
FACULTY SENATE EXECUTIVE MEETING

November 30, 2017

12:50 P.M. in CTC 104

Present: Carmen Scholz, Christina Carmen, Mike Banish, Anne Marie Choup, Monica Dillihunt, David Stewart, David Johnson, Kader Frendi, Tim Newman, Laird Burns

Ex-Officio: Provost Christine Curtis

Guest: President Bob Altenkirch

- Faculty Senate President Mike Banish called the meeting to order at 12:50 pm.
- **Meeting Review:**
 - **Bill 417 sent to Finance Committee.**
 - **Bill 419 placed on faculty senate agenda.**
 - **Bill 420 placed on faculty senate agenda.**
- **Administrative Reports**
 - President Bob Altenkirch
 - December 7th is the holiday party starting at 4:00 pm. December 10th is commencement. There will be more screening of those entering the VBC.
 - Provost – There are several items you can't take in. The list has been sent out.
 - Mike – Is there a reason for this to happen?
 - Bob – No, this is just a state of affairs.
 - Carmen – They started this for concerts right after the shooting in Las Vegas.
 - The VBC has asked us to split the ceremony. The last couple we had so many guests that we may not be meeting fire code. They wanted us to split this time, but we got around it.
 - Provost – Usually December isn't as large as May.
 - Kader – Will we have two graduations?
 - Bob – We will just have to split it to meet their request.
 - Board Rule 108 – Campus designees can't be me or lawyers. It has to be someone outside of the legal office. I am talking with John Cates. I asked the Director of Title XI Compliance to be that designee. We are also going to have to revise the Policy on Policies to incorporate this. There is going to be a committee within the system. Revising the Policy on Policies starts at the VP level and comes to the three governing bodies. I can't tell you what is driving it. It just is what it is. I don't know if it is the result of an issue.

FACULTY SENATE

MEETING #584 AGENDA

SST 105

THURSDAY, December 7th, 2017

12:50 PM to 2:20 PM

Call to Order

- 1. Approve Faculty Senate Meeting #583 Minutes from November 16, 2017**
- 2. Accept FSEC Report from November 30, 2017**
- 3. Administrative Reports**
- 4. Officer and Committee Reports**
 - **Bill 393**
 - **Bill 417**
 - **Bill 420**
 - **Bill 419**
- 5. Guest Speaker**
 - **Ron Leonard, Director of Network of Alabama Academic Libraries**
 - **Katherine Quinnell – Athens State University**
 - **Vicky Ohlson - ACCS**
- 6. Miscellaneous/Additional business**

Adjourn

Proxies for Senate meetings must be a Senate-eligible individual from the same academic unit. No individual may carry more than one proxy.

PLEASE SEND PROXIES TO LAUREN BAKER: facsen@uah.edu

FACULTY SENATE MEETING
November 16, 2017
12:30 P.M. in NUR 101A

Present: Milton Shen, Laird Burns, Kevin Bao, David Stewart, Ryan Weber, Joe Conway, David Johnson, Andrei Gandila, Jeremy Fischer, Anne Marie Choup, Dianhan Zheng, Kyle Knight, Mike Banish, Yu Lei, Tingting Wu, Yuri Shtessel, Fat Ho, Earl Wells, James Swain, Kader Frendi, Gang Wang, Christina Carmen, Angela Hollingsworth, Sharon Spencer, Monica Beck, Amy Hunter, Shanhu Lee, Roy Magnuson, Carmen Scholz, Jeff Weimer, Harry Delugach, Tim Newman, Shangbing Ai, Lingze Duan, Vladimir Florinski, Monica Dillihunt, Shannon Mathis, Ron Schwertfeger

Absent with Proxy: Chris Allport, Sophia Marinova, David Harwell, Fran Wessling, Carolyn Sanders, Ann Bianchi, Lori Lioce, Vladimir Florinski, Qingyuan Han

Ex-Officio: Provost Christine Curtis

Guest: President Bob Altenkirch, Dr. Ray Vaughn

- Faculty Senate President Mike Banish called the meeting to order at 12:52 pm.
- Motion to approve Faculty Senate meeting minutes. Ayes carry.
- Motion to accept FSEC Report. Ayes carry.
- **Meeting Review:**
 - **Online Privacy Statement Policy passes.**
 - **Bill 402 passes.**
 - **Bill 415 passes.**
 - **Bill 408 fails second reading. Passes third reading.**
- **Guest Speaker**
 - Dr. Ray Vaughn
 - I asked Carmen to speak with the Senate. I want to update you on several items. I wanted to start with over viewing the responsibilities of my office. I did speak with Carmen about complaints with C&G. After looking them over, they weren't C&G complaints. There will always be complaints with OSP and C&G. We try to intervene when we are made aware and talk them through.
 - I wanted to tell you things that I am proud of. The first is the creation of the Proposal Development Office. I think they have been personally responsible for the increase in NSF awards. I worked for three years to get C&G transferred to my office. I firmly believe pre and post award should be under the same manager. We moved C&G from Shelbie King Hall to the Von Braun Research Hall. As far as I know, it seems to be working better. We recently won the largest NSF research grant that UAH has been awarded. I put that up as a point of pride. There was a lot of work

that went into that to make sure that UAH received this award. There is one in the state. This state lost three years in a row. I knew if we could lead, we would get that proposal. We got a \$20M state wide effort we are leading. We have a much more balanced portfolio of contracts versus just grants now. I drafted the policy on policies and it created the process of policies. That was a major step forward. I think we have improved communication at all levels. Sponsored Programs is a small organization that is under paid. I lose them to Research Park very often. The only way to solve that is pay raises and that just isn't an option. C&G doesn't do procurement. A lot of complaints came with the procurement process. C&G primarily does invoicing. In my opinion, they are underpaid. We try hard to keep them on board, but they are very good accountants. We deal with two problems contracts and grants. They are very different.

