

FACULTY SENATE

MEETING #628 AGENDA

CHAN Auditorium

May 5, 2022
12:50 PM to 2:20 PM

Call to Order

1. Approve Faculty Senate Meeting #627 Minutes from April 21, 2022

2. Administrative Reports

3. 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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4. University Committee Reports

5. Business

- **Bill 470**
- **Policy 02.01.01**
- **Bill 458**

6. 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

CREDIT HOUR POLICY

Number 02.01.50

Division Academic Affairs

Date August, 2006

Purpose To formalize a *credit hour* policy for face-to-face courses, also called traditional (lecture), and non-traditional courses offered at UAH. This policy will ensure consistency in the awarding of credit for a variety of methods of delivery.

Policy The UAH definition of a credit hour is guided by requirements of the U.S. Department of Education, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), and the Alabama Commission on Higher Education (ACHE). A credit hour is an academic unit of credit awarded for the completion of educational activities. The amount of credit awarded depends on the expected amount of time required to complete in-class and out-of-class work during a semester for a course that is passed. This definition of a credit hour applies to all courses at all levels (graduate and undergraduate) that award academic credit regardless of the mode of delivery, including, but not limited to, online, hybrid, lecture laboratory, studio, clinical, internship, study abroad, thesis, dissertation, independent studies, research, special topics, co-op, ensemble, validation, and recitation. Such courses will follow the guidelines detailed below. Learning objectives, expected outcomes, and workload expectations that meet the standards set forth above should be clearly stated in all courses. Different types of courses will follow the guidelines detailed below.

~~For UAH purposes, a credit hour is generally defined in terms of the number of 50-55 minute time periods that a class meets for scheduled instruction (contact hours), plus additional work outside the classroom. Courses taught at UAH via other modes, however, generally have a greater number of contact hours per week than the credit hours awarded. These courses include laboratory, studio, clinical, internship, and study abroad. Such courses will follow the guidelines detailed below.~~

Time expectations for work outside of class are minimums and may be higher depending on the nature and level of the course as well as the ability, commitment, and learning style of the student. The institution reserves the

Commented [AA1]: This is the list of different types of courses we have in our new course form; If we do not offer all these types in our colleges, we can remove them from this policy and our new course form. But the way that is listed now is not consistent with our new course form.

right to make semester hour assignments that exceed the minimum time requirements stated.

Procedures

1) Lecture Courses (face-to-face)

Each semester hour awarded for a lecture course at UAH requires at least one hour of classroom ~~of-or~~ direct faculty instruction and a minimum of two hours out-of-class student work each week for approximately fifteen weeks for one semester. A ~~traditional (classroom~~face-to-face) format course at UAH that awards one credit-hour of instruction meets once a week for approximately ~~50-55~~ minutes for the fifteen weeks of a semester (fifteen contact-hours per semester). Examples of the most commonly awarded blocks of credit and their corresponding contact hours are:

1. A 1-credit hour class will approximate 750 minutes of instruction/examination per semester.
2. A 2-credit hour class will approximate 1,500 minutes of instruction/examination per semester.
3. A 3-credit hour class will approximate 2,250 minutes of instruction/examination per semester.
4. A 4-credit hour course will approximate 3,000 minutes of instruction/examination per semester.

2) Online (Asynchronous/online synchronous):

Courses where "instructors and students do not meet in the same space". Regardless of mode of instruction, courses should be consistent in terms of quality, assessment, learning outcomes, requirements, etc. as courses offered face-to-face with the same college prefix, number, and course title. Faculty must demonstrate active academic engagement through interactive methods, including but not limited to, interactive tutorials, online meetings, group discussions, virtual study/project groups, discussion boards, chat rooms, etc. Credit hours assigned to a course delivered online must equal the number of credit hours for the same course delivered face-to-face.

3) Hybrid:

Hybrid courses are those for which ~~?? to ??~~ of the course is delivered via the internet and Canvas with the remaining portion delivered via face-to-face class meetings. Contact time is measured using the criteria listed in (a) item 1 (above) for lecture courses and (b) item 2 (above) for Online Courses for portions of the course delivered via the internet using Canvas.

An online or hybrid version of a course will be considered to have met the credit hour requirement if it covers the same amount of material with the same ~~level~~ rigor of assessment as if the course were delivered in a face-to-face format.

Commented [PNW2]: Should this heading say "Contact Hours"?

Commented [AA3]: I don't think we need the range; as shown below, the total minutes for one credit hours per semester is 750, which is 15x50.

Commented [AA4]: Please add the hybrid definition for UAH

Formatted: Highlight

24) Laboratory Courses

All laboratory courses meet for a minimum of two *contact-hours* per week for one hour of credit awarded and the majority meet for three *contact-hours* per week for one hour of credit awarded, whether they are stand-alone laboratory courses or combined with a ~~traditional-face-to-face~~ format course. For a laboratory course having less than three *contact-hours* per week to be approved, the department must demonstrate that: (1) the faculty have recently reviewed the number of *contact-hours* for each of their laboratory classes; (2) the proposed number of *contact-hours* per week conforms to the practice at many other U.S. Universities with teaching and research missions similar to UAH; (3) the faculty have determined that the proposed *contact-hours* per week are sufficient for a pedagogically sound laboratory; and (4) this practice is consistent with any specified standards for professional accreditation.

