

FACULTY SENATE

SPECIAL MEETING #618 AGENDA

CHAN Auditorium

THURSDAY, July 8, 2021

12:50 PM to 2:20 PM

Call to Order

1. Approve Faculty Senate Meeting #617 Minutes from April 29, 2021
2. Accept Special FSEC Report from June 30, 2021
3. Administrative Reports
4. Officer and Committee Reports

<ul style="list-style-type: none">• President Tim Newman• President-Elect Carmen Scholz• Past-President Laird Burns• Parliamentarian Mike Banish• Ombudsperson Officer Carolyn Sanders• Governance and Operations Committee Chair Kader Frendi	<ul style="list-style-type: none">• Undergraduate Curriculum Committee Chair:<ul style="list-style-type: none">• Azita Amiri 8/20;10/20;12/20;2/21;4/21;6/21;8/21• Paul Whitehead 9/20;11/20;1/21;3/21;5/21;7/21• Finance and Resources Committee Chair Jeff Weimer• Undergraduate Scholastic Affairs Committee Chair Emil Jovanov• Faculty and Student Development Committee Chair Kwaku Gyasi• Personnel Committee Chair Mike Banish
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5. University Committee Reports

6. Third Reading, Senate Bill 463: Faculty Handbook Ch. 6 Rev. (Apr 2021)
7. Policy 03.01.02 Service Animals
8. Second Reading, Senate Bill 462: Faculty Handbook Ch. 7 Rev.
9. 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

Faculty Senate Bill 462: Faculty Handbook Chapter 7 (Apr. 2021 Rev.)

History: Received Mar. 23, 2021.

At FSEC, Mar. 25, 2021. Meeting postponed. Back before FSEC on April 1, 2021. Deferred.

Before FSEC on April 22, 2021. Adjourned before addressed.

Before FSEC on April 23, 2021. Adjourned.

Before FSEC on April 26, 2021. Passed First Reading.

At Senate on April 29, 2021. Adjourned before Second Reading could be addressed.

Before Senate on July 8, 2021 for Second Reading.

Whereas the UAH Faculty Senate previously passed and submitted Chapter 7 of the Faculty Handbook to the UAH Provost and President,

Whereas the UAH Provost and President ask for a re-review of Chapter 7,

Whereas the Faculty Senate Personnel Committee re-reviewed and edited Chapter 7,

Now, therefore, be it resolved that the attached Chapter 7 of the Faculty Handbook be passed.

Be It Further Resolved:

That upon final Senate approval and notice from the Administration of its concurring approval of this resolution, that the Chapter 7 text that follows be adopted as the new Chapter 7 of the UAH Faculty Handbook, and

Be It Also Resolved:

That the Senate officers shall update the Faculty Senate web page with the revised Chapter 7 that follows, provided both final Senate approval and Administration notice of concurring approval of this resolution have been received.

FACULTY SENATE EXECUTIVE MEETING

**June 30, 2021
12:50 PM to 2:20 PM
OKT N142**

Present: Tim Newman, Kwaku Gyasi, Carmen Scholz, Jeff Weimer, Azita Amiri, Laird Burns, Carolyn Sanders, Mike Banish

Absent: Emil Jovanov, Kader Frendi

Ex-Officio and Guest: Provost Christine Curtis, President Darren Dawson

- **Faculty Senate President Tim Newman called the meeting to order at 12:55 PM.**
- **Meeting Review:**
 - **BETA Policy passed to be deferred and sent out to senate membership.**
 - **Service Animal Policy voted to be placed on senate agenda.**
 - **Bill 462 & 463 voted to be placed on senate agenda.**
- **Administrative Report**
 - **President Dawson**
 - **2021 Campus Facility Reports – The roundabout is being repaved. Cyber Security Lab is scheduled to be completed by fall semester. Shelby Center should be done by October. Greenway III had to be reworked but it is scheduled to start this month. Hopefully that will be completed in the fall semester. We have a number of roof replacement projects going on. We are still scheduled to do the Executive Plaza demo. The city will be helping us with that. It is scheduled for November to accommodate their schedule. We are working with the system office to put together a request for proposals to do part of the plaza. The idea is for us to not put any money into the project and turn those into ground leases. This could bring substantial revenue to the university. Spragins interior renovation will start in January. The idea is to have more events there as well. Shelby interior phase II will be completed by March 2022. We have some additional priority projects. We are looking at remodeling the vacated area in AHSS. We are planning out how we will do that area. We will remodel the Beville Center now that the Corps has moved out. We would like to place engineering there for more class space. We are continuing vaccination schedule here on campus. I want to publicly acknowledge Christine Curtis and all her service here at the university. She will be retiring August 1st. There are many more things she has done than the announcement listed. We are thankful she was here during the difficult time of the pandemic.**
 - **Tim – I want to thank the Provost for her service as well especially with SACS. President Dawson I wanted to ask about Executive Plaza. Will all buildings be removed or will the front remain?**

