

FACULTY SENATE

MEETING #627 AGENDA

CHAN Auditorium

April 21, 2022

12:50 PM to 2:20 PM

Call to Order

1. Approve Faculty Senate Meeting #626 Minutes from March 31, 2022
2. Accept FSEC Report from April 14, 2022
3. Administrative Reports
4. Officer and Committee Reports

<ul style="list-style-type: none">• President Carmen Scholz• President-Elect Joey Taylor• Past-President Tim Newman• Parliamentarian Mike Banish• Ombudsperson Officer Carolyn Sanders• Governance and Operations Committee Chair Andrei Gandila	<ul style="list-style-type: none">• Undergraduate Curriculum Committee Chair: Azita Amiri• Finance and Resources Committee Chair Laird Burns• Undergraduate Scholastic Affairs Committee Chair Gang Wang• Faculty and Student Development Committee Chair Elizabeth Barnby• Personnel Committee Chair Andrea Word
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5. University Committee Reports
6. Business
 - Policy 01.04.03
 - Policy 06.08.10
 - Bill 458
 - Bill 470
7. 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

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE
DUTY TO REPORT AND PROTECTION FROM RETALIATION
INTERIM

Number: 01.04.03

Division: Finance and Administration, Office of Risk Management and Compliance

Purpose: The University of Alabama in Huntsville ("UAH") strives to promote an organizational culture that encourages ethical conduct and compliance with the law by creating a safe environment where faculty, staff, and students can and are expected to raise concerns about possible misconduct without retaliation.

This policy applies to all UAH employees, (regardless of category or status,) students, and volunteers. ("UAH Members").

Date: October 2021

Policy:

I. DEFINITIONS

For purposes of this policy, the following definitions apply:

Good Faith: An honest, reasonable belief that Wrongful Conduct has occurred or is occurring. A belief does not have to be proven true to be Good Faith.

Bad Faith: Knowingly making a statement that is misleading, false, or deceptive, or willfully ignoring facts that would disprove a belief that Wrongful Conduct has occurred.

Retaliation: Adverse action(s) taken against an individual who makes a Good Faith report of Wrongful Conduct, who participates in an investigation, or reports university or administrator actions and/or activities to the UA System office or Board of Trustees, or reports to the UAH Ethics Hotline, UA System Hotline or State of Alabama Ethics Hotline. Examples of such actions include, but are not limited to:

- Unjustified termination of employment, demotion, suspension, refusal to hire, denial of training and/or promotion, or threats of the same;
- Unjustified actions affecting employment such as unjustified negative evaluations, unjustified negative references, inequitable compensation or benefits, increased surveillance, or threats of the same;

- Discrimination, harassment, or bullying by intimidation, humiliation, or social isolation, which can occur directly or indirectly (e.g., via e-mail, social or professional networking sites, etc.);
- Creation of a hostile, intimidating, or offensive working environment;
- Filing of false, frivolous or malicious claims or charges against faculty, staff or students
- Implementation of sanctions based on false, frivolous or malicious claims or charges that result in change in organizational status, office type or location, or access to university resources
- Treatment disparate to others similarly situated, including addressing performance issues that had been allowed or accepted prior to his/her Good Faith report;
- Unjustified actions affecting academic, career, or degree progress (such as unjustified grading, negative references, thesis or dissertation committee decisions, etc.); or
- Any other action, threat, or comment, either direct or implied, that is likely to deter an individual from reporting or raising concerns or cooperating with investigations.

Retaliation does not include the following:

- Appropriate consequences resulting from a violation of a law, rule, policy, or procedure; or
- A negative comment in an otherwise positive or neutral evaluation; or
- Appropriate consequences justified by poor performance or history.

Wrongful Conduct: Examples include, but are not limited to:

- Illegal or fraudulent activity;
- False claims, financial misstatements, or accounting or auditing irregularities;
- Falsification of any official documents, reports, or statements;
- Undisclosed or unmanaged conflicts of interests or commitments;
- Physical, sexual, verbal, or mental abuse;
- Unlawful harassing or discriminatory conduct;
- Gross mismanagement of a contract or grant;
- Gross waste of funds or other resources;
- Abuse of authority, including that relating to a contract or grant;
- Giving false information, knowingly making false statements, or failing to cooperate in an investigation;
- Violating safety, fire prevention, health, or security rule, policy or practice; or creating or contributing to unhealthy or unsanitary conditions;
- Conduct creating a substantial and specific danger to public health or safety, or to University-owned or University-controlled property;
- Unlawful possession, consumption, or distribution of illicit drugs or controlled substances on University premises or while performing job duties;

Commented [1]: It is worth discussing a pattern of negative comments across time, however, since negative comments can be seen as grounds for termination, suspension, demotion, etc. A direct and immediate connection between good faith reporting and retaliation cannot be assumed.

- Possessing and consuming alcohol on campus that conflicts with the University's drug and alcohol policies or state and federal law;
- Using University property for private gain;
- A violation of law, regulation, University policy or code of conduct, contractual obligation, or grant;
- Falsification, fabrication, or plagiarism of research or scholarly activities, or the pressure or demand to do the same; or
- Retaliation against any individual who reports Wrongful Conduct in Good Faith, or who participates in the investigation of Wrongful Conduct.

UAH Member: All UAH employees (regardless of category or status), students, and volunteers.

II. REPORTING WRONGFUL CONDUCT

UAH is committed to upholding all laws, regulations, and policies governing its activities. UAH Members are expected to report Wrongful Conduct and cooperate with investigations as set forth below, understanding that they are protected by doing so in Good Faith.

Reporting Responsibility (Duty to Report)

All UAH Members have a duty to properly report, or cause to be properly reported, any Wrongful Conduct. Additionally, as appropriate, UAH Members must cooperate with any investigation.

Concerns of Wrongful Conduct posing actual or imminent danger or threats of violence to persons or property are to be immediately reported to the UAH Police by calling 256-824-6911 and/or 911.

Anyone reporting Wrongful Conduct must act in Good Faith. Any report determined to be made in Bad Faith is a violation of this policy.

Reporting Procedures

Individuals should feel free to direct their concerns relating to Wrongful Conduct to any UAH employee who can properly address those concerns. In most cases, a direct advisor, manager, or supervisor may be the person best suited to address concerns.

If such a person is not available, does not satisfactorily respond, or has a conflict of interest, or in situations where an individual prefers to place an anonymous report in confidence, the individual is encouraged to use the UAH Ethics hotline, hosted by a third-party provider. The hotline reporting tool is found here: <https://www.uah.edu/compliance/ethics>

In addition to the hotline above, an individual may also report using Charger 360. Charger 360 provides a centralized way for UAH community members to report concerns and

Commented [2]: This belongs under II above rather than within Duty to Report?

Commented [3]: These go to the Dean of Students. Reporting through that path may not be appropriate for faculty/staff/admin issues. Is there a way to specify/limit how Charger360 is to be used within this context?

incidents, or address observed difficulties that may impede a person's success at UAH. The Charger 360 reporting tool can be found here: <https://www.uah.edu/charger360>

Any UAH official, advisor, manager, or supervisor receiving a report or other information related to possible Retaliation must address the report and send notification to the Office of Risk Management and Compliance. Such notification must be done prior to initiating an investigation or taking action, unless such action is immediately needed to protect employees, visitors, students, patients, public health or safety, animal welfare, environment, or property.

- Office of Risk Management and Compliance
Shelbie King Hall, Room 229
256-824-6899

riskmanagement@uah.edu

Revealing the identity of individuals reporting Wrongful Conduct will be treated with discretion in the investigatory process insofar as the law or federal regulations allow. Reports made to the UAH Ethics Hotline may be made anonymously. However, UAH encourages anyone reporting Wrongful Conduct to identify themselves when making a report in order to help facilitate the investigation of the Wrongful Conduct.

III. REVIEW AND INVESTIGATION

UAH is committed to prompt and thorough review of concerns of Wrongful Conduct. Review processes may vary based on the subject matter and the unit or body conducting the review. Where warranted based on the conclusions of a review, UAH will take appropriate actions to correct errors, eliminate deficient practices, and/or make improvements.