35) Clinical Courses

Bachelor of Science in Nursing and Master of Science in Nursing
Clinical courses meet for three (3) contact-hours per week for one credit hour awarded. Doctor of Nursing Practice clinical courses meet for four (4) contact-hours per week for one credit hour awarded.

Commented [AA5]: Is nursing the only college that offers clinical courses?

46) Studio Courses

Art Studio

In the Department of Art, Art History & Design, an undergraduate studio credit hour at UAH consists of at least 1.66 hours of in class instruction with a minimum expectation of at least 1.33 hours of work outside of class each week. For a three credit hour studio art course this would equate to at least five (5) hours in class and at least four (4) hours outside of class per week during a 15-week semester. Time expectations for work inside and outside of class are minimums and may be higher depending on the nature and level of the course, and for outside work, also on the ability, commitment, and learning style of the student.

Music Studio

Music ensemble courses meet for three *contact-hours* per week for one hour of credit. One-on-one instruction in music follows the National Association of Schools of Music (NASM) recommendations.

57) Internship Courses

Internship courses other than those in Education and Nursing will average 10 hours of internship work per week for an entire semester for three hours of credit. Internships in Education and Nursing are subject to other guidelines specified by state and federal agencies.

68) Study Abroad Courses

Study Abroad courses must adhere to the rigorous academic standards of any other course taught at [the University of Alabama in Huntsville UAH](#). Over the period of the course, the requirement is ~~fifteen~~ 15 contact hours for each hour of credit awarded. The policy states that such class time may be comprised of instructional and learning activities in the classroom and/or instructional and learning activities that take place during site visits, cultural experiences, and excursions. Course syllabi must demonstrate that such site visits, cultural visits, and excursions have clear academic relevance for the course.

9) Thesis/Dissertation:

Commented [AA6]: I think we need a description for this and other types of courses, including independent studies, research, special topics, co-op, ensemble, validation, and recitation that are listed on the new course form.

10) Independent studies

11) Research

12) Special topics

13) ensemble

14) Validation

15) Recitation

7) Distance Education Courses

~~All courses taught at UAH via distance learning are also offered as traditional on-campus courses that conform to the statements above. When these courses are offered via distance learning, they must conform to the same requirements as those taught on campus via traditional format.~~

Review

Academic Affairs will review the policy every five years or at an earlier time if needed.

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

LABORATORY AND NONTRADITIONAL COURSE CONTACT-HOUR POLICY

<u>Number</u>	02.01.01
<u>Division</u>	Academic Affairs
<u>Date</u>	August, 2006
<u>Purpose</u>	To formalize a <i>contact-hour</i> policy for laboratory and nontraditional courses offered at UAH.
<u>Policy</u>	<p>UAH complies with the Alabama Commission on Higher Education (ACHE) definition of a credit hour of instruction. For UAH purposes, a <i>contact-hour</i> is defined as the number of 50-55 minute time periods that a class meets for scheduled instruction. A traditional (classroom) format course at UAH that awards one credit-hour of instruction meets once a week for approximately 50-55 minutes for the fifteen weeks of a semester (fifteen <i>contact-hours</i> per semester). Generally, for a traditional (classroom) course, the number of <i>contact-hours</i> per week is equal to the number of credit hours awarded. Courses taught at UAH via other modes, however, generally have a greater number of <i>contact-hours</i> per week than the credit hours awarded. These courses include laboratory, studio, clinical, internship, and study abroad. Such courses will follow the guidelines detailed below:</p>
<u>Procedures</u>	<p>1) <u>Laboratory Courses</u> All laboratory courses meet for a minimum of two <i>contact-hours</i> per week for one hour of credit awarded and the majority meet for three <i>contact-hours</i> per week for one hour of credit awarded, whether they are stand-alone laboratory courses or combined with a traditional-format course. For a laboratory course having less than three <i>contact-hours</i> per week to be approved, the department must demonstrate that: (1) the faculty have recently reviewed the number of <i>contact-hours</i> for each of their laboratory classes; (2) the proposed number of <i>contact-hours</i> per week conforms to the practice at many other U.S. Universities with teaching and research missions similar to UAH; (3) the faculty have determined that the proposed <i>contact-hours</i> per week are sufficient for a pedagogically sound laboratory; and (4) this practice is consistent with any specified standards for professional accreditation.</p> <p>2) <u>Clinical Courses</u></p>

Clinical courses meet for three *contact-hours* per week for one credit hour awarded.

3) Studio Courses

Art Studio

Art studio courses meet for one *contact-hour* per week of lecture and four *contact-hours* per week of studio for a total of three hours of credit. These courses comply with the National Association of Schools of Art and Design (NASAD) recommendations.

Music Studio

Music ensemble courses meet for three *contact-hours* per week for one hour of credit. One-on-one instruction in music follows the National Association of Schools of Music (NASM) recommendations.