- When I interviewed in 2013, this was an area of concern. I was concerned with the portfolio split. I said I would try to diversify that portfolio. We put some things in place that would help with that. Today in our FY17 portfolio, NSF is now 11.24% from 3%. That is a huge increase. That is primarily because of faculty and research centers winning more NSF grants. They are good to have, they are multiyear. NASA has gone from 21 to 23.6. DOD grants have gone to 19.2%. We have had to move much of the DOD contracts to industry contracts because we lost our sole source at Redstone. To preserve our work, we moved to industry contracts holding 33%. We have a lot happening within DOD.
- One organization dominates, that is SMAP. FY 17 has the largest authorizations to spend. Many other organizations are doing quite well. I wanted to show why I have to pay attention to the research centers. That is where a lot of the research funds are coming from. This is now the FY17 split with contracts and grants. It is basically 50/50. The trend from 2013 to now is growing. This shows proof that things put into place are working.
- In 2013, we had major problems with the arsenal. We had the luxury of having several sole sources. The leadership change took away sole source and much of our work. That caused a huge problem for us. We couldn't rely on the dollar flow from the DOD. We then used industry contracts. As we have moved to larger industrial contracts, every industrial organization has a different invoice process. DOD has one process. C&G that hasn't grown has to manage all the invoices through their process. There is a down side to moving to the industrial contracts. Also, DOD has given us a large number of additional requirements under the FAR. One example that has been an issue is requiring us to implement 110 security requirements within IT. We began to get letters from all of our primes that required us to comply. We are building a system within our IT system that only researchers required will have to use. This will cost my office several hundreds of thousands to implement.
 - Laird – Who is responsible for that?
 - Ray – Russ Ward is the one setting it up.
- We have a very quite organization, Office of Research Security. They manage over 400 security clearances. They handle many things that you never hear about. We don't do any classified research on campus, but off campus we do.
- F&A isn't profit. We don't make a profit. When you submit a grant or contract, there is a direct cost. There is also indirect cost that we need to recover. Our true indirect cost is 58% for the university. We never get 58%. Research actually cost us on the support side. It has to be compensated through tuition revenue and state

revenue. I am trying to get the max F&A. 48% for normal research is the F&A rate. We received a 2% increase. Off campus work doesn't capture as much F&A.

- At this university, 51% of our F&A return is at the off campus rate. 35% is at the on campus rate. 7% is no F&A. Sometimes I waive F&A. I don't do this automatically. Some of our colleges receive very small grants and we don't charge F&A.
 - Roy – I have looked into this before. The rate is justified by the expenditures. It seems we want to spend more than the rate so we can justify a rate increase. The gap on administrative side is worrisome.
 - Ray – Every university worries with this.
 - Roy – Do some come closer?
 - Ray – No, I think we are very efficient.
 - Carmen – Where is the 15% of F&A that DOD pays us?
 - Ray – It isn't there because it is split, but most is done by SMAP and falls under off campus. For DOD research that is off campus, we are boosted from 27.5% to 28%. The difference goes into the pot to pay where we fall short. Most of our work is off campus and that will hurt us.
- Harry – Why is health and environmental safety under your office?
 - Ray – It isn't unusual. It falls under because of the number of labs. It has a dual reporting structure. They report to my office and to facilities. They may come to me and say they have asbestos issue. Facilities then work to fix that issue.
 - Mike – It used to be under the VPR then moved to VPF. I was under the group that said it needed to be moved back. When you plan to do something, you are going to have chemicals, lasers, or radiation. Working with two organizations makes it very difficult.
 - Ray – I am not happy with their performance. We are working to improve this.
 - Carmen – There has been some improvement within the past few years.
 - Ray – We have issues with black mold and dangerous chemicals; they need to work more quickly on some issues.
 - Jeff – As we open the door for EPSCOR, I have been confronted with trying to collaborate with UAB. The dual overhead and charge has become confusing. We need more open discussion.
 - Ray – I would be happy to do that. The three VPR's work together well. Some of our nursing needed some assistance, I called the UAB VPR and he didn't charge me overhead. We have to know about them.
 - Laird – Thanks for C&G. Is there a chance to get a copy of the presentation? The Chancellor has come to the FSEC saying we would like more collaboration with the younger faculty. We would like to collaborate with those who have been here longer.
 - Ray – We are thinking about putting up a bus trip. There is a NSF day that will occur in Birmingham that will take people down. It is a system wide NSF day.
 - Laird – We have had issues with DOD over the last few years. Are there ways we may be able to grow some of that back?
 - Ray – It is going to worse. It won't get better. We are doing several things to get better. We are participating in OTA's that don't require FAR

oversight. We are on three OTA's now. We just won another. We are dealing with the arsenal now on a cooperative agreement that will be sole source to UAH so we can pass work through it. I have to tell you it has hit me like a bus. When I show up in 2013, within a couple of months, everything changed. Financially we are still doing ok. In 2013 to now, we have had the highest research numbers.

- Mike – For those of us who write proposals with a cost share. It seems we start with zero. We typically steal faculty time to make up that cost share. It would be nice if we came up with a more sensible plan.
- Ray – I think taking faculty time is a sensible plan. That is where I want to start to apply to cost share.
- Roy – You said our real indirect cost is 58.7%. So we are using money on the average dollar. You hinted that the grants were more profitable than contracts?
- Ray – That wasn't a hint. Contracts are much easier to manage than grants. Grants are so extensive. We get audited a lot so we have to read these and follow. You don't hear much about audits now because we do very well.
- Roy – Since we are under water, where does the subsidy come from?
- Ray – Tuition and state.
- Kader – Two years ago we lost the Carnegie ranking.
- Ray – We didn't really lose it, they just changed the criteria due to our PhD production.
- Kader – Can the research centers under your supervision get the PhD production back?
- Ray – There are some that do PhD students. They are working as hard as they can. At a small university, we are limited on PhD programs. I am not making excuses, we need to work hard. We didn't see that coming, they just changed it.
- David S. – You are saying research costs us money and it comes from tuition and state dollars. We have been told there won't be any more tuition or state dollars, why do we want more research?
- Harry- We want more grants.
- Ray – The difference in what research returns and indirect cost will always be handled by state and tuition revenues. This is actually built into the budget.
- David S. – The tuition won't increase. The state funds for research will go up?
- Ray – The state doesn't fund research.
- Tim – I think one thing that would be interesting would be to compute with a marginal rate. With that, it isn't 58%.