UAH officials, advisors, or supervisors receiving a report or other information relating to Wrongful Conduct should promptly review and/or escalate such a report or information as outlined in this Policy.

IV. NO RETALIATION

Retaliation against any individual who reports, in Good Faith, Wrongful Conduct, or who participates in the investigation of Wrongful Conduct is prohibited.

Any UAH Member who Retaliates against an individual who has reported, in Good Faith, Wrongful Conduct, or who has participated in the investigation of Wrongful Conduct has violated this policy. Concerns of Retaliation are to be immediately reported to the Office of Risk Management and Compliance.

V. NON-COMPLIANCE

Commented [4]: This section moves from reporting Wrongful Conduct to Retaliation. Would it help to pull those apart a bit? Wrongful Conduct is to be reported per the paragraphs immediately above, but this shifts to concerns on retaliation, which is a subset of Wrongful Conduct, I suppose, but gets a bit fuzzy in terms of overall protocols here?

Commented [5]: Could this section be moved under Section IV. No Retaliation below, actually?

Commented [6]: These two paragraphs overlap a bit in coverage. Can they be combined into a single passage? Also, can initiation of review/investigation be addressed here?

Commented [7]: ... who has reported Wrongful Conduct in Good Faith or who has...

Confirmed violations of this policy will result in appropriate consequences commensurate with the offense, up to and including dismissal from the University or termination of employment, appointment, or other relationships with UAH. Interim actions may be taken by UAH prior to final resolution. Disciplinary actions will be handled through and in accordance with established UAH student and employment policies and applicable handbooks. Individuals may also be subject to arrest or criminal prosecution.

VI. REVIEW

The Office of Risk Management and Compliance is responsible for the review of this policy every five (5) years or whenever circumstances require.

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE
FACILITY AND GROUNDS USE INSURANCE POLICY
INTERIM

<u>Number</u>	06.08.10
<u>Division</u>	Finance and Administration – Office of Risk Management and Compliance
<u>Date</u>	Effective November 2021
<u>Purpose</u>	<p>The University of Alabama in Huntsville (“University”) is exposed to a financial risk from negligent/wrongful acts when Third Party Entities and other entities and individuals not covered by University insurance programs use facilities and/or grounds owned by or under the control of the University. To reduce this financial exposure, the University requires Third-party Entities and other entities and individuals not covered by University insurance programs using University facilities and/or grounds to maintain insurance to reasonably protect the financial interests of the University. Some of the activities that may give rise to financial exposure include, but are not limited to:</p> <ul style="list-style-type: none">● Youth Programs or Activities – Including overnight camps, day camps, workshops, classes, lessons, etc.;● Amusement devices (e.g. inflatables, dunk tank, rides, climbing walls, etc.);● Recreational activities (e.g. walks, runs, dances, car smashing, etc.);● Competition sports and/or team activities (e.g. flag football, laser tag, dodge ball, etc.);● Use of equipment and/or demonstration of scientific principles that involve the use of hazardous materials, dangerous substances, pressurized cylinders or vessels, exothermic or endothermic reactions, open flames, lasers, etc.;● Concerts, dances, and events with live or amplified music;● Arts and crafts displays or shows;● Sale of goods to the public;● Demonstrations and/or interactive displays;● Food preparation and/or food sales or service to the public – including competitive cook-offs or food festivals;● Parades, festivals, vigils, protests and other notable public gatherings that are not University-sponsored events.

Note that the use of pyrotechnics/fireworks on the UAH campus are not allowable except as provided for in other relevant University policies, including the Dangerous Weapons & Firearms policy (policy 06.02.05).

Policy

Subject to the exceptions described in this Policy, all Third-party Entities and other entities and individuals not covered by University insurance programs hosting events and/or conducting operations at the facilities or on the grounds owned or operated by the University must provide evidence of comprehensive general liability insurance and may also be required to offer evidence of automobile liability and workers' compensation insurance.

Where the financial exposure is deemed either insignificant or more significant, the University's Office of Risk Management and Compliance (ORMC) will review the proposed operation or activity and may require or make adjustments to the insurance requirements to fit the situation.

Commented [1]: Is it possible to revise this so that it is less ambiguous or perhaps it is written this way to allow for any and all reviews?

This Policy does not apply to University-sponsored public events such as scheduled sporting events (including pre/post game activities) and other University-sponsored events unless an outside Third-party Entity or non-University organization or individual will provide a service or conduct some form of activity which poses an increased risk not typically associated with events which are social or educational in nature (refer to above list for examples) and which may include the preparation, service, and/or consumption of food and beverages.

This Policy does not apply to business meetings and casual gatherings that do not involve any notable activities (refer to list above for examples) and do not involve large crowds (over 100 persons) and are largely held in the form of a seminar, educational session, reception, or display of goods/services (without demonstration).

General Insurance Requirements

Unless adjusted or waived by the ORMC, Third-party Entities and other non-University organizations and individuals not covered by University insurance programs must obtain and maintain in force for the duration of the event or activity the following insurance coverages:

Commercial General Liability ("CGL")

- Each Occurrence – Premises/Operations & Personal Injury \$1,000,000
- General Aggregate \$2,000,000
- Fire Damage Liability \$100,000

Commercial Business Automobile Liability

(Required if operating vehicles on UA property beyond the routine transportation of persons to and from the event.)

Combined Single Limit \$1,000,000

Workers' Compensation and Employer's Liability

(Required if the requesting party has employees working on UAH Property.)

Workers Compensation (Coverage Part A) *Statutory limits*

Employer's Liability (Coverage Part B) - Per Occurrence \$500,000

Sexual Abuse and Molestation

(Required for Youth Programs or Activities conducted by Third Party Entities.

Consult the University Child Protection Policy for additional requirements.)

Each Occurrence \$1,000,000

General Aggregate \$2,000,000

Acceptable Insurance Carriers

The policies must be issued by an insurance company licensed in the State of Alabama carrying a minimum A.M. Best's rating of A- VII.

Certificates of Insurance

The University must receive a Certificate of Insurance prior to the scheduled event. The certificate of insurance must include the following elements:

- Insured Entity
- Insurance Carrier(s)
- Policy Effective and Expiration Dates
- Policy Number(s)
- Policy Limits
- Cancellation Notice Provision (minimum ten (10) days for non-payment of premium, minimum 30 days otherwise)
- Additional Insured and Waiver of Subrogation Language as Follows:
"The Board of Trustees of the University of Alabama for and on behalf of the University of Alabama in Huntsville, its individual trustees, officers, directors, employees, agents and representatives are included as an additional insured on the Commercial General Liability policy. Unless precluded by law, all policies waive the right to recovery or subrogation against the Board of Trustees of the University of Alabama, its individual trustees, officers, directors, employees, agents and representatives."

Insurance Requirement Review and Modifications

In certain cases, the University's ORMC may waive, reduce, increase, or allow exceptions to the general insurance requirements listed above. For the sake of example only, but not in limitation, a basis for an adjustment to the insurance requirements might include the following:

1. Entities with the financial strength to self-insure part or all of insurance requirements outlined above as evidenced in audited financials reflecting a net worth adequate to absorb self-insured losses.
2. If an entity elects to participate in a self-insured workers' compensation program, the insurance requirement may be waived if the self-insured entity or group trust is in good standing with the authorizing agency.
3. If an individual or entity is exempted from the workers' compensation statutory requirements due to the limited number of employees, the coverage requirement may be waived if the event or activity does not otherwise generate a risk or hazard which the University ORMC deems unacceptable. A waiver and/or release of liability may be required if a workers' compensation exemption is allowed.
4. Any entity or group associated or affiliated with the State of Alabama or a United States governmental agency is typically exempt from all insurance requirements. The University's ORMC will review on a case-by-case basis requests by other governmental entities (e.g., municipalities) seeking such an exemption.

Requests for review and/or modification of insurance requirements must be submitted in writing to riskmanagement@uah.edu.

Applicability to Registered Student Organizations and Fraternities / Sororities

This Policy applies to all Registered Student Organization (RSO) classifications with the exception of Sponsored RSOs. Sponsored RSOs are covered under University insurance programs so long as activities are within the scope of the organization's campus mission and charter. All other RSOs are subject to the requirements of this Policy.

