



FACULTY SENATE AGENDA

**FACULTY SENATE MEETING # 512
THURSDAY, 18 November, 2010- 12:45 PM
SHELBY CENTER ROOM 107**

- 0. 0. Call to Order**
- 1. Administration Reports (attached)**
- 2. Faculty Senate President Report (attached)**
- 3. Approval of Minutes of Meeting #511 (attached)**
- 4. Acceptance of Faculty Senate Executive Committee Report (attached)**
- 5. Committee Reports**
 - Senate Committees (see attached reports)
 - University Committees and Ad-hoc University Committees
- 6. Old Business**
 - Remaining Agenda Items from Meeting #511
 - Bill #339 Department Chair Eligibility (attached; discussion ended by adjournment motion to approve at second reading still open)
 - Status of Senate Resolutions
 - FSR 10/11-01: Building Access
 - FSR 10/11-02: Research, Creative Achievements, and Scholarly Activities Committee. (special FSEC meeting minutes attached)
 - FSR 10/11-03 Enhancing Library Security
 - FSR 10/11-04 Procedures for Delivery and Administration Response/Actions of Faculty Senate Resolutions
 - FSR 10/11-05 University Committee Transparency
 - Bills for Third Reading
 - Bill #349: Non-Senate Faculty to Serve on Senate Committees
- 7. New Business**
 - Bills for Second Reading
 - Senate Bill 340: Eligibility to Vote in Department Chair Selection
- 8. 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
November 11th Meeting**

- The proposal for the BFA was given preliminary approval at the November Board of Trustees meeting and has been forwarded to ACHE. It is anticipated that if ACHE approves we will be able to present it to the Board of Trustees for their final approval prior to the end of the 10-11 academic year. Preparations are continuing at the department/college level on proposals for which NISPs were approved at the September Board of Trustees meeting related to
 - BS in Individualized Science Studies
 - MS in Earth Systems ScienceIn addition we hope to submit a NISP for a MS in Integrated STEM
- We have been successful in recruiting Ms. Ingrid Hayes as the new Assistant Provost for Enrollment Services. At her request, the title was changed to Assistant Provost, from Associate Vice-President, to indicate a direct link to Academic Affairs. She will be starting here on January 3rd. Ms. Hayes is a highly experienced professional in the area of recruitment and enrollment services and brings a wealth of experience and skills to this position. She currently serves as the Associate Vice-President for Enrollment Management at Spelman College and prior to that from 2003-2008 served as Director of Admissions at the Georgia Institute of Technology where she held a series of positions of growing administrative responsibility since 1993. She brings with her expertise in recruitment and admissions initiatives, implementation of processes to enhance efficiencies in enrollment management operations, and in leading the development of strategic planning for enrollment. She has served on the BANNER Change Control Steering Committee and the BANNER Student Module Steering Module Committee while at Georgia Tech and brings a high level of expertise with BANNER to our University. I would like to thank the search committee for their efforts and for the successful completion of the search.
- We have held on-campus interviews for four candidates for the Dean of Students position and I hope to move to the next stage after meeting with the committee.
- I have discussed the issue of access to buildings with the Deans and they will be putting together, on a college and department basis, a policy and process that will address these issues for both faculty and graduate students.
- We are currently engaged in a sweep of building on campus to assess aspects related to wireless connectivity. This will be continued over the next weeks and will lead to the development of an implementation plan for the campus.
- Academic Affairs will be sponsoring the attendance of a few faculty to the “Teaching Professor Conference” to be held in Atlanta in May 2011. An email was sent to all faculty on November 2nd informing them of this opportunity and providing details for applicants. The deadline for receipt of completed applications at provost@uah.edu is COB November 15, 2010.

Faculty Senate President's Report to Full Senate

November 18, 2010

1. Vision Statement Community Forums
 - a. Link to report/website:
<http://www.uah.edu/president/presidentspost/visionstatement.html>
 - b. Encourage your input. Please send comments/questions to president@uah.edu.
 - c. Next meeting, Friday, 11/19/10
2. Board of Trustees Meeting
 - a. Very short – so short that I was told it wasn't worth coming – so I didn't go.
 - b. No pertinent information
3. Faculty Success Center.
 - a. Would like to have one or more faculty forums to discuss the structure and resources needed in a faculty success center focusing first on faculty development.
 - b. Many universities have faculty development offices – perhaps a director of such an office could come to campus and help us begin the framework of a UAHuntsville office or center.
4. Research and Creative Achievements Committee
 - a. Drs. Newman, Miller, Joiner, Warboys, Etkorn and English met with the Provost to discuss the formation of the standing committee.
 - b. Of primary concern is why Research Council is not working for faculty and how, with the Provost's assistance, the faculty could work with the VPR to implement changes to Research Council so that faculty have the voice and attention that they need.
5. Anniversary of February 12th shooting plans.
 - a. The Provost is meeting with appropriate faculty/staff to discuss activities/memorials for the shooting. It is still early, but the plans are to keep it low-key.
 - b. No permanent memorial site (i.e. garden/statue, etc) is planned yet.
6. On Friday, 11/19/20, at 10am in Library room 111: Professors Boyd, Calhoun-Bell and Brown-Givens will give a presentation regarding their experiences at the workshop on Higher Education Resource Services at Bryn Mawr College.



**Faculty Senate Meeting
October 21, 2010
12:45 p.m. SC 107**

This is meeting 511 Called to order 12:46 p.m.