➤ **Officer/Committee Report**

- Carmen Scholz, President
 - If you remember Bill 410, that has been accepted by the administration. Bill 414 has been declined by administration. We have been working to have library collaboration. The Chancellor has now asked the three library directors to work on this. The last thing, I have a faculty handbook as it stands right now for all faculty.
- Christina Carmen, Governance and Operations Committee Chair

- The university committee list is complete. The reference manual for 2017/2018 is still pending.
- Monica Dillihunt, Undergraduate Scholastic Affairs Committee Chair
 - We met and we are in the process of gathering data. We are still meeting on retention.
- Tim Newman, Parliamentarian
 - The handbook committee has met and is proceeding forward on Chapter 5.
- Laird Burns, Finance and Resources Committee Chair
 - We have received all the proposals for RCEU. They will be put into charger path and students can apply.
- Mike Banish, Past/President-Elect
 - I finally met with Chih Loo. We sat down and went through the budget book. We didn't get into policies and guidelines. We better understand where things are going. How we are spending \$ 40M a year is unknown.
- Kader Frendi, Ombudsperson
 - No report.
- David Stewart, Personnel Committee Chair
 - We will be reviewing Bill 416.
- David Johnson, Faculty and Student Development Committee Chair
 - We will be meeting to discuss Bill 418.
- Anne Marie Choup, Undergraduate Curriculum Committee Chair
 - We reviewed three different proposals and approved them.
 - Presentation on tax reform.
 - Carmen - We could pass a sense of the senate. I am not sure how effective it would be. I want to get your opinion on this. This would be done to show our concern. Or d owe reach out to our sister systems to put something together jointly.
 - Kader – I suggest working with the system.
 - Mike – I think you need to contact them now. Think about the medical reimbursement at UAB. You have a sense of the campuses. I don't think it has to be a sense of the senate.
 - Roy – I think the one that will be the biggest impact is the issue of taxing the tuition waivers.
 - Carmen – If I get in touch with my other colleague senate presidents. This means you are all in favor of this.
 - Mike – All in favor of speaking with system senate presidents. Ayes carry.
 - Tim – I personally I think it would be nice if someone brought forward a bill by next senate meeting that hits on the items that are of most concern. I think it could really impact us and many other universities.
 - Monica – Can you get those out to the faculty?
 - Anne Marie – The summary points? Yes.
 - Jeff – I think each senator should disperse those to their departments.
- Carmen - We still have one policy that is still out there – online privacy statement policy. This has been out since 2015.
 - Mike – I make a motion we accept. Monica seconds.
 - Roy – I am concerned with the language. It opens nicely. Then it proceeds to show loopholes.
 - Jeff – I am speaking to being required by law.
 - Roy – We could be giving anything that someone wants.

- Tim – I think we should be concerned with the language. I will say that the sentence is strong language. This is required and that is the strongest language that one can get.
- Monica – I think the wording shows that the IRB would cover anything required by law. They can't provide information.
- Roy – I agree. There are lots of things that are confidential.
- Carmen – This speaks to surveys. If you wish to participate and reveal what they ask, then don't speak to things you don't want out.
- Roy – A. we shouldn't lie.
- Mike – It is only confidential based on what the law says. If the law requires you to divulge the information, we have to.
- Roy – Then we shouldn't say that.
- Laird – Regardless of a policy, law stands.
- Ron – It seems that the text is very similar to the text at U of A.
- Carmen – In favor of policy as it. Ayes carry. 1 opposes. 3 abstain. Policy passes.
- Bill 402
 - Mike motions to bring this forward. Jeff seconds.
 - Roy – Assuming that it would be transparent and fair, probably won't happen. I know that people are looking for proposals all over the university. There is no way to have experts on all of these. What are you going to do?
 - Carmen – I don't agree with you. I think it is valuable to have people there that aren't from that field.
 - Jeff – I read this as benign. Basically it says that faculty can write on their activity report that they are submitting proposals. I don't see anything about the transparencies about the reviews.
 - Carmen – All in favor of this bill. Ayes carry. 1 abstains.
- Bill 415
 - Monica motions to bring this forward. Mike seconds.
 - Tim – I think this bill is way overdue. I think we have a number of entities that the faculty should be involved with. For budget and planning issues, why don't they meet? Why doesn't faculty serve on it? I think it is great.
 - Kader – Especially given the current issues with the President coming up with budget, we need this.
 - Carmen – All in favor. Ayes carry.
- Bill 408
 - Mike – This is about a year ago, it went to committee. They couldn't find any changes.
 - Monica – I move that we accept. Mike seconds.
 - Roy – It is a little odd that if we have an external search that internal candidates can apply. It is adding an extra step in the process.
 - Carmen – You are correct in an external search internal candidates can apply unless they are convinced not to. It may not be legal, but true. There seems to be a movement to look for Chairs from the outside. In some departments, there may be some internal candidates that are discouraged or not considered. There are two years that they are less effective rather than someone who has been there.
 - Jeff – The concern is that it adds an extra step. I see it as a required extra step. I would like to propose amendment. That, at the written request of the affected unit. I would like that internal candidates get the departments behind them.

- Tim – I like the direction of the amendment. I think this could be misunderstood. Some think the head of the unit is the intention of the unit. You want members of the unit. I think you want to say more about what that means.
 - Roy – Motion to vote on amendment. Kader seconds. Ayes carry.
 - Carmen - All in favor of bill. Ayes carry. 1 opposed.
 - Mike – Third reading. Tim seconds. Ayes carry. 1 opposed. Bill passes.
- Meeting adjourns at 2:23 pm.

MEMORANDUM

TO: Christine Curtis, Ph.D.
Provost and Executive VP for Academic Affairs

FROM: Emanuel Waddell
Associate Dean, College of Science

Suzanne Simpson
Director, Institutional Research and Assessment

DATE: April 10, 2017

SUBJECT: SIE Committee Meeting

The SIE Committee reconvened to address faculty concerns about low response rates by students and how to increase them, review the timeline for SIE and other aspects of SIE that may need to be addressed.

Summary of Committee Recommendations:

1. Faculty can increase response rates by following best practices that are described below. Primarily these practices may be described as faculty discussing the importance of SIE, incentivizing participation, and monitoring of response rates.
2. Greater flexibility in deploying the SIEs especially in team taught environments.
3. Changing the scale of the SIEs from 1-4 to 1-5.

Low Response Rates:

During the open period for the SIEs, several committee members utilized several best practices to increase response rates. These best practices were:

1. Adding points to all homework scores if the overall response rate was greater than 85%.
2. Adding points to laboratory grades if the overall response rate was greater than 75%
3. Setting aside time in class for SIEs and monitoring the response rate. The instructor emphasized the importance of the SIEs and the value it provides faculty. In order to ensure an acceptable response rate, this exercise was conducted during a class period when an assignment was due.