This policy applies to all Fraternity and Sorority organizations. Certain Fraternity and Sorority organizations may be contractually required to provide the University annual proof of general liability coverage by way of a Certificate of Insurance. This annual proof of insurance, when provided and if meeting the above Certificate of Insurance requirements, and when valid for the date(s) of the requested event(s), will be considered to have meet the requirements of this Policy.

Commented [2]: Change to "met"

Definitions

Registered Student Organization (RSO) – Student organizations currently registered through and in good standing with the University Office of Student Life in accordance with applicable University policy(ies) including the Student Handbook.

Sponsored Registered Student Organization – A distinct classification of RSO assigned by the University Office of Student Life. Sponsored RSOs typically serve as ambassadors for the University and/or provide university-wide services for students and student groups (e.g., SGA, Lancers, UAH Cheerleading, UAH Pep Band, ACE, Residence Hall Association, SOAR).

Third-party Entities – Outside, non-University organizations or individuals.

Youth Participant – Any individual under the age of 19 or and individual under the age of 21 years old who is incapable of self-care because of mental or physical disability.

Commented [3]: Change to "an"

Youth Programs or Activities – Any: (1) event, operation, or endeavor operated, conducted, or organized by any Third Party Entity, University department/unit, or any organization supported by or affiliated with the University or occurring on University property, (2) that includes Youth Participants or that otherwise falls under the University Child Protection Policy, and (3) during which parents or guardians are not expected to be responsible for the care, custody, or control of the minors.

Scope

This Policy applies to all faculty, staff, students, contractors, vendors, Third-party Entities, and other organizations and individuals not covered by University insurance programs and seeking to use facilities and/or grounds owned by or under the control of the University

Review

The Office of Risk Management and Compliance is responsible for review of this Policy every five (5) years or whenever circumstances require.

Senate Bill 458: Inclusion of Lecturers Among Full-Time Faculty as Eligible for Faculty Senate Membership [with Bylaw Revisions]

History

presented to FSEC, 1/22/21
returned to originator with request for clarification on language amending by-laws
presented to FSEC, 2/11/21
voted to defer
raised in FS as question of order, 2/25/21
voted to send to G&O
raised in FSEC as report of G&O, 3/4/21
discussed in G&O, 3/5/21
G&O returned to FSEC
called for first reading, failed first reading, voted to defer in FSEC, 4/1/21
referred to Ad Hoc Committee in FSEC, 4/22/21
query regarding Ad Hoc Committee activity in FSEC, 9/9/21
Ad Hoc Committee returned report to FSEC
referred to Personnel Committee to consolidate, 10/14/21
discussed in Personnel Committee, 10/28/21 and 11/04/21
Personnel returned to FSEC, 11/5/21
returned to Personnel Committee for further revisions per language in Appendix L and pending resolution/bill, 11/11/21
passed first reading, FSEC, 12/2/21
passed second reading FS, 3/31/22

“When half or more of the faculty at an institution may not participate in meetings of the faculty senate, when decisions about revisions to a course are made without input from those who teach it, or when the majority of a department’s faculty has no voice in the selection of its chair, something is amiss.” (AAUP Report on “The Inclusion in Governances of Faculty Members Holding Contingent Appointments”)

“Faculty must participate in the structures of their governance systems because if they do not, authority will drift away from them, since someone must exercise it, and if members of the faculty do not, others will.” (AAUP 1994 Statement on the Relationship of Faculty Governance to Academic Freedom)

Whereas the AAUP recommends in pertinent part both that “‘Faculty’ should be defined inclusively rather than exclusively” and that “Faculty members who hold contingent appointments should be afforded responsibilities and opportunities in governances similar to those of their tenured and tenure-track colleagues” (AAUP Report on Governance of Faculty Members Holding Contingent Appointments); and,

Whereas “[t]he 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);”¹ and,

Whereas other members of the full-time, non-tenure, renewable contract (NTRC) faculty, including Clinical and Research Faculty, are eligible to serve in UAH’s Faculty Senate; and,

Whereas full-time Lecturers are NTRC employees subject to reappointment and annual or biennial review,^{2,3} with opportunity for advancement in rank;⁴ and,

Whereas full-time Lecturers have a significant and vested interest in--as they are affected by--Faculty Senate decisions that concern issues of teaching and curricula, academic organization and administration, university finances, and matters of employment benefits; and,

Whereas the exclusion of full-time Lecturers from the Faculty Senate is antithetical to the Senate’s stated goal of shared governance; and,

Whereas full-time faculty of all ranks, including Lecturers and Instructors, are eligible to serve and vote on Faculty Senate at our sister campuses, UA and UAB; and,

Whereas Senators are elected for two-year terms (Senate Bylaw II.D) while the length of Lecturer contracts is often one year; and,

Whereas in the past years the number of lecturers continued to rise, their number doubling in some colleges (Science); ~~and,~~

¹ Faculty Handbook 6.2

² According to Chapter 7 of the current Faculty Handbook, Research Faculty appointments are “for one year and are subject to annual review prior to reappointment or non-reappointment” (7.2.2.1). Clinical Faculty are subject to “non-tenure earning appointment[s] of one to three-year renewable contracts” with “contract renewal . . . always based on curricular, enrollment, and financial factors as well as on individual faculty evaluation” (7.2.2.2). Lecturers are subject to term appointments from “one semester to three years, with the initial appointment usually for one year” and these appointments “may be renewed depending on the satisfactory performance of the lecturer and continuing instructional needs of the department” (7.2.2.3).

³ According to the Policy 02.01.60 Policy on Lecturers, individuals holding full-time status as non-tenure track faculty, are expected to perform service as a condition of promotion, and are protected under the

⁴ Lecturer Series, Academic Policy 02.01.60, retrieved from <https://www.uah.edu/policies/02-01-60-lecturer-titles-and-positions>

~~Now, therefore, be it resolved that the following sections of the Faculty Senate Bylaws be changed accordingly to include "lecturers" among other full-time faculty--tenured, tenure-earning, research, and clinical faculty--as these sections regard Faculty Senate membership eligibility, duties, and representation requirements per academic unit or department.~~

~~And, be it also resolved that upon final approval of S.R. 20/21-04, the following sections of the Faculty Senate Bylaws be changed accordingly to include "lecturers" among other full-time faculty--tenured, tenure-earning, research, and clinical faculty--as these sections regard Faculty Senate membership eligibility, duties, and representation requirements per academic unit or department.~~

~~Now, therefore, be it resolved upon final approval of S.B. 459 (Revision to Ombudsperson, Ch 4), that Faculty Senate Bylaws be changed accordingly to include "lecturers" among other full-time faculty--tenured, tenure-earning, research, and clinical faculty--as this section regards Faculty Senate duties in election of officers.~~

~~Now, therefore, be it~~And, be it also resolved that the Faculty Senate president will cause the Senate Bylaws to be updated as needed upon approvals by legal counsel of S.R. 20/21-04 and S.B. 459.

Now, therefore, be it also resolved that the following sections of the Faculty Senate Bylaws, as presented in Appendix L of the Faculty Handbook or, pending final approvals, as recently revised in Faculty Senate Resolution 20/21-04, be changed accordingly to include "lecturers" among other full-time faculty--tenured, tenure-earning, research, and clinical faculty--as these sections regard Faculty Senate membership eligibility and Faculty Senate representation requirements per academic unit or department: additional, specific lecturer positions to the body of the Faculty Senate, given the title of Lecturer College Representative. There will be one Lecturer College Representative position allotted per college. The Lecturer College Representative positions will be accorded all privileges of Faculty Senate membership, including voting, presenting bills, and serving on Faculty Senate committees, but as non-tenure, renewable contract faculty, will not be eligible to serve as Faculty Senate officers. The process of selecting a Lecturer College Representative will take place at the college level, through a nomination process in which all lecturers within a college, who have been employed at UAH for at least two years will be eligible for nomination, with the electorate including all lecturers and full-time faculty, including tenured, tenure-earning, research, and clinical faculty of that college. The length of term for Lecturer College Representatives will be two years.

