proposals. The first suggested that the awarding of honors to graduating students (cum laude, magna cum laude, and summa cum laude) was problematic because only the final 60 hours of courses is used in the calculation of their GPA. Rhonda knew of a student with a 2.7 average who graduated summa cum laude because of this rule. The committee agreed with her concerns but worried that including 100% of hours would hurt students who got a slow start in this first year of college. Also, transfer students may earn honors on only 25% of their college hours, so this seems unfair. The committee decided on a proposal to determine GPA by looking at 96 hours of UAH credit (excluding the first year). As to transfer students, those with less than 96 hours of UAH credit would be ineligible to graduate with honors. The committee wondered whether this would attract more students to UAH earlier, or deter them, and concluded that we can't know that; however, we could change the policy if it proved detrimental to enrollments. Clarke Rountree will write up this bill to present to the Executive Committee.

Rhonda also had concerns about the maximum hours students were taking. First, undergraduate students can take 21 hours without permission. She suggested, and the committee agreed, that 18 would be a better cap (though an adviser could override that). Students on academic warning might be limited as well, perhaps to 15 hours. And those on academic probation probably shouldn't take more than 12 hours. Rhonda will gather data on the number of students on warning and

probation, among other things, so the committee can better understand the situation before proposing action.

Rhonda also suggested that the university needs more consistency in its late withdrawal policy. Because deans are in charge of granting late withdrawals, there seems to be a great deal of variability in the leniency applied to these decisions. Most of the committee thought that the discretion left to deans was appropriate and the issue was dropped.

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE FACULTY SENATE

Bill #341: University Committee Transparency Bill

Bill History: August 19, 2010 passed first reading at FSEC
August 26, 2010, tabled due to loss of quorum at FFS

- 1 **WHEREAS:** Faculty contribute to the effective operation of the University,
2 and
3 **WHEREAS:** Faculty service is an important component of the reappointment, tenure and
4 promotion processes and should therefore be acknowledged
5 and
6 **WHEREAS:** Transparency, open communication, and interaction are necessary for
7 effective operation and growth of an academic institution,
8 **NOW THEREFORE BE IT RESOLVED:**
9 That each standing University committee make available the names of its
10 constituent members - including all Administration, faculty, and staff
11 membership - and this information posted on a relevant University website,
12 provided to the Faculty Senate, and updated as appropriate;
13 **AND BE IT FURTHER RESOLVED:**
14 That each ad hoc University committee make available the names of its
15 constituent members - including all Administration, faculty, and staff
16 membership - and this information communicated to the faculty via email
17 and provided to the Faculty Senate, at the conclusion of the Committee's
18 business;
19 **AND BE IT FURTHER RESOLVED:**
20 That PTAC, URB, Departmental promotion & tenure, and other committees
21 specifically tasked with personnel actions are excluded from these
22 requirements.

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE FACULTY SENATE

Bill #345: Procedures for Delivery and Administration Response/Actions of Faculty Senate Resolutions

Bill History: August 19, 2010 passed first reading at FSEC
August 26, 2010 sent back to author by FFS

- 1 **WHEREAS,** The Faculty Senate often introduces and passes bills that require an
2 acknowledgement of receipt and review by University administration,
3 and
4 **WHEREAS,** Faculty Senate bills often request and/or require implementation and/or
5 planning by various units of the University (e.g. Facilities, OSP, etc),
6 and
7 **WHEREAS,** The Faculty Senate needs a more formal process for transmittal of
8 resolutions by the Faculty Senate to the administration, official receipt of
9 the resolutions by the Faculty Senate, and notification of the results and
10 status of resolutions,
11 and
12 **WHEREAS,** In an effort to improve the effectiveness of communication and facilitate
13 successful implementation and/or modification of Faculty Senate bills,
14 **NOW THEREFORE BE IT RESOLVED:**
15 That each resolution passed by the Faculty Senate will be submitted to the
16 administration within 5 business days and will include a transmittal cover
17 sheet that notes the date the resolution was passed, the date the resolution
18 was submitted to the administration, and the name of the faculty senate
19 representative who transmitted the resolution to the administration
20 **AND BE IT FURTHER RESOLVED:**
21 That the administration should provide a response to the resolution to the
22 Faculty Senate President within fourteen (14) business days.
23 **AND BE IT FURTHER RESOLVED:**
24 That the faculty senate president and other members of the faculty senate
25 executive committee, as appropriate, will monitor the status of the
26 resolutions and provide a status report to the both the faculty senate

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE FACULTY SENATE

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27 executive committee and the faculty senate body under old business on the
28 agenda at those bodies' meetings.

29 **AND BE IT FURTHER RESOLVED:**

30 That the status reports will remain as old business items until:

- 31 1. The Faculty Senate is informed that the resolution has been approved by
32 the administration and appropriately implemented and the faculty senate
33 agrees by consensus that a status report is no longer necessary.
- 34 2. The Faculty Senate is informed that the resolution was not approved by
35 the administration.

36 **AND BE IT FURTHER RESOLVED:**

37 That, for those bills receiving an Administrative objection, the appropriate
38 Administrative unit will provide to the Faculty Senate a written rationale for
39 the objection, suggestions to address the objection(s) if appropriate, as well
40 as a statement as to whether the Administration would consider a modified
41 bill;

42 **AND BE IT FURTHER RESOLVED:**

43 That the elements of this bill be added to the faculty senate by-laws and
44 become effectively immediately upon adoption.

45

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE FACULTY SENATE

Bill #347: Enhancing Library Security

Bill History: Submitted to FSEC 9/3/10 via USA committee
Passed first reading on 9/9/10 at FSEC

1 **WHEREAS,** Numerous incidents at the Salmon Library leading to the ejection or arrest of community library
2 patrons have occurred in the past few months, and

3 **WHEREAS,** Productive scholastic work by undergraduates in the library requires a safe, secure, and peaceful
4 environment, and

5 **WHEREAS,** The tragedy of February 12, 2010 has heightened student and faculty concerns over security, and

6 **WHEREAS,** A system for tracking and flagging who is entering the library would help identify community
7 members who have been excluded from the library, and

8 **WHEREAS,** Many university libraries have utilized swipecard security for decades, and

9 **WHEREAS,** The Salmon Library currently has a swipecard system that could be implemented quickly to
10 monitor those entering the library;

11 **THEREFORE BE IT RESOLVED**

12 That the Faculty Senate request that the Administration implement the swipecard security system as soon as
13 possible,

14 **AND BE IT FURTHER RESOLVED**

15 That to ensure access by community to the library, a system for community members to purchase a swipecard for a
16 nominal fee be implemented to provide access while supporting the library's security needs.

17

