

# **FACULTY SENATE**

## **MEETING #577 AGENDA**

### **NUR 101A**

### **THURSDAY, March 23, 2017**

### **12:30 PM to 2:00 PM**

#### **Call to Order**

- 1. Approve Faculty Senate Meeting #576 Minutes from February 16, 2017**
- 2. Accept FSEC Report from March 9, 2017**
- 3. Administrative Reports**
- 4. Officer and Committee Reports**
  - **Lecturer Policy**
  - **Bill 405 – Diversity and Inclusiveness**
  - **Military Policy**
  - **Bicycle Policy**
- 5. 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](mailto:facsen@uah.edu)

# THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

## ACTIVE DUTY AND DEPLOYMENT

—DRAFT—

**Number** 03.01.XX

**Division** Student Affairs

**Date**

**Purpose** To establish a policy for withdrawal due to deployment or relocation for active-duty, reserve or military dependents.

**Policy** This policy applies to all students who are members of the military or dependents of active-duty or reserve military impacted by deployment or required relocation.

Upon receipt of activation orders, students may request a withdrawal due to extenuating circumstances. Based on the circumstances, a student may receive a grade of "W" in each course, or a student may be dropped and all courses removed from the transcript. Withdrawal due to involuntary military deployment with approved documentation will result in a refund of tuition. Documentation must be received before the last day of classes for the term in which the withdrawal is being requested.

Faculty should contact their respective Dean or the Provost when the Faculty member becomes aware of a student's military deployment. The President will direct an appropriate official to maintain records of students currently in the military.

Military dependents whose families must move due to the deployment or relocation will receive the same consideration.

All documentation should be submitted to the Dean of Students through the Extenuating Circumstances Request.

**Review** The Vice President for Student Affairs is responsible for the review of this policy every five years, or whenever circumstances require.

**Approval**

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Chief University Counsel

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Date

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Provost and Executive Vice President for Academic Affairs

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Date

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Vice President for Student Affairs

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Date

**APPROVED:**

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President

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Date

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**FACULTY SENATE Executive Meeting**  
**March 9, 2017**  
**12:30 P.M. in CTC 103**

***Present: Monica Dillihunt, Kader Frendi, Joseph Taylor, Ramon Cerro, Mike Banish, Tim Newman, James Swain, Earl Wells, Laird Burns***

***Absent: Christine Sears***

***Ex-Officio: Provost Christine Curtis***

***Guests: President Bob Altenkirch***

- Faculty Senate President Mike Banish called the meeting to order at 12:33 pm.
- Meeting Summary:
  - Bill 403 and Bill 404 were sent out to the faculty student development and undergraduate scholastic affairs committee.
  - Bill 402 was sent to faculty student development committee.
  - Appendixes G & H were sent to personnel and finance committee.
- **Administrative Reports**
  - President Bob Altenkirch
    - I sent Mike two policies: Military Friendly Policy & Bicycle Policy. The bicycle policy is very similar to UA's policy. The policy does not speak to skateboards. The consultant report had comments about skateboards, probably unrealistic comments. I received an email from the skateboard club president. Tuscaloosa's policy says that a skateboard is not a means of transportation.
      - Ramon – What does skateboards have to do with the parking policy?
      - President – The consultant was thinking interaction between skateboards, cars, and bicycles from a safety perspective.
      - Mike – We can sign it out to a committee.
      - Tim – Do we have bike paths?
      - President – On the greenway, there are two.
      - Tim – Those are the only two?
      - Joseph – Are there any intentions to put any near the library? Or extend the paths from the greenway? This would connect bike paths around Morton.
      - President – Yes, we will eventually extend the paths up.
      - Mike – On the south side of campus, there aren't any sidewalks to get the material science, optics, to Tech Hall. That seems to be a safety concern.
      - Kader – I have asked about closing the loop.
      - Mike – From JRC to Sparkman, there isn't any kind of sidewalk.
      - President – Ok, we will look at it.

- On the parking report, we plan to make a presentation to the faculty senate, staff senate, and student government. We will then hold two focus group meetings that anyone can attend. Mike, when can we make that presentation to the senate?
  - Mike – We will make it a special faculty senate meeting.
- We met with a bus company and rode the loop. It takes twenty minutes with stops. If you have two buses running that is ten minutes between. We probably need to run three buses to get the wait time under ten minutes. You have to have four to run three. We talked to the city about using their buses dedicated to the UAH loop. We will have to pay them for that, but we are looking at the cost effectiveness.
  - Tim- We received your comment on chapter 4 of the handbook. There are some changes that are dramatic every time it comes back. The previous time there was a comment that all intellectual products from the faculty members were property of the university. On this return, there is reinsertion of up to one academic year of severance pay. When some of these come back, it appears to me it is a poison pill. We have been at this for eight years. Are these poison pills? Is there desire on the side of the administration to finish up the handbook? If not, let's just say we aren't going to finish this.
  - President – On the intellectual property, it is true you have to disclose all of it. If the university owns it is another story.
  - Tim – From the language, it means you own it. You withdrew it and I appreciate that. I was very surprised to see that in there.
  - Provost – It came from the interpretation from John Cates. We then looked at the patent policy. That is when we modified the language to mimic patent rule 509.
  - Tim – It isn't from the board policy that talks about patents, not intellectual property. If I write a song and receive royalties, that says the university owns some of it.
  - President – The board policy is where that came from.
  - Mike – I have to back Tim up. Maybe Donna lied to me, but I asked the faculty senate president at UA when it was vetted by the system lawyers, she said last year. Unless rule 509 has changed and none of the faculty senate knows about it, John Cates inserted something here that isn't true. It seems that we have pushed back and forth on this. I have to agree with Tim, that it seems we don't want to move forward with this. A lot of the things we are discussing will be covered by 509.
  - President – Christine, I thought we modeled this after the board rule?
  - Provost – We sent it to the senate early January. There was the language that Tim is talking about that implemented there was a broader sweep of intellectual property. That came from an interpretation John made that you accepted. I did not pick up on this. Towards the end of January, hearing verbally the rejections, I started working on them. We were able to clear up almost all of them. We decided at that point the best thing to do was go to the 509. I quoted more, the President modified and shortened. The end of January, the faculty senate decided to take it back and the President decided to put it back. You asked for clarification on severance, you received that.