- President – Most of the front will remain. We will leave the Counseling Center. We may move counseling remote during spring to get CTC ready for fall. I anticipate them to start late.
- Tim – Is the plan to remove all the drives there too?
- President – I think they will take that out and recycle the asphalt. The city may be able to help us with the pavement after we decide what will go in there.
- Laird – Thank you Provost Curtis despite the fact we all have difference of opinions, you have been the hardest working on campus. President – On the ground leases, you can have the right to take it back at some time. Are we going to have something similar to that?
- President – Yes, we will be using the same templates as UA. That is one of the advantages of being a part of the system. We will be using the same content the board has approved.
- Laird – Shelby Center, did they just put drains around it to the pond?
- President – It is a French drain technology. They are very positive about the results this can bring. They did a lot of testing before they started this. They feel they have solved the problem.
- Laird – BOT in person in the fall?
- President – Yes.
- Carolyn – There has been a lot of discussion about Executive Plaza. As far as revenue, will the focus be student specific or revenue generating?
- President – It will be campus focused. The first priority will be apartments. We have 400 on a waiting list for housing. We would like to bring in food service amenities. We also discussed a possible hotel if the revenue was generated high. We could hold conferences there. Maybe we could also think about a neighborhood grocery store.
- Mike – I know the library has a little research space there. They have worked out what to do with their space?
- President – Yes, we will find storage space for their items. What causes this to appear slow is we have to get everything we do vetted by the system. Some think we don't communicate things very well, that isn't the case. I have wanted to share things before and I can't. There are pros and cons to being the system. The pandemic showed the pros but there are cons. We have been instructed about the library issue to not say anything. I wanted to tell you but they don't want us too. There won't be a statement today. I want to use this as an example to prove that I am being told not tell you. I work for the Chancellor and his pleasure. Everyone handled everything well.
- Laird – There is a rumor that the Registrar's Office may move to Student Services.
- President – That may happen in time.
- Laird – We will be involved in the discussion?
- President – Yes.
- Mike – Any move of the Registrar's Office, we would like to have the opinions of several people.
- President – Absolutely, but that isn't the focus right now.

- Provost – IT needs a lot of financial support. We are having a lot of trouble hiring because salaries aren't high enough. I don't think it needs to be fixed. There are hardworking people there and highly qualified.
 - President – It has definitely been underfunded over the past several years.
 - Provost – It is inappropriate to say they need to be fixed. Malcolm has done a phenomenal job. They have been extremely supportive of the faculty. In terms of the Registrar's Office, they are in charge of Degree Works.
 - Carolyn – I would like to echo your sentiments about IT. I worked in class and all my interactions were top notch. I did take away that they were understaffed.
 - President – They are under resourced as well. We are hoping working with a consultant and added resources will help.
 - Provost – The Academic Technology group is under staffed. There are only three that work the classrooms. They aren't in IT.
 - Carmen – Where are we with the Police Chief?
 - President – The new chief should be on campus after the 4th.
- Provost Christine Curtis
 - We have three candidates on campus for Associate Provost. One is under tenure so that will take a little while. I hope to make the phone call directly to the candidate in the next day or so. The Dean of College of Nursing search is moving forward. There are three finalist. We think they will be on campus in July. Karen Frith has agreed to serve as interim Dean of Nursing. I am finishing up the fifth year review. It takes three different written documents. Dr. Dawson has mentioned that July 1, OIT will be transferring to Todd Barre. We will have a consult firm. It is a four stage review. They review four different times. College of Professional Studies is without a Dean at this point. Jason Greene has agreed to serve as interim Dean. Hanover has completed research for us. There was debrief yesterday. Honors College Dean will supervise the Director of Undergraduate Research. David Cook has done an excellent job. Brent Wren is retiring tomorrow. The board and ACHE has approved the PhD in Chemistry pending SACS approval. We are down about 5% in enrollment. We know we will have a few more College Academy students. We know that the sophomores and continuing freshman are down. We are still down and working extremely hard for enrollment. There is concern of not having enough students on campus. We did lose out of state tuition during the pandemic. 46 out of 185 are out of state full online. We do have fully online programs. A number of the part time students are working full time. In a few cases, some students have called asking for a fully online schedule. There are a few that can't come. At the end of spring semester, there was a drastic number of unenrolled students from spring. We set up a communication campaign. After a while, Student Affairs decided to join in. All of the students have been contacted one way or the other. A campaign has been started to reach these students. We are down to 73% not being enrolled. We have increased the number but not by enough. Starting tomorrow, there will be statements on WLRH. We are trying to figure out ways to reach our students. I wondered how many students we didn't get from spring to fall or the year before. We were at the same percent difference. I think we have an opportunity to build bridges with these students. Build the bridges early, start in the fall. This is the

reason our graduation rate is not where it should be. You can't just do it in the summer. You have to start in the spring.

