
FACULTY SENATE EXECUTIVE COMMITTEE MEETING

**February 11, 2021
12:15 PM to 2:00 PM
OKT N142**

Present: Tim Newman, Kwaku Gyasi, Mike Banish, Kader Frendi, Laird Burns, Carmen Scholz, Jeff Weimer, Carolyn Sanders

Present via Zoom: Emil Jovanov, Azita Amiri, Paul Whitehead

Guest: Ex-Officio: Provost Christine Curtis, President Darren Dawson (via Zoom)

- **Faculty Senate President Tim Newman called the meeting to order at 12:53 PM. Meeting agenda was revised to add in time to discuss 4.11 and to formally refer Chap. 9's admin response to Committee.**
- **Meeting Review**
 - **Bill 458 voted to be deferred.**
- **Administrative Reports**
 - **President Dawson**
 - **Spragins Hall is going according to plan. Shelby Center Lab is going well and moving along. We are looking at a scheduled move in March. We are going back out for bids for the Greenway. We did get approval for Spragins Hall renovation.**
 - **We don't have any update on the vaccination plan for the university. We don't know when we will get those doses.**
 - **Kader – At UA and UAB most faculty are vaccinated. I am just concerned as to why we aren't receiving ours.**
 - **President- Well, UAB is a medical facility. They did have a leg up on us. I would look for alternate ways to vaccinate. I would encourage all faculty to do that. There will be ways to get vaccinated outside of us here at UAH.**
 - **Mike – It would seem like we are a part of the system, can UAB not help us out?**
 - **President- I have had that conversation with Vickers. He is very upset we aren't receiving them. He is trying very hard. ADPH has their ways.**
 - **Provost – Some of our meetings with Charlie Taylor and the task force let us know that UA is acting like a provider for the entire county as well as UAB. We aren't designated for that. We are just a provider for faculty. Even when they received the vaccines they were controlled on who they could give them too. Only until February 8th were they allowed to give them to faculty. We are at the mercy of the ADPH.**
 - **President- You need to get on the appointment list. There are numerous cancellations with no shows. Spread the word. As we are finding out information on how it is working, the details are sketchy.**

- Laird – Thank you for that. How many of the faculty know about these options?
 - President – When you click on the link that we sent out there is a list of the eight providers. You can call those individually and get on the waiting list.
- Provost Curtis:
- Good Afternoon. The Dean of College of Nursing is retiring July 31. Dean Clanton is retiring May 31st. We sent the announcement out to the campus and asked for nominations. We then sent out an email to that person asking for an application. Dean Lane is undergoing mid-term review.
 - The Academic Misconduct Policy was sent out January 19. There was a mistake so we will change that date to February 11th. This policy became 17 pages long. Other campus are around 6 pages. We became very redundant. Brett Wren took all the recommendations from the senate and SGA and sync to make clearer. Accompanying the policy is a memorandum to show what was done. We didn't do track changes, because that would have been overwhelming. We can do a red line if you want us to do that. We hope to get this through the processes for placement in fall.
 - Last year, we used Faculty 180. This will be non-supportive in a year. The committee discussed this and chose to have reappointments in the RPT System. 110 of our 116 faculty have submitted successfully. Of the 6 not submitted, one resigned, one received an extension due to a death in the family, and four have not submitted. This has worked really well.
 - SACS COC fifth year review is tracking on. We have to submit next March. We are behind schedule. We started working on this a year ago but the pandemic slowed us down. We are trying to catch up. We need the faculty CV's. The Deans were notified of this in November. We asked for a March 1 due date but some departments are having difficulty. I told them they could extend to April 1. Many colleges, probably three, have submitted.
 - This is the final date we report our enrollment. Our overall was 9,208. Considering the pandemic, I think we did very well. I think everyone did a great job working with our students. Freshman did not do well in returning from fall to spring. It was better than I feared. I would ask each of you to help retain our freshman for fall 2021.
 - I had to give an educational presentation to the board. In preparation, I received information. Looking at the second table, it is sections by instructional method. For spring semester, we had three types of instructional methods. Banner designates online to include hybrid. Hybrid is 18%, traditional is 25%, and online is 56%. Online is the highest in credit hours.
 - Mike – Could you say what the designations are?
 - Provost – Hybrid, online, and traditional. Remote sections of hybrid shows online.
 - Mike – So hybrid should be 32%?
 - Provost – No, that is a blue/silver. We have a blue/silver for all remote sections.
 - Mike – For my courses, these numbers have no correlation to what students in my sections say for last fall and spring.