- Tim – The thing with “up to” doesn’t match your justification. Either or is exclusive. If you choose the “or” part, that could be as little as a few weeks. That is a poison pill to an untenured faculty member. Aside from when they are hired, they have one year of cushion on their employment. I think we should do at least the same for our tenured faculty.
- President – I am not interpreting it that way. This means that if we discontinued the program and don’t need the service, we will give them a year’s worth of severance. If we give them notice, we may pay them for one more semester and then the remaining time is paid.
- Laird- It doesn’t say a combination of both. The current language won’t stand in a court.
- Kader – I think we need to have a lawyer.
- Laird – If we get a new President, he could say we only need to give a week.
- President – That was the point.
- Laird – Can we update a version of the language to express that?
- Provost – Let’s see if we can’t modify that. It is always a year. It may be a combination of work and severance.
- Mike – It seems that the lawyers have very little knowledge of what goes on in an academic institution. Last year, Christine and I met with one of the lawyers. It had to do with some of the copyright policy. What was written in the policy at the time stated that UAH owned the course syllabus. I made it aware that the syllabus comes from the course book and asked did he now own the book? The lawyers seem to be living in some vacuum.
- Ramon – The problem is we are never negotiating with them.
- President - Tim, do you understand what we are trying to accomplish?
- Tim – Yes, on severance pay. We have different opinions on how to remove a Chair. The position that I hear from the faculty is that in our current appendix B there is a statement stating to remove a Chair you have to have 50% plus one vote. The faculty isn’t going to step away from that position. They view it as part of the handbook. Ramon, Kader, Christine, and I sat last year and discussed this. I actually think we got to a workable compromise. It was hard work to get there. In appendix B, there is a statement to remove a Chair midterm there has to be a majority vote of faculty.
- Provost – I don’t think it says that.
- Tim – The current language of what is on the web says that. The faculty is really intent on that. I think we came to a compromise that would work. That included a process where that could take place.
- Provost – It is in appendix B, but it isn’t a vote. There is a lot of input.
- Tim - I think as we tinker with our language, we are risking that unraveling. We have to be on the same page.
- President - What is the compromise?
- Tim – There is a process to terminate a Chair mid stream.
- Provost – When I read through the version, it is a detailed process. It asks for faculty input, but the Dean decides. If the faculty is in disagreement with the Dean, they can come to the Provost. It also states that at the beginning of the process, if 30% of the faculty says we have a problem. If the Dean is having issues the faculty may not be aware of; the Dean can

initiate that review. It is a process with a huge amount of faculty input. In the end, it clearly states that the Dean decides.

- Ramon – The problem is with the main concept of what a Chair is. To me, the Chair is the voice and leader of the faculty. If you have friction with the Dean, that may be part of the role to defend the faculty. If the Dean can get rid of the Chair, then there is absolutely no room for negotiation. The modification says you have the duty of the board to remove the Chair. I agree. It shouldn't be the Dean or Provost.
- President – What is the status of appendix B as Christine described it?
- Tim – I thought we had some agreement and I was made aware that you had issues.
- Provost- It didn't go to him.
- Tim – What went to him was different than what we sent.
- Kader – We had a very strong objection to the changes and we didn't move on it. We worked on chapter 4, but it wasn't a go on our side for appendix B.
- Ramon – The description of the Chair was he served at the pleasure of the Dean.
- Provost – It never went back to the President.
- Tim - The final one never did.
- Provost – We did say we were going to work together. It hasn't gone back to the President.
- Tim – We met in April last year, correct?
- Kader - Yes, we never got to it in April or the August meeting. We did pass in the senate chapters 4 - 6, & appendix A.
- Provost – It came to you and a lot of things you didn't like. We then came back to the UA handbook to use their internal process. It then went to the senate and different committees. After the initial, he hasn't seen it.
- President – We put the language back the way it was because Christine said we would be inconsistent with appendix B as it stands.
- Tim – Are you interested in having a handbook or staying with the one we have?
- President – Yes, I want to update it. We will have to decide to agree on some issues.
- Tim – It seemed things are coming forth to hinder the process. I know there are people on our side that would like to hinder to the process. It is a challenge for us to bring this forward. We are doing our best to operate in good faith. I am willing to stand up in senate and take hits. It's a good compromise between us.
- President – I can tell you, I worked with the faculty handbook at NJIT. It took ten years. It was a lot of starting and stopping. On the severance issue, I can work on the language to fix it.
- Laird – I think that is solvable. In contract law, what the party intends isn't always portrayed in the language.
- Kader – I devoted my whole time as President of the senate to the handbook. We always had special meetings, but we are still not there.
- President – Is the intellectual property ok?

- Provost – The way we are doing it now is more expedient. The lawyers are looking at it from their point of view that we may have to work through.
- President – Christine and I will work to make the severance language better. In regards to Chair, what is in chapter 4 is consistent with appendix B.
- Kader – The staff are wondering if you are going to carry the flexible schedule for the summer.
- President – Unless there is a problem, we will carry the same.
- Provost – For the academic affairs group, I just tell them we have to cover M-F. If it is a small unit, I tell them to join with another group so everyone can take advantage if they want to.
- Kader – They were just confused.
- Monica – Have we addressed concerns about parking?
- Mike – No, we will. I want to address PI accounts. The one to look at is the one that OSP has control of moving 20%. We have heard a rumor that 4.1% of PI was going to disappear. I am just passing on the information.
- Laird – I know we have the faculty accounts to spend first. Do we have to spend our PI accounts before we get departmental funds?
- Provost – You have to ask the Dean. During the time there was an interim Dean in College of Business, I did set the rule. There were some large professional development accounts. The Dean put money into it. If you travel you have to spend it.
- Laird – After that was spent, they went to another account.
- President – There isn't truth to any of the rumors.
- Provost – What about the 20%?
- Mike – Within policy 07-02-09, it says that 20% will be transferred to the OVPR.
- President – I think the ceiling is there to keep people from padding fixed price contracts.
- Provost Christine Curtis
  - Tenure promotion letters are going out today. The signatory authority for academic affairs has been sent to Mike.
  - We have signed the modified duties and extension of tenure clock ready.
  - I need to ask you for two members to serve on an external search for a CIO. The committee will be composed from each division of the university.
- President, Mike Banish
  - As we said, Christine, Carmen and I sat down concerning appendix G & H. We took some language from the UA appendix that has been viewed by a lawyer. I wanted to ask in appendix G for the patent policy, I think the language isn't correct.
    - President – Isn't this the language from the board?
    - Laird – Let's say some faculty member leaves the university; everything you invent according to this language is the university's property.
    - Provost – I read out loud the board rule. I will double check.
    - Tim – I can't believe that is in there.
    - Laird – Without consideration, it means it is enforceable. The original one isn't written very well. The other part in section 4, I am curious of the definition.



