

FACULTY SENATE

MEETING #600 AGENDA

LIB 111

THURSDAY, September 19, 2019

12:50 PM to 2:20 PM

Call to Order

- 1. Approve Faculty Senate Meeting #599 Minutes from August 22, 2019**
- 2. Accept FSEC Report from August 20, 2019**
- 3. Accept FSEC Report from September 12, 2019**
- 4. Administrative Reports**
- 5. Officer and Committee Reports**
 - **Bill 434**
 - **Bill 435**
- 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

Senate Bill 435:
Parking Passes for Departmental/College Visitors

History: At FSEC Sept. 12, 2019; Passed First Reading that day

WHEREAS, visitors are invited to UAH to work with faculty, staff, and students within the Departments and College, and

WHEREAS, many of the visitors to UAH are senior personnel within their respective industries, and

WHEREAS, it is a highly inefficient use of the visitors' time to have to spend time stopping at a second location on campus to retrieve a parking pass, and

WHEREAS, many visitors may decide to visit a Department or College on less than 48 hours notice,

NOW THEREFORE BE IT RESOLVED:

UAH Departments and Colleges will have a supply of Visitor Parking Passes in their offices for use by Department and College visitors. In addition, Department Chairs and Deans will be able to void parking tickets that visitors may have received. Department Chairs and Deans can void parking tickets simply by signing that the parking tickets was received by a visitor on Department or College business.

Senate Bill 434:
Multiple Parking Passes for UAH Faculty

History: At FSEC Sept. 12, 2019; Passed First Reading that day

WHEREAS, faculty typically have different cars for different uses, and

WHEREAS, faculty and their partners may need to change cars during the day, and

WHEREAS, many faculty members' partners work, and

WHEREAS, switching of parking passes from one car to the other does not need to be a central focus of faculty members or their partners

NOW THEREFORE BE IT RESOLVED:

That UAH Faculty may purchase two parking passes that may be used independently by them, their partner, or other family members. The additional parking pass may not be used by the faculty members' children who are students at UAH.

SENATE EXECUTIVE COMMITTEE MEETING
SEPTEMBER 12, 21019
12:50 P.M. in BAB 203

Present: Carmen Scholz, Jeff Weimer, Carolyn Sanders, Laird Burns, Laurel Bollinger, Melissa Foster (Proxy for Lori Lioce), Monica Dillihunt, Michael Banish, Seyed Sadeghi, Tim Newman

Ex Officio: Provost Christine Curtis

- Laird Burns called the meeting to order at 12:50 pm.
- Mike Banish announced he would be audio taping the meeting.
- **Reports**
 - **Provost Christine Curtis**
 - TIAA CREF - Provost Christine Curtis reported that we have only one choice now and that is TIAA CREF. She was told TIAA CREF was better than Valic and that TIAA CREF has lower fees.
 - University Committees - Provost Curtis announced that University Committee information is on the website. It can be accessed on the Academic Affairs website under the Faculty/Staff Resources drop-down menu, and then under University Committees. Provost Curtis passed out copies of the Master Committee List spreadsheet and the Faculty Senate committee selection responsibility spreadsheet, both of which are located on the website. Provost Curtis stated that we are responsible for getting committee reports and noting information from the reports on the website's form. She also stated that we will be asking for reports from each committee chair. Provost Curtis further explained the Committee Manual and lists. Laird Burns thanked Dr. Curtis and President Dawson for putting the committee information together.
 - Revenue - It was announced that President Dawson is forming a plan to increase revenue and that he will share information about this, including what we are doing to make progress.
 - Statistics - Provost Curtis announced current enrollment statistics.
9,988 students are enrolled this fall
Undergraduate students: 7989
Graduate students: 1999
First-time full-time freshman: 1498
Dual enrolled students: 37
College Academy students: 93
Act average of full-time freshmen: 28.1
Current retention rate: 83%

