FACULTY SENATE
MEETING #570 AGENDA
NUR 205A
THURSDAY, September 15, 2016
12:30 PM to 2:00 PM

Call to Order

1. **Approve Faculty Senate Meeting #569 Minutes from September 1, 2016**

2. **Accept FSEC Report from September 8, 2016**

3. **Administration Reports**

4. **Officer and Committee Reports**

   - **Lecturer Policy**
   - **Bill 382 Notification to Senate on Deanships**
   - **Bill 385 Development Giving Directly to Departments**
   - **Bill 386 Optimal Class Size**
   - **Bill 387 Faculty and Emeritus Faculty Authored Books in the UAH Bookstore**

5. **Miscellaneous/Additional business**

Adjourn

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE FACULTY SENATE

Senate Bill Oct-A: Notification to Senate on Deanships

Bill History: 10/25/15 Before Fac Sen Executive Committee for initial consideration

WHEREAS: The headcount of Dean- (and apparently Associate/Assistant Dean-) level positions at UAH has increased significantly in recent years, and

WHEREAS: many Deanship creations have ultimately resulted in creation of supporting Associate or Assistant Deanships and possibly office expenses for the Deanship,

WHEREAS: in the fairly recent history of UAH, Administrators have announced ideas, plans, proposals, and initiatives to merge or wind down certain academic units in response to various factors, and

WHEREAS: in the fairly recent history of UAH, Administrators have instituted lay-offs of staff and reductions in compensation for Chair-level faculty, with said actions labelled as cost-saving measures,

WHEREAS: the increase in administrative positions at the Dean- (and Associate/Assistant Dean-) level may impose an increased carrying cost for administration, and

WHEREAS: going forward, the increased carrying cost could result in cost pressures ultimately resulting in renewed initiatives for staff or faculty furloughs or a renewal of ideas, plans, proposals, or initiatives to merge or wind down certain academic units (to possibly indirectly "fund" the administrative carrying cost), and

WHEREAS: the Faculty share academic governance with the Administration, and Faculty "buy-in" to new structures can be a critical component of their long-term success or failure,

NOW THEREFORE BE IT RESOLVED:

That creation of any new Dean at the University of Alabama in Huntsville always be preceeded by: (1) notification to the Faculty Senate by the Administration/Academic Affairs of the desire to create a new deanship, (2) supply to the Faculty Senate by Administration/Academic Affairs of a written proposal for deanship creation, showing justification for the deanship, with said report to include statements of possible risks and benefits of the deanship, including possible impact on current units and the cost structure of Academic Affairs, (3) an invitation by the Administration for Faculty Senate deliberation and response on the deanship, (4) adequate time (typically at least 90 days for proposals submitted to

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32 Senate between the start of the Fall Semester and the mid-term mark of Spring Semester, and 120 days

33 for proposals submitted to Faculty Senate outside these times) for said Senate deliberation and response

34 (with additional time granted for said Senate response if requested by Senate leadership) and (5) due

35 consideration by the Administration of the Faculty Senate's response.

36

37 **AND BE IT FURTHER RESOLVED:**

38 that after adoption of this bill as a resolution by the Senate and Administration acceptance, that the

39 statements in the "NOW THEREFORE BE IT RESOLVED" section above be published as an interim

40 University Policy, numbered in keeping with the numbering scheme currently in use for University

41 Policies,

42

43 **AND BE IT FURTHER RESOLVED:**

44 that after adoption of this bill as a resolution by the Senate and Administration acceptance, that the

45 statements in the "NOW THEREFORE BE IT RESOLVED" section above be distilled into appropriate

46 form for the Faculty Handbook by the Senate's Governance and Operations (or Faculty and Student

47 Development) Committee, with said item then introduced to Senate as a proposal for Faculty Handbook

48 Amendment, with said Amendment to go through the full process identified in the Senate By-Laws for

49 all resolutions, and said Amendment, if approved by Senate, then to replace the interim policy

50 identified in the above "AND BE IT FURTHER RESOLVED" section.

51

52 **AND BE IT FURTHER RESOLVED:**

53 that upon adoption of this bill as a resolution, that the Faculty Senate leadership report the resolution

54 upon all Senate records and work to ensure that it be fully available to the University community.

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FACULTY SENATE Executive Meeting
September 8, 2016
12:30 P.M. in SSB 212

Present: *Monica Dillihunt, Kader Frendi, Carmen Scholz, Joseph Taylor, Christine Sears, Ramon Cerro, Mike Banish, Tim Newman, Earl Wells, James Swain, Eric Seeman*