4) Internship Courses

Internship courses other than those in Education and Nursing will average 10 hours of internship work per week for an entire semester for one hour of credit. Internships in Education and Nursing are subject to other guidelines specified by state and federal agencies.

5) Study Abroad Courses

Study Abroad courses include both a lecture component and cultural experience/excursions. Over the period of the course, the requirement is fifteen *contact hours* of lecture or *forty-five contact-hours* of cultural experience/excursions for each hour of credit awarded. Although the time periods of study abroad courses do not conform to the normal fifteen week semester, this is the equivalent of one *contact-hour* per week of lecture for one credit-hour awarded on a fifteen-week semester basis, and three *contact-hours* per week of experiences/excursions for one credit-hour awarded on a fifteen week semester basis.

All courses taught at UAH via distance learning are also offered as traditional on-campus courses that conform to the statements above. When these courses are offered via distance learning, they must conform to the same requirements as those taught on campus via traditional format.

Review

Academic Affairs will review the policy every five years or at an earlier time if needed.

Approval

Kenneth W. Reich

Chief University Counsel

Christina W. Curtis

Provost and Executive Vice President for Academic Affairs

APPROVED:

Robert A. Altenkirch

President

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

CREDIT HOUR, CONTACT HOUR, AND COURSE TYPES POLICY

Commented [MDK1]: Merged content of 02.01.01 and 02.01.50 and renamed.

Number 02.01.01

Division Academic Affairs

Date August, 2006

Purpose To formalize a *credit hour* and *contact hour* policy for ~~face-to-face~~ ~~both traditional in-person~~ courses, ~~also called traditional (lecture)~~ and non-traditional courses offered at UAH as well as to define the different types of courses offered at UAH. This policy will ensure consistency in the awarding of credit for a variety of methods of delivery.

Commented [MDK2]: Revised to use consistent terms throughout-
Instructional Methods = Mode of Delivery:
Traditional: Classes meet in-person
Hybrid: Classes meet in-person some of the time, 50-99% done online.
Online Asynchronous: Class meets 100% online.
Online Synchronous: Class meets 100% online at a specified time

Policy The UAH definition of a *credit hour* is guided by requirements of the U.S. Department of Education, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), and the Alabama Commission on Higher Education (ACHE). A *credit hour* is an academic unit of credit awarded for the completion of educational activities. The amount of credit awarded depends on the expected amount of time required to complete in-class and out-of-class work during a semester for a course that is completed with a passing grade. This definition of a *credit hour* applies to all courses at all levels (graduate and undergraduate) that award academic credit regardless of the mode of delivery, including, but not limited to, traditional, online, hybrid, lecture, laboratory, studio, clinical, internship, study abroad, thesis, dissertation, independent studies, research, special topics, co-op, ensemble, validation, recitation, and practicum.

Course Types, regardless of in-person, online, or hybrid:
Lecture
Laboratory
Clinical
Studio
Internship
Study Abroad
Ensemble
Other including, but not limited to, thesis, dissertation, independent studies, research, special topics, validation, recitation, and practicum

For UAH purposes, a *contact-hour* is defined as the number of 50-55 minute time periods that a class meets for scheduled instruction. A traditional (~~in-person~~ ~~classroom~~) ~~format~~ course at UAH that awards one credit-hour of instruction meets once a week for 50 minutes for the fifteen weeks of a semester (15 *contact-hours* per semester). Generally, for a traditional (~~classroom~~ ~~in-person~~) course, the number of *contact-hours* per week is equal to the number of credit hours awarded. Courses taught at UAH via other modes, however, generally have a greater number of *contact-hours* per week than the credit hours awarded.

The time expectations for work outside of class listed in the Procedures section are minimums and may be higher depending on the nature and level of

the course as well as the ability, commitment, and learning style of the student. The institution reserves the right to make semester hour assignments that exceed the minimum time requirements stated. Learning objectives, expected outcomes, and workload expectations that meet the standards set forth above should be clearly stated in all courses. Different types of courses will follow the guidelines detailed below.

Procedures

1) ~~Lecture-Traditional Lecture~~ Courses (~~face-to-face~~in-person)

Each semester hour awarded for a lecture course at UAH requires at least one hour of classroom or direct faculty instruction and a minimum of two hours out-of-class student work each week for approximately fifteen weeks for one semester. An in-person course at UAH that awards one credit-hour of instruction meets once a week for 50 minutes for the fifteen weeks of a semester (fifteen contact-hours per semester). Examples of the most commonly awarded blocks of credit and their corresponding contact hours are:

1. A 1-credit hour class will approximate 750 minutes of instruction/examination per semester.
2. A 2-credit hour class will approximate 1,500 minutes of instruction/examination per semester.
3. A 3-credit hour class will approximate 2,250 minutes of instruction/examination per semester.
4. A 4-credit hour course will approximate 3,000 minutes of instruction/ examination per semester.

