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**SENATE EXECUTIVE COMMITTEE MEETING**

**February 18, 2016  
12:30 P.M. in SKH 369**

***Present: Carolyn Sanders, Eric Seeman, Eric Fong, James Swain, Lenora Smith, Ramon Cerro, Tim Newman, Wai Mok, Joseph Taylor, Andrea Word-Allbritton, Kader Frendi, Christine Curtis (Provost, ex-officio)***

➤ Faculty Senate President- Kader Frendi called the meeting to order at 12:31 pm.

➤ **Administration Reports**

President Altenkirch was not present.

❖ **Provost Christine Curtis**

- Provost Curtis handed out information concerning the SACSCOC visit. We will be getting started March 15<sup>th</sup> at 10:00 am. The leadership group will consist of twenty members. There will be individual interviews. We hope to be able to give you the topic that you will be asked about. I will be giving a ten-minute presentation at the faculty senate meeting Thursday focusing on collaborative learning, student learning outcomes, and learning environment outcomes. We will be placing FAQ's on the web. Faculty forums will be held within the next couple of weeks. We will also post my presentation given to the Staff Senate yesterday so you can view that information. I am handing out cheat cards, completed per my request, on collaborative learning. This information will also be placed in areas that students will be able to see them. The committee roster was also handed out to executive committee members. We are making a proposal by completing the QEP. We will be given a lot of input and be expected to consider the information. There will be one observer that will attend. This is normal. This is to allow them to see the process so when this takes place at their school, they are familiar.
- Provost Curtis asked the President to speak with senate briefly next week about the Carnegie change. To explain why we moved from very high research activity rank to high research activity rank. The Carnegie change is due to not enough PhD production and no non-science and non-engineering PhDs. My experience at South Carolina, we had a high number of science PhDs. They also look at one year, and we had declined in PhD productions that year.
  - Wai Mok – Nursing offers PhD?
  - Provost Curtis – Yes, but it is similar to a MD. It is not a PhD.
  - Andrea – It has to be research based.
  - Ramon – If the problem is the number of PhD. We should get more support for GTA's.
  - Provost Curtis – Yes, but the faculty has to come up with the funding. We have to get it through research funds and tuition.
  - Eric Fong – Is there the potential to reallocate resources?
  - Provost Curtis – There is that possibility, but no one area has a large amount of resources that could be transferred. One key thing to do is to increase our

- extramural research funding.
- Kader Frendi – Research funding wasn't considered in this?
- Provost Curtis – Yes, but there are a number of parameters considered, close to 80. It was narrowed down to 8 or 9. It looks like it is the PhD that hurt us. The President said Carnegie has never asked what constitutes as a research institution, they invented their own definition. He also stated that in our research funding per capita, we are in the top 50. We are not the only ones that went down. Some went down that had \$300M research dollars.
- Eric Fong – It has to be because of other considerations.
- Andrea – Recruitment and bumping enrollment may help with this.
- Provost Curtis – This was before bumping enrollment, 2013 – 2014.
- Ramon Cerro – A lot of our research money isn't research money. What is missing is group support for academic research. I just came back from an NSF panel; out of 26 proposals 1 was awarded.
- On the tenure promotion process, the URB has finished their work on time. I will be doing my work starting tonight or in the morning.
- I have also asked all the Deans to do the recruitment and retention plans for their colleges. We will be doing two. One for this spring and summer and we will assess it. Then the other will be done in May for the next year. This is trying to help us focus on graduate and undergraduate retention areas.
- Lastly, we submitted to Kader Appendix L senate bylaws.