Current graduation rate: 58%
Range of 740-800 transfer students enrolled at this time

- College Visits by President Dawson - Provost Curtis announced that President Dawson will start meeting with each of the colleges next week and that he will eventually get to each one. Provost Curtis also stated that President Dawson will be meeting with everyone, he will be going to faculty first, starting with Academic Affairs. Provost Curtis explained that HR requested he also meet with all the staff. This will be set up later. Laird Burns asked if these meetings could be recorded with Panopto and a discussion resulted regarding this. Laird Burns suggested it would be beneficial because not everyone would be able to attend the meetings. Dr. Curtis explained that perhaps it could be in some rooms but that it will be up to the colleges. Provost Curtis also stated she would check to see what could be done to at least audiotape these visits if filming wasn't possible.
- Bulgaria - Provost Curtis announced that David Berkowitz is in talks with Bulgaria as we have been named an entity that the Bulgarian government wants to work with. The Bulgarian government has purchased F16s and Lockheed Martin is involved. Bulgaria is interested in sending their Ph.D. students to work with our faculty. Carmen Scholz stated that many times Ph.D. students from Bulgarian and similar type governments/countries may not be accustomed to taking classes or paying tuition. Dr. Curtis responded that this fact has been considered and these students understand they will have to pay tuition, follow our curriculum and way of doing things.
- Chapter 5 - Provost Curtis stated that she, President Dawson and Robert Lindquist have reviewed Chapter 5.
- Vivarium - Provost Curtis announced that the Vivarium in the basement of SST has been approved for renovations. It will be enlarged and improved as they try to make things better for the faculty. She further explained that we are involved in animal research so that space is being enlarged. Carmen Scholz asked about bringing a veterinarian on board. Provost Curtis responded that she will ask Robert Lindquist about this. Carmen Scholz also asked the provost if we were in talks with Vietnam. The provost responded that she didn't have a recent update but that she would look into it.

➤ **Officer/Committee Reports**

- Laird Burns, President
 - I am trying to learn what each committee does throughout the year. He requested each of the chairs send him specifics on when and what they do. He also thanked the provost for sending the info regarding volunteers for the committees. Provost Curtis responded that Joy is working on the committee language and requested that everyone review the committee information and report any errors to Academic Affairs.
 - Norovirus - Laird Burns brought up the Norovirus and asked for more information about it. Provost Curtis stated that an email went out to students yesterday and one to the faculty today. She also explained that a communicable disease committee and policy exist and when an incident such as the norovirus occurs they are called into a meeting. The provost went on to say that this committee met yesterday and that the Health Department was on sight earlier in the week. The campus cafeteria was first thought to be the starting point and then biology and chemistry labs were suspected. Laird Burns stated he has seen problems in cafeterias and other food establishments in the past and that

the person in charge at UAH needs to look into the training of new cafeteria employees regarding contamination. Someone asked, why it took so long for the information to get out to the campus. Provost Curtis responded that she didn't know but that she, President Dawson, and Todd Barre were pushing the committee to get this info out earlier. Provost Curtis wants to see what can be done to shorten the time window and it was suggested that we also respectfully ask the President to see what can be done. Jeff Weimer inquired if this was the first instance of a major outbreak on campus and a discussion took place around the room. The consensus was that there was an outbreak about 10 years ago and also a TB scare since then. It was agreed upon that this is a good learning experience. Carmen Scholz stated that she was bothered by the fact that we heard this news from the local news stations first, well before we heard from the University. Mike Banish stated that he noticed students had missed his class so he wondered if they were sick. Laird Burns added that he has several students in his classes who are pregnant and that he was concerned for their safety.