2) Online (Asynchronous/online synchronous)

Courses where "instructors and students do not meet in the same space". Regardless of mode of instruction, courses should be consistent in terms of quality, assessment, learning outcomes, requirements, etc. as courses offered in person with the same college prefix, number, and course title. Faculty must demonstrate active academic engagement through interactive methods, including, but not limited to, interactive tutorials, online meetings, group discussions, virtual study/project groups, discussion boards, chat rooms, etc. Credit hours assigned to a course delivered online must equal the number of credit hours for the same course delivered in person.

3) Hybrid

Hybrid courses are those for which 51% to 99% of the course is delivered via the internet and the Learning Management System with the remaining portion delivered via in-person class meetings. Contact time is measured using the criteria listed in (a) item 1 (above) for ~~lecture-Traditional~~ courses and (b) item 2 (above) for Online Courses for portions of the Hybrid course delivered via the internet using the Learning Management system.

Commented [MDK3]: Critical to keep as is. Report to accreditation

An online or hybrid version of a course will be considered to have met the credit hour requirement if it covers the same amount of material with the same rigor of assessment as if the course were delivered in an in-person format. See the Online and Hybrid Education Policy (02.01.35) for more details.

Commented [MDK4]: Critical information

4) Laboratory Courses

All laboratory courses meet for a minimum of two *contact-hours* per week for one hour of credit awarded and the majority meet for three *contact-hours* per week for one hour of credit awarded, whether they are stand-alone laboratory courses or combined with a face-to-face format course. For a laboratory course having less than three *contact-hours* per week to be approved, the department must demonstrate that: (1) the faculty have recently reviewed the number of *contact-hours* for each of their laboratory classes; (2) the proposed number of *contact-hours* per week conforms to the practice at many other U.S. universities with teaching and research missions similar to UAH; (3) the faculty have determined that the proposed *contact-hours* per week are sufficient for a pedagogically sound laboratory; and (4) this practice is consistent with any specified standards for professional accreditation.

5) Clinical Courses

Bachelor of Science in Nursing and Master of Science in Nursing clinical courses meet for three (3) *contact-hours* per week for one credit hour awarded. Doctor of Nursing Practice clinical courses meet for four (4) *contact-hours* per week for one credit hour awarded.

6) Studio Courses

Art Studio

In the Department of Art, Art History & Design, each studio credit hour consists of at least 1.66 hours of in-class instruction with a minimum expectation of at least 1.33 hours of work outside of class each week. A three-credit hour studio art course equates to at least five (5) hours in class and at least four (4) hours outside of class per week during a 15-week semester. In order to meet the National Association of School of Art and Design (NASAD) recommendations for three-credit hour art studio courses, one *contact-hour* per week should be lecture and four *contact-hours* per week should be studio. Time expectations for work inside and outside of class are minimums and may be higher depending on the nature and level of the course, and, for work outside of class, also on the ability, commitment, and learning style of the student.

Music Studio

One-on-one instruction in music follows the National Association of Schools of Music (NASM) recommendations.

7) Internship Courses

Internship courses, other than those in the Colleges of Education and Nursing, will average at least 8 hours of internship work per week for an entire semester for three hours of credit. Internships in Education and Nursing are subject to other guidelines specified by state and federal agencies.

8) Study Abroad Courses

Study Abroad courses include both a lecture component and cultural experience/excursions. Study Abroad courses must adhere to the rigorous academic standards of any other course taught at UAH. Over the period of the course, the requirement is 15 *contact hours* or 45 *contact hours* of cultural experiences/excursions for each hour of credit awarded. Although the time periods of study abroad courses do not conform to the normal fifteen-week semester, this is the equivalent of one *contact-hour* per week of lecture and three *contact-hours* per week of experiences/excursions for one credit-hour awarded on a fifteen-week semester basis. The policy states that such class time may be comprised of instructional and learning activities in the classroom and/or instructional and learning activities that take place during site visits, cultural experiences, and excursions. Course syllabi must demonstrate that such site visits, cultural visits, and excursions have clear academic relevance for the course.

9) Ensemble

Music ensembles vary in size and scope from small coached chamber ensembles to large, conducted ensembles such as choirs, bands, and orchestras. Regardless of size, instrumentation, or genre, all music ensembles share a common mission to rehearse and perform throughout the semester. Large music ensemble courses meet for three *contact-hours* per week for one hour of credit while chamber ensembles meet for one *contact-hour* per week for 0.5 hour of credit.

10) Other

Any other type of class, including, but not limited to, thesis, dissertation, independent studies, research, special topics, validation, recitation, and practicum should meet the minimum thresholds for contact-hours as outlined in this policy in a manner appropriate for that course.

Review

Academic Affairs will review the policy every five years or at an earlier time if needed.

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 MEETING

April 21, 2022

12:50 P.M.