Other best practices include:

1. Making the SIE part of the syllabus and creating an assignment inside the learning management system (LMS) such as Canvas that requires completion of the SIE. The assignment may or may not have points associated with it.
2. Provide instructions for students as a number seem to be unclear about how to access the SIE.
3. Providing an early reminder 2-3 weeks prior to the SIE.

Note: OIRA now publishes an SIE Timeline with start and end dates on their website at <http://www.uah.edu/academic-affairs/offices/oira/student-instructor-evaluations>.

Timeline:

There was some discussion with respect to the current timeline for the SIE. Currently, the SIE becomes available three weeks before the end of the semester and becomes unavailable at the last day of class before the final exam period. The general consensus of the committee was that the timeline was appropriate except for team taught courses. Some additional flexibility for providing the SIE for team taught courses would be valuable. For example, there are a number of courses that are taught by several instructors. It would be valuable to allow students to complete an SIE on a specific instructor after their module is complete.

Scale of SIE Response:

The previous SIE scale was as follows (1-4)

1. Strongly Agree
2. Agree
3. Disagree
4. Strongly Disagree

The consensus of the committee was that the scale should be changed to 1-5 to allow for a greater delineation amongst areas where instructors are successful and in areas where improvement is needed.

The suggested SIE Scale is:

1. Strongly Agree
2. Agree
3. Neutral
4. Disagree
5. Strongly Disagree

Other Issues:

There were concerns in the committee about:

1. The appropriate method of reporting data; specifically there is concern about reporting data for graduate level courses because of small class size. A number of members indicated that they did not request SIEs in small classes due to concerns about anonymity.
2. Bias in SIE scores. A preliminary analysis indicated a statistically significant lower score for underrepresented minority faculty across all colleges.

Appendix:

There were some concerns expressed about response rates for undergraduate courses versus graduate courses. An overview of the response rate data follows below. The undergraduate response rate is on par with response rates observed at other colleges and universities that have transitioned to online evaluations.

UG = 52% (15799/30262)

GR = 46% (2004/4376)

Grand Total = 51% (17803/34638)

Best Practices Preliminary Results:

1. Points were added to homework scores if the class response rate was 85% or greater.

MGT-611-01 SUPPLY CHAIN MANAGEMENT = 94% (16/17)

LLMSC-605-01 OPERATIONS MANAGEMENT = 93% (26/28)

2. Laboratory points were added if the response rate was 75% or greater.

INTRO TO BIOLOGICAL RESEARCH = 100% (8/8)

FYE-101S-07 CHARGER SUCCESS - SCIENCE = 45% (15/33)

3. Time was set aside in class to complete the SIE responses. Faculty members monitored response rates. This was done on a date when an assignment was due.

KIN-351-01 EXERCISE TESTING & PRESCRIPTION = 43% (6/14)

KIN-451-01 RESEARCH EXERCISE SCIENCE I = 94% (15/16)

KIN-451-02 RESEARCH EXERCISE SCIENCE I = 94% (17/18).

- I am proxy for Monica. This is straight from Monica. These are the newly elected senators for 2017. The nominations for ombudsperson are needed.
- Christine Sears, Undergraduate Curriculum Committee Chair
 - No report.
- Joseph Taylor, Finance and Resources Committee Chair
 - Distinguished speakers proposals are due the 20th.
 - Carmen – How many do you have?
 - Joseph – We have three or four for eight spots. We split the calls last year but I am not passing that off. We are just doing one.
 - Carmen – Could the deadline be extended?
 - Joseph – It could be extended some, but not into May.
- James Swain, Undergraduate Scholastic Affairs Committee Chair
 - I got a decisive vote on IRB, 07.01.02. I don't know what happens after I report they have been approved, but I am reporting it.
 - Carmen – What is the procedure?
 - Mike – It will go on the packet for Thursday?
 - Tim – We have to vote to send it to faculty.
 - James – I move that this get reviewed by senate. Mike seconds. Ayes carry.
- Earl Wells, Faculty and Student Development Committee Chair
 - I haven't received anything negative on the bicycle policy. I haven't received any negative feedback that we need to change anything. I think the bill goes out of committee unaltered.
 - Mike – All in favor of moving policy forward. Ayes carry.
- Mike - Bills 403, 404, and 400 went out to committees.
 - Carmen – I move bill 404 back to committee.
 - Tim – I move 403 to senate. Laird seconds. Ayes carry.
- Laird – In regards to SIE, I have an issue with the first note about the tenth week. I think that is too early.
 - Mike – We had the report from the SIE committee. Bill 393 we had tabled. The Provost asked us to table it because there was a committee. She did ask us what the committee said.
 - Christine – Does feedback go to you or her?
 - Mike – I guess to me.
 - Ramon – The committee is saying let's make what is there better. The bill is saying we need another system.
 - Laird - I think there is good in both of them, but they need to be looked over.
 - Christine – I sent this out to my committee and history faculty. The feedback came down to two things. One being if we want good results, what do those results mean? Is it sound to give extra credit to those who respond? Secondly, when we used the paper method, we got higher returns. We realize administrative costs are high but that makes the most sense.
 - Mike – I agree with you. In Madison County, we do optical scanners and ballots, they can't cost too much.
 - Carmen – I was told that in no uncertain terms that paper will not come back.
 - Laird – The committee was told paper would not come back. If we care to entertain this argument, I am ok with that.

