
FACULTY SENATE EXECUTIVE MEETING
September 8, 2022
12:50 P.M.
SSB 212

Present: Andrea Word, Joey Taylor, Carolyn Sanders, Carmen Scholz, Deborah Heikes, Azita Amiri, Jeff Weimer, Laird Burns, Ron Schwertfeger

Absent: Andrei Gandila, Elizabeth Barnby

Guest: Provost David Puleo

- **Meeting called to order at 12:50 PM.**
- **Administrative Reports**
 - Provost David Puleo
 - Faculty Senate Bylaws are approved for extraction from the FS Handbook but will be subject to review under Board Rule 108. Review procedures will be consistent across the UA System institutions.
 - We have started reviewing suggested changes for Chapter 6. We are looking to see who will be affected by this. A member mentioned the hold up being with the Office of Counsel. Provost stated that everything will go through counsel.
 - The university wide process has 90 day limits. We want to put in a time limit for area specific as well. It was mentioned that 90 days may not be sufficient, especially during the summer semester when the senate doesn't meet. The Provost did understand that many things will need to take time.
 - A member mentioned that parties involved could negotiate an extension to the timeframe. There was concern there wasn't consistency across the system, but the Provost ensured that it is after speaking with UA and UAB. We do need to set a single time point for every business item with a mutual agreement the time can be extended.
 - A member expressed their concern toward Legal Counsel. The concern with their intervention is certain things that may be not necessary. It seems that some issues become heavy and require a timely process where it should be an easy change.
 - We are working on Chapter 7.
 - At least two or three of the Deans are working through faculty hiring. We are working on new faculty hires through PageUp.
 - I am used to projecting start-up commitments. We haven't been doing that. We want to look at projected start-up costs for new hires. My experience has been offering three-year startup packages. We are aware that we need to make offers earlier.

- A member discussed the excessive amount of paperwork for a new hire. The member expresses wanting clarity if that was really necessary. It was expressed as well that the process is so timely that we lose candidates to other places due to this.
- There is a draft being looked at for a Tuition Refund Policy that will be embedded into Policy 02.01.13 with a prorated schedule for refunds and a clearly established schedule for routine drops, publicly available on the website.
- **Officer/Committee Reports**
 - Carmen Scholz, Past President
 - I was asked to bring to the attention of the senate the question of a high school student working in my lab. I looked into the procedure. We have to go through training plus the university will run a background check on all of those in my lab. The Child Protection Policy is coming up for review. There are other frustrations among faculty for all the effort to be made to do this. A member expressed that we need to clarify who is the responsible party, what the requirements are, etc. Rhonda Gaede may be an option to discuss this with on the process she had with hosting summer camps. I also wanted to bring to the Provost's attention the RCEU program in regards to paying students.
 - Ron Schwertfeger, Parliamentarian
 - I was asked about the minutes we report for the faculty senate and what actually needs to be in the minutes. It cannot be a verbatim minute. I have researched this so I can give an informed answer to Joey and Andrea.
 - Carolyn Sanders, Ombudperson
 - No report.
 - Andrea Word, President-Elect
 - We are looking into the minutes for information flow and coherence. It helps to keep things organized. I have shared working folders with each committee. We will use that to drop policies. Let's use these folders for items that need to be moved in and out. I have read all the charges of each committee. I don't think in some cases you have all the support that you need. There is supposed to be support provided to these committees outside the senate. I am going through the standing committees to see who serves on these. Members expressed the issue with these committees not meeting. It was expressed in the discussion of minutes that changing the style will allow more freedom in speaking. Compliance Bridge is also being started to help with the flow of policies.
 - Azita Amiri, Undergraduate Curriculum Committee Chair
 - We have several forms to review. We discussed bringing

forward representation on the Graduate Curriculum Committee. Where are we on that? It was decided to put a faculty senator as ex-officio. Also to allow us to review policies before they implement them. We haven't seen much from this committee. The question was raised are we as faculty senate getting enough play into this committee so that we can interfere. The resolution was to see if all undergraduate and graduate forms fall under the undergraduate curriculum.

- Laird Burns, Finance and Resource Committee Chair
 - Jeff drafted something in place for the calls for RCEU. We need to get the calls out with target dates. The board is supposed to approve our raise at 5%. It was discussed that some colleges were told only 4%. The Dean could potentially hold a percent. We need to have this conversation with the President. We want to handle it in a way where faculty do not receive retaliation for asking Deans.
- Jeff Weimer, Personnel Committee Chair
 - No report.
- Joey Taylor, President
 - I have one task that we can address quickly. Andrea has reached out to the committees. Please make sure that you are meeting. In regard to Dr. Puleo's report, we want to test the process of how timely an issue can be approved.

Report on Policy 02.01.20 from Scholastic Affairs, Deborah Heikes

- We are concerned who takes an honor student out, what is the date on this, do they inform the student. There are open honors seats. How do we fill these? It was mentioned should it be added to the policy a procedure on how they are added. Do we want to do this or allow Honors College to create their procedures?
- Motion to extend by five minutes. Ayes carry
 - In the policy, we could call out in the policy that it is in a procedure and note to that. It was agreed upon that a procedure needs to be in place for students to understand.
 - Approve agenda for senate meeting.
 - Clay Ryan will be here from the system.
 - We will offer a recognition to President Frank-Franz.
 - Comments on Policy 02.01.20 also Bill 469.
 - Motion to approve agenda to add chairs. Azita seconds. All in favor. Ayes carry.
- Meeting adjourned at 2:25 PM.