Chan Auditorium

- ***Present: Tobias Mendelson, Sophia Marinova, Dilcu Barnes, Laird Burns, Angela Balla, Kwaku Gyasi, Andrei Gandila, Deborah Heikes, Kyle Knight, Mike Banish, Maria Pour, Sarma Rani, Gang Wang, Susan Alexander, Elizabeth Barnby, Azita Amiri, Miranda Smith, Leiqui Hu, Larry Carrey, Jeff Weimer, Harry Delugach, Gang Li, Andrea Word, Sarah Dyess, Michael Crow, Ron Schwertfeger, Carmen Scholz, Joey Taylor, Carolyn Sanders, Tim Newman***
- ***Absent with Proxy: Donna Guerra, Anthony D'Costa, Fat Ho, Chang-Kwon Kang, Vineetha Menon***
- ***Absent without Proxy: Sophia Marinova, Kristin Weger, Emil Jovanov, Amy Hunter, Lori Lioce, Jerome Baudry, Sivaguru Ravindran, Jose Betancourt, Rui Ma, Bryan Mesmer, Themis Chronis***
- ***Ex-Officio: Interim Provost Bob Lindquist***
- **Faculty Senate President Carmen Scholz called the meeting to order at 12:50 pm.**
- **Meeting Review:**
 - Policy 01.04.03 passed with amendments.
 - Policy 06.08.10 voted to be rejected.
- **Carmen – If you are a new senator, you do not have voting rights today.**
- **Approve FS Meeting Minutes. Tobias moves to approve. Miranda seconds. All in favor. Ayes carry.**
- **Accept FSEC Report from April 14, 2022. Tim moves to accept. Mike seconds. All in favor. Ayes carry.**
- **Administrative Reports**
 - Interim Provost Robert Lindquist
 - I received three items from Joey that I would like to address. One is related to Ombudsman. I have been spending time trying to figure out the systems viewpoint of Board Rule 108. It has been very slow. They have an issue with the first page of the handbook. The second paragraph down is completely contradictory to the statement at the top of the handbook. We need to work together to figure a way to get things approved. The way I have read Board Rule 108 even procedures are subject to review by the system. We need to figure out some documented procedures. We have no interest in governing how you govern yourselves. You are

not self-regulating. I would like to figure out a subset of three people to figure out a procedure on how we manage. We can add a policy that changes the timeline on turnaround.

- There will be an announcement of the new Provost.
 - Laird – When will the new Provost start?
 - Bob – August.
 - Laird – I suggest we work quickly to get this resolved.
 - Bob – I am here this summer and willing to work on this.
 - Carmen – We want to follow Tuscaloosa’s lead and take the bylaw’s out. As we want to make changes, we are waiting for the position of the administration for five years.
 - Tim – We have a number of problems here. A year and a half ago there was a legal document written saying our bylaws needed to go to Legal Counsel. The cynical side of me says that we have been following a procedure, what says this will help?
 - Bob – We need to set up time limits. You are right. You can send it over and they stop it because there are no time limits. We need to think this through. In the end, the President and the Chancellor will have the final say.
 - Joey – I would point out that the Policy on Policies says that all parties have 90 days.
 - Bob – What happens when it isn’t followed? We need to define that.
 - Joey- We can have any policy or procedure but the will of others has to be there. The will to consciously hold these things need to be addressed.
 - Bob – I won’t disagree.
 - Mike – When we passed the Policy on Policies, I remember Dr. Altenkirch saying that we will still be in charge of our handbook. We are supposed to review it every five years. Then we heard it has come back that the review wasn’t initiated by a VP. The counsel isn’t taken in advisement that was told to us.
 - Bob – Policies are controlled by a VP. Should there be another category for bylaws? Officially it would be Academic Affairs. I was told the Provost signs off on final approval.
 - Carmen – We are over two years in dealing with counsel. We still have no right to do online voting.
 - Bob – Counsel says we are okay with it. Is it going to be documented?
 - Joey – It needs to be documented.
 - Bob – If it is a policy it should be on the website.
 - Tim – When the Provost seeks Legal Counsel opinion and it is granted, we are on dangerous ground. If I go in and change the handbook on the web without writing, what happens? I came close to discipline measures but followed all the rules. The Provost was not following all the rules. We can’t have that situation. I was given verbal approval then told I was going against the rules. We have to have a response back in writing.
 - Laird – There is a lot of vital things here. I suggest we figure out these two or three people. We want to make decisions before August.