- President – I guess what they intended is you work here and patent something; the royalty stream still comes back to the university.
- Tim – I think there is an out here. The policy is always applicable, it isn't future inventions.
- Laird – That is a different story.
- Mike – I am going to supply a business chain management to put a sentence at the end of three to clarify.
- Laird – Maybe Tim and I can look at the board policy and not UA.
- Mike – I would say intellectual property developed while within those campuses.
- Laird – There is a potential issue with appendix H. I am on the online task force. I am in supply chain; all of my graduate classes have to be designed online regardless of what others do. Do I have to transfer all the rights?
- Provost – The online policy addresses that. If you were to leave the university, the courses you develop here, the university owns them.
- Laird – If my courses are recorded and I leave, you can use all of my courses?
- Provost – The courses doesn't disappear.
- Laird – If I write my own course pack, the university uses that?
- Mike – We can't rebroadcast your recorded lectures without your permission.
- Provost – If you develop a course, you can't say you can't teach that course because I developed it.

➤ **Officer/Committee Reports**

- President, Mike Banish
  - Apparently there was a physics lecture that came and all those parked in visitor spots were ticketed.
    - Provost – I have gotten some of those, if they aren't a UAH employee or student, they drop the ticket. It isn't good public relations.
  - You have four bills in front of you. Are there any comments to any of these?
    - Ramon – Yes, Vladimir is with the new physics department. They are involved in research. When you give a faculty course release because he supports a graduate student, who supplies the funding for the lecturer? I think that is what is missing. I would assume it would trickle down to the department. If someone buys out, and there is no money coming back, who will pay for the lecturer?
      - Mike – Do you have suggestion for the language?
      - Ramon - I can try. Their concern is more with Post-Doc. The other concern is they want to have more than two courses.
      - Mike – No. If you can get the language set, I would appreciate that.
      - Laird – The business school doesn't have two courses per semester.
      - Mike – I heard that differently. I will change that.
      - Monica – Ramon, did you get the comments about education?
      - Ramon – Yes, I received those.
      - Monica – Did you include those?
      - Ramon – I didn't write any of this.
      - Laird – If you get 30% for each semester and you are on a two semester program, is that equivalent? Financially it is, but will the

Dean not give you the buy out? If you get 15% across the year, that is how I see it.

- Ramon – This is a university policy. The university says you get 15%. This is a battle of interpretation.
- Tim – Is the intention here to receive a reduction of one course some time of the year or each semester?
- Mike – One time of the year. This is a normal policy to a set of universities.
- Tim – I think there needs to be a sentence stating one semester. You said more than two is not possible? Does it say that here?
- Laird – It used to be three, right?
- Tim – I don't know. I have a faculty member in my department that has bought out 100% for a long time. This faculty member brings in money. It has happened so long now, we expect it.
- Ramon – I think it is good for the department, but bad for the university.
- Tim – If we were making a hiring decision, I would vote no on another like that. I don't see any harm to my unit the way it currently stands.
- Ramon – I think everyone should teach.
- Mike – Bill 400 is still in committee.
- Bills 402, 403, and 404. Are there any comments?
  - Kader – I move to move them to committees. Move bill 403 and 404 to faculty student development and undergraduate scholastics affairs.
  - Mike – Bill 402 goes to faculty student development. All in favor of moving these bills to these committees. Ayes carry.
- I have sent to you all appendixes G & H. Besides the sentence we are going to try to insert into three of the patent policy, are there any other comments?
  - Provost – Has there been any discussion of the new patent policy? You combined two policies together. I would respectfully consider you look at number eight and make sure everyone understands and is in agreement.
  - Mike – It is board rule 509.
  - Tim – The 15% is there. That is the only number there.
  - Provost – This has come to you as a separate policy and has not been looked at. My point is, is this substantial?
  - Kader – I move to send it to the personnel committee?
  - Mike – Let's send to finance too.
  - Laird – Under 8ii, what does financial inequities mean?
  - Tim – Appendix G is being sent to finance committee.
  - Mike – Appendix H will be sent to finance, all in favor? Ayes carry.
  - Kader – Bill 405, this is a result of the failure of the sense of the senate resolution. We are putting it into a form of a bill.
  - Ramon – I think that we should say, "We will not tolerate." If it didn't pass because of that word, we are saying to the one person who voted against it, they were right. Tolerate means you are sitting in a passive position. The question is as a faculty we said we don't tolerate that.

- Mike – If a faculty member does something, what are you going to do about it?
- Ramon - I am going to let him know that I don't agree.
- Mike – That isn't tolerating in a legal sense.
- Kader – I didn't see in any other resolutions, they didn't use that language. This goes along with senates around the country.
- Provost – It says race, gender, and religion.
- Kader – We could say including but not limited to.
- Tim – You are saying you want to amend it to add veteran status? I don't know what all the classes are; I listed four that we were interested in.
- Mike – I want to move this meeting forward. I am going to say that you two are going to come up with more inclusive language; I would like to move this to the agenda for the next faculty senate meeting. All in favor. Ayes carry.
- Mike – I would like to motion for five minute extension, Tim seconds.
- Mike - I sent to you the military policy.
  - Provost – The Provost office doesn't have access to the information that you say we need. It isn't in our database. We may be able to find active military service, we don't have dependents. We aren't the owners of that information.
  - Mike – This is a classroom bill. I don't think student affairs controls whether we give the tuition money back. I have had instances where I had students say they are going on deployment. There needs to be a chain of command that I pass off to the Dean and the Provost. That is the point I am trying to get to. There has to be someplace where someone takes over for that student.
  - Provost- That should come out of the Dean of Students.
  - Mike – I would like to pass that off to one of my bosses.
  - Tim – Would it work if the Dean of Students Office maintained those records?
  - Provost – They are the ones that work with veterans. We don't have a veterans group we work with.
  - Mike – We need a process to keep up with this.
  - Provost – We haven't worked out a process, so I don't know that we can put that into policy at this point. I cannot tell you I will have access to that data.
  - Tim – I propose an amendment. I move that we strike the phrase about the Provost office maintaining this. I think it should say that President will direct an appropriate office to maintain records of students currently in the military.
  - Provost – Is there a thing that is a voluntary deployment? If you work for the military, you have to expect to be deployed?
  - Mike – It may be in the contract that you will never be deployed.
  - Provost – There are withdrawals that are voluntarily or due to job description.
  - Earl – Seconds amendment. Ayes carry.