Guests: *President Bob Altenkirch*

➢ Faculty Senate President Mike Banish called the meeting to order at 12:33 pm.
➢ Summary of meeting to include policies and bills:
   o Class Scheduling was sent to Undergraduate Curriculum and Undergraduate Scholastic Affairs for review.
   o Bill 382, Notification to Senate on Deanships, passed first reading and will be sent to full senate.
   o Policy on Use of Facilities was voted non-shared governance and was sent to all committees for review.
   o Bill 386, Optimal Class Size, passed first reading and will be sent to full senate.
   o SSB Conference Room was voted non-shared governance and sent to all committees for review.
   o SSB Digital Signs was voted non-shared governance and sent to all committees for review.
   o Bills 382, 385, 386, 387 were added to the agenda for the full senate meeting on 9.15.16.
➢ **Administrative Reports**
   o President Bob Altenkirch
      ▪ Mike had asked me to get some information together in regards to how much we spend in advertising. The sheet I am passing out shows the expense from 2012 – 2017. Billboard advertising doesn't go back before 2012. I don't know if it existed before. In 2011, many people complained there weren't any billboards. This cost covers billboards that use different advertising methods than admissions. They put out information specifically for recruitment. Billboards only recruit by second order. They are mostly for a psychological impact. Most of that impact is targeted by our employees. When someone sees billboards for other universities, the first thought is why don't we have one? I receive a lot of compliments from people about the billboards. It helps develop a network. 2017, the new FY, there is one existing contract with Graduate school. Admissions and Enrollment services are trying to figure out what they will be doing.
         o Kader – Most on the interstates?
         o President – Yes, and back and forth from Tuscaloosa.
      ▪ I also have a handout showing the revenue received from UAH License Tags. As you can see the revenue versus what goes out in scholarships is minimal.

- Christine is out of town today, but feels we need to settle on a schedule for spring 2017. I am passing out a graph this is what the task force has recommended. The other side is the same except MWF classes are extended. This is the 50/75 minutes. We put together a scenario with 55/80 minutes. This will show start times putting 20 minutes between classes. Not shortening classes, we have to change the start time. It still takes 20 minutes to walk from Tech to Morton. If you went to 30 minutes between classes, you would have to chop off the last class.
  - Kader – I think some times of the day aren't as bad as other. I think 20 minutes has more affect during work traffic. Later in the day or morning, isn't an issue.
  - Ramon – How many people walk Morton to Tech?
  - Joseph – There are so many Gen Ed courses in Morton. It does have a problem.
  - Mike – At the freshmen level, look at that carefully. Freshmen and sophomores need better balancing with their scheduling. We haven't been smart with the problem. We have made the problem, and it could be solved easier.
  - Earl – Are we more spread out than other large campuses?
  - Kader - I think if you move Tech Hall out of the equation, the issue doesn't really remain.
  - Tim – First, I think that the proposal to reduce our contact hours is problematic in a number of ways. It means every faculty member on campus has to remove something from their lecture material. It also puts pressure in certain disciplines to complete the material in that course. The first proposal would take us to what UAB and UA have. What the Provost has proposed is adding two classes. All those proposals reduce our contact time. I think that we could actually use to a recruiting advantage is that we have the highest contact hours among the universities. That is a competitive advantage for us. On the issue with the 20 minutes, there are some other solutions we could consider. The biggest problem is from the southwest to south. Possible solution is at one of those locations not having a class so we wouldn't have that long commute. Then we could have a limited shuttle bus with only two stops. That is a really limited solution that doesn't impact anyone teaching. I sat down one afternoon and made a schedule that would give 20 minutes between classes and 55/80 minute class times, all we have to do is move start time up 10 minutes and end back 10-15 minutes. We can do this and each class doesn't' have to move their start time. That is limited impact on scheduling. All our systems work right now for certain classes that have labs. All those things would be preserved. Another thing we have been wedded to the idea that the TTH classes have to start the time as the MWF classes. You could work with those class times and move the start times. Then you would have 25 minutes around the lunch hour when traffic would be heaviest. I don't think these are as disruptive.
  - President – I don't know how this will affect labs.

- Monica - Labs operate independently because they are 3 hours sections. The labs are scheduled in such a way that they run all week and don't interfere with class time.
- Mike – The last piece of paper is very attractive. That is moving start times. We are over constrained with trying to maintain the same start times. This probably needs to be pushed out to some committees to look at.
- President – The reason I put out 30 minutes, there is no issues. You don't need a bus. That is a cost. From experience, they are not efficient or effective. People don't wait and start walking.
- Earl – What about students trying to schedule classes all the same time of the day? There are student preferences that are not easy to avoid.
- Ramon – May I remind you that we already had a committee last year to look into this. Our recommendation was dismissed by the Dean's. Our recommendation was changing the times.
- Kader – I think the two to use are UCC and UGS.
- Mike – Can I pass it out?
- Christine – Yes, We will take it.
- President – What was the reason to keep the start time the same?
- Kader - I tried to get an answer for that and never could. I went to my department to work with those constraints.
- President – I think if you keep the start time the same, you have to chop off time.
- Monica – There was some discussion for students that are commuters.
- Mike – I think Dr. Newman is right; you get the full minutes here at this university.
- Carmen – Is there a system here for safety in place? Can you call police?
- Earl – If you are close to residence halls, it should be well light.
- We will have the parking consultant taking data at the end of this month using the different decals. Statically, the number of people per spot, we are ok. If you look at the attachment, that happens to be North Carolina Chapel Hill. On the back side, it is pretty complicated. I figured out why my daughter working at that university bought a moped.
  - Earl – I am sure we compare favorably to other institutions in our system. The comparison here is made with universities not in this area.
  - President- There happens to be a study out that was done around 2008 when Indiana University was trying to figure out the same issue. Clemson tried to solve the same issue in 2010. The parking consultant will have all the data from surrounding universities. I feel they will say we have sufficient parking; we just need to better manage it. A deck cost about $20K a spot. It is very difficult to pay back. You are looking at about $55K debt service to $1M borrowed. That is why it is difficult to build these without DOT help.
- ➢ **Committee and Officer Reports**
  - ○ President-Elect, Carmen Scholz
    - No Report.
  - ○ Past President, Kader Frendi