on the
agenda of
FS 4/20/2017

- Mike – I would like to make an amendment to bill 393 that SIE's be done during the 11th week. Would that make business happy?
- Laird – We do it during the last two weeks of class.
- Mike – I would like to make a motion for an amendment that it is done during the 12th week of class.
- Tim – We need a motion to send to senate.
- Ramon – I motion to send 393 to the senate.
- Mike – I would like to make an amendment that SIE's be done during the 12th or 13th week of the semester.
- Laird – Do we keep them open until the 13th week?
- Mike – No, all in favor. Ayes carry. With amendment, I motion to send to senate. Ramon seconds. 1 opposed. Ayes carry.
- Joseph – My committee reviewed this as well. One thing in my committee is we need to know how these will matter for tenure.
- Ramon – The bill says it should be solely students.
- Mike – Do I have a motion to continue for ten minutes? Christina motions. Ayes carry.
- Librarian Policy
 - Joseph – I talked with David Morgan again. This bill got caught up with lecturer policy. I want this separated. We aren't asking for tenure just promotion. Their job isn't as desirable because they don't have this in place. I think we owe this to them to get it in place. I think the administration rejected it because of one sentence. I don't know that we even need that sentence in there.
 - Tim – Was there an expression as to why there was a concern with that?
 - Joseph – He was combining lecturer and librarian together.
 - Mike – He did cloud them together. We say that board rule 301 exists. We would like for them to have a review.
 - Tim – I think the policy needs to go before the senate.
 - Kader – This is long overdue. We were going to pass it in my term.
 - Mike – All in favor of moving this to the floor. Ayes carry.
- Bill 406 & 407 – They are the ones that came out of faculty senate meeting.
 - Tim – We had 407 before and it was shot down. I don't think that 407 will fly.
 - Mike – All in favor of moving 406 to senate. Christina seconds. Ayes carry.
 - Carmen – 407 has been considered before. The faculty wanted it and nothing came from it.
 - Tim – The librarian people told Brett that the providers won't agree to this.
 - Carmen – What is the deal that they have special permits to get into other databases?
 - Joseph – You can request from the librarians at the other universities to be guest.
 - Mike – This seemed to be something the Chancellor seemed happy to do. Let Bob work with the other Presidents and the Chancellor.
 - Joseph – It is very expensive.
 - Mike – Do I have a motion to move 407. Carmen seconds. 1 opposed. Ayes carry.
- Approval of agenda for faculty senate meeting 578. Add the following to the agenda:
 - Librarian Policy
 - IRB Human Subjects
 - Bill 402
 - Bill 406

Faculty Senate Bill No. 420

**Importance of Vacant and Vacated Faculty Positions to Sustain
the Educational Mission of the University of Alabama in Huntsville**

WHEREAS a core mission of UAH is to educate individuals in leadership, innovation, critical thinking, and civic responsibility; and

WHEREAS this educational mission is provided primarily if not exclusively by faculty and staff in academic departments; and

WHEREAS the ability of an academic department to fulfill its role in the educational mission of UAH depends directly on its ability to assign teaching duties to qualified individuals; and

WHEREAS academic departments as a whole are the best judges of the qualifications that individuals must have to teach to the needs of the respective department; and

WHEREAS the process that an academic department must undergo to fill vacated or vacant faculty lines with qualified personnel often if not always takes at least a year to complete; and

WHEREAS when a faculty position is vacated, the absence of immediate, reliable, coherent, and consistent statements to assure the position will be filled undercuts the ability of the affected department to plan how to meet its educational requirements in the short term; and

WHEREAS as long as a faculty position remains vacant, the sustained absence of reliable, coherent, and consistent statements to assure the position is to be filled undermines the ability of the affected department to maintain its educational mission and negatively impacts the morale of the affected department over the long term; and

WHEREAS academic departments at UAH have had positions vacated and have positions remain vacant even as the duties and responsibilities required of the affected department to meet their educational missions have remained constant if not increased over that period; and

WHEREAS the administration has taken upon themselves to capture vacated and vacant faculty lines from academic departments to a central pool of positions; and

WHEREAS the administration has also indicated that it plans to disburse vacant and vacated positions later according schedules that they set; and

WHEREAS the administration has given reasons for taking this approach that appear non-committal toward or ignorant of the needs of the affected departments to meet and sustain their own constant or growing educational needs;

BE IT RESOLVED THEREFORE that actions taken wherein vacated or vacant faculty positions are captured back to and held within a central pool of positions above department level, especially without giving due diligence to provide immediate, reliable, coherent, and consistent

information back to the departments to plan to fill the positions, are deemed to be counter to sustaining the educational mission of UAH. In the short term, such actions immediately undercut the ability of the affected department to plan, assign, and implement its teaching responsibilities with an account to meet its educational standards. In the long term, such actions undermine the ability of the affected department to maintain its educational standards and also damage the morale within the affected department.

Senate Bill 419

Compensation of faculty with increased teaching levels

WHEREAS past UAH policies included increased compensation and acknowledgement of faculty with either teaching loads above their College normal levels and/or class sizes above 35 students, more specifically at levels of 35, 45, and 55 students,

WHEREAS these incentives were set to encourage and reward faculty who responded to the needs of the University,

WHEREAS these incentives have been removed with no explanation,

BE IT THEREFORE RESOLVED, that the University of Alabama in Huntsville re-establish both class teaching overloads and compensation for teaching classes above 35, 45, and 55 students,

BE IT FURTHER RESOLVED, that for courses where class size is limited by Federal, State, or Accrediting Bodies that instructors of such courses be compensated at the extra compensation level for a 35 student course, if the said course enrollment is at 90% of the starting class takes the final examination for that course.

BE IT FURTHER RESOLVED, that these teaching overload and class size incentives be applied retroactively back to, and from, the 2015-2017 academic year.

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

FACULTY SENATE

Senate Bill #417: Modification of Indirect Cost Recovery

WHEREAS, Indirect Cost Recovery (ICR) is one of the primary mechanisms for support and reinvestment in university research and scholarly activities; and

WHEREAS, ICR can, and should, provide an important incentive to researchers and their academic and/or research units to explore, enhance, and expand university research and scholarly activities; and

WHEREAS, the existing ICR distribution scheme differs from that employed at other institutions within the University of Alabama System and other peer institutions; and

WHEREAS, the existing ICR distribution scheme is 47% to General Fund, 23% to Office of the Vice President for Research and Economic Development (OVPRED), 11% to Office of Academic Affairs (AA), 15% to a researcher's College or Research Center, 0% to a researcher's department, and 4% to the researcher's "PI account"; and

WHEREAS, the existing ICR distribution scheme may not represent the most effective or productive use of funds supporting or stimulating university research and scholarly activities, including the education and training of students, investments facilitating the development of expertise, timely investments that facilitate flexibility and creativity, or costs associated with research competitiveness and productivity; and

WHEREAS, the existing ICR distribution scheme may not balance, and in fact may increase the disparity between, the academic and research goals of the University as represented by the AA and the OVPRED, respectively; and

WHEREAS, a reevaluation of the ICR distribution scheme and its effectiveness in facilitating research and scholarly activities has not been performed for at least 20 years; and