- Mike – The President sent this down and I made a correction to it. The red is what I wrote or deleted. All in favor of removing involuntarily. Ayes carry.
  - Approval of Faculty Senate Meeting 577 agenda.
    - Add lecturer policy, Bill 405, and military policy. All in favor of this agenda. Ayes carry.
    - Tim – I move to add bicycle policy to agenda. Earl Wells seconds. Ayes carry.
  - Motion to adjourn meeting by Kader Frendi. Member seconds. Ayes carry.
- Meeting adjourned at 2:11 p.m.

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**FACULTY SENATE MEETING**

**February 16, 2017**

**12:30 P.M. in NUR 101A**

***Present:*** Sophia Marinova, Laird Burns, Yongchuan Bao, David Stewart, Ryan Weber, Joseph Taylor, Irena Buksa, Christine Sears, Carolyn Sanders, Jeremy Fischer, Anne Marie Choup, Dianhan Zheng, Kyle Knight, Michael Banish, Ramon Cerro, Tingtin Wu, Earl Wells, James Swain, Kader Frendi, Christina Carmen, Casey Norris, Maria Steele, Roy Magnuson, Debra Moriarity, Carmen Scholz, Jeff Weimer, Harry Delugach, Tim Newman, Dongsheng Wu, Ming Sun, Vladimir Florinski, Monica Dillihunt

***Absent with Proxy:*** Xuejing Xing, John Schnell, David Harwell, Fat Duen Ho, Marlena Primeau, Amy Hunter, Shannon Mathis

***Absent without Proxy:*** Yuri Shtessel, Babak Shotorban, Mark Lin, Ann Bianchi, Tracy Durm, Mary Bonilla, Qingyuan Han, Shanhu Lee

***Ex-Officio:*** Provost Christine Curtis

***Guests:*** President Bob Altenkirch

- Faculty Senate President Mike Banish called the meeting to order at 12:31 pm.
- Approve Faculty Senate Minute from meeting #575. Monica Dillihunt motions to approve. Member seconds. Ayes carry.
- Accept FSEC Report from February 9. Kader Frendi motions to accept. Member seconds. Ayes carry.
- **Meeting Highlights:**
  - Cover a Charger Bill passed third reading unanimously with amendments.
  - Sense of the Senate Resolution fails by one vote.
  - Handbook Chapter 4 passes second and third reading.
  - Bill 401 passes second and third reading.
- **Administrative Reports**
  - President Bob Altenkirch
    - I am going to go over the active construction projects that are in place. As part of the project for the residence hall, the greenway is being extended. The street will not come through there anymore. You will still be able to make a left turn into SSB but cannot go any further. This finishes the southern part of the greenway.
      - Member – Do you have measurement of how much traffic is coming through that area now?
      - President- Yes, the parking study captured that and there isn't much at all.

- Kader – From this picture, the engineering building needs to go. It is in the way.
- Ramon – What is the deadline to finish this?
- President – Before the fall of 2018. This residence hall will open up with 400 beds in the fall of 2018. It will be full or close to full when we open it.
- The next one is the incubator building. As per the last board meeting and the gift from Dorothy Davidson, it will be called the DS Davidson Invention to Innovation Center. This will break ground early spring/late summer and will open by the fall of 2018.
  - Kader – How many tenants will be in the building?
  - President – It will house 35 companies.
  - Kader – This will make the parking on the outside a lot worse, correct?
  - President – You haven't seen the parking proposal yet.
- We thought we were going to build two fraternity houses and one sorority house, but we will only be building one. All of these projects will be done by fall of 2018.
- We had a policy for residence halls that gave a trial period for six weeks to those students who live within 30 miles. At the end of the six weeks, if they want to leave they can move out and commute with no financial commitment. It isn't possible to execute that anymore due to being full. We rescinded the trial housing policies. We took it off the web and we aren't using it in any marketing material.
  - Ramon – Do you have any statistics on how many did this and stayed?
  - President – We went from 20, 40, to 60. Then about 85% stayed for the academic year. The issue now is we don't need to entice them, because they want to stay and we are full. When we had the beds it worked fine.
- There is a list that is managed by US Veterans Affairs; it is called military friendly colleges. There are a lot of websites that market that. If you go and get a list for Alabama universities, we are the only ones not on the list. We don't have a policy for students that are called to active duty. When we applied to be military friendly, we were rejected because of this.
  - Tim – During Franz's administration there was a policy put into place. I thought we were acting on that?
  - President – It is a practice. You have to have a policy allowing them to withdrawal or take leave along with a tuition reimbursement. I am going to have a Christy draft up a policy. I am going to ask that you approve it very quickly. I don't want to be the only university in a military town not on the list.
  - Member – In order to move quickly, can you use a template that is recognizable?
- The written parking study will come in this week. The consultant will give a presentation to the Vice Presidents, me, and the police officers. We then may tweak it and place it on the web. Just because the consultant proposes something doesn't mean we have to do it. The basic concept is zone parking and a transportation loop.
  - Harry – What is a transportation loop?
  - President – A couple of buses and a wait time of 7 – 10 minutes.
  - Ramon – Will that include satellite parking?

- President – There is parking over there. I will tell you the loop will cost \$.5M a year.
- Debra – Will you have to pay to ride?
- President – Most have said that doesn't work well.
- Harry – The students won't use and it will slow down the system.
- Carmen – Could you give me a two sentence explanation on the charger innovation fund?
- Provost – It has a lot to do with the innovation center now.
- Debra – It was a fund that students and faculty could apply for innovative ideas. I think the advisory group has some people outside of the university on it.
- Provost Christine Curtis
  - I asked the FSEC to look at the modified duties and the extension of tenure clock policies. I asked them to go ahead and put it into policy before the handbook is completed. I have had the request from search committees to show that we are a friendly campus to our faculty. I have had request coming out of our colleges saying it isn't clear. We have faculty that become ill and need to be excused from some duties. We are constantly facing one or two situations each semester. I ask that you consider that.
  - The tenure/promotion files have made it through the colleges and URB. We will be getting the letters out right before spring break.
  - I have sent to Mike chapter 8 of the revised faculty handbook with comments. That chapter has a lot of student policies in it and sought comments from those who work within that area. After I finish the tenure promotion files, I will be sending the committee the first part of chapter 7.
    - Roy – In reviewing the probation period, I understand the new policy makes some things automatic. I think the modification of duties is lingering.
    - Provost – in the revised chapter 9, there is a statement about parental leave. It also addresses, with justification, the illness of family, deaths, so people can deal with illness. When you think about it, once you grant someone tenure we keep them about thirty years. If we can grant those a semester during that time in the event of illness, family issues, we have made a tremendous investment in those individuals.
    - Ramon – Dr. Banish has a copy of a policy coming from student success center that accommodates special issues for students that need extra help.
    - Provost – I found them as I was looking at chapter nine of the revised handbook. From what Tim told me, that chapter came forward around 2009.
    - Mike – We have on the web the 1998 faculty handbook. There was a version approved in 2012 that was not approved by administration or the board.
    - Roy – A few years ago I used the testing center, sometime more recently, I found out they are not providing that service anymore.
    - Provost – DSS is providing those services for students that need specific accommodations. That information came out early this fall. DSS has areas for individual testing.