Present: *Jeet Gupta, Eric Fong, Jill Johnson, Clarke Rountree, Phillip Kovacs, Laurel Bollinger, David Neff, Kwaku Gyasi, Samuel Thomas, Carolyn Sanders, Bhavani Sitaraman, Mohamed Ashour, Laurie Joiner, Jennifer English, Aleksandar Milenkovic, Paul Componation, Jason Cassibry, Nathan Slegers, David Moore, Louise O'Keefe, Ina Warboys, Kristen Herrin, John Mecikalski, Carmen Scholz, Letha Etzkorn, Ramazan Aygun, Tim Newman, Dongsheng Wu, Richard Miller*

Absent With Proxy: *John Burnett, Kathy Hawk, Rhonda Gaede, Kathy Newman, Peter Slater*

Absent Without Proxy: *Wai Mok, Eric Seemann, Michael Banish, Robert Frederick, Roy Magnuson, Max Bonemente*

President David Williams:

- Dr. Williams reported there are two major things they are pursuing for elections. There have been positive comments from gubernatorial candidates. The gubernatorial and congressional candidates have been on campus. We will work with whoever is elected to continue support from various avenues and financial aspects.
- Couple of intellectual endeavors on campus—college of business hosting reception this evening—distinguished individual, David Adretsch, on campus to speak about economics. There will be a reception at 5:30 in the Business Building and David Adretsch will speak at 6:30
- Professor Cashion from Georgetown University will give a talk on race relations tomorrow at 6 p.m. in Chan. Professor Cashion is an Alumni of Butler High School. Try to get to both.
- Next week the AAAS von Braun Symposium will take place with the group from Rostock. Members of the group will be speaking to classes. Try to attend some or all of the sessions if you can find time.

Provost Vistasp Karbhari:

- Dr. Karbhari gave an update on the proposal for the BFA will be on the agenda at the November Board Meeting. Preparations continue on all others and we will go forward as they are completed.
- AVPES Search is in the final stages. We had 4 strong candidates. I will get together with the Committee and make an offer to the top candidate.

- DOS Search is underway. I was there at the airport this morning participating in the airport interviews. The airport interviews will take us from 9 to a shorter list of 3 or 4 to bring to campus and we will reach a decision by Thanksgiving.
- There was a Memo to the President of the Senate and to others on the A numbers and Mr. Pinner will be getting in touch with those affected to give the option of changing the A number if the individuals so desire.
- There was a Budget Committee formed under Vice President Pinner and faculty and staff are on the Committee. Encourage all to approach those people and talk to Mr. Pinner. Louise O'Keefe is the Faculty Senate representative. There are Committee representatives from all constituencies.
- Work on CAPP is ongoing and we plan to have it ready for use in the spring semester. With the exception of one college it is in use but not by students.
- Salary letters will go out to faculty and staff in November and the increase will be effective November 12.
- Have continued meetings with faculty and will continue them. If you have suggestions on these meetings I will take those.
- Question: How were raises computed—the raises were given by Chairs and Deans and submitted for approval. We looked at special cases and then they were taken forward.
- There are people here from UA and helping us. Ashley Ewing is one of those and some things that are changed you have seen and more will be seen and we will keep you informed. We are moving forward step by step.

Ashley Ewing on Security Awareness:

- Security Awareness—Passwords-necessary--make them meaningful.
- Social Networking—understand the risks
- Phishing
- Malware, spyware, antivirus
- Confidential Data—encrypted hard drive on laptops
- Mobile data-smart phones-simcards
- Computer disposal and information destruction
- Confidential data and regulatory compliance
- PC Desktop Security—updates—java, adobe—
- Antivirus popups not good
- Reporting security incident—contact tag service desk.
- Analyze new computers coming in and antivirus on machine
- Google mail analyze-long term email and other issues being looked at
- More spam—can do something about? Will look at stats
- Antivirus download on IT site
- Antivirus—what fits you
- The complete information on Security including the presentation can be found at <http://www.uah.edu/itsolutions/security/home.php>

Reports and Comments from Dr. Jennifer English, Faculty Senate President:

- Dr. English gave a report regarding the building access policy. The Deans met with the Provost about building access and one college has over 500 keys out. We hope to have a policy in place soon.
- Dr. English will call a meeting of the Finance and Resources Committee to discuss the REU and Distinguished Speaker Series.
- The Delegation from NIU presented a comfort quilt as a show of support. It has a history. It was sent to several places and we have it now and we hope it does not have to go anywhere else. Receiving the quilt was a nice experience. Dr. Moriarity was there on behalf of the Biology Department.
- Attached is the status of the University Committees and we will here from the Governance and Operations Committee to deal with this. If your name is on the list you are the person on the Committee who is the representative from the Senate. Working on when the Committees meet, some only meet when there is business to take care of. There should be a representative on each Committee from the Faculty Senate.
- Board of Trustees Meeting November 4 and 5.

✚ **Minutes 510**—Motion to approve by Carolyn Sanders, seconded by Clarke Rountree, Minutes approved with 1 abstaining

✚ **Executive Committee Report**—Corrections: Laurie Joiner was present. Last line of last paragraph, bill passed. Motion to accept by Jeet Gupta, seconded by Clarke Rountree with 1 abstention

✚ **Committee Reports:**

Faculty and Student Development. Ina Warboys reported nothing to add to the report submitted.

Governance and Operations. Jeet Gupta reported nothing to add to the report submitted.

Undergraduate Curriculum. Laurie Joiner reported nothing to add to the report submitted.

Undergraduate Scholastic Affairs. Clarke Rountree reported nothing to add to the report submitted.

Personnel. Bhavani Sitaraman reported the Committee has bills on the agenda.

Finance and Resources. Dr. Jennifer English will call a meeting.

Handbook. Dr. Jennifer English reported the changes will be sent to the Personnel Committee for review and then to the Senate Executive Committee and then to the full Faculty Senate after that. It will have to receive final approval from the Board.