Commented [1]: Sanders' amendment language begins here (in red throughout)

Personnel Committee discussion follows...

Recommendation: Consider the following concerns regarding the structure of the amendment

- *Representation would be by rank rather than for dept/college as it is with all other senate reps
- *Determining a method for identifying eligibility numbers is challenging
- *Forces duplication of representation
- *Potentially forces representation by individual within unit where numbers are low
- *Need for clarity of representation and rationale regarding department/rank

20/21-04 Revision, Appendix L, Section II. Membership (Sub-sections B, C (1-3), E)

B. Any full-time tenured or tenure-earning faculty as well as non-tenure, renewable contract, (NTRC, meaning research, clinical or lecturer-~~faculty~~) faculty, including department chairs, will be eligible to be elected to membership in the Senate; administrators above the level of department chairs are not eligible to serve. Faculty must have two consecutive years of full-time service at UAH before they are eligible to serve in the Faculty Senate. If a formally-recognized department from the units listed in (II.C.1) is represented by two or more members, based on the algorithm described in (II.C.2), only up to one member can be NTRC, where unit staffing allows. **Additionally, specific Lecturer College Representative positions will be included in the body of the Faculty Senate, with one Lecturer College Representative position allotted per college.**

C. Distribution

1. Each of the units:

- College of Arts, Humanities, & Social Sciences;
- College of Science;
- College of Engineering;
- College of Business;
- College of Nursing;
- College of Education, and
- The Library

will have a number of members in the Senate which will assure that the unit has one member for each seven full-time tenured, tenure-earning, clinical, and ~~research~~~~research~~, ~~and lecturer~~ faculty members, or major fraction thereof. Units will not have representation until they have at least four members from among full-time tenured, tenure-earning, clinical, and ~~research~~, ~~and lecturer~~ faculty.

2. Each unit named in (1) which has formally recognized departments will elect its senators as follows: within the unit each formally recognized department will elect one member of the Senate for each seven full-time tenured faculty, tenure-earning faculty, research faculty, and clinical faculty ~~member~~, ~~and lecturer member~~ in the department, or major fraction thereof. Elections will be held by the full-time tenured, tenure-earning, research, and clinical, ~~and lecturer~~ faculty members of each department. If necessary, all the full-time tenured, tenure-earning, research, and clinical, ~~and lecturer~~ faculty members will then elect sufficient **at-large members** to bring the total unit membership (including department selections) up to the number required to achieve the 1:7 ratio.

Commented [2]: This would deny representation for a unit like The Library that is entirely comprised of lecturer faculty. I propose that we keep lecturer in the language of this section or make a provision for units that have a lecturer majority.

3. Units named in (1) which have no formally recognized departments will elect one senator for each seven full-time tenured, tenure-earning, research, and clinical, ~~and lecturer~~ faculty members in the unit, or major fraction thereof. Elections will be by the full-time tenured, tenure-earning, research, and clinical, ~~and lecturer~~ faculty members of the unit.

E. Each college or academic department is responsible for determining nominees for their faculty senate membership, and is responsible to conduct elections. All the full-time tenured, tenure-earning, research, and clinical, ~~and lecturer~~ faculty members of an electoral unit shall be eligible to vote in the election of senators. Vacancies in the representation of any department or unit shall be filled as soon as practical by the department or unit by election. **The process of selecting a Lecturer College Representative will take place at the college level, through a nomination process in which all lecturers within a college, who have been employed at UAH for at least two years will be eligible for nomination, with the electorate including all lecturers and full-time faculty, including tenured, tenure-earning, research, and clinical faculty of that college. The length of term for Lecturer College Representatives will be two years.**

Commented [3]: Sanders' amendment language added here.

20/21-04 Revision, Appendix L, Section III: Officers and Staff of the Faculty Senate, subsection C.

C. Election of Officers: In the spring of each year, the Senate Governance Committee will nominate from the Senate membership (from current members of the faculty senate and from newly-elected incoming members) candidate(s) for president-elect and ombudsperson. Contract faculty must have at least three years left on their contract in order to become nominees for the position of president-elect. The names of these candidates will go to all full-time tenured faculty, tenure-earning faculty, clinical faculty, research faculty, and lecturers of the university for election. This election will be conducted by the Senate Governance Committee before the end of the spring semester. As the president and president-elect serves the entire faculty, the department/unit from which the president/president-elect is selected will elect another senator to represent the department/unit during the officer's term of office.

Current Senate Bylaws, Appendix L, Section II. Membership (Sub-sections B, C, E)

B. Any full-time tenured or tenure-earning faculty as well as non-tenure, renewable contract, (NTRC, meaning research, clinical or lecturer ~~faculty~~) faculty, including department chairs, will be eligible to be elected to membership in the Senate; administrators above the level of department chairs are not eligible to serve. **Additionally, specific Lecturer College Representative positions will be included in the**

body of the Faculty Senate, with one Lecturer College Representative position allotted per college.

Commented [4]: Sanders' amendment language

C. Distribution.

1 Each of the units:

- College of Arts, Humanities, & Social Sciences;
- College of Science;
- College of Engineering;
- College of Business Administration;
- College of Nursing
- College of Education, and
- The Library

will have a number of members in the Senate which will assure that the unit has one member for each seven full-time tenured, ~~or~~ tenure-earning, research and clinical faculty or NTRC faculty, or major fraction thereof. Units will not have representation until they have at least four full-time tenured or tenure-earning faculty and/or clinical or research NTRC faculty.

2. Each unit named in (1) which has formally recognized departments will elect its senators as follows: within the unit each formally recognized department will elect one member of the Senate for each seven full-time tenured, tenure-earning, clinical or research or NTRC faculty, or major fraction thereof. Elections will be by the full-time tenured, tenure-earning, clinical and research and NTRC faculty of each department. If necessary, all full-time tenured, tenure-earning, clinical and research and NTRC faculty will then elect sufficient **at-large members** to bring the total unit membership (including departmental selections) up to the number required to achieve the 1:7 ratio.

3. Units named in (1) which have no formally recognized departments will elect one senator for each seven full-time tenured, tenure-earning, clinical, and research and NTRC faculty in the unit, or major fraction thereof. Elections will be by the full-time tenured, tenure-earning, clinical, and research and NTRC faculty of the unit.

4. At the start of the academic year, the secretarial staff of the Senate will determine the number of members to which each unit and department is entitled. In the event that any unit or department is entitled to additional members, they will be elected immediately and the Senate will determine by lot whether the term of office will be until the end of the first or second following year. In the event that any department or unit suffers a decrease in the seats to which it is entitled, the terms of the requisite number of

senators from that department or unit, beginning with the senator with the shortest service in the Senate and proceeding in order of length of service, shall end immediately.

E. All full-time tenured, tenure-earning, and NTRC faculty of an electoral unit shall be eligible to vote in the election of senators, and the vote shall be taken by secret ballot with absentee balloting procedures available to eligible electors who cannot be present at the time of election. Vacancies in the representation of any department or unit shall be filled as soon as practical by the department or unit by election. **The process of selecting a Lecturer College Representative will take place at the college level, through a nomination process in which all lecturers within a college, who have been employed at UAH for at least two years will be eligible for nomination, with the electorate including all lecturers and full-time faculty, including tenured, tenure-earning, research, and clinical faculty of that college. The length of term for Lecturer College Representatives will be two years.**

Commented [5]: If Lecturers are representatives at the College level, do they vote on their dept representation? And, who votes for Lecturer representation? All of the eligible faculty, or only lecturers?

This section C will be in force if Senate Bill 459 is accepted by Legal; otherwise, the paragraph after it will be the Section C in force.

Commented [6]: Sanders' amendment language added here.

Current Handbook, Appendix L, section III: Officers and Staff of the Faculty Senate, subsection C.

C. Election of Officers: In the spring of each year, the Senate Governance Committee will nominate from the Senate membership (new and old) candidate(s) for president-elect and ombudsperson. The names of these candidates will go to all full-time tenured faculty, tenure-earning faculty, clinical faculty, research faculty, and lecturers of the university for election. This election will be conducted by the Senate Governance Committee before the end of the spring semester. As the president and president-elect serves the entire faculty, the department/unit from which the president/president-elect is selected will elect another senator to represent the department/unit during the officer's term of office.