- Sophia – It says we should accommodate at the faculty department level. Should I inquire if I need DSS?
- Provost – I would call Rebecca and see what you can work out.
- Tim – In point three, with an upper division student, the department may be asked to assist. I know our staff was in an uproar when testing services said they wouldn't do that anymore and the student had to come to our department. We had one student that has extra time for test and need for a scribe, they told us to provide that. It puts an extra load on us to provide this.
- Provost – We had students in physics, psychology, and computer sciences go to DSS before the department. The physics students were getting frustrated because they couldn't tell the scribe how to write it down. If you have a situation like this, I suggest you work it out with DSS. If they say they can't do this, go to Brent. We have to remember our responsibility is to help the student.
- Ramon – The opposite problem arose in our department. What if a student reading is helping the student beyond the reading?

#### ➤ **Officer/Committee Reports**

- President-Elect, Carmen Scholz
  - I received one bill that is the buyout policy and has been moved to personnel and faculty development. As ombudsperson, I have not received anything.
- Past President, Kader Frendi
  - Our committee met to discuss ways to increase our PhD production. The recommendations from the committee are as follows creation of PhD in the college of arts and humanities. We also recommended that there be a matrix for graduate students. It seems like Dave Berkowitz has gotten a head start on that. Also, Dave is investigating on fundraising. We do not need to forget our duty to increase research funding.
    - Provost – The funding for the international recruiting agents comes from the first year tuition of that student. When the student pays tuition, as of October 1, then we pay the agent. The student has to get here, pay tuition, stay enrolled, and then we pay the agent.
- Parliamentarian, Tim Newman
  - No report.
- Undergraduate Scholastic Affairs Committee Chair, James Swain
  - No report.
- Personnel Committee Chair, Ramon Cerro
  - We will have comments on the lecturer policy.
- Undergraduate Curriculum Committee Chair, Christine Sears
  - No report.
- Finance and Resource Committee Chair, Joseph Taylor
  - We finished the RCEU evaluations and awarded 41 stipends. The finance committee met with Bob Lyons about advancement and fundraising.
- Governance and Operations Committee Chair, Monica Dillihunt
  - We are working on the UAH mission statement.
- Faculty and Student Development Committee Chair, Earl Wells



- No report.
- Anne Marie Choup
  - We have met with two great candidates for the Title IX Coordinator. We will meet again to make our recommendation to the President.
- Tim Newman
  - The faculty database committee has been meeting and done evaluations on three products.
- President, Mike Banish
  - Third reading of cover a charger bill. Mike introduces as third reading. Tim Newman seconds. I am going to say there was a typo that made it through but has been corrected. It was a repetition of “undergraduate student”. I would like a motion to amend, Tim. Kader Frendi seconds. Debra - there is a second typo under now therefore it be resolved, it needs to say, “embark on a”. All in favor. Ayes carry.
    - Roy – I thought we added the words “income share agreement.” The point was that we described it something like the back a boiler plan income share agreement.
    - Mike - Do I have a second for this? Tim Newman seconds. Ayes carry.
    - Carolyn – I am assuming for a bill like this the description is adequate? I don’t have any understanding of what this entails. Should I go back to back a boiler plan?
    - Mike – This is for the President to say if we can do it.
    - Kader – Given where we are, is the timeline adequate?
    - Mike - All in favor. Ayes carry. Bill passed third reading unanimously.
  - Sense of Senate Resolution – There is an amendment to this, a rewrite of the verbiage. The red highlighted area shows the change. Kader Frendi motioned to introduce the amendment. Carmen Scholz seconds. Ayes carry.
    - Roy – I would like to speak against this. This inspired me to look up our core values. I don’t think this adds anything to the core values. The wording of, “we will not tolerate”, in a document that is to promote tolerance, could cause issues. This doesn’t add anything and might actually detract.
    - Sophia – Is there change in the language, we will not tolerate?
    - Roy – I am asking that we not pass this, not just approve the amendment.
    - Tim – I imagine there are a number of reasons we would consider this at this time. One of our colleagues in our college has expressed concerns that our faculty and students have in regards of expressing themselves. I think a lot of our colleagues feel we need to make a statement as faculty. The university has made a statement, but I think it would be good if the faculty could restate this.
    - Kader – I attended the multicultural gathering last Friday. The anxiety among our international students is very high. They were very pleased to see faculty senate representation at that gathering. We have a lot of Iranian students on campus and they are nervous. I think this is needed from our side as faculty. The President did come out with a statement. I think we owe it to our students and colleagues working with us.

- Sophia – I wonder about civil rights only. What about sex and gender? I know for HR purposes we have to include that statement, but it isn't the most inclusive way.
- Roy – Some of the students that feel the most immortalized on campus include international students, as well as "Trump supporters". They feel they are not the majority. I would recommend at a minimum we strike, "we will not tolerate." I agree that we will not tolerate, but I think it is a harsh term.
- Jeff seconds. Ayes carry.
- Jeff – It sounds to me that striking that will also accomplish the task to opening this up to political gender. It just says we will be respectful. I see it covering two birds with one stone.
- Sophia – Yes, it is more inclusive.
- James – Is the problem with the sentence or phrase not tolerating?
- Roy – Both.
- Ramon – If we do not tolerate, does that mean we will tolerate?
- Roy – We already have plenty of things in the values about treating others. We get into this thing that we tolerate people that tolerate other people. I think there should be sanctions for those who use misbehavior, but not immediate expulsion.
- Ramon – This comes after some things have happened. Groups have gone into universities that have painted ideas, and we are responding to that.
- Roy – I am happy to respond to that but not over respond.
- David – This is important to have. Our students are feeling very mistreated. There have been comments on the internet that are threats towards students posting about political views. We need to protect our students, especially our Trump students.
- Jeff – I think we are talking about two things. Would you accept, "we do not tolerate"
- Roy - I would like to keep the amendment the same. The positive to this is to treat others with civility and respect.
- Ramon – The problem is with the definition of the word tolerate. Tolerate means we don't accept.
- Roy - It means to me extreme action.
- Carolyn – I take great pride that we work for the most accepting university within the city/state. If we don't step up now, when will we? I don't think letting the core values stand for themselves at this point is enough. I want this to come from the senate. I am glad that our President stepped up. I think it needs to be spelled out what we mean as a senate.
- Mike – All in favor of striking highlighted sentence. 15 in favor. 16 opposed. Amendment fails.
- Sophia – Two issues came up, I think we need to be more inclusive.
- Harry – I would like to propose an amendment that we strike based on race, religion, or sexual orientation. The list of things we don't want people to discriminate is really long. Member seconds.
- Ramon – Leave on our campus.