- Bob – I agree with Tim. It is important on how it is defined. I would like to see it in template form on how it is changed.
- The second issue was the influence of Faculty Senators from administrators. No Faculty Senate concepts should be discussed except in the presence of all senators. You should mention issues in department meetings not just in hallways. I will get a memo back to you.
 - Beth – In the past, we would have departmental meetings and the meeting adjourn. Then the Faculty Senate members would have meetings within that college.
 - Bob – I would hope every department meeting would have some time for Faculty Senate business to be discussed. I think it is very important within the department meeting.
 - Carolyn – If we could make sure that the administration works with the Faculty Senate President gets a copy of the administrative report to pass on to our colleagues.
 - Bob – We can put them in a Google drive.
 - Mike – Just to add clarification, the issue with pressuring is not at the department chair. They can be at the meeting. It is an issue when it is from someone above.
 - Carmen – In plain English, the bill was intended to keep pressure from Dean’s texting senators on how they should vote.
 - Bob – I would recommend making votes secretive. That is your decision. There is no such thing as confidentiality. It is terrible to say but it is a real thing.
 - Carmen – That shouldn’t be the responsibility of this body.
 - Bob – I can tell Dean’s but I am not with them 24/7.
 - Laird – Will you have the opportunity to share the insights with the Dean’s? I know you don’t advocate this.
 - Joey – Is there a sense on an answer on fiscal analysis? Maybe before summer?
 - Bob – I will need the help of the President. Academic Affairs doesn’t control the scholarship matrix. I am sure you want to know the impact. We probably get \$0.71 to the dollar. Scholarships are given when there is no money backing it. I have asked but am receiving pushback.
 - Laird – I was asked to converse with Todd about how much is being spent on academic partnership. His response to have the conversation with the Provost and President.
 - Bob – Academic partnerships are being looked at very closely. The contract goes through almost 2023. We would lose a lot of money if we pulled out right now. It is a timely thing. In some cases, it has helped. In many, it has not. When you go into partnerships, they get half of online tuition whether you recruited or they do.
 - Joey – When we look in the financial statement, the amount beside partnerships, is that what we are paying them?
 - Bob – I don’t know the answer to that question. On their side, there was a major drop.
 - Carmen – Commencement is on May 2.

- Mike – Matter of reference, I would like to thank Dr. Robert Lindquist for stepping into this position. Ayes follow.
- Bob – I am a fan of UAH. I have moved here twice. This is a great institution.
- Carolyn – I would like to add a thank you for doing a tremendous job under a very challenging transition.

➤ **Officer/Committee Reports**

- Joey Taylor, President-Elect
 - No report.
- Tim Newman, Past President
 - No report.
- Mike Banish, Parliamentarian
 - No report.
- Carolyn Sanders, Ombudsperson
 - I am working on three active cases.
- Andrei Gandila, Governance and Operations Committee Chair
 - We are running elections for Ombudsperson and President-Elect. They close tomorrow morning. We will follow the same procedure with the Faculty Appeals next week. Today, we will conduct elections on vacancies on several committees.
 - Carmen – We will stop senate procedures at 2:10 so that the committees for next senate can meet and elect their chair.
- Azita Amiri, Undergraduate Curriculum Committee Chair
 - No report.
- Laird Burns, Finance and Resources Committee Chair
 - We are going to have more conversations about academic partnerships. We will talk about getting more details on the scholarship matrix.
 - Carmen – Laird and I set through the budget meeting. Chi Loo did a great job on explaining. They estimate the engineer building will cost \$60M.
 - Laird – They expect to get some level of tuition increase. They are looking at having a salary pool for this fall higher than the 2%.
- Gang Wang, Undergraduate Scholastic Affairs Committee Chair
 - We reviewed two student requests for readmission.
- Beth Barnby, Faculty and Student Development Committee Chair
 - No report.
- Andrea Word, Personnel Committee Chair
 - No report.
- Carmen Scholz, President
 - Modified Duties – we have discussed this policy. As it appears it does not apply to lecturers. If faculty has a baby or adopts, they can request and get one semester off of modified duties. The open question was what about lecturers? This came up in the last meeting with the Provost and President, they didn't have an answer. Three days later, I received an email from the Provost that he reads it to include lecturers. The policy is being modified. All it takes is to include lecturers in the listing. Please inform your departments.
 - Joey and Themis spoke to admissions about the involvement of faculty with recruitment. They stirred the pot by having this conversation. Two Provost candidates asked why faculty is not allowed in recruitment processes. I got summoned this week to Kristi Motter. I learned about the recruitment processes.

Recruitment is an industry and highly regulated. Our idea of being able to go to events is not allowed. I highlighted some of the rules. Joey and Themis were received less than warmly but now I understand why. We are forbidden to send faculty. There are these loops where the recruiters go. If the guidance counselor allows the meeting, then students can attend but it is up to the guidance counselor. We can come in and help when we have students come to campus visits. This is where we should try to grab them and entice them. Recruitment says that some departments are asked to host a visiting family, then they are saying they cannot host. I understand large departments have a hard time accommodating lots of visitors.