- **Maker Space** - Laird Burns inquired about the maker space. A patent policy was discussed as well as other standard policies for the space. It was agreed upon that students need to be aware of makerspace policies. Provost Curtis requested that the policies be discussed with students in classes.
- **Regulations - International Policies.** Provost Curtis stated that we must report any funding we get from international sources. Regulations are getting stiffer. Laird Burns commented that when he contacts the International Office he has a hard time getting clear answers to his questions so he suggests a clear thorough form be created. Provost Curtis added that following the new rules are required. It was also stated that faculty members are responsible for the international visitors they invite and that we have to protect the university, faculty and research projects.
- **Land Grant** - the information recently released references a committee but it is vague. Someone asked who was on this committee. Provost Curtis responded that she didn't know.
- **SIE forms for online classes** - Online vs on campus SIEs were discussed. It was stated that a second form for online classes should be created because the current forms don't work too well for online classes. Provost Curtis stated that Jenny Cockerill is in charge of SIEs so she is the person who we should talk to about this. The provost added that Jenny would welcome attention to SIEs. It was also stated that the scholastic affairs committee will take this on.
- **Tenure Files** - Tim Newman stated that hard closure vs. soft closure of tenure files should be looked at. Mike Banish said his committee would look at this. Provost Curtis stated there are problems with open ended files. Carmen Scholz inquired if letters in the tenure files could be exchanged if new information came up after October 1st.
- **Academic Misconduct** - Tim Newman stated that we need to figure out what the situation is regarding the academic misconduct policy. Monica Dillihunt

responded that it had been sent but that she had not received responses regarding it. Tim Newman stated we had 3 options one of them being that the interim policy could be made permanent. Carolyn Sanders suggested that the scholastic affairs committee work on using the interim policy, which is currently in place, and use it as a base to build on. Changes will be made to it. The interim policy is good for 6 months. The goal is to have the new policy in place by spring semester. Provost Curtis announced it shouldn't be too hard to get it pushed through as it has already been through the system and approved as the interim policy.

- Dr. Nash - Provost Curtis announced that Dr. Nash is retiring.
- Faculty development and equity - Mike Banish requested input regarding faculty development. Mike Banish stated that there are pressures on instructors and teaching loads and he wants to monitor this situation carefully. Carmen Scholz added that we need to be more observant of our competitors (other universities).
- Melissa Foster spoke as Lori's proxy. She stated that the next two meetings had been set up.
- Jeff Weimer spoke about RCU 19 and 20. He also stated that Joey Taylor will pick up the speaker series and he thanked the provost for her support with the posters.
- Faculty Handbook Chapter 9 was put out for discussion by Mike Banish. He stated that we weren't going to vote on it. A back and forth discussion occurred and a final decision was made. It was stated that Mike Banish would do a Microsoft document compare and then highlight the changes that have been made. He will then send it out for review. Mike Banish requested that everyone look at it and send him feedback. Everyone on the committee will have a chance to look at it. Mike Banish stated that he would like to have more input on it from his committee members. Tim Newman made a motion to defer action on chapter 9. Carmen Scholz seconded the motion. Action was deferred to the next meeting.
- Bill 434 and Bill 435 - Tim Newman moved to the next meeting. Mike Banish seconded.
- The meeting then adjourned, after a motion from Laird Burns seconded by Mike Banish.

FACULTY SENATE MEETING

August 22, 2019

12:50 P.M. LIB 111

Present: Tobias Mendelson, Laird Burns, Kevin Bao, Dilcu Barnes, Amy Guerin, Laurel Bollinger, Joey Taylor, Rolf Goebel, Andrei Gandila, Carolyn Sanders, Jeremy Fischer, Christina Steidl, Mike Banish, Fat Ho, Gabe Xu, Christina Carmen, Kader Frendi, Elizabeth Barnby, Sheila Gentry, Darlene Showalter, Lori Lioce, Katherine Morrison, Melissa Foster, Jeff Weimer, Tim Newman, Huaming Zhang, Shangbing Ai, Seyed Sadeshi, Gang Li, Shuang Zhao, Monica Dillihunt, Paul Whitehead, Ron Shwertfeger, Seong-Moo Yoo