- Mike – I take this as a friendly amendment that we will strike the highlighted portion. I am calling for a vote. All in favor striking highlighted portion. 25 in favor.
- Mike – I am going to call for a vote in favor of amended sense of senate. Please remember one negative vote will cause this to fail. 34 in favor. 1 opposed. Sense of senate resolution fails.
- Ramon – I would like to make a roll call count motion of the sense of senate resolution. Kader Frendi seconds.
- Mike – All in favor of roll call vote, 13 in favor, motion fails.
- Chapter 4 Faculty Handbook - We passed this in a special meeting in August. It was returned to us in January. We took a look at what they returned. We approved the changes in red and passed it by the FSEC. I am going to pull this forward to the floor. I have one amendment for the highlighted purple section, “after consulting with the faculty of the department.”
  - Tim – Motion to accept chapter 4. Kader Frendi seconds.
  - Mike - Motion to accept amendment. Laird Burns moves. Carmen Scholz seconds. All in favor. 1 opposed. Ayes carry.
  - Mike – Any other amendments to chapter 4?
  - Tim – There is some tortuous language in section 4.4. I think this is subject to a legal interpretation that would cause us to go around and around. On the second line, I would like to add “that the university shall provide either at least one year of notice or one academic year of severance pay. The choice of which to provide is the President’s.”
  - Mike – The amendment is to strike everything after “shall provide.”
  - Roy Magnuson seconds amendment.
  - Harry – Does this mean calendar year or academic? I would like for it to say one calendar year of notice or one academic year of severance pay.
  - Tim – I don’t have an opinion on that. I would suggest the language means calendar year because academic is called out specifically.
  - Ramon – Let’s make a friendly amendment to add “calendar.”
  - Debra – President should be possessive.
  - Mike – All those in favor of amendment. Ayes carry.
  - Ramon – I would like to say rather than consulting, it should say get the approval of the faculty. Sophia Marinova seconds.
  - Mike - All in favor. 17 in favor. 3 opposed. 5 abstain. I am calling for a vote of chapter 4 handbook.
  - Debra – Provost, with that language, will it move forward or come back to our committee?
  - Provost – My opinion, you will see this again.
  - Mike – All in favor of chapter 4 as amended. 28 in favor. 3 opposed.
  - Tim – I would like to move this to third reading. Ramon Cerro seconds.
  - Mike – All in favor of moving it to third reading. Ayes carry. All in favor of moving chapter 4 for third reading. Bill passes.
- Mike – Motion to move Bill 401 into second reading. Kader Frendi motions. Tim Newman seconds. This is a bill that says we are pre-approving language of the faculty handbook in relation to modified duties and extension of tenure clock.
  - Roy – The word “penultimate” is being used.

- Provost – If it is a one year extension, the penultimate year would be the seventh year. The penultimate is the year you go up for tenure.
  - Mike – Motion is we are pre-approving. All those opposed. Ayes carry. Bill 401 passes second and third reading.
- Kader Frendi motions to adjourn meeting. Member seconds. Meeting adjourns at 2:00 pm.

# THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

## CAMPUS BICYCLE USE POLICY

—DRAFT—

**Number** 06.07.XX

**Division** Police Department

**Date**

**Purpose** To regulate the use of bicycles, which, as defined here, includes all pedal driven, human powered vehicles, on the UAH campus in order to:

- enhance pedestrian and rider safety on campus, with heightened emphasis during peak motor vehicle and pedestrian traffic periods;
- provide for the safe and free ingress/egress to and from University buildings and facilities;
- provide for accountability of bicycles located on campus
- reduce the number of bicycle theft reports and vandalism losses;
- eliminate the number of unserviceable bicycles abandoned on campus;
- establish and publish written guidelines and regulations to facilitate the safe movement of bicycle traffic on campus.

**Policy** This policy applies to all University employees, students, and visitors who ride, park or store any bicycle or other pedal driven, human powered vehicles on the campus of The University of Alabama in Huntsville.

### **Registration of Bicycles Required**

Persons having a bicycle on campus must register it and affix to it a permit issued by the UAH Parking Management Office. There is no fee associated with registration of a bicycle. Through registration, UAH will have an efficient process to establish the ownership of a bicycle that is improperly parked or abandoned. In the event a bicycle is stolen and later recovered by law enforcement, registration makes it easier for the Police to prosecute the thief and return the bike to its rightful owner.

By registering a bicycle, the owner also acknowledges that he/she has read and understands the University's Campus Bicycle Use Policy and agrees to abide by the rules and regulations set forth herein, including

applicable Alabama laws addressing Bicycle Safety: Alabama Code 32-5A-260 through Section 32-5A-266, and 32-5A-280 through 286. (<http://law.justia.com/codes/alabama/2009/Title32/Chapter5A/Chapter5A.html> ).

Such laws generally entitle cyclists to the rights of vehicle drivers, but also require cyclists to comply with the duties of vehicle drivers. Cyclists are also acknowledging that they must use bicycle paths, when available. State law also requires riders under sixteen to use helmets and the use of restraints for children under 40 pounds. Violations may be enforced by law enforcement officers, according to the code.

### **Bicycle Registration**

- Students and employees should log in to their myUAH account and select the link Parking Management under Campus Services.
- Permits are not transferable. In the event of the sale of a bicycle, or transfer of ownership, the new owner must register it in his/her name and a new permit will be issued. The permit period is identical with that of the university motor vehicle registration period--expiring on August 31 of each year--and the bicycle must be re-registered by that time.

### **Safe Operation of Bicycles**

As a cyclist on campus, all provisions of the State of Alabama Motor Vehicle Code and the rules and regulations of UAH apply. Bicycle riders must obey the rules of the road as would the operator of a motor vehicle, i.e., cyclists must stop at stop signs, travel in the correct lane, and yield to pedestrians who have entered a cross-walk. Failure to do so may result in issuance of a citation.