- Provost – This is overall not per your course per say. This is taking all courses.
- Mike – It is crazy to say that half of the students that were on campus count in online.
- Provost – There are three sections to the hybrid. There is blue, silver, and remote. If student sign up for remote, they don't come to blue or silver. They are 100% online.
- Tim – I thought hybrid and remote were in the middle section?
- Kader – Looking at my spring classes, they seem to be much smaller than the hybrid.
- Provost – All our large courses had to go online because we couldn't house them in any classroom. Any large course for our core is online.
- Laird – Is there somewhere this is broken up per college or discipline?
- Provost – I am trying to remember. I have more data. I don't have it memorized. I don't know if it was by college. I may have it or may not.
- We talked about summer/fall registration timeline last time. They are separated this time. We don't really know what the vaccination schedule will be. We learn that everyday more seem to be available. It seems to be positive for a normal fall semester. The system asked us to wait before we put out our fall schedule.
- Last time I mentioned about final exam options. That is here for your reference.
- Spring Commencement – We met with the Communicable Disease Management Team to seek their recommendation on spring, they recommended virtual. We met with Deans and Associate Deans, they were in agreement. We met with the commencement committee and thought it was best despite what they wanted. We doubt that by April our students will be vaccinated. We don't know if family members will be vaccinated by early May. With all that input, we made the decision to remain virtual. We will keep marching orders like last time. Hopefully in person will be back for fall.
 - Kader – Why did the decision have to be made so early?
 - Provost- There is a lot of behind the scenes work. The schedule really starts before December for in person. We pushed it off as long as we could if we decided to go in person.
- I wanted to show you some data before I told you the next thing. We have been increasing the number of degrees awarded. We have definitely done much better as a faculty. I appreciate your efforts in helping our students succeed. We have made a big improvement. Every time US Report and World News comes out, we see others that our doing much better. There projected rate is much higher. We have worked hard but there is still much to do. One thing the board asked about is time to degree. I didn't know the average time to degree. I had more of an idea for PhD versus bachelors. We did a cohort from 2010 to 2017. The numbers come out more than four years. We do okay but the board doesn't understand why it takes more than four years. We did explain that students do other things like working. They believe a four year degree should be an eight semester degree.
 - Carmen – Help me understand that? It takes four years to degree for a freshman. Why does it translate to a six year degree?
 - Provost – This is for students that graduated.

- Jeff – One of the things that strikes me is the distinction between us and UA. If we look at it and not argue they are doing other things but they are only doing 12 hours.
- Kader – This is the argument we keep having. This is Huntsville not Tuscaloosa, they have jobs. The job market is awesome here.
- Provost – They didn't ask me point blank about UAH. I just told them our average. The question for all three institutions. I am sure most went through in four years. Most of our faculty went through in four years. It's a different world, place, and time. There are different reasons.
- I showed you the data to let you know about a program starting Monday. Dr. Dawson asked what we needed to do to improve this rate. There are several things we need to do but this is one. This will be an Advocacy Program. Many have these programs that focus on different cohorts. It is looking at students and helping them in a way beyond the advisors at the college. It helps them overcome various issues and intervene. This office will set up in 200 SSB. It will have a director with many years of experience. There will be three other advocates to help the director. The interviews are in process. Hopefully we will have a full team on board mid-March, early April. They will work close with all advisors in the colleges. Our goal is to increase the retention by improving student success in the classroom. We need to move the retention rate out of the 82% range. Our key issue is that we lose them after their sophomore and junior year. We can't do that if we are going to increase our retention rate. I hope to bump this up. This will be data driven. We are receiving funding from the foundation. It is funding our lead cohort position, the director and data analyst person. We are grateful.
 - Kader – Why is this a new program? Why aren't we using Student Success Center?
 - Provost – The SSC helps within the classroom – test anxiety, time management. They aren't advisors. They are educational specialist. They are similar and will work together but not one in the same. This group will work close with the advisors in the colleges. This group is to help get the students to the success center.
 - Laird – You talked about doing data analysis. I worked with some organizations that would be happy to work with this.
 - Carolyn- Are you ready to say who the Director will be publicly?
 - Provost – Yes, Leah Ramy.
 - Laird – I believe the senate passed the teaching review in January. Did that go forward? Will that be ready for summer?
 - Provost – We are still working with the summer operations policy. We will get it done as soon as we can. A small subgroup came back with their recommendations.
 - Azita – We on Curriculum Committee were working on the forms that are coming to us. The course change and the new course form show a common mistake. We have to send it back to department. We have noticed some issues on the form and want to propose some changes to the form and submit to you. Is this something you would like for us to do and submit to you? The credit hour policy on our website dated 2006 says it needs to be