Revised language regarding election of Ombudsperson, per S.B. 459

C. Election of Officers: In the spring of each year, the Senate Governance Committee will coordinate the nomination process from the Senate membership (new and old) for candidate(s) for president-elect, and it will coordinate nominations for the ombudsperson every other year. The names of these candidates will go to all full-time tenured, tenure-earning, and NTRC faculty of the university for election. This election will be conducted by the Senate Governance Committee before the end of the spring semester. As the president and president-elect serves the entire faculty, the

department/unit from which the president/president-elect is selected will elect another senator to represent the department/unit during the officer's term of office.

FACULTY SENATE MEETING

March 31, 2022

12:50 P.M.

Chan Auditorium

- ***Present: Tobias Mendelson, Dilcu Barnes, Laird Burns, Angela Balla, Kwaku Gyasi, Andrei Gandila, Anne Marie Choup, Kyle Knight, Mike Banish, Rui Ma, Maria Pour, Fat Ho, Bryan Mesmer, Chang-Kwon Kang, Susan Alexander, Elizabeth Barnby, Azita Amiri, Miranda Smith, Leiqui Hu, Larry Carrey, Jeff Weimer, Harry Delugach, Vineetha Menon, Themis Chronis, Gang Li, Andrea Word, Sarah Dyess, Michael Crow, Ron Schwertfeger, Carmen Scholz, Joey Taylor, Carolyn Sanders, Tim Newman***
- ***Absent with Proxy: Sarma Rani, Donna Guerra***
- ***Absent without Proxy: Sophia Marinova, Anthony D'Costa, Kristin Weger, Emil Jovanov, Gang Wang, Amy Hunter, Lori Lioce, Jerome Baudry, Sivaguru Ravindran***
- ***Ex-Officio: Interim Provost Bob Lindquist***
- ***Guest: President Charles Karr***
- **Faculty Senate President Carmen Scholz called the meeting to order at 12:50 pm.**
- **Meeting Review:**
 - **Title XI passed with comments.**
 - **Bill 458 passed second reading. It will come back for third reading.**
- **Carmen – Before we continue, we have several senators that received tenure. Congratulations! Thank you for your work. It is really appreciated!**
- **Approve FS Minutes from February 17, 2022. Carmen – Ron sent in some corrections. Motion to approve. Member moves. Azita seconds. All in favor of approving as it. Ayes carry.**
- **Accept FSEC Report from March 3, 2022. Motion to accept. Mike moves. Miranda seconds. All in favor of accepting the minutes as is. Ayes carry.**
- **Administrative Reports**
 - **President Karr**
 - **The Budget and Planning Committee. We have some things that will be happening through this summer. We need this committee to convene. We will be discussing budgetary items this summer. It is looking promising. We are very hopeful that we will be able to discuss a raise program of about 4%. We will also try to come up with dollars to increase the size of the faculty.**
 - **BOT will be meeting on our campus next Thursday and Friday. It is a great opportunity for us to put our best foot forward. The institutional community meeting will be Friday. We will meet in SSB 112. We are excited about these visitors coming in and we will be giving them a tour of the campus.**

- Interim Provost – When you apply for one, you just apply for scholarships. They match what you have written to a scholarship. No student applies for a specific scholarship. The scholarships aren't always available. So, it could be listed but a current scholarship holder hasn't rolled off yet. My recommendation to prospective students is to just apply. Many scholarships are department related. Concerns usually comes from someone taking advantage of the system. I am sure it wasn't UAH.

➤ **Officer/Committee Reports**

- Carmen Scholz, President
 - I would charge the next senate to look into the timing of the tenure notification.
 - Carolyn – I am not sure that waiting until the time designated by the Handbook is a good time. It should happen earlier.
 - I received a phone call from Dr. Hakkila relevant to his previous discussion about a lack of procedure for expelling Graduate students not in good standing. He clarified that he and the Registrar found an old procedure that will stand in as a placeholder. He will come back to the senate to discuss this further.
- Joey Taylor, President-Elect
 - No report.
- Tim Newman, Past President
 - I would like to say I found it quite ironic that the administration suggested a change Chapter 7 regarding tenure notifications. Maybe we can take it as a positive that we can get our changes to Chapter 7 considered. We need a yes or no. I am discouraged because of all the efforts this body has put into this. If we embark on that again, there has to be a commitment that they will treat us with respect that is due.
 - Carmen – I also sense that things are being moved toward a new Provost coming in.
- Carolyn Sanders, Ombudsperson
 - No report.
- Andrei Gandila, Governance and Operations Committee Chair
 - Before the break, we asked Department Chairs to elect new senators. We are in the process in filling vacancies on University Committees. We have 50 vacancies. We have received nominations. Please remind colleagues of these. I called for nominations for Ombudsperson and President.
- Azita Amiri, Undergraduate Curriculum Committee Chair
 - I want to say that I heard all forms (relative to curriculum proposal and change) are becoming electronic. I think we need to hear from the Provost to explain what is going on. We are busy.
- Laird Burns, Finance and Resources Committee Chair
 - I yield to Susan for RCEU comments
 - Susan – We had 26 recommendations. The submission process is complicated. We are working to resolve that. There is a lot of administrative work that has to be done that should not be done by faculty.
 - Carmen – There are a lot of administrative hurdles. We have money for more than 26 slots. If we don't use all slots, money will be pulled.
 - Tobias – I heard back from the Provost Office from Distinguished Speakers Series. They have submitted \$20K for this.

- Carmen – Do we have applications for speakers?
- Tobias – No. I believe this is for next year.
- Mike – It is really strange that we had so few applications to the RCEU. It really shows a lack of engagement. Before, we had 35 slots and we were throwing out a third or half. Something is fundamentally happening that is not going in the right direction.
- Carmen – Faculty or student side?
- Mike – 70% student and 30% faculty. I think we need to look more at the student level.
- Carmen - Everyone of us should educate our departments on the opportunity RCEU brings.
- Elizabeth Barnby, Faculty and Student Development Committee Chair
 - No report.
- Andrea Word, Personnel Committee Chair
 - No report.
- **University Committee Report**
 - Themis – In relation to the meeting we had with Admissions. Joey and I met online with Ms. Masters. I have participated in science outreach with UAH for the past 5-6 years. I haven't missed a single one. I love science and teaching science. We wanted to discuss how to make this more official not on a voluntary basis. Even ask for a tiny budget so I don't have to bring my equipment from my lab. That is hectic and things do break. I asked for a small amount of funding for recruiting demonstrations. I tried to be politically correct and not overstep my bounds. The overall feeling from admissions was, "Thanks, but "we got it."
 - Joey- I asked specifically about faculty going on the road recruiting. This was done in the past and Provost Curtis would tell us (in English) to go down to liberal arts colleges and recruit. Now, Admissions' position is "no". Admissions wants the process to be efficient for us (faculty) by bringing the students to us. They were very clear on faculty not going out on recruiting trips. Does that include local fairs? I don't know. The faculty are partly the draw to a campus, obviously, beyond campus life, curriculum, other opportunities. They did emphasize they don't prioritize one department in recruiting. She emphasized on-campus events as having the biggest yield on securing students. She deferred a lot to the Deans for requesting funding for college-specific recruiting on-campus. Remember too that they have consolidated admissions when the Graduate School was restructured, so undergrad and grad admissions are together now.
 - Jeff – How do we compare to other universities? Do others allow faculty to go out?
 - Joey- I don't know.
 - Harry – Some do and some don't.
 - Joey – We are emphatic about getting in front of the students. We want more facetime with them. My college person, Jenny Russell-Clifton, is good about notifying us about events and setting them up. I don't know what happens among other colleges.
 - Mike – I don't know about UA. In the case of both Auburn and UAB, they typically had Deans or Chairs go on recruiting events. I don't know if they ever got down to individual faculty.
 - Carmen – We can conclude that the faculty have reached out to help with recruitment.