WHEREAS, a modified ICR distribution scheme may empower academic units to serve their faculty, students, and staff more effectively, while simultaneously enhancing the success and productivity of researchers/scholars and their associated activities; and

NOW THEREFORE BE IT RESOLVED:

That the Faculty Senate, on behalf of the faculty of the University of Alabama in Huntsville, request a review of the existing ICR distribution scheme by the relevant officer(s) of the University of Alabama in Huntsville including, but not limited to, the Office of the President, Office of Academic Affairs, Office of the Vice President for Research and Economic Development, and the Office of Finance and Administration ("Administration"),

AND BE IT FURTHER RESOLVED:

That as part of this review the Faculty Senate request that the Administration evaluate the feasibility and impact of a modified ICR distribution scheme including, but not limited to, a distribution ("Proposed Distribution") as follows: 30% to General Fund, 15% to OVPRED, 15% to AA, 20% to a researcher's college or research center, 10% to a researcher's department, and 10% to the researcher's "PI account",

AND BE IT FURTHER RESOLVED:

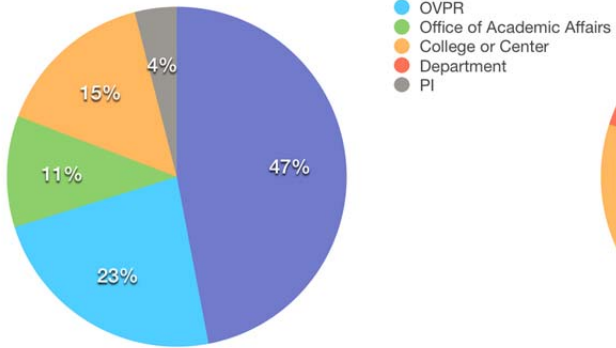
That a report summarizing the findings of this review be submitted to the Faculty Senate no later than 3 months following passage of this bill, to include one or more of the following: a) a plan, including schedule, to implement the Proposed Distribution; b) a proposal for another ICR distribution scheme consistent with the approach employed at UA (Tuscaloosa) and its corresponding percentage distributions to college/center, department, and PI; or c) an explanation as to why a change should not be implemented, including an analysis of the effectiveness of the existing ICR distribution.

Graphics attached illustrating the existing ICR distribution and the Proposed Distribution.

Existing ICR Distribution

UNIT	ICR %
General Fund	47
OVPR	23
Office of Academic Affairs	11
College or Center	15
Department	0
PI	4

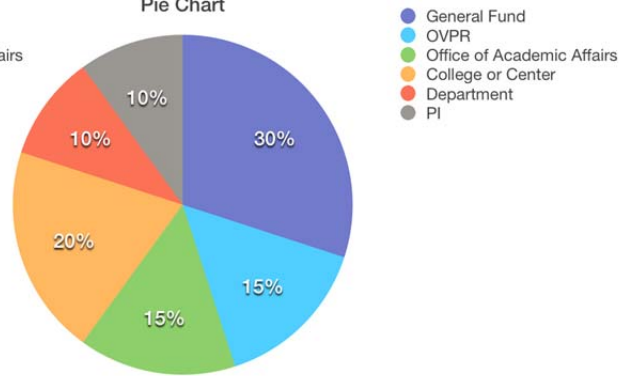
Pie Chart



Proposed ICR Distribution

UNIT	ICR %
General Fund	30
OVPR	15
Office of Academic Affairs	15
College or Center	20
Department	10
PI	10

Pie Chart



THE UNIVERSITY OF ALABAMA IN HUNTSVILLE
FACULTY SENATE

Senate Bill 393: Student Evaluation of Teaching

Bill History:

WHEREAS, Student evaluations are used by the administration in matters of tenure-track reappointments and tenure decisions, and

WHEREAS: Student evaluations are almost the sole criteria for the reappointment of adjunct faculty, and

WHEREAS: The introduction of on-line evaluations resulted in a substantial dropping of students responses compromising or invalidating the statistical nature of the survey, and

WHEREAS: Some online evaluations have been recording students responses after the students received their grade, and

WHEREAS: The same evaluation forms are used for all classes in campus across departments and colleges without little or no input from faculty and ignoring the diverse nature of classes and subjects taught, and

WHEREAS: Student evaluation forms do not address the class content, the difficulty of subjects taught in each class, nor the material used by professors teaching the class,

NOW THEREFORE BE RESOLVED:

First: That starting during Fall 2016, all student evaluations will be done in class, during the tenth week of classes, that is at about two-thirds of the semester length, and during regular class hours.

Second: That all Colleges and all departments within Colleges design their particular and specific evaluation forms taking into account the diverse nature of classes and specific subjects taught by the respective departments and colleges. These evaluation forms should be carefully worded to avoid biasing student response, must include questions appropriate to the field of study and the pedagogical methods used and serve as a tool to improve teaching effectiveness.

Third: That no teaching reviews of tenure-track or adjunct faculty should be done solely taking into account student evaluations. In every teaching review faculty committees, department chairs and college deans must include comments on the faculty teaching portfolio for the class, including but not exclusive, class syllabus content, copies of slides, Power-Point files and other

visual aids used by faculty, nature and number of homework assigned, grade distribution and a direct assessment of the professor's teaching style done by a senior faculty.