- I sent an email to the Provost that contained Handbook Chapters 4-6 and Appendix A. They are currently under review by the President and Counsel. Hopefully the changes they recommend will be minor.
  - o Parliamentarian, Tim Newman
    - No Report.
  - o Ombudsperson, Eric Seeman
    - No Report.
  - o Governance and Operations Committee Chair, Monica Dillihunt
    - Bill 382, Notification to Senate on Deanship, was sent to the Provost and she sent back changes in the form of questions.
    - Ramon – Is this new?
    - Kader – No, it was put in very early last year. If I recall, this happened before the college of continuing education. The dean was called in before the college was created. We needed to address that.
    - Monica – Some questions were how many positions have been created?
    - Mike – The colleges are listed in the handbook. You created a deanship before the college existed. A college was created without anyone telling anybody.
    - Ramon – The point here is there is no procedure to create a college. Maybe that should be in the handbook.
    - Mike – Motion to accept first reading of Bill 382. Ayes carry. 1 abstains. This will now be sent out to the faculty senate for second reading.
  - o Personnel Committee Chair, Ramon Cerro
    - We were assigned the policy of use of facilities. The members on the personnel committee is looking into it. It is 22 pages. I think it solves problem that doesn't exist. It deals with issues that are very sensitive like freedom of speech. I don't think it has any priority.
    - Mike – Does anyone have an opinion on this? All this is doing is solving a legal issue. This was a policy that I wanted to invoke the governance rule on.
    - Carmen – My feeling is this keeps us from doing actual work. In the Presidents own words, the problem to assemble happens infrequently.
    - Ramon – It has no priority.
    - Carmen – As soon as they deliver, let's deliver it out.
    - Mike – Let me explain the standing rule. The rule is that we would have two votes in this body. One would be we don't see a shared governance issue with the policy and second vote would be to release it to committees to vote and discuss. Then the chair of committee would report back. A committee could decide to bring a resolution up and discuss it in the full faculty senate. These policies can be brought back at any time.
    - Ramon – This policy was assigned to a committee and they are reviewing it. If no red flag is raised, then we move it out. But I am afraid there will be issues since it does discuss free speech. It is so dense that it may be interpreted incorrectly.
    - Carmen – If we are violating free speech, it would be trumped by the law of the land.
    - Tim – According to the standing rule was to send it to a committee. The advantage is if we do the two votes here, we are done with it. If your committee has an issue with it, then we will discuss it.

- Mike – Once we vote it to committees, they review it. If there needs to be a resolution then we will discuss this. I call for the shared governance vote on 06.06.14. All those who think this isn't a shared governance issue raise your hand. Ayes carry. Next vote is to release it to committees to discuss and vote. Ayes carry.
- o Undergraduate Curriculum Committee Chair, Christine Sears
  - Our committee voted to send Bill 386, Optimal Class Size, to the full senate for second reading.
    - Mike – All in favor of Bill 386. Ayes carry. Bill 386 passes first reading and will be sent to the full senate.
  - We are also looking at SIE and SGA Plus/Minus Grading.
- o Finance and Resources Committee Chair, Joseph Taylor
  - RCU has been issued and everyone can encourage faculty to submit proposals. We got new stipends thanks to science, nursing, and business. We are trying to get distinguished speakers for spring 2017, so far we have received zero.
    - Tim – Are there two classes for that?
    - Joseph – There is a $4K slot, if you have an interdisciplinary speaker. In the fall no one really qualified for it, so we split to make two $2K spots. Please encourage people to submit proposals. We are doing this each semester in hopes of getting proposals.
    - Monica – What is the deadline for RCU?
    - Joseph – October 28th is the faculty deadline. Student's deadline will be in November.
  - We also looked at Bill 393, but we will wait on Christine's committee to finish and combine the remarks.
  - Mike – I sent the President a budget sheet I put together out of the audit books six months ago. He said he would get back with me. He gave the presentation to Kader, Carmen, and me. We asked him if we would give it to the finance committee and the full senate.
    - Joseph – We are having him on October 3rd to present to the finance committee.
    - Mike – He took the request to present to the full senate as well. It is a very long presentation and I will make this be done in a special meeting.
- o Undergraduate Scholastic Affairs Committee Chair, James Swain
    - I was going to report that we completed our first re-admission appeal. Before I came to the meeting, I received another email in regards to it with reviews so I can't present it today.
    - Optimal Class Size also came to us. Since it has been sent to the full senate, do I need to move on from it?
    - Mike – No, discuss it and be familiar with it.
- o Faculty and Student Development Committee Chair, Earl Wells
  - No Report.
- o President, Mike Banish
  - Let me remind you to have a second chair for your committee.
  - The School of Graduate Studies is changing to "Graduate School and International Services." The Provost asked if we would make a change in the

handbook to designate this. There aren't' many places in the handbook that graduate studies is mentioned.