✚ **Bill 349—Non Senators on Senate Committees:** there was an amendment added at the last meeting and then we lost a quorum so the bill is still in discussion.

- Jeet Gupta called the question, Clarke Rountree seconded.
- The bill passed with 2 abstaining **P**

✚ **Status of Resolutions:**

- Jennifer English reported there is a letter from Ray Pinner to Jennifer English regarding A-numbers as the Provost discussed. The A-number can be changed if your name appeared on a list for reimbursement during a specified time period. Jennifer English can get the list from Ray Pinner and let you know. You will be contacted if you were on the list.
- Building Access Resolution. There should be a policy forthcoming that should be included and all colleges will have how to get access for faculty and students.
- Research and Creative Achievements Committee—Per the Provost's instructions Jennifer English looked at the Committees and determined there was no overlap—The Provost and Jennifer English will meet and discuss this and will come back to the Senate to get the Committees populated.

✚ **Bill 347--Library Security** —This bill was passed at second reading on 9/23.

- Jeet Gupta moved seconded by David Neff to move to third reading.
- Clarke Rountree stated there were concerns about the nominal fee and Community members purchasing a card for a minimal fee and Clarke Rountree thought we should add "not to exceed \$1" to address those concerns. He made this a friendly amendment to add this language to line 16. The motion passed with 3 abstaining.
- The bill passed at third reading with 1 opposed and 1 abstaining. It will go to administration as Resolution 10-11-03. **P**

✚ **Bill 345--Procedures for Delivery and Administration Response/Actions of Faculty Senate:**


- The bill was amended and passed at second reading on 9-23.
- Jeet Gupta moved seconded by Clarke Rountree to move to third reading
- Jeet Gupta thought lines 43-44 were deleted at the last meeting but it was determined that it was not actually passed as an amendment.
- Jeet Gupta pointed out that a bill is needed to change the bylaws.
- Jeet Gupta moved to strike lines 43-44, seconded by Paul Componation. The motion passed with 4 abstaining. The Committee will come back with a bill to change the bylaws.
- The bill passed with 1 abstaining, It will go to administration as Resolution 10-11-04. **P**

✚ **Bill 341—University Committee Transparency:**

- This bill passed at second reading on 9-23.
- Jeet Gupta moved seconded by Clarke Rountree the bill to third reading.

- Laurel Bollinger has a problem with Personnel committees not revealed. The line was removed. Animal Care and Use Committee is excepted. The apostrophe in "its" in the last line should be removed.
- The bill passed at third reading with 2 opposed. It will go to administration as Resolution 10-11-5.

P

 **New Business Bill 339--Department Chair Eligibility:**

- Dr. Bhavani Sitaraman brought the bill back from the Personnel Committee. Dr. Sitaraman offered to take questions. The Committee took a long time and put a lot of work into this bill. It was not easy but we think we came up with something workable. The bill was originally from Richard Miller and there was a discussion in the Senate and it was passed to the Personnel Committee to look at the bill again and try to word it in such a way it could address the concerns and still be as broad as possible. There are a few instances where a person is put in dual positions and there was some concern for being simultaneously in two positions of director and chair. The individual may be compensated financially but may have a conflict of commitment with time and priorities and how to supervise different areas. Both are full time jobs that require a range of responsibilities. On a daily basis there are a lot of issues about conflict of time priorities. We don't have a situation where a dean is also a chair but there are where the associate dean is chair and there is a hierarchical conflict of representations. There is nothing in the Handbook to talk about conflicts or restricting at this point to department chairs. Cannot blindly put people in positions without thinking about conflicts. Also need something to prevent arbitrary appointment without seeking input from faculty and who can participate. We will need another bill to address that. How much do you want blur boundaries for these kinds of positions and responsibilities.
- Richard Miller thanked the Personnel Committee for improving the bill. Highlighted conflicts and wanted to cast in more positive light—this is a vibrant and dynamic university, one in which departments have chairs and centers have directors, and colleges have deans—counterproductive when too much in one area and more input from different parties provides more motivation.
- Dr. Gupta pointed out that the department that is electing a chair have power to consider whether they want to have someone with a dual appointment. May be in the best interest of the department. It may be detrimental and it may not be. We should not prevent.
- Carolyn Sanders asked if there is an example where serve in both. Dr. English reported the ECE Department elected a new department chair and he is a director and he was the best candidate for the position. We would not have had anyone else. We don't know that there is an advantage but it is not a disadvantage in this case. Not comfortable with any large group telling and one group they cannot do something for their area. He has a unique perspective because he is a center director and has

contacts and that is important because he understands the needs of the department and faculty better. Understand the conflict of interest but do not feel limiting appointments will take care of that. We have a mechanism to remove a person if he/she is not doing the job. The dean can also say that the individual is not doing the job and need to choose. Concerned about telling a department who they can and cannot hire.

- Paul Compton stated they had someone who was department chair and DL director and it worked well. Eventually the job got too big and it was broken into two divisions and two people. One person could do both jobs and then when it got too big then broke apart and we like having that flexibility.
- Richard Miller stated that the bill is not removing the choice but enable more faculty to serve. If only one person is acceptable to the department then there is another problem. Originally there were two sections. In more than one department and research director and chair—research center personnel does not get to vote the way the department does. They are different and they do already limit who can be department chairs we are just refining boundaries.
- Jeet Gupta stated there are areas where there are voting members in the department, if not voting member won't be eligible for chair. There are center directors who are faculty. Research active department wants to develop and exploit relations director has then that is good and leave the decision to the department.
- Jill Johnson stated if research is the focus and it is a research person then that is a problem, we need all aspects covered. Jennifer English stated department should be able to recommend who is best for the job for their department.
- Bhavani Sitaraman stated there are two issues. If the research director can become the chair and if becomes the chair should the individual be able to keep the director position.
- Jennifer English stated it should be up to the department.
- Carolyn Sanders stated allowing this diminishes the respect for the department chair and what they are there for. Even if the faculty and the person think they can handle the job, we know the chair should be 100% to the department faculty and students.
- Timothy Newman likes it the way it is written. It is possible now if the department sends a name to the dean and the dean rejects then someone could be imposed on the department. Could have center director imposed on a department. There is an

inherent conflict of interest because of dual reporting. Conflicting positions. To make it cleaner and on the road to transparency is to pass the bill as is.