- Jeff – You say if we can get into high schools. Did you get clarity on if we have to be invited?
- Carmen – Yes, but you can't just show up at the door make a connection with the teacher. For instance, I was at James Clemons yesterday in the AP Chemistry class.
- Joey – I am not characterizing our conversation with admissions as tense. They conveyed that students can be brought here for our convenience. With invitations, our college started a speaker's bureau. You can solicit in that way.
- Member – Can you invite students to come in and experience a few hours?
- Carmen – There are rules about having minors on campus. If you can go to them, that will be easier.
- Joey- You have to do paperwork and establish a safe place.
- Laird – It can get complicated.
- Carolyn – There were many of us that are aware. There were two Presidents ago and one Provost ago going to recruiting events. How can they go to that? Why can't we? Do we no longer have these events?
- Carmen – I learned they went on the loops to certain schools.
- Carolyn – The details I was aware of were receptions.
- Mike – They will schedule an event that is a question/answer event. At that time, there were four of us. I was not supposed to speak. I was made available if there was any interest in engineering. You get in the school by having a child that attends. I don't think there is any prohibition to giving a resource list and letting them invite you.
- Carmen – They are really happy to see you. I am invited every year to James Clemons. I don't really know how the set up happened. I think it is easier that way.
- Angela – I need some clarification on the recruitment regulations. Is it prohibiting the faculty of going or what they discuss?
- Carmen – They can't attend official events. You are not forbidden to go to any high school and speak to the students. We are encouraged to do that.
- Sarah – We are talking about schools in the College of Education. We place a lot of students in schools. Perhaps our Dean would have some ideas on how to orchestrate that with the schools.
- Carmen – I don't have any fear that we will have a flooding of faculty going to the schools.
- Sarah – It may be a more efficient way to contact the schools.

- Carmen – Use personal connections.
 - Andrea – To build on Sarah’s comment, personal connection is good. I think reaching out to the Dean’s office is a great idea.
 - Andrea – Diversity/Equity Committee – We haven’t met in a year.
 - Ron – The Library Committee met last week.
- Policy 01.04.03
 - Carmen – This has gone through committee. Mike moves to introduce. Member seconds. All in favor. Ayes carry.
 - Roy – I have Jerome’s proxy. I am coming in new with fresh eyes. The general principle is retaliation. I am finding less clarity as I read this. Who determines in good faith and how? Who determines retaliation and how? Who determines sanctions and how? Thinking about this, the idea of retaliation is clear. There is a lot of gray space. If I was looking for guidance, I wouldn’t find it here. It would add to my confusion. I did find who to report to and the general principle. It is not clear from this document what the Office of Risk Management is going to do.
 - Carmen – Do you have specific comments you want me to convey?
 - Roy – What was the origin of the policy?
 - Joey- It came from Finance and Administration.
 - Angela – It would be nice if you list those questions you conveyed in the response back. What counts as verbal or mental abuse? It seems like there needs to be some boundaries. When does disagreement cross over to verbal abuse? It is likely for these to reoccur.
 - Laird- I would like to welcome back Roy. I would encourage both of you to write those comments down and send them back. They do often have missing gaps.
 - Carmen – If I can have those comments by Monday.
 - Harry – It occurs to me that the confusion comes with definitions. I find it hard to believe that we are the first university to think of this. I am sure that there are behavioral definitions listed somewhere. I am certain someone has done that.
 - Carmen – Please give that to me in writing.
 - Jeff – I would add here that again with the Provost initial statements, what does UA and UAB have in relation?
 - Andrea – This is similar to what is on UAB’s website.
 - Mike – I believe that at one time we did some documentation that when these policies came forward in light of Board Rule 108 the office was supposed to send a companion policy. This was agreed to either the last year of Dr. Altenkirch or Dr. Dawson. Legal isn’t following their own policy.
 - Laird – I move to make the motion with the comments of the senators. Mike seconds. All in favor. One opposed. 1 abstains.
- Policy 06.08.10
 - Tim – I would like to move that the senate does not accept this policy. Mike seconds.
 - Jeff – Clarification? Doesn’t have to come to floor for discussion then we vote again?
 - Mike – Tim is just saying he wants to vote this down.
 - Carmen – We have a motion to not accept this policy.
 - Tim – I think the thresholds are different from our sister campuses. I think it puts a burden on our students. I have rights issues. If there is an insurance requirement, there should be an exception for those who can’t afford that. I don’t think you should have to have insurance for protest.

- Carmen – We are moving close to time.
- Harry- This is the perfect policy for a large organization to stifle smaller groups or individuals. It is clear the purpose of the policy is to restrict activity.
- Roy – It appeared to me that insurance for this is roughly \$250. Granted students are exempted here. There are free speech issues here. I have an article where students used an Alabama House Bill to sue UAH for this issue. It appears to me there are a lot of loopholes in this.
- Carmen – Can we get for a vote? All in favor rejecting this policy? Ayes carry. 2 abstain. This policy has been rejected.
- Mike – Motion to extend. Ayes carry. I make a motion that we consider SB 470. I withdraw my motion.

➤ Meeting adjourned 2:22 PM

Faculty Appeals Committee Elections

We have the following 5 new FAC members for the 2022-2024 term:

- Kevin Bao (COB)
- Carmen Scholz (COS)
- Anne Marie Choup (CAHSS)
- Susan Alexander (CON)
- Monica Dillihunt (COEd)

And the following alternates for one year 2022-2023:

- Anthony D'Costa (COB)
- Farbod Fahimi (COE)
- Phil Ligrani (COE)
- Nicole Pacino (CAHSS)
- Jason O'Brien (COEd)
- Kyung-Ho Roh (COE)
- Nikolai Pogorelov (COS)
- Sarah Dyess (COEd)
- Ravi Gorur (COE)
- Richard Lieu (COS)
- Sandra Lampley (COEd)
- Vinny Argentina (CAHSS)
- Azita Amiri (CON)
- Joe Conway (CAHSS)
- Yeolan Lee (COB)
- Yeow Chye Ng (CON)
- Lenora Smith (CON)
- Xiaotong Li (COB)