- Veteran's Day – From time to time I receive a letter asking why we don't receive that day as a holiday. The other two campuses don't receive that day. Since we made the change with Spring Break, we are in alignment with all other universities. Veteran's Day falls on a specific date, so it makes it harder to plan when it will fall. Student Government wants to propose a change to the student handbook in regards to Veteran's Day. SGA wants to add to the "such as list" any students participating in Veteran's Day activities. It is a fairly large group here. There was an issue with a student who participated in a Veteran's Day event. They weren't allowed to make up their work.
 - Kader – If they are proactive with the faculty, we usually understand. We accommodate the athlete's just fine.
 - Anne Marie – This would only apply to Veteran students?
 - Bob – Yes. I am not a Veteran so I don't understand all the ins and outs. I am sure there are local events for those.
 - Anne Marie – I think it should include all the community. What is our role in this?
 - Bob – You don't have any formal role. I am just asking the question. In the end, I have to approve it and the board.
 - Anne Marie – It seems reasonable.
 - Carmen – I would go with the wording they put forward with just veteran's. We excuse just athletes not all that want to attend. I am not opposed to that. If this is what they want, I don't see that to be worth fighting over.
 - Bob – That would be my take on it.
 - Mike – I know it is difficult. Considering we are in Huntsville, why don't we just say there aren't any classes that day? Can we add a day at the beginning or the end? It isn't that difficult to accommodate. It would also put us into a unique situation. You can just say it is a no class day.
 - Carmen – This is a separate issue. I think I would like to think longer on making it a no class day.
 - Kader – I agree with Carmen. We struggle to complete the semester as is.
 - Bob – From having to approve the calendar, the calendar is very tight.
 - Provost – If we want to have the 75 days for 40.5% in the summer. There is no latitude in the beginning; it is only at the end. Then we are running into the block days with VBC for commencement.
 - Bob – It seems to me they are proposing for veterans and active service members. They want to attend events.
 - Carmen – They should have that possibility.
 - Christina – Was it 700 students that are active or veterans?
 - Bob – About 10%.
- Let me describe what we are doing with the reserve or fund balance. The reserve funds are part of the net position in an audit statement. It tells the financial health of the institution. One of the purposes is for someone looking to invest by a bond look at that certain statement. There is a line of reserve funds for them to see. They are expendable funds you use for various purposes. In 2017, reserve funds were \$94M, 42% of those funds were unallocated. They basically were held in a number of accounts and can be spent. 58% were allocated, that means they were distributed in various units. 33% of the 58% were in various departments.

Department reserves were a large chunk of the reserve in 2017. In 2017, the reserve funds total \$87M. Essentially, 100% of that \$87M is allocated. That is true on paper. In actuality the central reserve has provided a loan of \$15M to initiate construction of Charger Village. By loaning money, we avoid paying interest on a bond that we don't have revenue. We save several million dollars. Additionally, the way we approached vacant positions on faculty and staff side, on the staff side we went through and combed out those positions that were never used. They were eliminated and the funds were pulled back to central reserve. On faculty vacancies, the money was pulled back. For many of the vacancies, people were getting paid to do work. As the funds were pulled back, the people were paid on unit reserves. You are moving funds from the unit reserves to the central reserve. That was about \$3.2M. When you add the \$15M, \$3.2M, to the \$86M, you get \$106M. It really hasn't changed over time. However, there was a spike in 2010/11. The spike came from federal stimulus money and the years of huge tuition increases. The federal stimulus money was dumped into a central reserve. When the tuition spiked, some of the revenue wasn't budgeted out. Those two events pushed the reserve over the \$60M. The \$50-\$60M difference has been put into difference projects, facility enhancements. That money has been spent and those two events won't happen again. We have to refill the reserve again. Personnel funds for staff/faculty are held centrally and budgeted out as part of a plan similar to this year.

- Kader – Is SSB part of the \$50-\$60M?
 - Bob – Yes.
 - Provost – And the greenway.
- People were coming to the central reserve asking for things to be done. The reserve was replenished under Frank Franz by 50% of the residual came back to the reserves. Dave Williams changed it to 100% staying in the unit. It persisted because of those two events. Money from those two events has been used. The reserve needs to be replenished. You could tax on the back end. The money left would be taxed. That would be hoping that all the money isn't spent. The other way is to budget on the front end. The other element that comes in is the board requiring that we budget depreciation up front. That then lets us know, budgeting on the back end isn't a good idea.
- Kader – You can control the number of hiring's based on the depreciation number. In other words, you don't replace as many, correct?
 - Bob – No. If you read the audit statement, there is a line that says depreciation, it is negative. If you didn't have money leftover, the bottom line net asset change is negative. The board is saying no, you have to cover that. It's really no different; it is just in the timing of doing it.
 - Carmen – I understand depreciation. I am more concerned about vacant faculty positions. You are saying the money is pulled back in a central pool and those paid GTA's.
 - Bob – Only for one time, the people that would be paid by the money pulled back are being paid by a reserve account.
 - Carmen – How are they paid next year?
 - Bob – They will be budgeted out and expected you will spend the money.

- Carmen – We have a situation in engineering that our student tutors aren't being paid. If these kids hadn't paid their tuition we would be on this. It comes down to blaming accounting.
- Bob – I don't know about that.
- Kader – What if we are too conservative and we don't spend all funds? Would that then go back to the units?
- Bob – You will have unspent funds. It's the reserve that fixes Morton Hall for example.
- Kader – If you budget to replace a roof and it doesn't happen, will that be spent elsewhere? I am afraid it will grow into big amounts.
- Bob – It's like the central reserve has been all along. It was just no revenue was flowing into it when Dave Williams changed it.
- Tim – Have you thought about going back to what Franz did? There was a big jump from Franz to Williams. I think Williams did it because a lot of units thought since we only get to keep part, we will spend everything. Personally, based on your description, it was too rich.
- Bob – Once you chop the money up in small pieces it goes back and tax each piece. Franz taxed all at once. That works and is fine. The risk is all will be spent. When you couple it with the fact that the board is saying you need to budget up front, the taxing on the back end doesn't work. It is more than replenishing; we have to do what the board is saying. During my time, we have only had one disastrous stock market incident. We can't absorb that. Other than that, investment income is about \$6-\$9M, depreciation is about \$16M. You need to budget \$7M up front.
- Tim – Do you depreciate buildings or land?
- Bob – Just buildings. The land shows in a different statement.
- Tim – It seems like your assets are going up if you aren't marking your property.
- Bob – We are talking about depreciation on structures.
- Tim – I think there are two stressors. One is the signature authority policy, we sent up a revision to that. A lot of faculty has a memory of the university having financial issues. It would alleviate stress if you go with higher dollar amounts that just the \$1K. Some will walk away that UAH is having financial issues from your presentation.
- Bob – With a fund balance of \$100M, the financial health of the institution is good. You don't want to deplete that fund balance over time. It's happened, because those two events won't happen again.
- Tim – Second, the collection of vacant positions. I have some sympathy with what you are doing. You are setting direction. You don't have a lot to work with. This is one means to do that. I endorse it in one principal. I think the way it is playing out is there will be some negative consequences. When someone comes up for tenure, there will be more of a tendency for the units to circle the wagons and tenure someone when they are afraid the position will go away. Would you be willing to consider not harvesting back tenure positions?
- Provost – Some areas the student population is going down and the position isn't needed. If you leave it in there, then why is that good of resources? I

understand your concerns. To arbitrarily say that it will stay in a given area of a department, I am not sure that is a wise decision. It could be needed a larger area.