- Letha Etzkorn stated there were several in the department she feels she could work with that are center directors.
- Carmen Scholz asked her department and most support and commented on the conflict. The issue is teaching load for people in the center and people not in the center. Too much power in one hand—unconscientiously person who holds power might abuse it. Recommendation denied and someone could be imposed on the department.
- Paul Compton stated drawing on own experience. What picking up is that don't like the bill. It is the responsibility as individual faculty and don't want to take that away—if someone overtasked then will object—chair is a full time mental job but may not be full time tasking load in every area—do not want to take that responsibility away.
- Jason Cassibry stated some centers not divorced from students but very involved with students.
- Jennifer English stated the if the departments opinion removed from the decision the faculty have to say ok.
- Bhavani Sitaraman stated there a lot of issues in the Handbook. The department does not have right to do what want—cannot teach in other department or college—could argue can do but university does not give right because of conflict of interest.
- Jeet Gupta stated taking prerogative from department is sending a message—faculty can remove a chair—there are mechanisms if a chair is not performing can remove—should not take away prerogative of a department.

✚ Carolyn Sanders moved seconded by Clarke Rountree to adjourn with 2 opposed.



SENATE EXECUTIVE COMMITTEE MEETING

NOVEMBER 11, 2010

12:45 P.M. in SKH 369

Present: Bhavani Sitaraman, Jeet Gupta, Carmen Schultz, Letha Etkorn, Laurie Joiner, Tim Newman, John Severn, Clarke Rountree, Vistasp Karbhari, Dave Williams, Ina Warboys

- ✚ Meeting called to order 12:47 p.m.
- ✚ Associate Provost John Severn is working on the 2011-12 calendar. One version looks exactly like this year, one starts on Wednesday instead of Monday and pushes graduation forward another week. Which one looks better?
 - Faculty would like to have one class period with them after thanksgiving . Can have one class and then you're done. If start midweek could do it.
- ✚ Jennifer English sent out packet with administration's report this morning.
- ✚ **Dave Williams report**– General Campbell honored Cheryl Wooten and Jeff Wright. Got a medal from the general for putting their lives on the line at the time of the shooting.
 - Yesterday grand opening Robotics Tech Park and the Governor and newly elected Representatives were there. Phillip Farrington worked closely on this committee. Dr. Vistasp Karbhari is working closely with Calhoun also to make sure their students can transfer to UAHuntsville.
 - Tennessee Valley Corridor meeting will be held on the campus on Nov. 22. They are an economic and political development group.
 - This week the Diversity conference was held on campus with a great turnout. Germans from Rostock also visited a few weeks back.
 - This afternoon first of two Vision Committee Forums will meet. They will help the Committee put together thoughts for a statement that summarizes our aspirations. Chance for more open discussion today and tomorrow.
 - The alumni has just put out our first alumni directory. This is the first comprehensive contact listing that we could find. Trying to get copies for deans and department chairs. Fine pictures from earlier times at UAH.

- Try to go to hockey this Friday or Saturday. Hockey parents' weekend and most drove from Quebec, Michigan, elsewhere. Their commitment is to be acknowledged.
- Men's cross country team won Gulf South Conference. Men's basketball beat Alabama and came close to Vanderbilt. Coaches are trying to raise the quality of competition that our student athletes are exposed to. Students learn from this experience.

Vistasp Karbhari report:

- You have my report. The BFA was approved at the Board Meeting and has gone to ACHE. Hope to have in place by fall. I have an appointment with an ACHE person next week to help speed along.
 - We now have an Assistant Provost for Enrollment Services - Ingrid Hayes starting January 3. On campus interviews for DOS position have been conducted. We hope to be making a decision after our meeting with the committee tomorrow.
 - Jennifer English asked will there be a subset of candidates coming back or no? Provost Karbhari responded we don't know. Depends on the committee. Will let you know after committee meeting.
 - There have been people walking around buildings checking wireless network to find out what we have and what we don't have and come up with a program.
 - Will be sponsoring faculty going to faculty teaching workshop next year.
- ✚ John Severn asked the faculty to please attend graduation. Finals are still on when graduation is taking place. Thursday night there has been a dinner for top undergraduate students. This year we will include Ph.D. students at dinner too.
- Dave Williams stated the speaker for commencement is very good. Was a guest on a comedyshow....Big Bang Theory. Bhavani Sitaraman has seen him on CSPAN.

✚ Jennifer English report:

- You have my report - vision statement forum today and tomorrow. BOT – meeting on 4th and 5th. Dr. Malcolm Portera emailed and said don't come. Short meeting – 45 min. Nothing was pertinent.
- Faculty Success Center – want to identify structure and resources to deal with faculty development. There are many offices at other universities. Have contacted some directors to come and talk to us.
- Research and Creative Achievement Committee- met with Provost. He wanted to know why the Research Council doesn't work for faculty. They will meet again next week to talk to Provost and maybe VPR.