- Ramon – In any bills, is there an issue with changing the name of a college?
- Tim – No.
- Mike – There are a few places that the handbook could be changed but not many. I am hesitant because for the Dean of Graduate Studies, I want to make sure that it is a dean and not a program director. I am hesitant about this. What kind of change has to be made if it has to be made?
- Ramon – I am worried about neither graduate studies nor international services doesn't know how to deal with international students.
- Kader – A year ago when we did these changes in the handbook, we took it before the senate and made the changes quickly. I don't really see the need for this change.
- Carmen – Right now, who is in charge of international services?
- Kader – Yeqing Bao.
- Earl – He can have several titles, but why combine these?
- Tim – With two titles, we don't need to change this.
- Mike – This is a director position. I don't see any reason to acknowledge this change.
- Kader – This is more of an internal change within this area.
- Carmen – Is this a chance to get rid of a Dean position?
- Tim – I have discussed this with the Provost. Our administrative overhead has tripled in this area. Provost said it hasn't because there was a director. You can think Yeqing as doing Berkowitz job, and Berkowitz doing another job.
- Mike – The motion is there is no change needed in the faculty handbook for "Graduate School and International Services." Ayes carry.

- Mike – We keep threatening to have a charger foundations committee come back. I haven't heard how many members are wanted from the senate.
  - Monica – Does it have to be someone who serves on the faculty senate?
  - Mike – No.
- Mike - The President asked me last time that we had been slow about our response to policies. He asked us to think about the time we need to have to respond. Carmen, will you look this over?
- Mike – We have Bill 385 & 387 that will go onto the next agenda. Also Bill 386 & 382 will go onto the next agenda.
- Mike - The two SSB policies. I would like to declare these policies non-shared governance.
  - Monica – I think the SSB conference room should have student organizations listed as priority as to who can use it.
  - James – What is a community even with UAH involvement?
  - Monica – Science Fair.
  - Tim – I think the students would go to Charger Union.
  - Mike – I call for non-shared governance vote on SSB Conference vote. Ayes carry. Release to committee. Ayes carry.

- **Mike** – SSB Digital Sign. I declare it non-shared governance.
    - Monica- Did they take out the issue that student could hack into them.
    - Carmen – That is somewhere else, but they removed the wireless.
    - Mike – Aye carry for non-shared governance. Move to committees. Ayes carry.
    - James – We will need some announcement that these have went out and a deadline to get a response.
    - Tim – Standing rule states the next FSEC meeting is the next deadline.
- **Mike** – The Librarian Policy:
    - Tim – The Provost's comments are out of order. If you want to consider them, you have to have a motion to reconsider.
    - Mike – It did not pass first reading. It was sent to Provost and we are now here.
    - Tim – It was on the agenda for the last senate meeting?
    - Joseph – I thought it could be presented to senate without passing here.
    - Tim – If it is on the senate agenda it means it passed first reading here.
    - Mike – It never passed out of here.
    - Joseph – This is what the committees said and we merged them. We are creating the language that will go into the handbook. The description of librarians may go into the handbook. Then the process is listed for their appointment and promotion. This is all pretty generic. The key stuff is after so many consecutive years they cannot be removed without due process. The financial side is not there. The Provost took that out and referred to that section in the handbook.
    - Ramon- That is not true because there isn't anything in the handbook about dismal of faculty.
    - Mike- If we took out for non-tenured track faculty that is correct. That is the dismal process for faculty.
    - Ramon – We don't' have a chapter 7 of the old handbook. We haven't reviewed this chapter. Why is it wrong to put something redundant but assures there is a process and a reason.
    - Tim – I am lost here. What we passed last time had no reference to past handbook?
    - Mike – No.
    - Tim – So we want to add them and the Provost wants them there.
    - Mike – She wants it there, but process for non-tenure track faculty does not exist.
    - Joseph – Chapter 7 states dismal of tenured faculty or faculty.
    - Tim – This applies to two areas.
    - James- I read her sentence that you are applying non-tenured to this process.
    - Tim – I think she is reading 7.14 that there is a due process right for a lecturer during their term. I think that is a correct reading.
    - Mike – I would like to see "for non-tenured faculty" distinction out. It just follows the process of 7.14.
    - Ramon – Why? The thing she has crossed out, why? What reason is there to take it out? You don't want to be redundant.

- • Mike – Motion for 5 minute extension. Aye carry.
- • Ramon – What is on the web was never approved by the faculty senate.
- • Tim – Yes, it was in 1998.
- • Kader – That is the one we have been using for years.
- • Ramon – When does chapter 7 comes back from administration?
- • Earl – If you refer to a section that gets modified, do you have to reapprove those things that are referred to that?
- • Tim – If something happens now, it will go with the current chapter 7. Say tomorrow, Provost comes to senate and says we are good with what you put together for chapter 7. If we change the handbook, and 7.14, then this will have to be changed to follow.
- • Earl –You could get into issues because it would be renumbered.
- • Mike – 7.14 is a much longer process.
➢ Motion to approve agenda for full senate meeting on September 15th with the addition of the lecturer policy and four bills. Carmen motions to approve agenda. Kader seconds. Ayes carry.
➢ Meeting was adjourned September 8, 2016 at 2:08 p.m.

FACULTY SENATE MEETING #569
September 1, 2016
12:30 P.M. in NUR 205A

Present: Sophia Marinova, Laird Burns, Yongchuan Bao, David Stewart, David Harwell, Joseph Taylor, Christine Sears, Carolyn Sanders, Jeremy Fischer, Eric Seeman, Kyle Knight, Mike Banish, Ramon Cerro, Tingting Wu, Yuri Shtessel, Earl Wells, Harry Delugach, James Swain, Kader Frendi, Christina Carmen, Maria Steele, Mary Bonilla, Shanhu Lee, Debra Moriarity, Carmen Scholz, Tim Newman, Dongsheng Wu, Ming Sun, Vladimir Florinski

Absent with proxy: John Schnell, Ryan Weber, Irena Buksa, Babak Shotorban, Monica Dillihunt, Shannon Mathis

Absent without proxy: Xuejing Xing, Anne Marie Choup, Dianhan Zheng, Mark Lin, Casey Norris, Ann Bianchi, Tracy Durm, Marlena Primeau, Qingyaun Han

Guests: Provost Christine Curtis
*   President Bob Altenkirch*

➢ Faculty Senate President Mike Banish called the meeting to order at 12:34 pm.