- Bob – Any decision will drive behavior in one way or another. If you go back to taxing on the back end, they will spend all their money. Anything done will drive human behavior.
- Kader – We have quadrupled since I was hired. We haven't seen an explosion of resources come our way. We basically keep losing people to health issues and quitting. I hope help is coming, but it never has.
- Provost – There have been positions allocated and not filled in your department. I know all the issues. The positions are allocated. There are a lot of things that happens, not due to resources.
- Mike asked about over a tenure period our revenue has increased \$67M. He wants to know where it went. He is coming next week for us to discuss. Out of curiosity I looked at other institutions. We all have a student faculty ratio of 24/25. Auburn, Alabama, and South Alabama benefit from a economy scale. I looked to see if we are behaving the same way. A lot of money goes into scholarships and discount rates. If you look at UAB, UA, UAH, each year there is a report written called a debt service analysis. The discount rate for all three is identical. Over time, these institutions are competing. We are in thick of what everyone else is doing. We changed recruiting because we weren't playing the same game.
- Provost Christine Curtis
 - The hiring process that we have gone through the last few years is for the Dean to put forth their request. It started out very informal but now it is very formal. There is now a due date, specific requirement for justification. At that point, it is my job to come up with an allocation for each college. This year we becoming more formalized. I sent the student to faculty ratio. We looked at the number of tenure track faculty in the department. We looked at the different areas for each college. We then allocated the positions and my requirement placed on me by Bob was to stay in the faculty vacancy pool. The FY 18 we used a lot of new monies for faculty. Those positions are then allocated to the Deans. There was often three different Deans came back requesting change to the area of research. We were also asked to reconsider a vacancy due to a death of one our faculty members. The process follows the search and hiring policy. Everyone has to go through the search, set up the committee, initiate the request for the search. When the interview process starts, they all have to be approved. They request to hire has to be approved. When it is a very competitive area, I request they give me their first and second candidate to hire. We are also pushing for diversity.
 - Bob – What Christine is describing is how it was done previous. The financial management has specific goals but the process doesn't change.
 - That is the process we go through. Once the positions are allocated, the funds are set. If we have an increase in the student body, there will be a few units where there will be a request for more assistance. The Deans make the decision how to prioritize. The positions aren't held in the department.
 - I wanted to mention the OIT policies. Thank you for listing the specific issues. Now with Board Rule 108, their next mission is to examine UA and UAB's policies. It may be a while before we get back.

- Kader – The erosion of the handbook enforcement. The rejection of Bill 414 asking to slow down the policies that copy the handbook is really worrying faculty. Any question I used to ask, the answer referred me to the handbook. It seems now it is a forgotten document. We spend so much time to work on it and it's overlooked. I don't know what is going on. I was not happy that Bill 414 wasn't adopted. We have it in the handbook, why copy into a policy? The violation of the handbook is happening in several areas.
 - Carmen – The handbook committee is working on outstanding chapters. We should be governed by the faculty handbook. I hope it will continue to be our governing document.

➤ **Officer/Committee Reports**

- Carmen Scholz, President
 - There were some things brought to my attention for the President. One would be the lighting on campus at night. The new pedestrian crossings from MSB to Tech Hall, there are no lights. I go by this way and know where the issue is. There are more from my understanding.
 - Provost – I will mention this to the President.
 - Monica – They changed the one right by Roberts Hall. It isn't any better.
 - Carmen - The other suggestion is on the parking lots. That referred to the parking lots are not illuminated at night or when the campus is closed.
 - Monica – It is like the bulbs are energy efficient but they are dark. They look yellow.
 - Provost – My understanding was the lights stay on as long as the college has asked. We need to review the schedule and then see if it reasonable.
 - Monica – In Roberts, they have concerts and community people in and out.
 - Carmen – In our building when I was Chair, I assumed the role of turning lights off. The entire building is lit all night through. Is there a way to make those go off automatically?
 - Kader – I suggested Bob invest into motion sensors, also in the parking lots.
 - Carmen – I know the cleaning people come at 5 in the morning, but if it wasn't for the last ones in my building, they would stay on.
 - I talked with Mike and he will be leading the senate meeting next Thursday.
- Tim Newman, Parliamentarian
 - No report.
- Kader Freni, Ombudsperson
 - No report.
- Christina Carmen, Governance and Operations Committee Chair
 - No report.
- Anne Marie Choup, Undergraduate Curriculum Committee Chair
 - We have received ten new proposals. We won't be able to get to them until January. Some wanted to begin spring 2018, but I don't see us getting to them before then.
- Laird Burns, Finance and Resources Committee Chair
 - The applications for RCEU went out. The charger path system is working. We only had a few small issues. The faculty selects by the 15th. It is on track.
 - Carmen – So we fixed last year's problem?
 - Laird – Yes, it comes to the committee has a packet.

- Carmen – Do we have a stipulation that they have to be juniors apply?
 - Laird - No, we had freshmen apply.
 - Carmen – There was one student that approached me that she couldn't register.
 - Laird – Send it to me and I will look into it.
 - Monica Dillihunt, Undergraduate Scholastic Affairs Committee Chair
 - No report.
 - David Johnson, Faculty and Student Development
 - We are scheduled to meet January 25th to discuss Bill 418.
 - David Stewart, Personnel Committee Chair
 - No report.
 - Carmen - We received a request from the Director of the Libraries to address the senate next week. I also received the request to hunt for the SIE Bill 393. It has been tabled. It needs to be untabled. I will suggest to Mike that bill 393 be untabled.
 - Kader motions to extend meeting 5 minutes. Ayes carry.
 - Bill 417
 - Carmen – What is your response to deal with this bill? Do you feel moving it to senate is best or going to committee?
 - Laird – Since Mike meets with Bob next week, I don't want to present this before senate until after that meeting.
 - Carmen –We will send to finance committee.
 - Bill 419
 - Carmen – I like this bill. I suggest it goes back to the senate.
 - Bill 420
 - Carmen –This speaks to important vacant/vacated positions. Tim's concern is represented here. Would you want to move it forward?
 - Tim – I move to send to senate. Kader seconds.
 - Carmen – All in favor. Ayes carry.
- Meeting adjourned at 2:23 p.m.