- Had a meeting to deal with anniversary of February 12 shooting. Dr. Moriarity is the chief biology faculty invested. They have decided to just have it be the second Friday of every February rather than Feb. 12. No permanent memorial set yet. May be part of greenway. Biology dept given lead and families of fallen faculty also involved.
- Attended employee benefits committee meeting – has report of changes being made.
- Clarke Rountree stated UAH puts away money to use to pay claims. BCBS just administers it. We pay the claims.
- Jennifer English stated if we turn it over to BCBS, they keep the money that is left. We've been self insured on health care for many years and it's worked great. Last year was a big loss from what happened on campus. Had money in reserve to deal with it, so we are ok.
- Our insurance is going up to \$30 co pay, \$30 prescription drugs. Premium is going up. This is all over the country. We are cheaper than Auburn and Alabama. Only one that affects us is non reimbursement for non prescribed over the counter drugs.
- Eligible dependents will change – many can be added to the contracts.
- Push the fact that with the anniversary of shooting, the EAP is still available. Faculty and Staff have 5 free calendar visits per year.

✚ **Finance Committee** – REU will continue as before. Due date Jan 14. Distinguished Speaker – got started late – due date is going to be April. Will be abbreviated in spring semester and full next year. Awards are \$1,500. 7 awards. Ray Pinner spoke about salary increase and budget.

- Really want to encourage faculty to use faculty and staff clinic. They have seen increase in traffic there and everyone is using.
- Comment was made it would be nice to be able to take dependents.
- Bhavani Sitaraman asked about the budget...what did they say about ongoing plans? Never mind...finance. What will the budget committee be doing?
- Jennifer English stated Louise is the faculty senate representative on that committee. She will announce and report at each Faculty Senate meeting.
- Tim Newman stated Ray Pinner said that regarding the proration of 2% in September. - they hadn't decided how to handle...he said they may use university reserves or either take fund balances from departments. He also thinks that there may be proration again this year.

✚ **Faculty and Student Development:** Jennifer English asked Ina Warboys– anything to add to your report? No. Thank you for doing so much work.

✚ Personnel =Jennifer English asked anything to add Bhavani Sitaraman? No. Still have a lot of chapters to go through and want to compare to online version. Cindy Gramm doesn't have a track changes version. It's a mess.

✚ Undergraduate Scholastic Affairs: Clarke Rountree report:

- We are exploring idea of adjunct majors and get accredited. Need to figure out policy on this. We also talked about an issue brought up by Rhonda about students on academic warning and being able to register.
- Bhavani Sitaraman= what are adjunct majors?
- Clarke Rountree - if you are in one college and want to do a major in another college, wouldn't have to do the same GER's if adjunct. Kind of like a souped-up minor.
- Jeet – what is the difference in GER's for each college?
- Can be up to 21 hours. CLA has a lot of humanities, etc., but engineering or science would have more science and math GER's. Can still get dual degree, but encouraging students to get double major.
- Be nice to have a way to be interdisciplinary.
- Jennifer English– we asked Clarke's committee to look at students who are employees of university – specifically SMAP Lab – alternative to co-op – compete with co-op because they don't have to pay tuition- they are UAH employees. So they take classes and don't try to pass because they can take them again. Would like to see mechanism put in place where if don't pass, they can't take it again.
- There is a pattern of abuse. Gary Maddox is in charge, but he brings in a ton of money.
- Clarke Rountree – this should be addressed by benefits...only way to put a stop to it.
- Who is going to know the most about it? Needs to come out of committee. Can go through Executive Committee, but better to come from a standing committee. Is it being abused by anyone other than SMAP? See more from SMAP because they employ mostly undergraduate students.
- Jennifer English will draft something and give to Bhavani Sitaraman's Committee.

✚ Undergraduate Curriculum – no comments.

✚ Building Committee – no comments

✚ Research Committee - what was the major concern?

- Overlap and why Research Council isn't representing faculty? What mechanisms need to be put in place to give faculty a stronger voice. Faculty is not represented in Research

Council. Provost wants to meet one more time. Provost wanted to talk to the Committee first to understand what they wanted before bringing VPR in.

- Jeet Gupta– we should decide ourselves.
 - Jennifer English - don't think the Provost wants to stop from happening. He wants to fix problems first. Committee won't solve those problems.
 - Carmen Scholz– Research Council – topic shift to astrophysics and aeronautical. Several centers don't show up ever to council. Lots of discussion.
- ✚ Resolutions submitted to provost - said he needs to do work on his end and then will meet with Tim Newman and Jennifer English for his response.
- ✚ **Bill 340-Department Chair Eligibility**– from Rich Miller - Dept chair eligibility tabled at last Senate meeting. Modified in Personnel Committee.
- ✚ **Bill 343-Research Spending Transparency and 346-Internal Research Funding** languishing under new Research Committee Development. Will pull out in a few weeks.
- ✚ **Bill 349-Non-Senate Faculty to Serve on Senate Committees** – is it going to third reading? Don't know. Have to look at it. Don't think it was unanimous, Clarke Rountree thought it was. Thought there was some abstention. Decided it was unanimous and was passed.
- ✚ **Bill 340-Faculty Voting Eligibility** – two kinds of concerns – one is some people wanted to limit those not accountable to the chair. On the other hand, there are people like lecturers who they thought should have a say. Trying to increase some people's participation and decrease others. Those that answer to VPR shouldn't be able to vote.
- How does this affect clinical faculty in nursing...don't have Chairs. Jeet Gupta likes to give power to departments to decide who is eligible. Wants to change to make it effective immediately.
 - Tim Newman moved that this be put on agenda for next week, Bhavani seconded.
 - Jeet moved to amend line 29 to be “effective immediately”, Tim seconded. All in favor with one abstention.
- ✚ Dr. Cantor wanted to come and speak to Senate sometime. Maybe in January to address issues that faculty have related to anniversary and reminding about services. He wants to talk about student issues not faculty issues. Do we want to invite in November?
- No more than 10 minutes – Dr. Cantor will come and speak in November.
- ✚ Meeting adjourned at 1:53 p.m.