- Joey- If you have experience of trying and had issues, please let me know.
- Andrea – How do they know who we are? I have never seen anyone from admissions.

Joey – In our college, Jenny does ask what we would like in our flyers, etc.

➤ **Title IX**

- Carmen – I put this first on agenda because today is the deadline. Andrea and her committee have gone through the policy you have. We have these documents before us. Can I have a motion to discuss and approve? Andrea moves. Joey seconds. Any discussions?
 - Tim – I found the description of Alabama Law very graphic and thought that it shouldn't be quoted. It can change at any point then the policy isn't up to date. I think it should refer someone to look at the current laws. On the procedures document, I have concerns with the timelines. Academic year timeline is fine. Going into the summer, I think they are too short. Ten days is great except at the end of a semester. I then feel it isn't enough.
 - Carmen – Do you want a remark made back to Laterrica's office?
 - Tim – Yes. There needs to be something discussed for summer. On page 25 in Appeals Process, written request for appeal should be submitted within three days. Over summer that is not acceptable. There has to be a proviso in there to cover over breaks.
 - Laird – That shouldn't be over breaks alone. You could be on travel for four days during a regular semester.
 - Carmen – The document as amended by Andrea's group plus Tim's remarks, anything else you want conveyed?
 - Joey – There needs to be some checks on who is monitoring those timelines. I have had colleagues go through this process where the faculty are held to strict timelines but he admin is not. And this says that the petitioner should receive a report on an investigation but I have heard that they are told they have to come into office and that they can only look at it there.
 - Carmen – The fact on how they handle those things opens another discussion. All in favor of passing this policy as is with comments going back. Ayes carry.

➤ **Bill 458**

- Thank you, Carolyn and Andrea, for finalizing this bill.
 - Tim – Motion to approve on second reading. Harry seconds.
 - Andrea – We had the original and then the amended. My understanding was that we would have to vote on the amended version first.
 - Tim – The motion was that the bill would come back with the amendment included in the bill. The directions of the committee were that it come back as a harmonized bill.
 - Joey – I thought we agreed we would vote on the amendment then distribute the bill amended.
 - Andrea – We were going to make sure that Bill 469 could stand alone. Another was to make sure that Carolyn's amendments were inputted into the correct version of 458.
 - Tim – The motion was that it came into the bill.
 - Joey – I clarified what we would bring back to the senate. That is what we discussed. I never voted on the amendment being folded in without the senate weighing in.

- Tim – Now is your chance to weigh in.
- Angela – My thinking was the same of Andrea’s and Joey’s. That motion seems out of order of the original charge. First, we need to consider the amendments and the harmonization. Then discuss approving the bill.
- Mike – I am still very confused as to what we are trying to achieve. I am not sure if we are trying to find a vehicle to include lecturers as representatives to the senate or trying to change departmental numbers to reflect the full representation of faculty relative to Senate representation. College of Education has one lecturer.
- Andrea – I think two.
- Mike – Business has four.
- Joey – You asked in FSEC, Mike, the point of these bills. I say yes to both of those.
- Mike – To speak for College of Engineering, I think we have six lecturers.
- Joey – English will have thirteen lecturers and math has eleven.
- Mike – You add up math and English, they are more than 50% of lecturers on campus. There is a massive disparity among Math and English based on full time dealing with undergraduate instruction.
- Carolyn – We have been working on this for years. Angela, I understand slowing down but I feel we will never move forward. Is this perfect? No. We are trying to strike a compromise. We are trying to give lecturer representation on the senate. This is compromising to those who believe they don’t need representation here. I have gone through this bill and know what should be changed. Andrea knows this as well. I think an easy solution is departments with more than ten lecturers get two. If we continue to split hairs, we will end up with nothing.
- Kang – My Aerospace Department has five lecturers.
- Mike – We need to ask ourselves what we want to achieve?
- Laird – I support the faculty trying to move this forward. We have a motion that was provided to committee. We have to close that out before we can do anything else. We are debating what that is. We had a formal one provided; we have to close that out.
- Angela – Tim’s motion was out of order.
- Laird – This is a parliamentary question.
- Jeff – Motion to extend. Mike seconds. All in favor.
 - Carmen – What is your suggested path forward? I would like to call on second reading.
 - Tim – The motion was to direct... According to our bylaws, it is back at the second reading. What came back was that unified entity. My motion again is to debate this on second reading. It is in order. We can amend this further.
 - Joey- There is a disproportionate number of lecturers among colleges. If you make eligible lecturers’ part of the full-time faculty, I don’t know why they have not been. It would give lecturers rights to other aspects of being full-time faculty, like Modified Duties. It would allow them maternity leave, for example, which they don’t have at the moment. It would expand the senate broadly. The senate will get bigger because we are counting more faculty toward representation. Ron as a Librarian-Lecturer, English, and Math lecturers can finally vote for all their work that they already do. We are taking 20% of the full-time faculty and saying they are different; they cannot have representation.
 - Harry- I agree with you both. The compromise should be accounted for here. I like the compromise. The exact number of making sure each department is equal isn’t

that important. Our votes are not that close. I can see the model that you are suggesting, Joey, will be the model here.

- Ron - If we don't run out of time and it doesn't pass unanimously, it comes back for third reading.
- Mike – Yes.
- Carmen – All in favor of passing this as it stands on second reading. 17 in favor. 5 opposed. 4 abstain. It passes second and will come back for third.

➤ Meeting adjourned at 2:27 PM.

Faculty Senate Bill 470:
Extraction of Faculty Senate Bylaws from the Faculty Handbook

WHEREAS the bylaws of the Faculty Senate exist as Appendix L of the current Faculty Handbook; and,

WHEREAS previous attempts by the Faculty Senate to amend its bylaws have been significantly slowed by the processes dictated by the Policy on Policies; and,

WHEREAS the bylaws of the Faculty Senates at the University of Alabama at Tuscaloosa and the University of Alabama at Birmingham are not included in these institutions' respective Faculty Handbooks and, thus, are not subject to policy procedures; and,

WHEREAS the Faculty Senates at the University of Alabama at Tuscaloosa and the University of Alabama at Birmingham may amend their bylaws as they see fit per the internal procedures of their Senate body, and in a timely manner with agreement of their respective University presidents; and,

WHEREAS the authority of the Faculty Senate derives from the Office of the President of the University of Alabama in Huntsville (Faculty Handbook, Appendix L, I.B);

THEREFORE, BE IT RESOLVED that the Faculty Senate requests of the President that its bylaws be extracted from the Faculty Handbook and that these bylaws no longer fall within the purview of the Policy on Policies; and,

THEREFORE, BE IT RESOLVED that, with this extraction, the Faculty Senate can amend its bylaws as it finds necessary and so that the Senate is—and continues to be—as its bylaws attest, “self- regulating with respect to its structure and purposes, responding to changes within the University in a manner which it finds appropriate” (Faculty Handbook, Appendix L, I.F).

THEREFORE, BE IT RESOLVED that relevant passages from Appendix L of the Faculty Handbook pertaining to the Faculty Senate’s role in shared governance of the University be added to Chapter 6, section 2 of the Faculty Handbook OR added to the revised Chapter 6, section 2, sent forward to the Administration in November 2020, whichever version is in-practice at the time this bill is approved—such that Chapter 6, section 2, reads as follows:

6.2 Faculty Senate

The structure of the Faculty Senate of the University of Alabama in Huntsville, as well as its relationship to other University bodies, is set forth in the governance system proposed on March 7, 1973, as adopted with amendments by the President of the University on April 3, 1973.

The authority of the Senate derives from the Office of the President of the University and exists as a feature of the bond of mutual trust that serves as the basis for the general system of governance for the faculty, student body, and administration. **The bylaws and other details of the Faculty Senate are available at [Faculty Senate \(link to Faculty Senate webpage\)](#).**

Senators are the voice of the faculty. 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). **Curricular matters, including but not limited to program changes, new program proposals, and new course proposals, will be sent to the Senate's standing committee for curriculum. The Faculty Senate will participate in the selection of academic administrators and in alterations of the academic administrative structure as well as be notified of proposed changes (in a timely manner) in all other University governance structures (including changes in position).**

Issues of University governance affecting the faculty at large should go before the full Faculty Senate before implementation. Issues of the faculty at large may be presented to the Faculty Senate by: its own members and committees, the University Administration, the student governance body, faculty petition, the Graduate Council, the Staff Senate, and any other appropriate University body. The Provost and Vice President for Academic Affairs (subsequently named: Provost / VPAA) will serve as the primary point of contact and conduit of information between the Faculty Senate and the University Administration. It is expected that the Faculty Senate will also enjoy direct and open communication with all other officers of the University, including the President.