- Laird – Some years ago with a former Dean, we updated the Business School brochures. My children had just recently chose other universities. The brochures were created by an older generation. That doesn't help us recruit 17-19 year olds. We don't look at focus groups.
- Provost – We had one or two advisors in many of our colleges for all the students. You can't really watch them full time with 700 – 800 students. Fortunately, the colleges have increased their advising staff. They have been hiring outreach and retention people that are youthful. It is making a difference. There is so much more work to be done. All I know to do is to keep working.
- Carmen – We have gone this route in several directions. I come from the large classroom background. If you have 200 in class, you cannot connect with each one. Something needs to be said for small classes. When we had a GTA teaching, we had more students going on their own because they felt more comfortable in that setting.
- Provost – You have the opportunity to put those key ideas in the strategic plans in the colleges. You have the authorship in that. Class size is a key thing.
- Carolyn – I have felt as long as I have been here UAH has done a major job in missing the boat. We fail to help the students determine their interest. Not everyone is cut out to be an engineer. I know the issue is losing students at the junior year. That is a tough year. If you don't feel passionate about your major that is a key opportunity for students to drop off. I learned the average undergrad changes their degree three times. We don't plan and work with students in regard to this. How well did we know ourselves when we graduated high school? We expect these students to commit themselves and they aren't ready.
- Laird – Having taught benchmarking, I think we can implement pieces with fewer resources.
- Tim – I have looked at fall enrollment numbers. First time full time and part time is down more than others. I am wondering is it possible in 19-20 did we have more orientation sessions?
- Provost – There is more going on here. In fall 2019, we had normal orientation. We do have those this year just smaller groups. In 2020, we had online orientations. There was a push because of the pandemic to register the students early. They registered in May typically in 2020. The majority had registered early. Before orientation started this year, 600 had already enrolled. We have increased by 300 in the orientation. As of fall 2017 or 2018, the freshman enrollment pattern changed. They registered at orientation. Due to so many students at orientation, there were frustrated people. They changed the ways to pre-registration. All the students have the opportunity once admitted to register before orientation.
- Jeff – Christine, I join the others in thanking you for your service. Increasing out of state students stands out the most to me. I thank you for the interactions we have had on the RCEU program. I want to use that as a

question. There are two transitions happening here. David Cook is moving to Honor's College and you are transition/retiring. RCEU has always gone to the Provost College for one part and Honor's College separately. As you are transitioning out, I would appreciate any words of wisdom to those transitioning in for my side and others coming in.

- Mike – I have a question about is losing students. How many did we lose at the end of sophomore year are in trouble academically with scholarships? Do we have numbers on those?
- Provost – This is several years' old data, but we worked with Student Service and the numbers hurt so badly. The coordinator working with us stated if you would make contact with your students three times a semester, you wouldn't have this issue. We lose students due to scholarships, major changes, transfer to another university. We are losing students for so many different reasons. Everyone has to work on it.

➤ **Officer/Committee Reports**

- Tim Newman, President
 - I talked with the President, I think he spoke to those issues. I want to underscore what the President said about board approval. That is an operating change that we have had from other administrations. It is surprising to me the degree of vetting. I want to let you know that the Provost informed me yesterday the bylaws have been at the System Office. There was a board meeting three weeks ago.
- Carmen Scholz, President-Elect
 - I attend the FDP meeting. They have said the issue is foreign relations. There are a bunch of scientist from different countries that publish a review paper. The Chinese person put on the bottom of his paper acknowledging the Chinese funding agency. The US person got in trouble for not stating that information. I think this will be in the research world soon.
- Laird Burns, Past President
 - I want to make a point that ever since I was President, they have been discussing the BETA issue. I think we should have some updates on that. On retention, I would caution us that we need to seek what are the best practices. We aren't looking outside the box and seeing what others are doing.
 - Carolyn – I know where you are coming from. I respectively disagree, I was fully supported by UAH to go to a conference and come back to apply them. I understand what you are saying but I want to make sure we understand that it is happening.
 - Tim – I think our first year outreach to students has come a long way.
- Mike Banish, Parliamentarian
 - No report.
- Carolyn Sanders, Ombudsperson
 - No report.
- Azita Amiri, Undergraduate Curriculum Committee Chair
 - No report.
- Jeff Weimer, Finance and Resources Committee Chair
 - No report.
- Kwaku Gyasi, Faculty and Student Development Committee Chair
 - No report.
- Mike Banish, Personnel Committee Chair

- We will have a new chair in the fall. I would request that you and Carmen set up a committee to look at what we are doing to make contact with students who are doing poorly. I think we need to make sure there is some faculty presence on it.
- Bill 463
 - Tim – You need to decide if you want it on the agenda for Thursday. We were supposed to do 462 as well last meeting. You need to decide what we will do with that.
- BETA Policy
 - Tim – What is your pleasure here?
 - Jeff – What are the options?
 - Tim – You could say you aren't ready to look at it and I can ask for it. You can defer and say you don't want to look at it next week. You can send it to senate next week.
 - Mike – I would like to make a motion that the BETA Policy be released to Faculty Senate and we will have it as an item of discussion at the first meeting in August.
 - Carolyn – I second.
 - Carmen – Why not next week?
 - Mike – They need time to think about it.
 - Tim- You need to keep in mind the 90 day window. We haven't set our senate agenda yet. It cannot wait until September. The staff senate and SGA have already acted, it is just waiting on us. There are some agitation that we haven't acted.
 - Jeff – The 90 days applies since the faculty aren't present during the summer.
 - Laird – Yes.
 - Carolyn – I am curious how involved are faculty going to be in this over the summer?
 - Mike – This is their chance. We can say read it or don't complain.
 - Tim – August 18th is the first date of classes. This FSEC, not the new, could meet the week before August 12th. Then senate could meet the second day of class. The new FSEC could meet the second day of class, then FS meet August 26th.
 - Carmen – I prefer this FSEC meets August 12th. I am not convinced the senators will spend a great deal of time on this. My suggestion is we meet in August.
 - Laird – If we are going to pass this, we need to send this to the new senate as well. You will have up to 50% new people and that poses a challenge. The only issue I am concerned with this is the calendar. I don't see a lot of changes with this report.
 - Tim – The first year or two this was in place, we received summary reports, but not in several years.
 - Carolyn – It is a complex policy. Other entities have passed it. I don't know that this warrants the delay.
 - Tim – Of those here, are you available August 12th? I don't know the reporting date. I know some have travel planned.
 - Carmen – We officially report on the 11th.
 - Jeff – I will be back.
 - Tim – Any other discussion on the motion to defer?
 - Mike – I want it sent out to new and old and not placed on the agenda and note you will vote in August.
 - Tim – I don't know that you can place it on the August agenda at this time. So, the current motion is basically to defer it for now and send it out to senate membership. Let's vote. 1 nay. Ayes carry.
- Policy 03.01.02 Service Animals
 - Kwaku moves to place on senate agenda next week. Carmen seconds.