Finance Committee Meeting – October 28, 2010

In attendance: Professors Louis O’Keefe, John Burnett, Tim Newman, and Jennifer English

Guest: Ray Pinner

Meeting Report:

1. Ray Pinner spoke for 5-10 minutes regarding the salary increase, the university budget and the new university budget committee of which Professor O’Keefe is a member. The committee was able to ask questions including questions about the foundations, the cash reserves, and the salary raise maximum.
2. We discussed the Distinguished Speaker Series. It was decided that we would have an abbreviated series for the spring and have no more than 4 speakers that must be able to come to campus sometime between January and April of 2010. Information and a call for proposals will go out on November 15th, with a deadline of December 10th. If a speaker cannot come during the Jan-Apr timeframe, faculty should apply for the second round (see below)

There will be a second call for proposals for the 2011-12 academic year for speakers that can come to campus between September 2011 through April 2012. The typical number of 7 awards will be granted.

No other changes to the speaker series program were made.

3. The REU program should continue as before with an expected proposal due date of January 14, 2011. The Provost would like to implement some changes to increase the amount of funds available on a year round basis. He and I will talk about this soon and I will have some information back to the committee for the next meeting on December 2nd.

Personnel Committee Meeting
October 28, 2010

Members: Bhavani Sitaraman (Chair), Erin Fong, Katherine Newman, Massimiliano Bonamente, Aleksandar Milenkovic, Kathy Newman, Jill Johnson

The Personnel committee did not meet in person as we did not have adequate time to read the revised Handbook chapters that were sent to the committee. The Handbook chapters were distributed to the committee members. The committee will discuss the revision during the December 2nd meeting.

Undergraduate Curriculum Committee Report
November 10, 2010

- Approved new course
 - MKT 465 New Venture Challenge

Minutes for Undergraduate Scholastic Affairs Committee

12:45-2:05 p.m., Thursday, October 28, 2010

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

The committee met to discuss the possibility of creating adjunct majors with Dan Rochowiak, Associate Dean of the College of Science. Dr. Rochowiak said the idea of allowing students to pick up a second major across colleges without completing GERs in the second college might be beneficial. He noted the following considerations:

- Adjunct majors would need to complete prerequisites for adjunct major classes, many of which are included in GER requirements in CoS. (The committee agreed a proviso ensuring that such prerequisites were met was necessary.)
- Because a major in Computer Science currently requires a minor in Mathematics, those completing an adjunct major might have to also complete that minor. Chemistry also has accreditation standards outside the university which it must meet, which might restrict the designation of such a “major” that falls short of current requirements.
- We need clarification on how “adjunct majors” (or whatever designation they are given) would be designated in the catalogue and counted in official UAH statistics. For example, since an adjunct major in Biology would not receive a BS in Biology (i.e., not finish all the requirements for a dual degree), presumably that “major” would not be included in headcounts or graduation statistics as a regular major.

The committee plans to talk to Dan Sherman in Business and Debbie Stowers to gather more information on this issue.

The committee also discussed the issue of when students on academic warning are restricted in their registration. Ideally, such students would be held up until they met with an advisor who (an academic advisor or a counselor in the Student Success Center) could assess why they are doing poorly. The committee members have noted a palpable change in student attitudes recently concerning their progress in classes, raising concerns about its causes. The committee will conduct more research on practices before it considers any policy changes.

The University of Alabama Huntsville

Faculty Senate Sub-committee -Faculty and Student Development Committee

Meeting Date: October 29, 2010 Time: 1:30 pm Location: Salmon Library 1st floor common area

Attendance: Sam Thomas, Mohamed Ashour, Ina Warboys

Topic	Discussion	Decisions	Responsible	Date Due
Research Phase Investigating Centers	Looking for best practices of universities which have centers for teaching excellence. Goal: visit 3 universities with teaching excellence centers to gain a perspective of their operations and resources.	This venture is approved. We need the committee to select 3 institutions to visit and determine teams of 2 persons to make a visit. Each visit will have a team of 2 persons. A total of 6 members of the committee will report back on ideas about excellence centers. Objectives of the visits need to be established.	All committee members. Submit via email to warboysi@uah.edu A list of 3 centers you believe we should visit. The list will be compiled and final selections made by committee.	Nov. 12, 2010
Visions to this point	Ideas of what committee feels is necessary in a center	Conference room, mini-classroom, library of resources computer, software, more TBD. More will be determined after site visits.	Committee	Ongoing
Resources	UAH administration commitment. Grant possibilities	UAH will sponsor 3 site visits. Will support guest speaker once the person is determined by committee. Will consider allotting faculty time to start investing in structure of an excellence center and faculty support. Carolyn will meet with Susan Phelan to write a grant for funding	Committee determining 3 sites and who to make the trips. Committee to determine guest speaker. Carolyn to report	Next meeting November.