updated every five years. Hybrid classes are not listed in that policy. We would be happy to take a look at that.

- Provost – Most of those policies were updated 2014-2016 and it shows at the bottom of the policy. The original date is at the beginning. We have gone through all the policies that had a review date of 2019-2020. The Associate Deans have a set of them and Deans have another set. I am guessing it was 25-30 policies. The Associate Deans are done but I haven't seen them yet. The Deans have gotten through half. Some are ready to be reviewed but we have run out of time in our meeting. I think we have worked on that one but if you don't mind please send me the number and name, I will check.
- Kader - I am concerned about the timing of this new organization when we have a hiring freeze on faculty.
- Provost – We are hiring lecturers and clinical faculty for the fall.
- Kader – But not tenured faculty.
- Provost – This was not new money. It was reallocated or from the foundation.
- Tim – I guess the concern is there may be a perception it was reallocated it was from faculty lines.
- Provost – It was from staff lines.
- Carolyn – I use a MacBook Pro. I was alerted to do a security upgrade. Now, I have an issue with Canvas. I can't upload files to Canvas. I thought it would be important to let you know. This is a real problem. Faculty could be thinking they are uploading files but they aren't.
- Provost – Was the security upgrade through Canvas?
- Carolyn – No, it was through Apple.

➤ **Officer/Committee Reports**

○ Tim Newman, President

- I want to let you know that Carmen, Mike and myself met with the Provost on Jan. 26, and one point that the Provost brought up was about Senate authority to make by-laws revisions. On these points, I want no comments, question, or discussion at FSEC today. After that meeting, on January 28th, a System (legal) counsel opinion was sent to me by the Provost about authority to revise Senate by-laws. Before you is that opinion and the statement from the Handbook on how the Senate is self-governing. Right now, we have a difference of opinion. I am concerned that legal counsel was brought into the picture. I think if we have a difference of opinion a phone call could be the direction to resolve rather than going to legal. I am thus not certain of the status of the bylaws changes Senate passed this year. In particular about video-based/remotely attended meetings for your committees, unless your committee has at an in-person meeting authorized the video mode for this year, the only course we can be sure that right now is rules-correct is to meet in person. And Senate also will have to meet only in-person. We have operated assuming the faculty senate was self-governing but I guess we have to say now we are not sure of that. I would like to respond back that we have a difference of opinion. Is there any against we responding back that way on this point? Unanimous agreement for the Senate President to respond back. All of you know me well, I follow the rules and we always will.