- Carmen – It was sent to me and I called Christine. No animals allowed in Chemistry labs.
 - Tim – There are public walkways that go through our campus. The public can walk a pet on. To say the students can't walk a dog on those walkways seems like a discriminatory action. I understand no pets in the dorm. This blanket statement seems peculiar on the service animal policy.
 - Laird – I don't think a blanket statement should be there in the service animal policy.
 - Carolyn – I agree with that statement, students should be able to walk their pets here.
 - Carmen – I think this is sloppy writing to the fact of no pets in the dorms.
 - Jeff – I think we will have an amendment to that language before then.
 - Tim – Let's vote on placing this on the agenda. On the vote, the ayes carry.
 - Tim – We need to decide on Bill 462. Is there a motion? Mike moves to place back on agenda. Carolyn seconds. Let's vote now. On the vote, the ayes carry.
 - Tim – We also need to decide on Bill 463. Is there a motion?
 - Mike moves to place on agenda. Carmen seconds.
 - Tim – Let's vote now. On the vote, the ayes carry.
- Meeting adjourned 2:24 PM.

FACULTY SENATE MEETING

April 29, 2021

12:50 P.M.

Chan Auditorium

- ***Present: Tobias Mendelson, Dilcu Barnes, Jose Betancourt, Candice Lanius, Joey Taylor, Kwaku Gyasi, Andrei Gandila, Christina Steidl, Mike Banish, George Nelson, Kader Frendi, Susan Alexander, Elizabeth Barnby, Darlene Showalter, Mark Reynolds, Melissa Foster, Leiqui Hu, Jeff Weimer, Harry Delugach, Seyed Sadeghi, Gang Li, Andrea Word, Sarah Dyess, Ron Schwertfeger, Tim Newman, Carmen Scholz, Carolyn Sanders, Laird Burns***
- ***Absent: Sophia Marinova, Kevin Bao, David Allen, Jeremy Fischer, Kristin Weger, Abdul Salman, Seong-Moo Yoo, Emil Jovanov, Fat Ho, Bryan Mesmer, Jerome Baudry, Sivaguru Ravindran, Paul Whitehead***
- ***Absent with Proxy: Christina Carmen, Azita Amiri, Donna Guerra, Amy Hunter, Melissa Foster, John Mecikalski, Huaming Zhang***
- **Faculty Senate President Tim Newman called the meeting to order at 12:54 pm.**
- **Meeting Review:**
 - **Policy 03.01.08 approved to send forward.**
 - **Bill 463 passed on second reading.**
 - **Tuition Assistance Policy approved to send forward.**
- **Approve FS Meeting Minutes from 616. Candice moves. Kader seconds. All in favor. Ayes carry.**
- **Accept FSEC report from April 22. Kader moves. Tobias seconds. All in favor. Ayes carry.**
- **Accept FSEC report from April 23. Kader moves. Mike seconds. All in favor. Ayes carry.**
- **Accept FSEC report from April 26. Mike moves. Carmen seconds. All in favor.**
- **Administrative Reports**
 - **President Dawson**
 - **Spragins Hall has been pushed out to May 14, 2021. We are looking at doing a demolition with Executive Plaza buildings this September. The city will do a lot of work for us. We think that will generate more interest and let us move forward. We got approval from board to do the Spragins Hall interior renovation. This project will take a while to complete. We will have to go out for bids.**
 - **We will continue to do COVID vaccination in Executive Plaza.**
 - **Jeff – You mentioned Optics Building roof replacement, the Material Science Building has the same vintage. Is there any look at doing this too?**
 - **President – Yes, I will look at that too.**
 - **Tim – Is there a university policy that students will be vaccinated against COVID for fall entry?**
 - **President – No.**
 - **Provost Curtis**

- The College of Nursing Dean search is underway. If you know of any colleagues that you believe would be an excellent candidate, please send your recommendation.
- The Associate Provost and Dean of Graduate School preliminary interviews are completed. The committee has made their recommendations based on strengths. We hope to fill this position in May.
- Fifth year review for College of Business Dean is still ongoing.
- The Academic Success Advocacy Program will have its first three new employees start on May 19th.
- Current health and safety requirements are in place until May 9th. Health check will go away on May 10th. For summer terms, there is no need to look for passports. The classes will have three foot social distancing instead of six. That will remain in place for all of summer semester. Domestic travel can resume on August 1st. We will go back to regular approvals. The system is encouraging us to meet virtually if we can. It does save cost but it also is another form of health protection. I have asked about masks before this meeting. At this point, there is no change in masking. They will remain in place all summer. The task force for the system meet every other Friday. If there changes from the CDC, they are discussed there. We did say if you walked along the greenway alone that was fine. If there was a group, you needed to mask. I will ask again what the protocol needs to be.
- I am pleased to announce tenure and promotion to the listed professors. I want to thank all faculty that participated in the review. It is a lot of service.
- We announced the University Excellence Awards.
 - Joey – As we roll into the fall semester I want you to move to the front of your consideration mental health. We have had more students discuss issues and depression. I have seen more of this than I have in my ten years here. Please keep that has a significant focus as we enter regular mode this fall.
 - President – Yes, thank you. We have heard that as well. Over the next year, we hope to get the counseling center in the CTC.