	Education department involvement.	of a center? Sam will meet with Jason O'Brian.	Sam to report	
Can do this year	Explored what we can do this year so time is not wasted while we research best practices.	<ol style="list-style-type: none"> 1. Identify excellent faculty for future mentoring options. 2. Establish a brown bag time real and virtual for faculty sharing. 3. Bring in a guest speaker with experience and do a workshop. The work shop would be 2 parts. A morning session with the committee to learn about center development. An afternoon session for teachers university wide to hear from an expert on teaching strategies. 	<ol style="list-style-type: none"> 1. Committee 2. Committee 3. Workshop approved details TBD by committee. 	Next meeting more details.
Criteria needed for faculty supporting teaching excellence center.	Initially faculty at UAH will help support a teaching excellence center and share ideas with other faculty.	Committee needs to develop criteria for determining who will lead initial center activities in academic year 2011 – 2012.	Committee	Next meeting more work effort.
Adjourned	2:45 pm	NEXT MEETING	Committee	Nov. 19th 1:30

Employee Benefits Committee

Report to Faculty Senate by Jennifer English

In attendance: Mary Piersma, Jennifer English, Lior Burko, Jan Williamson, Kevin Bennett, Erin Reid, and Laurel Long

How does the Federal Healthcare Reform Bill affect UAHuntsville healthcare (as of January 2011):

- No lifetime maximums on essential health benefits (little to no effect expected)
- Eligible dependents of employees may stay on the group healthcare program until age 26 regardless of student status unless they have access to other employer health care coverage.
- No pre-existing conditions exclusions for eligible dependents under age 19.
- No revocation of coverage (except for fraud/non-payment, etc)
- No reimbursement for non-prescribed OTC drugs or medication other than insulin under FSAs.
- Value of health care coverage must be reported on W-2s starting 2011 tax year.

Open enrollment period for benefits ends on November 29, 2011

- FSA accounts may be done on-line
- Changes and/or additions to other programs must be turned in to HR – forms are available on-line.
- <http://www.uah.edu/admin/HR/benefits/oe.php> for full information.

Changes to health, dental, vision, and FSA programs/services

Health Insurance

- UAHuntsville is self-insured which means that the university pays BCBS for claim amounts each month. If at year's end, premiums are greater than claims, the balance goes into a reserve. If at year's end, premiums are less than claims, the university absorbs the loss. Industry standards suggest keeping a reserve of 20% of average claims. The reserve is typically there to cover unusual health care claims.
- Due to an increase in claims last year, premiums and co-pays will increase for the coming year.
- Single biweekly is \$26.75 (increase of about 28%). UAH was low for single coverage compared to other universities in the system and regionally. Industry standards suggest that the healthcare costs should be 20%-employee and 80%-employer. With this increase, employees with single coverage are paying approximately 13% of their health insurance premiums and the university is paying approximately 87%.
- Family biweekly is \$76.00, \$126.50, or \$162.50 depending on employee salary (increase of about 10%). With this increase, employees with family coverage are

- paying approximately 30% of their health insurance premiums and the university is paying approximately 70%.
- Co-pays for standard office visits increased to \$30 and for preferred brand drugs increased to \$30 and for non-preferred brand name drugs the co-pay increased to \$40.
 - UAHuntsville opted out of the mental health parity last year mostly because there was very little guidance on how to incorporate changes into current coverage. However, mental health/nervous condition/substance abuse benefits will, as of Jan. 1, 2011 allow unlimited outpatient visits to in-network providers with standard \$30 co-pay/visit. Inpatient facility services for substance abuse will be limited to a lifetime maximum of two admissions. The 60 day limit for inpatient services was removed.
 - HR is going to study a possible “employee plus one” healthcare option. Note that the average family contract has 2.1 people and that the majority of family claims come from 2-person contracts. We will hear more in the spring semester.

Dental Insurance

- Fully insured with Met-Life. Decision to stay with Met-Life over changing to BCBS dental. Met-Life has larger premiums but the difference between network and out-of-network benefits is much smaller.
- Premiums increased by 3.5% with no other plan design changes.

Vision Insurance

- No changes in premiums or plan.

Flexible Spending Accounts

- Employees **MUST** re-enroll every year for FSAs.
- Medical - \$3900; Dependent care - \$2500/\$5000 (single/family)
- Can enroll on-line using banner self-service.
- OTC medications are no longer eligible for reimbursement without a prescription per healthcare reform.
- Preferred Flex Debit card program continues.

Retirement Programs

- Addition of VALIC as a 403b matching plan vendor. VALIC is on campus every week for consultation.
- TIAA-CREF plan consolidation to a single contract type. TIAACREF is on campus every other month for consultation.
- Use myretirementmanager.com to
 - A secure way to manage your account online
 - Enroll in a 403(b) and/or 457(b) retirement plan of your choice
 - Obtain plan information from our 403(b) and 457(b) vendors, **TIAA-CREF** and **VALIC**
 - View all plan vendors and their products and services
 - Access individual account(s)
 - Change or stop total contribution amount
 - Change contribution amount to each vendor Initiate request for an in-service exchange

- Utilize financial calculators to assess progress in meeting retirement goals.
 - Contact a vendor or financial advisor
- Employee training is being planned on retirement, tax issues and diversity.

Employee Assistance Program

- Note that all employees and their eligible dependents are allowed 5 free visits per calendar year with a mental health provider through American Behavioral:
www.americanbehaviorial.com or 1.800.925.5327.

Dependent Audit Report

- The dependent audit report found 11 dependents receiving benefits that were not eligible to receive them.
- HR plans to develop a procedure to keep the dependent records updated.

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE FACULTY SENATE

Senate Bill #339: Department Chair Eligibility

Bill History: 9/9/10 Reviewed by Personnel and amended by original author
10/14/10 Bill reviewed by Personnel and passed first reading at FSEC

1 **WHEREAS:** The Chair of an academic department is the primary advocate for its
2 programs and responsible for the day-to-day management of faculty,
3 staff, students and departmental resources, and

4 **WHEREAS:** The Chair of an academic department usually holds a full time (11 or 12-
5 month) contract requiring involvement in academic instruction, and

6 **WHEREAS:** The responsibilities and duties associated with the position of
7 Department Chair require dedication to and involvement in the academic
8 affairs of the department.