➢ Approval of Faculty Senate Minutes from Meeting #568 from August 15, 2016. Motion by Tim Newman to approve minutes with amendment. On page 5, lines 1-8, the word "included" needs to be changed to "modified". On page 5, lines 9-16, the sentence starting with the needs to be corrected to "We did not address the issue of majority as it is a part of Appendix B." Mike motions to approve minutes with amendment. Ayes carry. 1 abstains. Approval of amended minutes. Ayes carry. 1 abstains.

➢ Approval of FSEC Report August 25, 2016. Motion by Debra Moriarity. Seconded by Ramon Cerro. Ayes carry.

➢ Approval of FSEC Report August 25, 2016. Motion by Harry Delugach. Seconded by Tim Newman. Ayes carry.

➢ President Mike Banish officially took as FY 16-17 Faculty Senate President.

➢ President Mike Banish present his President's report to two Standing Rules that were voted into place to be in effect this academic year. The standing rules are:

- o Standing Rule 1: Official Notice of Use of Faculty Senate Proxy. As the voice of the faculty to the Faculty Senate and to their represented departments the departmental Faculty Senator is expected to inform their departments of the discussions and deliberations occurring in the Faculty Senate. Faculty Senator Proxies to the Faculty Senate are similarly expected to be informed of the current business, including policy and resolutions, of the Faculty Senate. Faculty Senators using Proxies will inform either the Faculty Senate President or the Faculty Senate President-Elect of the use of a Proxy for a Faculty Senate meeting and will ensure that the Proxy is informed of the current business pending before the Faculty Senate.

- o Standing Rule 2: Review and Voting on Non-Shared Governance Policies submitted to the Faculty Senate for Review. As stated in Section I.C of the Faculty Senate By-Law the Faculty Senate "is the permanent body representing the faculty for the formulation of university policy and procedures in matters pertaining to institutional purpose, general academic considerations, curricular matters, university resources, and faculty personnel (appointments, promotion, and tenure). All issues of university governance affecting the faculty at large should go before the full Faculty Senate before implementation." A range of policies submitted under the principle of Shared Governance do not include the aforementioned standard. For Policies submitted to the Faculty Senate that may not meet the Shared Governance standard the Faculty Senate Executive Committee will call for an electronic vote to determine if there needs to be a full Faculty Senate Review of such Policies. The Faculty Senate Executive Committee will conduct two separate votes during a scheduled committee meeting to determine whether or not a Policy for review will be voted on electronically within the Faculty Senate committee structure. The first vote will be a concurrence that a submitted policy does not fall with the standard of Shared Governance. The second vote will be to approve the electronic voting of the Faculty Senate membership. For a Policy review to move to electronic voting will require unanimous "for" votes of the Faculty Senate Executive Committee; votes that do not meet this standard will be reviewed during announced Faculty Senate meetings. The committee chairman will be responsible for conducting the electronic voting within their committees. Alternatively, committee chairman may conduct voting during committee meetings. The committee chairman will report the voting results during the next FSEC meeting. The results will be reported to the full FS during the next meeting. Faculty Senators are reminded that individual Faculty Senators may call for the introduction of a resolution during a Faculty Senate meeting.

- ➢ **Administrative Reports**

  - o President Bob Altenkirch
    - ▪ Policies – There were several interim policies put into place over the summer. They were created because there was a driving force. Faculty credentials had to be sent to SACS. They are posted on my uah.edu. There are some draft policies. There were not drivers so they are on the draft website on myuah. There was a revision to public speech because there was a legal challenge and legal didn't want to go to

court. We amended the policy because there are various speech areas on campus. A general forum area means anyone can speak freely there. Areas would include sidewalks along Holmes Ave, Technology Drive. There are designated public forum areas. The policy had one designated public forum areas that was the west slab. The challenge was because the area with most student traffic isn't at the slab anymore. So we had to designate another public forum area south of Charger Union. It is lined out by sidewalks. This means someone at the University who wants to use the area with less than 50 people involved can reserve it. If there are more than 50 people, there is an application process. If they are not associated with the university, they have to apply. Supreme Court says that State areas can regulate time, place, and manner. Most of these policies talk about amplification.

- Use of Facilities – Anyone can book a facility with a reservation if within the university. Outside UAH, they have an application with a contract and obligation to pay. By adding the rectangle south of Charger Union we avoided court.
  - Ramon – I have been here 20 years and never heard of this. It is 22 pages, is that necessary?
  - President – Attorney's wrote it and it includes the Supreme Court language. There was an individual who wanted to distribute items; they didn't have enough traffic where he was located to be successful. The attorneys agreed that he was correct. This hasn't been an issue in the past.