Absent with Proxy: Sophia Marinova, Harry Delugach

Absent without Proxy: David Allen, Jose Betancourt, Jeff Neuschatz, Yu Lei, Earl Wells, Ron Bolen, Eric Mendenhall, Carmen Scholz

Ex-Officio: Provost Christine Curtis

Guest: President Darren Dawson

- Faculty Senate President Laird Burns called the meeting to order at 12:55 pm.
- Meeting Review:
 - Faculty Handbook Chapter 5 passes second reading unanimously.
- Approve Faculty Senate Meeting Minutes #598 from April 18, 2019. Tim Newman moves. Monica Dillihunt seconds. Ayes carry. One abstains.
- Accept FSEC Report from August 20, 2019.
 - Mike – I would like to defer the motion for corrections. Monica seconds. Ayes carry. 1 abstains.
- Administrative Reports
 - President Darren Dawson
 - When I talked with Laird and Mike, they both said they want to make your time more productive. I am so glad to be here and excited to start the semester. I want to concentrate on how we can work together. I would like to open up for questions.
 - Laird – Did you want to comment on the committees we have discussed?
 - President – Yes, Christine is working to put together a sheet for working committees. They will note back to us no business was done or a synopsis on what they covered.
 - Laird – We did discuss about having a budget committee back in place. The administration has been positive in regards to this.
 - President – Yes, that sheet will show how we are spending the resources.
 - Tim – Some received letters or two from the system office in regards to 304B plan. To my knowledge, there was no faculty involvement in that at

UAH. There also was no heads up that it was coming. Do you have any details as to what is driving that? Or who we can contact?

- Provost - I don't have any information.
 - President – I have talked with Todd to contact HR with an explanation.
 - Seyed – I did hear it was more expensive and not much enrollment.
 - Kader – I am looking forward to working with you. We are wanting to see more of the shared governance. In the past, it has been mentioned, but not been the case.
 - President – We are working to do that with committees and the transparency over time.
 - Carolyn – After reading through the FSEC minutes, the conversation was in regards to the health of the funding. There has been a lot of devotion to facilities. Can you elaborate as to where we are?
 - President – We had a lot more in reserve in the past. Over time, the decision was made to grow the university to look like a traditional university. That came from facility expenditures. We have \$15M deferred maintenance. That is a small number in regards to other universities. Other institutions, being older, have older buildings. They put more money in people than maintaining the buildings. We have to work our way out of that over time. We have to use tuition or fee revenue for support staff.
 - Mike – One of the excuses we received for not receiving increases last year or this year was because we had to have a fund balance to cover maintenance. It seems we are operating under a rule that shouldn't apply to us.
 - President – It is total liabilities. Liabilities included pension, retirement related funding. There are many types of liabilities. At the system level, they want to look at you as a total asset university. That is how that happened. They didn't want the balance sheet to show a negative number.
 - Provost – Our big deferred maintenance is Morton Hall.
 - President – That one is being taken off the books.
 - Jeff – As you have just arrived, and welcome. What have you picked up on during your short time here, what do you think will be our big challenges that we will have to address in coming years?
 - President – I think one of the things is retention and graduation rates. If we want to get where we want, we have to raise our six year graduation rate. It is at 58%. We need to get up in the 60's. We have a really good freshmen/sophomore rate. We need to retain students all the way through graduation. We need to focus on our relationship with students and faculty. At the staff level, we need more academic advisors at the college level. We have to come up with some ways to strengthen our IT.
 - We aren't going to do this every time. Think about questions before you come and I will try to get back with you.
 - Laird – I know you commented about forums to engage more with the President.
 - President – April is working on scheduling things. There is a picnic tomorrow. I talked with a lot of students after convocation and faculty during the reception. There will be plenty of time for you to talk with me. If we use this venue right, we can talk a lot about university related issues.
- Provost Christine Curtis