➤ **Officer/Committee Reports**

○ Tim Newman, President

- I am trying to collect university committee and standing committee reports. Some have supplied that, thank you. If you haven't, please get that to me. I want to let you know that you observed in the FSEC committee report that we have created a committee for one our bills. I went to board of trustees on April 9th. I made a presentation on the state of the faculty and senate. On the tenure and promotion list, there were four on the list that is a part of our senate. Congratulations to you four! I pointed out to the board the accomplishments of this body. I told board that this faculty is ready to lead the way out of the COVID era. I am certain you will rise to that challenge. The board promised that they would do everything they would to see us reach our potential. Carmen and I met with the Provost and with the President as well. Our bylaws haven't been sent to legal counsel yet. That concerns me. There has been enough time for that to take place and that concerns me. We brought up a payroll calendar issue. We are going to have committee chair elections today if we can. This is our regular meeting of the year. I think this body has several issues it needs to keep at the forefront. We need to make certain the university committees need to move forward. We have a pay equity issue. I believe our salaries are lagging. The FSEC has tried to raise the issue that we have not seen

a raise in faculty numbers as student numbers rise. I would like to handle our committee elections at this point.

- Carmen Scholz, President-Elect
 - I attended the BOT meeting virtually. ACT scores are optional. That opens questions about scholarships. The board was not enthusiastic about this option. This will put more pressure on admissions in the future. GRA's may go away. With ACT going away, that could be a big hurdle. I represented the senate in the selection of the New Investigator Awards formally known as mini grants. We used to have 25 applicants. We only had eight. I found this troublesome. It is an indication that we aren't hiring tenure track faculty. We are hiring clinical and lecturer. That aren't eligible for these.
 - Joey – Is that the old junior faculty grant or IIDR?
 - Carmen – No, it is the \$10K for senior faculty.
- Laird Burns, Past President
 - No report.
- Mike Banish, Parliamentarian
 - No report.
- Carolyn Sanders, Ombudsperson
 - No report.
- Kader Frendi, Governance and Operations Committee Chair
 - We do have elections. Andrei, you are the ombudsperson. Joey, you are President-Elect for next year. I would like my committee to stand to thank you.
- Jeff Weimer, Finance and Resources Committee Chair
 - Thank you committee members for your service. It was a great year for RCEU and Distinguished Speaker.
- Kwaku Gyasi, Faculty and Student Development Committee Chair
 - I wish to thank all my committee members.
 - Tim – We had a special committee meeting to go over faculty development that this committee produced. Thank you for the list.
- Mike Banish, Personnel Committee Chair
 - We have been through four or five chapters this year. Everyone did a great job.
 - Tim – I think one of the most important jobs of this senate is looking over the faculty handbook.
- University Committee Report
 - Ron Schwertfeger, Library Committee
 - I know we have a lot to do in FS meeting today. With just a few minutes, I should be able to cover the important points from the Library Committee meeting on April 13th.

Tim, I would be happy to share the meeting report & attachments with all of the senators, or send directly to you to relay, if that is your preference.

ScienceDirect subscription will be up for renewal at year-end; Elsevier has been adjusting their position, and starting to work a little in negotiations with some of their larger university customers, like UC system. Library Director David Moore is hopeful that Alabama university libraries will be able to apply combined leverage in this renewal.

Library has also added a couple of other subscription resources lately (including Cambridge Complete) and also some one-time-purchase e-book collections. These cover multiple disciplines, so I assume the other senators may want to see that list from the committee report. Regarding new Cambridge Complete online database, this expands the libraries collections of Cambridge university press online journals from 16 titles to 387 titles, across a variety of disciplines. As a part of the press release for that agreement, which is linked on p. 11 of the committee meeting notes, the Cambridge press release also indicates that UAH faculty can publish in 372 of those open access journal titles AT NO COST [direct link <https://www.cambridge.org/core/services/open-access-policies/read-and-publish-agreements/university-of-alabama-in-huntsville>]. This seemed pertinent to one of the discussion points from the FSEC report for the special FSEC meeting on April 23, so I thought I should mention it here.

Discussion in Library Committee about the additional ETL equipment now available to faculty through the library, and there were also other updates, including the library's integration in Canvas.

To address the question that Mr. Banish had in April 8th meeting, the library does currently have some materials in storage in Executive plaza, and is aware of the upcoming demolition. I believe question last time was about archival collections; library has no archival collections in EXP. 3 years ago, when library was offered space in EXP, library moved over approximately 600 print journal titles, with another 1000 print journal titles still in Salmon Library building. These 600 in storage are titles library no longer subscribes to in print, and for many of these 600 titles, they run from the 1930s/1940s through the early 2000s, which was the time when the library started to transition from print to online subscriptions. For some of these titles, there is also SOME online coverage; however, that online coverage does NOT necessarily equal the coverage of those print volumes in storage. And note that there has been little-to-no usage of those titles in print since they went into storage.

Director of Library David Moore has spoken with Greg Smith in facilities; NO other options for on-campus storage anywhere else on campus. Only remaining option to continue to keep these in print would be to look at renting offsite storage here in town, w/ additional costs.