9 **NOW THEREFORE BE IT RESOLVED:**

10 That an internal candidate for Department Chair must be a tenured or
11 tenure-track faculty with a commitment to the academic goals of the
12 department,

13 **AND BE IT FURTHER RESOLVED:**

14 That in situations requiring an external search, eligible candidates must
15 be tenured or eligible for tenure within the department with relevant
16 academic experience and a commitment to academic goals,

17 **AND BE IT FURTHER RESOLVED:**

18 That a Department Chair cannot simultaneously hold the position of
19 Chair in more than one academic department without the concurrence of
20 the Dean(s) of the appropriate College(s) and a majority of each
21 department's faculty eligible to vote in Chair selection,

22 **AND BE IT FURTHER RESOLVED:**

23 That a Department Chair cannot simultaneously hold another
24 administrative position as Dean, Associate Dean, or Director of a
25 research center or program
26

**THE UNIVERSITY OF ALABAMA IN HUNTSVILLE
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27 **AND BE IT FURTHER RESOLVED:**

28 That the Faculty Handbook be amended to reflect these criteria;

29

30 **AND BE IT FURTHER RESOLVED:**

31 That, the elements of this bill take effect as of the start of the 2010-2011

32 Academic Year.



SENATE EXECUTIVE COMMITTEE MEETING

NOVEMBER 9, 2010

1:00 P.M. in SKH 369

Present: English, Joiner, Newman, Miller, Gupta, Etkorn, Warboys, Karbhari

- ✦ Provost Karbhari stated he had been looking at the resolution on the Research and Creative Achievements and Scholarly Activities Committee. He understands the request for the Committee and is not against it but has concerns for overlap. Why have another Committee when there are already Committees to address this.
- ✦ Richards Miller stated we have other Committees in the Senate but no single Committee for looking after Scholarly Activities and serving as liaison for the faculty and administration in an advisory capacity. The Research Council is not an advocate for the faculty on scholarly activities. Not trying to circumvent anything that already exists but wanted a faculty driven Committee to inform on policy and have people to facilitate faculty scholarly activity. Someone to communicate.
- ✦ Provost Karbhari stated there are faculty representatives on the Council. To create a parallel organization because the existing organization does not meet the needs does not seem the right way to deal with the issue. If faculty does not have a voice on the Research Council then tackle that problem. Reformulate how the research council operates. Get to the root of the problem.
- ✦ Timothy Newman stated this is a Faculty Senate Committee and not a University Committee and can bring things to Faculty that the Research Council cannot.
- ✦ Richard Miller stated this addresses what is needed, what is wrong and what is needed to fix what is not helpful.
- ✦ Provost Karbhari stated things need to be fixed. We need to fix the problem where it is. It is more copious to take one topic at a time and solve the problems.
- ✦ Timothy Newman stated regular faculty are not well served by VPR and Research Council and not sure this is fixable.
- ✦ Richard Miller stated the emphasis is on top down not bottom up.
- ✦ Provost Karbhari asked what should the VPR address versus what the department chair should address. What size request should go to the VPR versus the department chair.
- ✦ Richard Miller stated purchasing as an example: what chemicals are needed and how to get things, how to establish a research lab, etc. commonalities.

- ✦ Provost Karbhari agrees some of these things are at the VPR level and he will be glad to talk about those with the VPR. All proposals go through the VPRs office. Structure needs to be established. The department chair should do more than schedule courses, the chair needs to mentor the faculty. Department chairs should be given opportunities for development and do the same at the faculty level. You could end up creating policies that prevent perfectly good research.
- ✦ Jennifer English stated that there could be a group of faculty that truly represent the faculty at Research Council and have specific items on the agenda and tie this to the Senate and eventually the Faculty Center for Excellence.
- ✦ Provost Karbhari requested that he meet with the group again. He is not saying no. He understands the current structure is not working.
- ✦ Jennifer English suggests a large group of faculty could see something not working and bring it up and put it on the agenda.
- ✦ Richard Miller stated there is a fear factor for faculty serving in these capacities.
- ✦ Provost Karbhari has heard the concerns and will take the concerns to the VPR.
- ✦ Meet again and talk about What mechanism can be brought to allow discussion. Specific agenda items. Consider other items needed. How to have more voice in the Research Council. Changes to the Research Council to make it work across the Board. Look at examples at other universities.

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

**Senate Bill #349: Non-Senate Faculty to Serve on Senate
Committees**

Bill History: Submitted to FSEC 9/7/10 via G&O committee
 Passed first reading on 9/9/10 at FSEC
 Amended and passed second reading on 10/21/10 at FFS

1 **WHEREAS,** The Faculty Senate Bylaws require that the membership of faculty senate
2 committees be limited to faculty senators;

3 **WHEREAS,** The total number of senate committee members required is larger than the
4 total number of senators; and

5 **WHEREAS,** Faculty senate is participating in a wider-range of University Governance
6 and administrative activities.

7

8 **NOW THEREFORE BE IT RESOLVED**

9 That the membership of the standing and ad-hoc senate faculty committees
10 be open to all senate-eligible faculty members regardless of their senate
11 memberships.

12 **BE IT FURTHER RESOLVED**

13 That a minimum of three senators are included in any standing and ad-hoc
14 faculty senate committee.

15 **BE IT FURTHER RESOLVED**

16 That the chair of each standing and ad-hoc senate faculty committee will
17 elected from those committee members who are members of the faculty
18 senate.

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE FACULTY SENATE

Senate Bill 340: Eligibility to Vote in Department Chair Selection

Bill History: Submitted to FSEC 08/17/10 and sent to personnel committee
Passed first reading at FSEC on 11/11/10

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 secret
15 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.