Cyclists must remain on marked bicycle paths or on the streets operating on the far right side or the right lane. Cyclists who find themselves sharing a sidewalk with pedestrians should dismount and walk their bicycles until clear of congested areas.

Operation of a bicycle in an unreasonable manner as to be considered reckless conduct or that may cause injury to another person or damage to property could be cause for the offending cyclist to be subjected to criminal penalty as well as civilly liable for damages as a result of any negligence.

## **Parking and Securing of Bicycles**

In order to decrease the opportunity for theft and reduce the hazards caused by bicycles that are improperly affixed to stair rails, light poles, street signs, trees, etc., the University has strategically placed structurally sound bicycle parking racks at convenient locations around the campus.

Bicycles must be secured to a bicycle rack each time they are left unattended on campus for any period of time. Bicycles left unattended that block a stairway, sidewalk, pedestrian pathway, door entrance/exit or inside a building hallway or common area are in violation of this policy and the owner is subject to a citation as well as removal and impoundment at the owner's expense. (see Impoundment Procedures)

To protect a bicycle against theft, it should be locked to a bicycle rack. Locking devices and methods may vary, but a steel core, U-shaped type of bicycle lock is the recommended type of locking device. A bicycle should not be secured in a manner that can allow it to be disassembled and removed. For example, lock the bicycle to a bicycle rack using the frame of the bike and not a wheel or handlebar.

## **Enforcement**

The Parking Management Enforcement Staff are charged with enforcement of University parking regulations only. These individuals are also authorized to remove bicycles that are parked and/or secured in an inappropriate manner and/or at a location that creates a safety hazard. They may also remove any bicycle that appears to be unserviceable or abandoned after proper notice is given (see Damaged and Abandoned Bicycles). Violations of state law regulating motor vehicles will be addressed by law enforcement officers. Moving violations such as running a "red" light or failing to yield to a pedestrian in a crosswalk may subject the cyclist to a moving citation, which is normally adjudicated in the municipal or state court. In some circumstances where a student habitual violator is identified, a referral to the Dean of Students may subject the accused person to disciplinary action through the Student Code of Conduct.

## **Damaged and Abandoned Bicycles**

Any bicycle observed with significant damage, whether locked or not locked to a secure bicycle rack that would reasonably be considered unsafe to operate or abandoned due to the length of time it has remained in its same condition and location may be removed and placed in the Impoundment Area. There is no fine, penalty or charge resulting from this action, and it should be understood that the action may be taken to protect

the registered owner's property from theft or vandalism. It will also clear space in the affected bicycle racks for registered, serviceable bicycles to be parked.

Typically, an unserviceable bicycle that remains in the same location for at least thirty days will be tagged by Parking Enforcement. Attempts will be made to contact the registered owner. The tag will serve as notice to the owner that the University intends to remove the bicycle after thirty additional days have expired. A removed bicycle will be placed into the Impoundment Area and maintained there for six months. After the six month period of time has expired, the bicycle may be sold or used for official University business, i.e., parks, recreation, etc.

### **Impoundment Procedures**

Once the decision is made to impound a bicycle, a lock, chains or other devices used to secure the bicycle will be forcibly removed. Any resulting damage to the bicycle or locking mechanisms is not the responsibility of UAH or the UAH Police Department. The bicycle will be transported and placed in the Impoundment Area.

An unregistered impounded bicycle will be released upon proof of ownership and payment of a \$5.00 impoundment fee.

### **Waiver of Liability**

UAH assumes no responsibility for the loss, damage, theft, care or protection of any bicycle or attached accessory, including locking devices or contents, at any time. Individuals who bring a bicycle onto the campus assume all risks of loss of or damage to the bicycle. All persons on campus should be reasonably aware of his/her own safety, whether as a pedestrian, cyclist, or vehicle operator.

### **Review**

The Office of the President is responsible for the review of this policy every five years, or whenever circumstances require.



**Approval**

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Chief University Counsel

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Date

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Senior Vice President for Administration and Finance

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Date

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Vice President for Student Affairs

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Date

**APPROVED:**

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President

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Date

## **Senate Bill 405: Diversity and Inclusiveness**

**WHEREAS** the Faculty Senate has been following with great concern events around the country involving hate crimes and intolerance, and

**WHEREAS** the level of concern of minority groups on our campus has increased significantly in recent weeks, and

**WHEREAS** the Faculty embrace diversity and the free exchange of ideas, especially in the campus arena, and

**WHEREAS** all individuals at UAH are afforded the rights and protections articulated in university policies and the university's Mission, Vision, and Core Values, and

**WHEREAS** the Faculty endorse inclusiveness,

**THEREFORE BE IT RESOLVED** that the Faculty re-affirm our commitment to the Core Values expressed in UAH's Mission Statement. We welcome the expression of ideas in non-violent forms and the free debate of topics, without undue regard to speaker backgrounds, including, but not necessarily limited to, race, religion, gender, or sexual orientation backgrounds, and

**BE IT FURTHER RESOLVED** that the Faculty condemn violence against any member of the UAH community, and

**BE IT FURTHER RESOLVED** that the Faculty affirm our commitment to lead efforts and initiatives that strive for inclusiveness and diversity, and

**BE IT FURTHER RESOLVED** that, upon passage of this bill, that the Faculty Senate President and President-Elect publish this bill upon the official records of the Faculty Senate, and

**BE IT FURTHER RESOLVED** that, upon passage of this bill, that the Faculty Senate President report to the System's Board of Trustees that the UAH Faculty re-affirm the UAH Core Values, especially in regards to Inclusiveness and Diversity and the free expression of ideas in the campus arena.

The University of Alabama in Huntsville

Policy on Lecturer Titles and Positions

Approved by UAH Faculty Senate, October 20<sup>th</sup>, 2016  
Modified December 26, 2016

**Number:**

**Division:** Academic Affairs

**Date:** January 2017

**Purpose:** This policy defines lecturer faculty titles and positions at The University of Alabama in Huntsville.

To sustain academic excellence, The University of Alabama in Huntsville is committed to growth in areas that align with its core mission. The success of UAH as an institution is based on a climate that supports academic freedom, tenure, and shared governance. UAH is committed to maintain an academic labor force that can commit to excellence in instruction and research innovation. ~~-, Lecturers should not be a substitute for tenured faculty.~~ Lecturers are hired to satisfy departmental teaching needs including Charger Foundations course enrollment growth and changing enrollment patterns and are not intended as substitutes for tenured and tenure-earning faculty. These needs differ among different colleges and departments and with circumstances.