In the Library Committee meeting, the approach that David suggested to the committee members was as follows: David has a list of those titles & their print holdings, he asked me to share with the committee members - one from each college - so that they could check with faculty in their colleges, to identify which titles are important. The committee members will then collect that info and provide that info to David. One of those titles are the ones that the library should look to replace with the online equivalents. Committee members agreed with him on this approach. When asked if there was a deadline to get back to him; there is not: the print titles in EXP storage will be discarded; then, once the Library Committee members have gathered the input from their peers in their colleges, they'll report back to David with that info.

That is to say, the Lib is being transparent with our fac. and with the campus community about this issue, and about its impact, and about the proposed solution, and we are offering a mechanism for interested fac. to have a voice in this issue, by sharing their input with their Library Committee members from their colleges, who will then relay that to our Director.

- Carmen – Can you please clarify where we stand with the library subscriptions as an Alabama System versus individual universities?
 - Ron – We have lots of subscriptions of individual titles. Any specific?
 - Carmen – We talked about subscriptions for just UAH because we couldn't get in with the system.
 - Ron – I will need to get back with David and Laura. I can share that back out.
- Seyed Sadeghi
 - We are hiring Chief Information System Officer. We have a good list of candidates. If you have any concern or question you want to relay to committee, please send to me.
- Policy 03.01.08
 - Tim – Is there a motion to recommend that the university go forward? Mike moves. Kader seconds. Any discussion? All in favor of sending forward with senate approval. Ayes carry.
- Bill 463
 - Tim – Motion to approve on second reading? Mike moves. Carolyn seconds.
 - Mike – I will highlight four changes from the last time. Last but not least, we did add the Campus Safety Committee. There is no charter put into this. We can negotiate it if accepted. We evaluate chairs on four or five intervals. We put that back in 6.1. We looked at the Graduate Council. Now, only business and education will have two members. We put three in for everyone. If there is not one of the members elected not a faculty senate member, we will elect an ex-officio member to be a part.
 - Darlene – It mentions the Faculty Senate Curriculum Committee. I believe that is “undergraduate”. From the Chair and Co-Chair, they believe more thought should be put into this. They believe the Undergraduate Curriculum Committee should be included. If graduate courses should be added to workload, that isn't doable.
 - Mike- We tried to be specific here. Yes, I feel sorry for those people. This is a very specific sentence. The only things to consider are creation, merger, or deletion.
 - Sarah – Why undergraduate committee considered for graduate items?
 - Mike – We may want to change the name of the committee. There is not a better place to put this.
 - Darlene – Can this go back to this committee to revisit that statement?
 - Tim – Yes, motion to refer to committee or motion to amend.
 - Mike – We did consider it.
 - Darlene – Faculty Senate Curriculum Committee doesn't exist.
 - Andrea – It doesn't exist yet. By passing this, are we saying it exist? What will be the outcome?
 - Tim – We find a committee that has that name. The interpretation would be the undergraduate curriculum committee.
 - Joey – Is this intended to make sure the senate has a hand on what is happening? So that we aren't surprised?
 - Beth – You are exactly correct. That is the purpose.

- Darlene – Motion to send back to committee to iron out the process.
- Mike – Please be more specific as to what you want ironed out.
- Tim – Is there a second? Harry seconds.
- Harry- I was looking at the charge of the undergraduate curriculum. There is no reference to undergraduate in its charge. I think the issue is not that the committee is wrong but it has the wrong name.
- George – I agree with Darlene’s points. The workload is substantial. There should be some consideration for that.
- Sarah – Have we talked with graduate council to see if these changes make sense?
- Mike – We have talked with them. They are against these changes. If you look at graduate council over the university website. You will find four sets of meeting notes of thirty years of committee. Last BOT meeting, did you know there was a merger of graduate programs? I found out there. This is an effort to bring transparency forward in this council.
- Andrea – Given that we are shifting to a new administrative structure for Grad School, it might be possible that the incoming administration give clarity.
- Susan – The committee charge doesn’t state that it is exclusive to undergraduate.
- Harry – My experience is that the graduate council covers those things. On our curriculum has always been undergraduate. The search for undergraduate only shows in the title.
- Susan – It sounds like it needs clarification.
- Andrei – I suggest faculty senate and no committee. Also, change the committee name.
- Tim – We can’t do those with this motion. Shall this bill be referred back to the Personnel Committee?
- Beth – I prefer to vote by secret ballot.
- Tim – All in favor of this motion. 17 in favor. 9 nays. The motion fails. It was 14 to 14. We are back to the original motion.
- Kader- I move to remove “Curriculum Committee”. Andrei seconds.
- Christina – That is a lot. I feel like asking the senate to approve every change of the curriculum is not on the oversight of the committee.
- Andrei – It is only for major changes.
- Carmen – It is for only those three changes. I hope we won’t see many of those. I hope it is a rare occasion. This is not for program changes.
- Harry – I share your concern in terms of volume. The way it is written it is tied to our curriculum committee. By putting it in our lap, we agree on how to carry out. I am afraid they will be more often than you think.
- Kader – That is what they had in mind, Harry. It should come to senate and then they decide.
- Sarah – I wonder if it has to state it has to be approved by faculty senate or rather communicated with faculty senate.
- Andrea – My concern is with program creation. It requires a lot of steps. I am wondering how the flow of time would be considered for the senate.
- Carolyn – I think all have made great points. It seems to me that our input shouldn’t slow down the process. I feel so strongly that we aren’t in a position where we won’t give up shared governance. These are large decisions. Maybe some of us that have served for a long time are more sensitive.