- In a meeting with the President yesterday, Carmen and I raised concerns about sabbaticals (i.e., asked on the status of restarting the sabbatical schedule without losing this year as a sabbatical credit). We also raised that we have challenges in instructional delivery.
 - Our BOT's met and I did attend livestream. They do plan to come here in person in April.
 - We have to sort out our bill statuses today. We have passed several bills. We will talk about Chapter 9. Policies are more time critical. The senate made great progress on dealing with policies. I also mentioned in the first January meeting, we received a lot in November/December. Several have a 90 day expiration in February. Here is the list of all the things we still have.
 - Carmen Scholz, President-Elect
 - We have one bill coming before you.
 - Laird Burns, Past President
 - No report.
 - Carolyn Sanders, Ombudsperson
 - No report.
 - Kader Frendi, Governance & Operations Committee Chair
 - We meet and discussed 453. Given the length of the bill, we were at a loss of what was expected from them. We want more clarification on how to proceed with the bill.
 - Azita Amiri, Undergraduate Curriculum Committee Chair
 - We just finished forms that came to us. We are looking to revise the form.
 - Mike – My department submitted some. What is the major problem with the form?
 - Azita – The common thing is the calculation is the contact hours. We want to be on the same page. We want the goal to be weekly. The addition is hybrid. There was a box to mark hybrid. When we go back to normalcy, we have to revise all the forms. We have the change of number of the course. We had many changing the prefix of the course.
 - Jeff Weimer, Finance and Resource
 - We have 34 final proposals for RCEU. We have feedback on Security Camera Policy.
 - Mike – Are you saying they should come forward?
 - Jeff – No, I am saying when they come forward.
 - Emil Jovanov, Undergraduate Scholastic Affairs Committee Chair
 - No report. I am wrapping up Security policy. It will be ready soon for you.
 - Kwaku Gyasi, Faculty and Student Development Committee Chair
 - No report.
 - Mike, Personnel Committee Chair
 - We met as a committee. I forwarded you a request about a section in the chapter that has to do with members of the BOT and Administration of UAH. It doesn't say anything about faculty serving on Board of Directors on Banks. I am at a loss as why that is there. I could write a letter to the ex-officio member and ask why that is there. We sent a formal request to financial aid on the scholarship matrix. I would like to see the model.
- Bill 458
- Tim – This would be a modification of our bylaw. We can adopt on first reading or send to committee.

- Mike – I would like to table this motion until Chapter 7 is done and we receive a response from administration.
 - Jeff – Would this be an issue with 90 days?
 - Tim – No. Is there a second? Second received from Carmen.
 - Jeff – It was brought to my attention that UA and UAB have lecturers on their faculty senate.
 - Tim – Let's vote on the motion deferring Bill 458 until Chapter 7 is done and there is a response from the Administration on it. Ayes carry the vote, with one nay vote.
- 4.11 Ombudsperson
- Tim – We struck 4.11 at Senate while considering Chapter 4. We decided here at FSEC to have an ad hoc committee to work on proposed language for 4.11. This is their report. Do you want to have a discussion now?
 - Carmen – What we have here is a report from the committee. The committee is asking your opinion on the compensation portion. It says now \$10,000. The previous handbook didn't have reference to the ombudsperson.
 - Tim – I would like to have a motion for committee of the whole discussion on this for 2 minutes. Motion made and seconded. On the vote, the ayes carry.
 - Mike – I would like to thank Carmen for the compensation. I would think just \$10K for the summer term.
 - Carolyn – We do have a question mark. I wasn't aware that you marked all of this out. We've got to figure out who this person will be appointed by. We discussed tying it to a nine month contract. I object to that. It isn't tied to a discipline. We need to put our heads together and come up with an equitable position. I think our Chairs in our college get paid in stipend.
 - Tim – The time limit having been reached, the committee as whole has ended.
- Chap. 9 item:
- Tim - We are ready to go to Chapter 9. Many of the points the senate put in are okay with administration but there is a response back from the Administration about some changes they would like us to consider. So, we need a formal motion to refer that to Personnel. Kader moves. Carolyn seconds. On the ensuring vote, Ayes carry.
- Agenda for FS meeting:
- Mike- I make a motion that we put all five policy items that are due this month on the agenda and see how far we get.
 - Tim – Would you like to order in their time order?
 - Mike – Yes.
 - Tim – Kader seconds. On the ensuing vote, the Ayes carry. Would you like to make a plan if we don't get all five done? Sense was no; FSEC would thus need to meet if we didn't. Please keep schedules open for a week from Friday for a possible FSEC meeting.
- Meeting adjourned 2:23 PM.