FACULTY SENATE COMMITTEES – 2022-2023

Governance and Senate Operations Committee

Andrei Gandila/ 2023/ College of Arts, Humanities & Social Sciences/ History
Kristin Weger/ 2024/ College of Arts, Humanities, & Social Sciences/ Psychology
Dilcu Barnes/ 2024/ College of Business/ Management
Sarma Rani/ 2023/ College of Engineering/ Mechanical & Aerospace
Maria Pour/ 2023/ College of Engineering/ Electrical Engineering
Cheryl Emich/ 2024/ College of Nursing
Dongsheng Wu/ 2024/ College of Science/ Mathematics
Ron Schwertfeger/ 2023/ Library

Senate Personnel Committee

Jose Betancourt/ 2023/ College of Arts, Humanities, & Social Sciences/ Art/Art History/Design
Tobias Mendelson/ 2023/ College of Business/ Accounting
Andrea Word/ 2024 / College of Education/ Curriculum & Instruction
Mike Banish/ 2023/ College of Engineering/ Chemical & Materials
Elizabeth Barnby/ 2023/ College of Nursing
Sally Ann Storer/ 2024/ College of Nursing
Gang Li/ 2023/ College of Science/ Space Science
Jeff Weimer/ 2024/ College of Science/ Chemistry
Drew Adan (Perm Proxy for Ron Schwertfeger) / 2023/ Library

Senate Undergraduate Curriculum Committee

Jennifer Sims/ 2024/ College Arts Humanities & Social Sciences
Yeolan Lee/ 2024/ College of Business/ Management
Michael Crow/ 2023/ College of Education/ Kinesiology
Chang-Kwon Kang/ 2024/ College of Engineering/ Mechanical & Aerospace
Aziti Amiri/ 2024/ College of Nursing
Tracie Morgan/ 2024/ College of Nursing
Vineetha Menon/ 2023/ College of Science/ Computer Science
Rebecca Brothers (Perm Proxy for Ron Schwertfeger)/ 2023/ Library

Faculty Finance and Resources Committee

Angela Balla/ 2023/ College of Arts, Humanities, & Social Sciences/ English

Laird Burns/ 2023/ College of Business/ Management

Andrea Word/ 2024/ College of Education/ Curriculum & Instruction

Mike Banish/ 2023/ College of Engineering/ Chemical Engineering

Fat Ho/ 2024/ College of Engineering/ Electrical & Computer

Angela Hollingsworth/ 2024/ College of Nursing

Roy Magnuson/ 2024/ College of Science/ Biological Sciences

Ron Schwertfeger/ 2023/ Library

Undergraduate Scholastic Affairs Committee

Deborah Heikes/ 2023/ College of Arts, Humanities, & Social Sciences/ Philosophy

Carolyn Sanders/ 2024/ College of Arts, Humanities, & Social Sciences/ Music

Anthony D'Costa/ 2023/ College of Business/ Economics

Sarah Roller Dyess/ 2024/ College of Education/ Curriculum & Instruction

Cheryl Emich/ 2024/ College of Nursing

Bryan Mesmer/ 2024/ College of Engineering/ Industrial and Systems

Gang Wang/ 2023/ College of Engineering/ Mechanical & Aerospace

Leiqiu Hu/ 2024/ College of Science/ Atmospheric

Heather -Lynn Byrne (Perm Proxy for Ron Schwertfeger)/ 2023/ Library

Senate Faculty and Student Development Committee

Kwaku Gyasi/ 2023/ College of Arts, Humanities, & Social Sciences/ World Languages & Cultures

Sarah Roller Dyess/ 2024/ College of Education/ Curriculum & Instruction

Rui Ma/ 2024/ College of Engineering/ Civil & Environmental

David Pan/ 2024/ College of Engineering/ Electrical & Computer

Elizabeth Barnby/ 2023/ College of Nursing

Themis Chronis/ 2023/ College of Science/ Physics

Tim Newman/ 2024/ College of Science/ At-large

Michael Manasco (Perm Proxy for Ron Schwertfeger)/ 2023/ Library

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.

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,
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,

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>

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.

And, be it also 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.

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 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.

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

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

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.

Commented [2]: Uncertain how to adjust this language in light of Carolyn's proposed amendment.

Commented [3]: 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;
- 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, 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, 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, clinical faculty, and lecturer member in the department, or major fraction thereof. Elections will be held by the full-time tenured, tenure-earning, research, clinical, and lecturer faculty members of each department. If necessary, all the full-time tenured, tenure-earning, research, 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.

3. Units named in (1) which have no formally recognized departments will elect one senator for each seven full-time tenured, tenure-earning, research, clinical, and lecturer

faculty members in the unit, or major fraction thereof. Elections will be by the full-time tenured, tenure-earning, research, 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, 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.**

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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 [5]: Sanders' amendment language

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

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

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