The Faculty Senate, further, participates in the selection of members to University Standing Committees. Unless otherwise stated, members of University Standing Committees shall be selected by (but not necessarily from) the Faculty Senate and shall at least equal in number administration/staff representation on each committee. When faculty representatives on the committee do not happen to include a Faculty Senator, then a Senator should be placed (ex-officio) on the University committee as a reporting senator to the Faculty Senate.

University committees for which a faculty election is conducted by the Faculty Senate are as follows:

1. Faculty Appeals - five faculty elected by the general faculty each year to serve two-year staggered terms.
2. Employee Benefits - three faculty members elected by the Senate; three-year staggered terms.
3. Intercollegiate Athletics Committee - three faculty elected by the Senate to serve two-year staggered terms.
4. Library Committee - One faculty member from each college and Graduate School elected by the Senate to serve a two-year staggered term.
5. Campus Planning Committee - six faculty members elected by the Senate to serve a two-year staggered term.

6. Information Services Users Advisory Committee - one faculty member from each of the colleges and the Library elected by the Senate to serve two-year staggered terms.
7. Patents & Copyrights Committee - three faculty members elected by the Faculty Senate from the Colleges of Administrative Science, Liberal Arts, and Nursing; and three faculty members elected by the Faculty Senate from the College of Engineering and Science; one faculty member elected by the Faculty Senate from the Library to serve three year staggered terms.
8. Radiation Committee - three faculty members elected by the Senate to serve two-year staggered terms.
9. Financial Aid Committee - three faculty members elected by the Senate to serve two-year staggered terms.
10. Publications Board - two faculty members elected by the Senate to serve two-year staggered terms.
11. Student Affairs Advisory Board - three faculty elected by the Senate to serve two-year staggered terms.
12. University Judicial Board - one faculty member from each of the colleges elected by the Senate to serve two-year staggered terms.
13. University Commencement -one faculty member from each college, elected by the Senate to serve two-year staggered terms.
14. Student Life Allocations - two faculty elected by the Senate to serve two-year terms.
15. ADA Advisory Board- one faculty senator
16. Budget and Planning Advisory Council- one faculty member elected by the Senate and the Faculty Senate Finance and Resources Committee chair
17. Graduate Council- one faculty senator if a senator is not already a member
18. Research Council- two faculty members elected by the Senate
19. Student Conduct- eight faculty members elected by the Senate (two at-large members and one representative each from the College of Business, the College of Arts, Humanities and Social Sciences, the College of Education, the College of Engineering, and the College of Science.

FACULTY SENATE EXECUTIVE COMMITTEE MEETING

April 14, 2022

12:50 PM to 2:20 PM

MSB 109

Present: Tim Newman, Joey Taylor, Carmen Scholz, Mike Banish, Andrea Word, Andrei Gandila, Carolyn Sanders, Elizabeth Barnby, Azita Amiri, Laird Burns

Absent: Gang Wang

Guest: Rhonda Gaede

- **Faculty Senate President Carmen Scholz called the meeting to order at 12:50 PM.**
- **Meeting Review:**
 - **Facilities and Ground Use Insurance Policy placed on FS agenda.**
 - **Duty to Report and Protection from Retaliation Policy placed on FS agenda.**
 - **Emergency Bill introduced.**
- **Administrative Report**
 - Rhonda Gaede
 - The Charger Foundations exist in general ed requirements. We had to find out who was on the working group to discuss courses. English courses were approved and a statistics class for math. We are working on a Cyber Security class. The original group did not finish their work.
 - Andrea – Yes, we (the Gen-Ed Working Group) were interrupted for SACS. Then our membership got disrupted.
 - We are having another look at this. We do have to accept what students do at the other colleges (community colleges, etc. per articulation agreements. This is being done at some places.
 - Beth – Is it appropriate for you to tell us what to put on our syllabi?
 - Rhonda – We have a syllabus template working group. Faculty members do a lot of things. Students are struggling in canvas to find what they are supposed to know in terms of course structure. We are looking to see if you have a syllabus on the syllabus page. We want some material in a standardized place. We have created a box that will be university information (such as locations of Counseling, Disability Services, etc.) that cannot be changed. It will have important dates, policies, etc. By putting this in one place, it only has to be changed in one place for all. You then can add what you want to other parts of the syllabus but some information will not change.
 - Beth – That will be nice so if COVID does come back, masking will be in one place.

- Tim – I saw a template of that. It had university standard stuff in it. It did have more than you described.
- Rhonda – A group has been brought together to discuss what we want in the box.
- Tim – I was concerned to see a grading breakdown, weighting of test/assignment. That seems to be infringing on academic freedom.
- Joey – The science one has come from ETL.
- Rhonda – We have come up with another. It isn't to scheme but to give an idea of what to put.
- Carmen – This came from Michelle Green, we were forced to use that one. This looks the same as the one circulating now. It is 11-12 pages. This came from the Dean's office about a week ago. I got inspired by someone in Liberal Arts. I asked who had read the syllabus and zero hands were raised. If we want the students to read it, we don't need a lot of extra's.
- Carolyn – My syllabi have gotten longer and longer. If there is a box for that, then we can cut all of that out of our syllabi.
- Carmen- They want what happens on Monday and Wednesday and when are exams. That's all they really want to know.
- Joey – When someone starts to prescribe how we are going to run our course that gets excessive.
- Mike – That goes against academic freedom.
- Rhonda – Let me talk with the group.
- Laird – Can you send this? I am familiar with ETL. I have a quiz and a plagiarism quiz. I am an operations guy. Some of this doesn't need to be prescribed. I understand grabbing the latest and it will be there.
- Rhonda – This wasn't supposed to be sent out yet. It was going to go out to department chairs in the summer. We had one meeting and people have collaborated on Google docs.
- Carmen – Being forced to use a syllabus template needs to come before the Faculty Senate.
- Rhonda – I don't think the "use it or else" approach was supposed to happen. I will go back and get your feedback. If you were looking to design a way to disseminate information, how would you proceed? Do we send it to all faculty? This idea was that it should be discussed with Chairs.
- Andrea – It is nice that the template will be compliant with ADA.
- Carolyn – Someone is making the decision on what a model syllabus should look like.
- Rhonda – Every academic college has representation. Give me suggestions for the rollout.
- Beth – I am like you, Rhonda. I thought it was just about the box. I told the Nursing faculty it was just the box and that it would be good. Then the other thing was sent.
- Beth – I didn't go back to the nursing faculty because I was too confused.
- Rhonda – The stuff in yellow is what you can change.
- Tim – I thought that but I didn't know.
- Laird – I support Carmen. The faculty senate needs to see these things that affect academic levels.