**Policy:**

The lecturer academic titles and credentials defined below are required for the appointment and promotion of lecturers who are classified as non-tenure-track faculty. Recruitment and hiring of lecturers shall conform to the University's Affirmative Action Plan and comply with the Faculty Recruiting and Hiring Policy 02.01.06. Additionally, like all other faculty employed at the University, lecturers involved in instruction must meet the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) credential requirements for teaching at the appropriate level.

Lecturers should have a minimum level of job security to allow them to plan their employment with a reasonable horizon and shield them from administrative decisions based on non-academic arguments. Dismissal of lecturers must follow a due process even if their employment contract precludes expectations of continued employment. Academic freedom (i.e., the open and collegial discussion of non-popular topics) is one of the main pillars of a University education. The notion that Lectures should not have the benefits of academic freedom does not belong at the University of Alabama in Huntsville.

**Comment [MOU1]:** This is effectively the same claims we made before and the basis for the rejection by administration. I think leaving this in just kills the whole policy before we submit it (as much as I agree and would advocate for lecturer rights).

## **Procedures:**

### **Non-Tenure-Track Faculty Appointments/Promotions of Lecturers**

Lecturer appointments are non-tenure-track faculty appointments. Non-tenure-track faculty are afforded one of two types of appointment. Non-tenure-track faculty may be offered a one-year appointment with the potential for renewal annually. Following three successful annual reviews [according to Faculty Handbook 7.8.1](#), non-tenure track faculty ~~are~~ [may be](#) given ~~up to a~~ three-year appointment with [annual](#) reviews [according to Faculty Handbook 7.8.12.2](#) and the potential for renewal in the third year contingent upon the faculty member's satisfactory performance, the instructional needs of the department, and noting the situations described in Section 301 of the Board Manual of the Board of Trustees of the University of Alabama. Non-tenure-track faculty may be offered a three-year appointment with review and the potential for renewal in the third year, contingent upon the faculty member's satisfactory performance, the instructional needs of the department, and noting the situations described in Section 301 of the Board Manual of the Board of Trustees of the University of Alabama.

The review of a non-tenure-track faculty member follows the review process outlined in Chapter 7.8.5 of the UAH Faculty Handbook.

If the lecturer is seeking promotion, a promotion committee is established either as a committee of the tenured faculty within the department as whole or in the same manner as the reappointment committee described in the UAH Faculty Handbook Chapter 7.8.5. The promotion committee will review the promotion request and provide a written review of the candidate's promotion file to the unit chair, stating whether the candidate meets the criteria for promotion. The unit chair then reviews the promotion file and writes a letter of recommendation to the dean or director. For those colleges organized into departments, the promotion file is then reviewed by the College Promotion and Tenure Advisory Committee (PTAC), which then votes on the candidate's promotion file and submits the promotion file to the dean. After reviewing the promotion file, the dean provides a recommendation and submits the promotion file to the provost, who makes the promotion file available to the University Review Board (URB) for its review and vote. The provost receives the URB's recommendation and conducts an independent review prior to making a final decision. In conducting the review, the provost evaluates all information submitted and may utilize professional assessments from appropriate faculty and academic administrators, as well as the promotion file and all previous recommendations. The provost, with the concurrence of the president, makes the final decision on the promotion of a lecturer.

Service in a non-tenure-track appointment is not considered part of a probationary period for tenure consideration, and tenure cannot be earned in the position. Lecturers receiving a negative review for promotion have access to the same appeal procedures outlined for tenure-track faculty in section 7.10.12 of the Faculty Handbook.

## **Lecturer Series**

**Comment [MOU2]:** I think we need to avoid annual reappointment. Such a process is gratuitous for all parties and insulting to lecturers who have held their position for a significant term. A successful first year review, here, affords the lecturer a second and third year. If this is not tenable, then I don't find it necessary, really, to distinguish between a one-year appointment and something else because the expectation for annual review makes both types of appointments, effectively, one-year appointments. Perhaps the distinction is really financial (position paid by hard money vs. soft money)?

**Lecturer:** To be eligible for appointment at the rank of lecturer, an individual must have completed at least 18 graduate semester hours in the teaching discipline and hold at least a master's degree, or hold the minimum of a master's degree with a major in the discipline in which the lecturer teaches. The primary responsibilities of an individual appointed as a lecturer are instruction, student learning, and student retention, with an emphasis on student success. Contributions such as highly effective and consistent dedication to student learning, retention, and success; consistent and conspicuous involvement in institutional and professional service responsibilities; and professional development activities are expected and required for promotion. Other duties may be assigned.

The teaching load for lecturers is normally eight 3 or 4 credit hour courses equaling either 24 or 32 semester hours in the academic year. Those who teach 24 semester hours typically have additional expectations for service in student advising, participation in departmental programs concerned with student activities, additional responsibilities in instructional matters required by their courses, or other responsibilities as assigned by the chair of the department. Those who teach 32 semester hours normally do not have any additional responsibilities. Teaching requirements may be adjusted for involvement in important projects, special activities of value to the department and the college, or special needs/requirements of the courses taught. Lecturers do not participate in departmental processes concerning appointments, reappointments, promotion, and tenure.

**Senior Lecturer:** Promotion to the rank of senior lecturer includes all of the requirements of a lecturer and is intended to recognize efforts and performance that combine instructional effectiveness with additional significant contributions to the mission of the university. These contributions may include instructional and curriculum development; dedication to student learning, retention, and success; consistent and conspicuous involvement in institutional and professional service responsibilities; professional development activities; and continuing education. An individual promoted to the rank of senior lecturer will normally have held a regular, full-time appointment as a lecturer at The University of Alabama in Huntsville for a minimum of six, preferably consecutive, years. Upon promotion, senior lecturers are awarded a five-year appointments-subject to [annual reviews according to Faculty Handbook 7.8.12.2](#) ~~in the fourth year~~ with renewal contingent upon the faculty member's satisfactory performance, the instructional needs of the department, and noting the situations described in Section 301 of the Board Manual of the Board of Trustees of the University of Alabama. Senior lecturers do not participate in departmental processes concerning appointments, reappointments, promotion, and tenure.

**Review:** Academic Affairs will review the policy every five years or soon as needed.

**Approval**

\_\_\_\_\_  
Chief University Counsel

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provost and Executive Vice President  
for Academic Affairs

\_\_\_\_\_  
Date

**APPROVED:**

\_\_\_\_\_  
President

\_\_\_\_\_