- It is great to see all of you. We have a 58% graduation rate. Congratulations to that. I know you all worked to achieve that. It is important to our students. From the financial point of view, the legislature is talking about performance based funding. Our rankings depend on this rate. The primary reason is to benefit the students.
- We will be meeting with colleges. We will start setting those up mid-September. He will also meet with staff. I wanted to talk with you about enrollment. Total enrollment is going to be around 10K. Today at 5 AM, it was 9,981 at 10 AM it was 10,989. 8,000 undergraduate. We are under 2,000 for graduate. We would like more international students. Our retention rate is around 83%. The freshman class, we don't know yet. Banner is showing 1,418. Student Affairs show over 1,500. We are meshing the list. Some of the new first time, full time freshman may have been coded wrong. The preliminary ACT score went up this morning. Suzanne checked it this morning. 27.97, would round to 28, is the ACT score. 74% of our students are full time. Honors College has 300 more students. Their ACT was 31.7. 60% are from out of state. The total Honors is 1,042 for enrollment.
 - Gang – Do students drop out of honors or do they make it through?
 - Provost – Most drop out towards the end of the honors college. Some of our engineering students don't graduate with honors but they do stay in for a few years. Bill Wilkinson is trying to encourage them to stay in all the way through.
 - Kader – Are all of the residence halls full?
 - Provost – Yes. We used to require freshman and sophomores to stay. Now we can't require sophomores. We using Beville again this year.
- One thing we are convinced of is online course availability. We have added more, but they students are looking for flexibility. We have had to sign allowing them to take courses elsewhere because ours are full.
 - Rolf – Would it make more sense or not make sense in regards to online courses?
 - Provost – I would say whenever we can, we need to have an online option. A lot of the charger course are in demand for online. Statistics, psychology, English, math and list goes on for the ones students want for online. If they go somewhere else, we lose the tuition. I hope we can continue to make more.
- All the committees will be online soon. Every entity that has to elect will receive the spreadsheet. I asked Joy when she would send out for elections, she said early next week. President Dawson wants to make sure these committees meet. There is one for commencement but they haven't met. We did have to go ahead and plan for this year so they will meet for 20-21. Commencement will be at 10 AM for this fall with engineering and nursing. I asked Dr. Dale Thomas to be our speaker and he has accepted. For the 230 ceremony, the speaker with be Dr. Gary Zank. The fall will be December 16th. The spring ceremony will be April 30th. In the spring ceremony, 10 AM is engineering and business.
- We have a College of Science Dean search. Jason Green will serve as chair. Next week we have our first meeting.
- Every five years, we go through Dean reviews. This year we have one in engineering and one in education.

- You will be receiving an email from me in regards to honorary degree recipients. Please send me your nomination with your letter supporting your nomination.
 - Jeff – Is there a website where we could check to see if that person is on the list?
 - Provost – There used to be. The system does keep a list. I couldn't find it anywhere. I asked Peggy Bower and she contacted the system office and has a list. I can send it to Lauren and she can send it out. If the U of A has conferred a degree upon someone, we can't.
 - Jeff – I think as long as there is someone checking behind.
- Kader – Back to committees, in the past I was not aware of any faculty involvement in finance or campus planning committee.
 - Provost – Campus planning hasn't met since I have been here. My experience at different universities, some campuses have active planning committees or Presidents. The budget and finance committee was resurrected last year and we met once.
- Gang – What is our next five year goal for enrollment?
 - Provost – I don't think anyone knows that yet. Our strategic planning is about at the end of its lifetime. President Dawson wants this to begin from the ground up. I don't have a number beyond the 10K. We also would have to look to see if we could accommodate it. We have learned the hard way, we can't bring people in and not have the structure to support them.
 - Gang – One thing I noticed this morning, I couldn't find a parking spot. I think that would have to come up with the growth of the students.