- Parking –If you have noticed there are several different color decals. They are specific to residence halls, faculty, etc. The parking consultant will take data to help better our parking. He will arrive at the end of September. We will have a recommendation before the end of the semester. We are the only university besides Athens State that doesn't have parking management. A top level view of parking, the ratio that universities look at is the number of people/parking spot. We have 9,800 people and 6,153 parking spots. Our ratio is 1.6. That is low.
  - Ramon – We sell parking decals, but there isn't enough parking for people to park. Isn't it necessary to guarantee a parking spot?
  - President – A ratio of 2 is about right. I left one day at lunch and I had to park on the third base line. You always have more people than parking spots because they aren't here at the same time. How do you manage the spots efficiently? You can't have all spots at the front door. The consultant will tell us if we need parking management.
  - Harry – These stickers are good to park anywhere on campus?
  - President – Yes, except visitor parking or service vehicle parking spots.
  - Sophia – What is the idea of the parking management system?
  - President – Most parking management are zone parking. That color codes your parking. The other is a transit system. You park away and are bused in.
  - Sophia – Is there a way to utilize the second?

- President – They are very expensive and we wouldn't have enough users.
- Member – A problem is our lot is fuller during the day then everyone leaves at 5. The problem is the overlap.
- Member – It seems we have a problem with habits. Why are we trying to address it this way?
- President – We are the only other university that doesn't manage parking. If you manage it, people know ahead of time what is coming.

- o Provost Christine Curtis
  - This is our very latest data as of this morning. The numbers aren't totally firm yet, but close. Our total enrollment is 8,468. That is a 600 student increase. We have 1,216 freshmen. That is an increase of 1,037 from last year. We have 7,778 transfer students that increased this year. Graduate enrollment is up. If you add graduate, transfer, and freshman increases it is over 300. The other 300 are from retention. That is the work that you all have done. Increasing enrollment is a dual effort. We have the highest retention rate that we have ever had. We can have a real impact by retaining the ones that are coming in.
  - Average Act score is 27.59. That is higher than last year. Our honors freshman enrollment is in the 280's. Honor's ACT is slightly above last year. Out of state is up, last year was 25% this year is 29%. We are getting a more diverse group geographically. Thank you for all your efforts. It will take a while before we see this in graduation rates. A number of things the colleges have done have made a difference.
  - The Director of International Engagement left. At that point, I asked the Dean of Graduate Studies to take over both offices. They had core functions that were very similar. It has been going on as a trial for a year, and it is working. They have combined core functions and increase their work loads. David Berkowitz came and asked if it would be acceptable to consolidate the two. I wanted to make you aware first and see if you had any feedback. At this point, he is recommending Graduate School and International Services as the new name. Are there any thoughts? Otherwise, we will move ahead. Please let me know within the next week.
    - James – Does international services cover faculty?
    - Provost – Yes.
    - Carmen – Under the new arrangement, do you see possibility for new faculty to be added? I feel there is a bottleneck with applicants with employees.
    - Provost – We are working with undergraduate admissions. We are implementing a new system. It should help speed the application process. That is the first step to get rid of the bottleneck.
    - Ramon – This is a modification of colleges because graduate school is within a college? Is there a policy for this process?

- Provost – We will be taking this to the Board as an information item. It isn't anything new just combine for efficiencies.

■ Parking – We have noticed that the students coming across the street are safer to walk then drive. We started to ask questions about it. It became apparent that students are having issues getting across campus within 15 minutes between classes. One female/one male equipped with backpacks took different routes to determine the time it took to get across campus. Morton to MSB was 16 minutes. Morton to Tech was 24. MSB to Tech was 14. We have been talking and have been engaged with this talk. We want to make it 20 minutes between classes. Since enrollment has increased, we are pushing to get 20 minutes between classes. I asked a task force to look at getting this completed. The draft recommendations are summarized here. There will be another meeting with a September 15 deadline. The draft recommendations were to keep start times the same. Reduce class time to 50 from 55 minutes for MWF classes. 75 minutes from 80 minutes from TTH, MW. We have to make up the time. So one option would be adding two days, MT, to the schedule. The second one is adding 4 days to the schedule. That is my recommendation. This would cover M-TH. This is just some recommendations. One reason I am told is why they didn't want to change start times is it makes the day longer. As you go into the night, safety issues come into play. They compared other universities and counted class days to get numbers. The course length of every university was 50 minutes, except ours. They looked at the two course length was 75, and ours was 80. They looked at the number of two day sessions and three day sessions and there are some variations, it varies between 40 – 44 minutes. They counted the number of minutes in one credit hour; it varies from 683-733 minutes. With the two day additional proposal, we have 700 minutes for one credit hour for MWF, 725 for the two day, TTH. If you add in another day, you can increase the time. How do you all feel about this 2017-2018 calendar? One constraint is you have to have 75 days in the summer. They are payroll days. If we have a start date in the fall as August 16, 2017, and we add two days, the final would go the whole week 4th-8th of December. If we added 4 days, finals would be December 6-12.
  - Debra – One comment on starting Jan 4th. Depending on how the 1st falls, starting that quickly back that creates nightmares for department chairs to hurry back and get the start under control. A lot of the international students try to leave early to get home for the break that will hinder the time and money to go home.
  - Harry – I have a hard time getting my graduate students back in January. That will only make it worse. I think Dec 26th for commencement is too late.
  - Provost – We need to understand the question about whether we have two additional days that the task force proposed or additional four days. It is possible and that is what I wanted to see.