- Andrea – Carolyn, to not slowing it down, I should be more familiar. We do have representation on graduate council.
 - Mike – No, we don't.
 - Andrea – Is that the reason for this? I am not sure what the process would be.
 - Carolyn – I would make the point again, it is large decisions. We need to get faculty senate input. I don't want to see the process slowed down. Sometimes maybe it does need to be slowed down. I see this only strengthening our shared governance.
 - Carmen – After three items are addressed, creation is probably the longest time frame. By the time you start the program and then through BOT. Allowing it to pass through us, doesn't hinder the time frame. Deletion and merger should be brought before us. We shouldn't know after the fact. When you put a PhD program together, that takes two years. That should allow time to come through here. Creation shouldn't raise an eyebrow like the other two.
 - Joey – The faculty senate can be included on the initial submission. I think it is feasible.
 - Beth – I agree that we should continue shared governance.
 - Andrea – Shared governance is not the issue.
 - Kader – We were in this position not long ago. We had a very quick turnaround. I don't think the senate will hold it up. We act fast.
 - Toby – It may encourage delay if you send to committee. The committee will then review it, refer it to FSEC, then the senate. If you send it to senate, then committee, you delay a month. If we call it the curriculum committee not undergraduate committee, still sends it to faculty senate.
 - Jeff – In terms of the delay, all it says is the approval faculty senate. It has to come in through a cycle. We are within our internal bounds to set up a process for those that come forward would follow procedure.
- Mike moves to extend by five minutes. Kader seconds. Ayes carry.
- Carmen – I would like these words to be struck. The process of creating a program is a year or two years. A month of the senate will not slow down.
 - Tim – All in favor of amending by striking those words. Ayes carry. Shall this be adopted on second reading with amendments?
 - Andrei – I think the word approval will be a problem. How about saying with a consultation with the faculty senate? Candice seconds.
 - Harry – From administration points, consultation is the weakest thing we can say.
 - Carolyn – With all due respect, I agree with Harry. It weakens our shared governance.
 - Tim – All in favor of the motion. Nays carry. We are back to approving on second reading with amendments.
 - Christina – In order to be clear about the path it would take, would we want to consider motioning that curriculum committee be lower case. Then there is no concern on who it goes to or what happens. There is a lot of work but there shouldn't be a lot of these coming through. It leaves space for not having the proper name.
 - Jeff – I would like to leave the flexibility of future faculty senates. I think it is generally fine as it stands.
 - Tim – All in favor of adopting on second reading as amended. 24 to 3. Ayes carry.
- Tuition Assistance Policy

- Tim – Motion to send it forward. Toby moves. Kader seconds. Any discussion? All in favor of sending forward. Ayes carry.
- Meeting adjourned at 2:31 PM

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE
SERVICE ANIMAL AND EMOTIONAL SUPPORT ANIMAL POLICY

Number	03.01.02
Division	Student Affairs
Date	April 4, 2018
Purpose	The University of Alabama in Huntsville (“UAH” or “University”) is committed to compliance with state and federal laws regarding students with disabilities. This policy addresses reasonable accommodation for students with disabilities who require the use of service or emotional support animal.
Policy	<p>Service animals assisting individuals with disabilities are generally permitted in all facilities, UAH-owned housing, transit vehicles, and programs on the UAH campus that are open to the public or students.</p> <p>Emotional support animals are generally permitted only in UAH-owned housing and only when it is necessary to afford an individual with a disability an equal opportunity to use and enjoy UAH-owned housing, provided certain conditions, described herein, are met.</p> <p>All requests for emotional support animals should be directed to the Senior Coordinator of Disability Support Services at 256-824-1997, dss@uah.edu, or 128 Wilson Hall. The University will determine, on a case-by-case basis, and in accordance with applicable laws and regulations, whether the animal is a reasonable accommodation on campus. In doing so, the University must balance the needs of the individual student with the impact of animals on other campus patrons.</p>

I. Definitions

Disability is defined as a physical or mental condition or impairment that is medically cognizable and diagnosable, and that substantially limits one or more of a person's major life activities. These limitations may include: caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, working, and learning. A person is substantially limited in major life activities if the individual is unable to perform the activity, or is significantly restricted as to the manner in which he or she can perform that activity, when compared to the average person. Acceptable documentation of a disability can be from either a

medical or mental health provider. It should verify the disability as well as the need for an emotional support animal.

Emotional Support Animal (ESA), sometimes called a therapy animal or companion animal, is an animal that is necessary to afford the student with a disability an equal opportunity to use and enjoy UAH-owned housing and provides therapeutic benefit to an individual with a mental or psychiatric disability upon the recommendation of the student's physician, psychiatrist, social worker, or other licensed mental health professional. An ESA provides emotional support that alleviates one or more identified symptoms of the owner's disability. An ESA is limited to the student's specific residence assignment and designated outdoor areas on campus and is not permitted in academic buildings and other campus facilities. An ESA must be housebroken and under the control of their handler at all times.

Pet is an animal kept for ordinary use and companionship. A pet is not considered a service animal or emotional support animal; therefore, it is not covered by this policy. Students are not allowed to have pets on University property.