➤ Officer/Committee Reports:

○ Laird Burns, President

- The President his agreeance with faculty involvement with campus planning. It is committed to involving us in benefits committee. The senate has a role in allocating scholarships.
- I do want to bring up some standing rules. First, Appendix L tells us that in the bylaws we can set them up. We have a standing rule of proxies. This is to inform proxies of current business. Tim moves to adopt standing rule one. Kader seconds.
 - Lori – Does this state that it is only one proxy?
 - Mike – This just says that you inform the proxy of business.
 - Lori – It can be another person from department, not another senator?
 - Mike – Yes.
 - Anne Marie – Can it be a lecturer?
 - Mike – No. It has to be someone listed in the faculty handbook that could be a senator.
 - Laird – All in favor. Ayes carry.
- The second standing rule is in regards to policies. We may determine one isn't shared governance.
 - Mike – This came about when we were overwhelmed with policies. There were some that we felt didn't share a part in shared governance. This is set up to show how we declare one non shared governance. The FSEC will declare it non governance. It is then released into minutes declared. We wait for the next FSEC, so all committees have met. They can decide then if

they want to see the policy. It will then receive a second vote at that meeting. It helps hurry the process on some policies.

- Tim – Motion to accept standing rule 2. Monica seconds.
- Laird – All in favor. Ayes carry.
- Mike Banish, Past President
 - Be sure to check off your name on the meeting roster. You have heard Laird and I met with President a couple of times this summer. He is catching up to speed. He has been very open about things. I think he has been surprised that his role is transparency and communication. He is realizing we are starved for that. It has been enjoyable so far working with him.
 - Laird – On committees that haven't been active, we need to engage. This gives us the chance to share our thoughts. That does place a responsibility on us.
- Tim Newman, President-Elect
 - I have compiled a flow chart to show the process of bills. If you have an issue, it has to be heard. If it goes to committee, they will consider it and it will come back to FSEC. FSEC can pass it to go on to the agenda to come here. The great thing about this is you have spoken once it is under the second or third reading. The bills you have is the voice we are going to give utterance to.
 - I want to tell you that I am the President-Elect. My agenda is your agenda. What you pass is what I will speak to others. Mike has put together a spreadsheet to show the budget numbers. This chart has caught my eye. The dollars coming to the university has increased roughly \$76M. The faculty dollars have not kept pace. I think we are all feeling the stressors of that. One thing that has happened is how we spent \$182M. This is 2016-2017, we need to add Charger Village and Morton Hall renovation to that. The \$78M delta annually, has went to places like this, not faculty. The investment is the physical equity of the university. It should be invested into the faculty equity.
 - Laird – We love Tim's passion. Tim is now going to start joining meetings in September. The increases in budget, we love research, is money coming in and spent on projects. We need to look at the real money coming in for academics. The residence halls are paying for themselves, but some have interest. We want you to ask the questions so you get the answers you want.
- Laird – I would like to announce I have asked Monica to serve as Parliamentarian.
- Lori Lioce, Governance and Operations Committee Chair
 - We are going to be working on clarification to bylaws for elections to happen quicker.
- Jeff Weimer, Finance and Resource Committee Chair
 - Please remind faculty that RCEU Poster Session is coming up. We are asking that you attend even if you don't have a student attending.
- Monica Dillihunt, Undergraduate Scholastic Affairs Committee Chair
 - We have received the Academic Misconduct Policy and will be discussing that.
 - Laird – We are operating under an interim until we formalize the final.
 - Provost – SGA has input into that as well.

➤ Chapter 5 Faculty Handbook

- Mike – I move to accept Chapter 5 with the necessary corrections. Jeff seconds.
- Ron – I have a very minor question. From the quote on Board Rule 509. The quote from 509, should stay the same as it is on the system website.
- Monica – With the necessary corrections.

- Laird – All in favor. Ayes carry. Chapter 5 passes unanimously on second reading.
- Meeting adjourned 2:20 pm.