- Joey- Anything that you are going to prescribe for the faculty, the senate needs to know.
- Rhonda – I don't think anyone even used the word "prescribe". We want to take the box out of your hands and the template, we hope you will use.
- Mike – We all have to post office hours, grading schedule.
- Rhonda – You will be amazed at what people do not do.
- Mike – You hand them a physical copy in class.
- Rhonda – This is supposed to be fundamentally better for the students.
- Andrea – Are there any on the committee?
- Rhonda – No.
- Carolyn – I don't think student input should be necessary here.
- Andrea – If it is supposed to serve the students, then it is helpful to get a reader's perspective.
- Tim – I think of sound practice, I think you want to do what Andrea says.
- Rhonda – A student focus group for feedback. I will do that.
- Carmen – I found my electronic syllabus for Chemistry.
- Rhonda – That doesn't look like anything distributed from the committee.
- Mike – Students tell me they have Canvas turned off. They say if they leave it on, then they get an alert every fifteen minutes.
- Rhonda- Do they understand they can change that?
- Mike – No, I don't understand it either.
- Carolyn – I would like to know the status of the Provost announcement. I am surprised Provost Lindquist isn't here today. I feel like in recent FSEC meetings, we have brought up important points about many bills and have gotten no response. We are at the end of the academic year and have no response. I think this is a critical question. It is hard for me to be enthused about being in the senate body.
- Joey – Bob asked for a list of items prioritized. I want to ask you all which resolutions you want to prioritize and I will send those to Bob.
- Carolyn – We verbalized that as well to him. I think it is reasonable to get some idea of when this announcement will take place.
- Laird – The President said many days ago, three days.
- Andrea – I was wondering where we are on the changes to the scholarship matrix.
- Rhonda - I want revisions very much. This comes into play with the VP of Student Affairs.
- Laird- Those decisions are supposed to be made by that Financial Aid committee with the Faculty Senate.
- Joey – I thought Todd had told us that the matrix had been adjusted.
- Rhonda – I will carry you message back. They had some financial analysis that supported this.
- Laird – We want a conversation with the President about this.
- Carmen – We are asking about the steps to turn the matrix around to be positive for the whole university.
- Mike – UAH is a great place and would be better if communication improved. They need to learn to communicate with different groups on the

campus. It seems like we talk about a box with all this on it. We are sitting here next to each other. You have no idea that I am on the financial aid committee. That is pretty poor. The matrix is 25% of the universities budget.

- Rhonda – We are all guilty of this stuff. Student don't read syllabi and we don't read email.
- Mike – There has to be a better way to talk about this.
- Carmen – Joey and I met with the Provost on Tuesday. A version of that topic came up. We have a new President who is flabbergasted about the climate of the university among the faculty and administration. The coming together and trust is missing and has to be rebuilt.
- Rhonda – One Provost candidate took themselves out due to that one reason.
- Andrea – The President was surprised at the culture of the campus?
- Carmen – He was surprised. I was blatantly honest with him.
- Joey – There were specific issues we were discussing.
- Carmen – Dr. Karr says that we explain ourselves with our past. He says lets us start now.
- Andrea – Everyone wants to start now.
- Rhonda – We bring it up so that we don't repeat the past.
- Mike – If we are going to start now give me the data sheet for the scholarship matrix.
- Andrea – Answer questions about now.
- Laird – We look at history because most administrators are still here.
- Andrea – We have been clear about the excitement of Dr. Karr's presence.
- Mike – We are back to what bills are important. Let's go back to the one that hasn't been looked at in eight years.

➤ **Officer/Committee Report**

- Tim Newman, Past President
 - No report.
- Mike Banish, Parliamentarian
 - No report.
- Carolyn Sanders, Ombudsperson
 - No report. I always say no report because my work is confidential. There are three active cases.
- Joey Taylor, President-Elect
 - No report.
- Beth Barnby, Faculty and Student Development Committee Chair
 - No report.
- Andrei Gandila, Governance and Operations Committee Chair
 - We completed new senator elections. We will conduct Ombuds and President-Elect next week. The week after we will have elections for faculty appeals. There are three or four nominees. University Committees – I extended the deadline but have vacancies. I need two for Employee Benefits Committee. I need engineering for Library. I need science for Commencement.
 - Carmen – I will take commencement.
- Azita Amiri, Undergraduate Curriculum Committee Chair

- We received a package for a new program with 30-40 forms.
 - Undergraduate Scholastic Affairs Committee
 - They worked on two academic bankruptcy cases.
 - Mike – That is when you did very bad for a period of time, poor grades. You can basically wipe that part clean and apply for readmission.
 - Andrea Word, Personnel Committee Chair
 - No report.
 - Carmen Scholz, President
 - Eluding to the interaction with the administration. There is a new way of doing things. Why aren't we getting responses? Until recently, the President and Provost weren't sure on what to do with it. They are getting in the swing of things. They aren't regimented like the past administrators. The Provost indicated that he feels there are too many policies. He would rather have procedures. We talked with them about Policies on Modified Duties on Tuesday. A few days later I received an email that lecturers are available for Modified Duties from Interim Provost.
 - Joey – I sent a revision two years ago and I guess he is approving that.
 - Carmen – I see that as a step in the positive direction.
 - Laird – I would request that we put under that policy a place for this to be found.
 - Joey – If he approves the policy revision, then it should go on the policy page. It needs to be in writing.
 - Carmen – They approach running the university programmatically.
 - Joey- When there is a lawyer doing the opposite, that is where the issue is.
 - Laird Burns, Finance and Resources Committee Chair
 - I sent the Facility and Grounds Insurance Policy. Everyone is fine with it.
- **Facilities and Ground Use Insurance Policy**
 - Mike – I have to commend the students here. If you read the students response that Tuscaloosa and UAB don't have this.
 - Joey – They do have something similar. Tuscaloosa is 500 and we are 100. UAB is emphatic about not covering anything.
 - Laird – Under financial exposure, we don't know what that means.
 - Joey – There is a statement further down. My question is who determines that. I assume they do but it is very vague.
 - Carmen – Can we take this to senate with the discussion of changing the 100 to 500? Everyone agreed.
- **Duty to Report and Protection from Retaliation**
 - Laird – There should be some new edits from me.
 - Carmen – I just have the last document from Andrea.
 - Laird – If you go to the first page on retaliation, I added a few items there. If you file with the ethics hotline, then they cannot retaliate if it was in good faith.
 - Carmen – Are we okay with this policy? It will go on the agenda.
- Joey – Motion to suspend the agenda and introduce an emergency bill. Laird seconds.
 - Joey – We extensively discussed the issue with the bylaws and the additions made. Our bylaws should not be controlled and that we have control. We can change them in a timely fashion if change needs to be made. Office of Legal Counsel made several edits to the bylaws. I think the President will support this. It will extract them from the handbook.
 - Carmen – The suggestion of extracting them was Dr. Karr's idea.

- Laird – That is excellent.
- Tim – I genuinely support this. In Appendix L, there are statements that we would be giving up. I support this but I think we need something else that would include these key points.
- Joey- I think we would write bills to cover these issues to be in the handbook.
- Carolyn – Would it be easier to do it in one bill?
- Laird- We need to do it at one time or in one bill.
- Carmen – Can we extract part of Appendix L?
- Joey- I don't think we need to do it at the same time. If you grab policies into this bill, then it goes to policy.
- Laird – Let's extract specific policies. Those features we want to stand alone. I would strongly suggest we tie the fifth whereas to Board Rule 108.
- Mike – For faculty senate operation. Could you put something in there about electronic meetings without pulling out the other stuff? Can that be pulled independently?
- Carolyn – What is your thoughts?
- Laird – I think we extract specific clauses that we want as internal governance. We also link it to Board Rule 108 to get it past the lawyers.
- Joey- Dr. Karr stated that he would just approve this extraction without need for the whole process.
- Laird – Specify which clauses are to be extracted.
- Tim – Section I Part C 1D last sentence only, 1G, IIII Section K Charge Point 2, VA, VD – Those are ones that should be in the handbook.
- Carmen – Extracted or left in?
- Tim – Keep the emergency bill as it stands but add another be it therefore resolved – name sections – and the Chapter it will be placed in.
- Mike – We will compare notes, Tim. I make that motion to work with Tim and provide that list to Joey.
- Laird – It Appendix L is removed, where do they go?
- Joey – That will be part of this adding therefore be it resolved.
- Tim – We could add it to Chapter 6.2 at the end.
- Joey- I can write something up and send it.
- Carolyn – I think there is an enthusiasm about this that we need to move on it.
- Laird – Did you get to where we need to add Board Rule 108.
- Andrei – I move to extend by five minutes.
 - Mike – We redid Chapter 6 that is sitting somewhere.
 - Carmen – They are not aware.
 - Mike – This should be easy insertion.
 - Carmen – I would like to meet with Andrea and Carolyn to come up with wording for 458. We cannot submit as is.
- Mike – Whatever bill about budget book transparency, fundraising, and ombuds bill. Could we get those moving?
- **Meeting adjourned 2:25 PM.**