- Tim – What I have seen in my classes the last two years is my sections get larger and my time is consumed with passing out papers, answering questions. My lecture time is already cut back.
- Harry– I am really pleased that we are considering relieving the pressure on the students. I am sure all implications have been thought of. Our whole culture is dependent on a schedule we have been used too. I would start with two, and then see how it goes and if needed, then add two more.
- Provost – I think it would be run as a pilot.
- Ramon – While you have the fall 2017 example, it won't affect this academic year?
- Provost –No.
- Debra – One thing the committee needs to do with respect to commencement and start dates is get a feel from the students. Some may not stay for commencement if it's that late. This would really affect international students.
- Christina – My understanding is we changed not long ago. This is a common schedule for universities I have been a part of. I think it would be an easy adjustment. I think we need the class time and that doesn't need to be shortened.
- Member – How much is this a problem for most people?
- Provost – It is hard for the students to get from one side of campus to Tech Hall regardless. The President and I had a list of walking areas we wanted to test. There are some areas you can walk but if you have a class in other buildings and go across campus that is a long distance. If we could move ENG to this side of campus it would alleviate this.
- Harry– I recall that several years ago a traffic analysis was done on students where they walk and how often. A nice map showed common paths and the density. We should have this survey done again. This may be treated differently then.
- Member – Is this only walk time?
- Provost – This is also for drive time.
- President – The preferred method of travel is a skateboard.
- Member – There was brief mention of the shuttle and there were problems with that. Can that really be explored before we drastically change the schedule?
- Carolyn – In support of my colleagues with the class time. The FYE class meets once a week for 55 minutes. That will get cut down to 50. If something changed my mind to support this, all these schools around us have went to 50 minutes. I don't think the task force will go into changing the start times. Let's keep in mind it puts pressure on us to get everything done in the standing class times.

- Sophia –I feel students have an expectation that we let them out a few minutes early. If we cut down even more, this will increase the expectation. You feel compelled to give extra minutes so they can pack.
- Kader – I was on the task force for this schedule. I wasn't in favor of going down five minutes. I am against the downward spiral to cut the time with students. I think if anything we advertise getting the best bang for the dollar. We need to stay true to what we offer and be different than those around us.
- Provost - The task force is recommending the colleges spread out classes more evenly across the week. When we opened the MW option a lot of the T TH moved to that. We are asking that they spread the classes over the day. That will help with parking and classrooms. There is one thing about having 10% of the classes either 8:00 or 3:55. Split 5% and 5% to the end of the day. There are a lot of colleges who do a lot after 3:55. We need to get some at 8:00 am.

➢ Officer and Committee Reports
  o President, Mike Banish
    ▪ There is a handout in the back that says President's report. Thank you for coming. You are the departmental representative to this body. You could be the only one that is representing your department. Some are back and there are a lot of new faces. So please introduce yourself to me.
      • Modification to Senate Term. Computer Science has two senators because they went up in faculty. Also taking into consideration with Dr. Slater becoming ill. Dr. Delugach has been added to serve. He is on the same term as Dr. Newman. I would like to propose that he have a two year term starting this year, 2016-2018. Debra Moriarity gives motion to approve. Tim Newman seconds. Aye carry.
    ▪ Standing Rule 1 – Faculty Senate Proxy. You are the proxies for your department. Some show up and say they are the proxy. If you are going to send a proxy you have to send me or Dr. Scholz a note stating the proxy and that they are up to date with business. Send this directly to me and Carmen, not faculty senate email. Make it reasonable to the time of the meeting. Tim Newman motions to accept. James Swain seconds. Aye carries.
    ▪ Standing Rule 2 – We are an hour in and haven't discussed policies. Dr. Banish reads the whole standing rule stated in the report. I would like to authorize electronic voting that the FSEC does not constitute having governance issues. They will have two separate votes. There will have to be unanimous in votes. The standing chairman will be responsible to have voting and report to FSEC.
      • Harry – Is the purpose to save time and not having to consider policies that don't follow the senate? If anyone disagrees you can bring a resolution up.

- Carolyn – There were some policies that were important and with one objection took up time that we could not focus on real important policies.
- Ray – My question is, have you considered going further to say it isn't important to us?
- Mike – No. If it is brought up to us we will consider it.
- Tim – I motion to approve this. This is effective for this term not change to handbook. Kader seconds. Ayes carry.
    - There is now a summary at the top of the minutes to summarize what really happened in the meeting.
    - We have a website that has everything we are considering on there. We talk about going to myuah, but we have a page that contains all of this. This will show actions taken on all of these. We are going to be adding a tab for UCC. The Provost Office and UCC is working out a procedure where they send a log sheet to Dr. Sears. The changes will then be posted there. There have been changes that not all faculty have been made aware of.
        - Debra – Along with that, there needs to be an additional way to get that out to broader campus. They need this once a semester.
        - Provost – It could come from the senate or Provost.
    - Three committees that we have going on. The most immediate is the SIE committee looking over the SIE forms –Dr. Burns and Dr. Marinova volunteered to serve. All in favor of these serving. Ayes carry.
    - Provost has asked for a committee to look at if we want to start a teaching learning center. We have two – Dr. Norris and Dr. Christina Carmen. All in favor of these two. Ayes carry.
    - Carolyn – I am on the committee, but don't think I am representing the senate.
    - The digital measures committee needs volunteers. Dr. Newman is leading that committee. Mary Bonilla and Debra Moriarity volunteered to serve. All in favor. Ayes carry.
- President-Elect, Carmen Scholz
    - No Report.
- Past President, Kader Frendi
    - I have sent the revisions of the handbook to the Provost. We are not complete with that.
- Parliamentarian, Tim Newman
    - For all incoming senators, Tim went through a diagram of how a bill becomes a resolution.
- Governance and Senate Operations Committee Chair, Monica Dillihunt
    - No Report.
- Undergraduate Curriculum Committee Chair, Christine Sears
    - We have started to look over Bill 386.
- Finance and Resources Committee Chair, Joseph Taylor

- The call for distinguished speakers for spring 2017 is out. The proposals are due September 16, 2016.
- RCU is taking faculty proposals and all will be due soon.