Service Animal is defined by the Americans with Disabilities Act (ADA) as a dog¹ that is individually trained to do work or perform tasks for the benefit of an individual with a disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this policy. Work or tasks performed by the service animal must be directly related to the handler's disability. Examples include, but are not limited to:

- pulling a wheelchair,
- assisting individuals who are blind or have low vision with navigation and other tasks,
- alerting individuals who are deaf or hard of hearing to the presence of people or sounds,
- assisting an individual during a seizure,
- alerting individuals to the presence of allergens,
- retrieving items such as medicine or the telephone,
- providing physical support and assistance with balance and stability to individuals with mobility disabilities, and

¹ Although not a "service animal," the use of a miniature horse by an individual with a disability is permitted under the ADA in limited circumstances.

- helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors.

The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition. Therapy animals and companion animals are not service animals under the ADA.

II. Responsibility of Persons with Service Animals and Emotional Support Animals

Care and Supervision

Care and supervision of a service animal or emotional support animal is the responsibility of the individual who benefits from the animal's use. The care, arrangements and responsibilities for the service or emotional support animal, and the costs associated with the same, are the sole responsibility of the owner at all times.

Hygiene and Cleanliness

Service animals and ESAs must be clean. Daily grooming and occasional baths should be utilized to keep animal odor to a minimum. Adequate flea prevention and control must be maintained. If an animal's odor is offensive to other individuals, the owner will be directed to bathe the animal before returning to the facility. Repeated occurrences may result in the animal being temporarily barred from the facility until steps are taken to comply with the rules regarding cleanliness.

The owner/handler is also responsible for ensuring the clean-up of the animal's waste and, when appropriate, must toilet the animal in areas designated by the University consistent with the reasonable capacity of the owner. If a disability prevents the owner/handler from cleaning up after a service animal, this information must be provided to Disability Support Services (DSS) if a student, the Office of Human Resources if an employee, or the Disability Support Services for all other circumstances. Those offices will work with the individual with a disability on reasonable modifications to this rule.

Control

The owner/handler is required to maintain control of the animal at all times. A service animal or emotional support animal must have a harness, leash, or carrier. If the handler is unable to use a harness, leash or carrier due to the handler's disability, the service animal or ESA must be otherwise under the handler's control. If the animal is not under the control of the handler, the University reserves the right to have the animal removed until such time as the animal is under the handler's control.

Vaccination

All individuals must abide by current city and state ordinances/laws pertaining to licensing and vaccination requirements for animals. It is the responsibility of the owner/handler of the animal to know about and comply with these ordinances and/or laws, some of which are noted below. ESAs that are cats and dogs must have current vaccination against rabies and wear a rabies vaccination tag. Local licensing and vaccination requirements are followed and must be kept up-to-date.

Licensing

Madison County, including the City of Huntsville, requires all dogs and cats more than four (4) months old to be licensed. ESA must wear license tags at all times which verify that the rabies shots required by law have been given.

Health

ESAs to be housed in university housing must have an annual clean bill of health from a licensed veterinarian. Documentation can be an annual vaccination certificate for a dog or a cat or a veterinarian's statement regarding the animal's health for an animal that is not a dog or a cat. The University has authority to direct that the animal receives veterinary attention.

Other Conditions

The University may place other reasonable conditions or restrictions on animals brought on to campus, depending on the nature and characteristics of the animal.

Liability

The owner/handler of an animal is personally responsible for any damages to a facility or sponsored event due to that animal. Owners are financially responsible for the actions of service or

ESAs including bodily injury, property damage, cleaning and/or replacement of furniture, carpet, blinds, and any and all other damages which may arise.

III. Service and Emotional Support Animals Permitted on Campus and Exceptions

Individuals with disabilities may be accompanied by their service animals on the campus of UAH, where members of the public or participants in services, programs, or activities are allowed to go. ESAs are limited to the residence of the student and outdoor public areas.

The University may exclude a service animal or ESA from University facilities and housing if the animal is not housebroken (or the owner/handler fails to clean the designated cage or litter box, such that the cleanliness of the room is not maintained); would cause substantial physical damage to the property of others; would pose a direct threat to the health or safety of self or others; or is not being cared for or under control of the owner/handler.

Service animals are permitted to accompany the student owner/handler anywhere the student owner/handler goes on campus except where an animal might compromise a sterile environment (such as an operating room or burn unit). Service animals may be excluded in areas where the presence of the animal fundamentally alters the nature of a program or activity. ESAs are generally permitted only in UAH-owned housing and may be excluded where the presence of the animal fundamentally alters the nature of the program or activity or presents a safety hazard.

IV. Verification of Disability and Need for a Service Animal

If a person has an animal with them and it is not clear what service the animal is providing, UAH officials may ask two questions:

- Is the animal a service animal required because of a disability?
- What work or task has the service animal been trained to perform?

V. Responsibilities of Individuals with Service Animals or Emotional Support Animals

The University is not responsible for the care or supervision of a service animal or ESA. Individuals with disabilities are responsible for the control of their animals at all times and for ensuring the immediate clean-up and proper disposal of all animal waste. Individuals must comply with all applicable laws and regulations, including vaccination, licensure, animal health and leash laws, as well as the University's rules and in lease provisions regarding vaccination, licensure, leash control, cleanup rules, animal health, and community relationships.

Review

Disability Support Services and University Housing is responsible for the review of this policy every five (5) years (or whenever circumstances require).