- o Personnel Committee Chair, Ramon Cerro
  - We worked this last month to update the librarian and lecturer policy.
- o Undergraduate Scholastic Affairs Committee Chair, James Swain
  - We have a readmission bill pending. I asked the FSEC about the new policy involving disbursement by PI's. A number of faculty expressed their displeasure particularly approval by PI's. There are several signatures requires. The approval should not be done without PI.
    - Provost – What I have asked about a year ago, I started to understand all the ledgers we have at the university. I came across a number of problems. My belief is that we are a public institution and keepers of the people's money. We don't have any money except a few private gifts that are designated other than public money. That is entrusted with us and we need to be careful with this money. When I started looking at the ledger 3 accounts which include PI accounts. I became concerned because it looked like no one was watching. There were accounts for people that were deceased, retired, in deficit. The problem is the money could be used effectively by the colleges and departments. The deficits have to be covered.
  - Mike Banish ask for motion to extend meeting. Debra Moriarity motions to extend. Tim Newman seconds. Ayes carry.
    - Provost -The other issue that came up is with people who left the university. They wanted to spend the money after they left.
    - James – Given the time pressures. Where did this come from? I found out about this on the 24th and its due 31st?
    - Provost – No, it isn't that important. I asked the dean's to implement this in 2016. I don't want any of us to get in trouble. It's good to have a check. That is all I am asking for.
    - Provost – I talked with accounting today. The form isn't getting the information across the correct way.
    - Tim – The form we were given to sign was not only for state money but private money. This only applied to faculty PI and not research PI. It was a slap in the face to the faculty.
    - Provost- I don't agree with you. The accounts that were in deficit were in faculty accounts.
- o Meeting lost quorum at 2:02 p.m. Kader Frendi gives motion to adjourn. James Swain seconds.

Faculty Senate Meeting #569 adjourned
September 1, 2016 at 2:02 p.m.

Faculty Senate Bill No. 3874 (check if correct)

Faculty and Emeritus Faculty Authored Books in UAH Bookstore

Whereas UAH faculty have authored or produced many scholarly and popular works, including textbooks, academic monographs, edited volumes, and creative works, among other texts

Whereas scholarly and popular works by UAH faculty highlight teaching, research, and creative accomplishments, and

Whereas prospective students and alumni may be interested in teaching, research, and creative accomplishments of UAH faculty,

Be it resolved that the UAH Bookstore will offer copies for sale of recent or significant book-length works authored, edited, or compiled by current UAH faculty and UAH emeritus faculty.

[or bookstore will maintain a faculty books section and solicit recommendations to populate this section…]

Faculty Senate Bill No. 386

Optimal Class Size

Whereas UAH is experiencing increases in enrollment without a corresponding increase in instructional faculty, and

Whereas faculty workload can be adversely affected by increasing the number of students in a course, and

Whereas class size can have a potentially negative impact on student success in a course, and

Whereas the goal of student retention requires individual attention to student performance, and

Whereas many disciplines, most notably writing intensive ones, have pedagogical reasons for limiting class size, and

Whereas Deans and Chairs are being asked to increase class sizes to the limits of the classroom without any regard for the effect this has on faculty, students, or pedagogical principles,

Be it resolved that optimal class sizes should be determined by departmental faculty in accordance with disciplinary standards rather than be dictated by room size.

Be it further resolved that any substantial increase in class sizes or any increase that entails changes in pedagogical practices should be subject to faculty review through the UAH Faculty Senate's Curriculum Committee.

Faculty Senate Bill No. 38~~53 (check if correct)~~

Development Giving Directly to Departments

Whereas financial support directed to UAH by the State is likely to continue to decrease, and

Whereas lack of State support and increasing financial needs at the University level negatively affect Department budgets, and

Whereas UAH Department have financial needs above and beyond institutional budget support, and

Whereas UAH alumni identify first and foremost with the academic Departments in which they completed their degree(s), and

Whereas UAH alumni would like to give financial gifts directly to Departments for the use of Departments, and

Whereas UAH alumni giving at the Department level fosters good relations between Department alumni and current Department students, and

Whereas contact with Departmental alumni are a prime source of employment contacts for current students,

Be it resolved that the UAH Development Giving Program will allow Departments to receive direct donations from UAH alumni and other interested giving-parties, and that these alumni and parties may be able to specify up to 4 areas to which their donations may be directed, including, but not limited to, Undergraduate Academic Student Travel, Alumni, Undergraduate Student Development and Cooperation, Academic Material Support, Laboratory Improvements, Undergraduate Research Experience, and other Department discipline-relevant areas.

Be it further resolved that the Department tenured and tenure-earning faculty have input on the use of these donations, along with Student Advisory and Department Industrial-Professional Boards.

Be it further resolved that the UAH Development Giving Website be formatted to clearly indicate that donors can give directly to Departments via individual Department accounts.