➤ **Officer and Committee Reports**

- President Kader Frendi
  - We had a BOT meeting early February. After the meeting, we met with other senates executive committee members (UA and UAB). Alicia catered the food and the UA senate brought two vans full of senators. They came with a full team. Michael, Monica, and I attended this luncheon. We are building this relationship with the other three campuses. The next meeting will be April 8<sup>th</sup> here at UAH. We will cater the food. We will hopefully be in a room here on campus. We will invite Tuscaloosa and UAB to attend. It will be open to the public as well.
  - Next week Ray Pinner will be presenting financials to us.
  - Dan Rochowiak is now the lead of the Collaborative Learning Center. He would like to present to all faculty on February 26<sup>th</sup> during the afternoon.
    - Carolyn Sanders – It seems like a short lead time?
    - Kader Frendi – The announcement will go out after the meeting.
    - Andrea – To add to Carolyn's point, I am on the committee and they are discussing adding other dates after for more presentations given.
  - I went ahead and created the ADHOC committee to discuss the Professional Studies Program. We will meet tomorrow morning at 9:00 am.
  - Mike is not here due to travel, but he asked me to discuss a couple of policies:
    - Marketing, Electronic sign on Sparkman Drive
    - Indebtedness and Collection Policy
  - I won't assign them to any committees we will just discuss them and take them to full senate next week.
    - Ramon Cerro – How can an employee be indebted to the university?

- Provost Curtis – Garnishment of wages.
- Ramon Cerro – This is also applicable to someone who is indebted to another university?
- Eric Seeman – Yes, this is just in compliance to law that if you are indebted to someone outside then you will go to court and the university will garnish wages. Examples would be child support, civil judgment. Part of this that concerns me is what in house indebtedness we are talking about. Who decides that you are indebted and what is the process? If you sign something that says that you garnish my wages, I didn't see anything about an appeal or to dispute the debt.
- Joseph Taylor – Also what is the time frame of the warning?
- Eric Seeman – State law gives thirty days to notify someone. If there is a debt, there has to be an appeals process to provide evidence and dispute.
- Kader Frendi – There is a statement saying that if the employee wishes to contest the amount of the debt.
- Eric Seeman – That is the validity of the amount of the debt. The validity is different. You may argue that you owe nothing.
- Provost Curtis – It does say to contest the validity or the amount.
- James Swain – This is a policy that has been in effect for eight years.
- Tim Newman – There have been changes made, but we don't know them.
- Provost Curtis – Many of the policies in the past were in memo form. When the President set up the policy and procedures and take up what was being handled as a policy be put into policy form. It would be updated often to make it valid as they were doing it. That is why this one is coming.
- Eric Fong – So we are just affirming this policy?
- Provost Curtis – Yes.
- Tim Newman – I have a question about the word indebtedness. I thought that meant you borrowed money. Is the university in the habit of borrowing money?
- Provost Curtis – No, I think it means you owe a debt.
- Eric Seeman – A legal definition of indebtedness is:
  - Anything that causes you to be in a deficit to another person or entity.
- Eric Seeman – That could be you borrowing money from someone or a parking ticket, running over a university sign. Anything that could cause you to owe money.
- Tim Newman – Let's take the sign example. If I work for a private employer and run over a sign. They cannot just take something out of my pay check. They have to sue me in civil court. I am just wondering what this indebtedness is. I don't have a clear answer. I don't want us to be viewed as establishing a policy that gives the university the ability to take from your pay check when they see fit. If you are borrowing money from the university, that would be one thing. Just to say that you damaged us is different.

- Ramon Cerro – Another question is if this is being covered by civil law, why do we have to a policy?
- Eric Seeman – Since civil law isn't always cut and dry, this shows how we are going to comply with the law. I do see having the policy is a good idea. You don't have to retain attorneys; you already have a document that everyone is bound to.
- Ramon Cerro – The point is if the policy is contradictory to the law, the law will prevail.
- Eric Seeman – Yes that is why we have to ensure it is in compliance with the law.
- Ramon Cerro – Should we be more explicit?
- Eric Seeman – I agree. There are people going to court all the time over what constitutes as indebtedness. You probably want to have a fixed definition.
- Ramon Cerro – I do understand that you can't sue the state of Alabama or the university.
- Eric Seeman – You can sue the state under certain circumstances. For example, if the state acted against a law violating your rights or liberties such as seizing your property, after permission is sought, you can sue the state, federal government, or the President.
- Ramon Cerro – The way I understand this too is that the state can fire tenure professor.
- Eric Seeman – That is not the case.
- James Swain – The policy seems to address the end game, I presume something goes on before we reach the stage of garnishment.
- Tim Newman – My issue with the sign is if the university wants to be reimbursed that is fine, but that would upset me if they just take from my check. If it goes through the court system, I have some protection. I can present evidence and someone determines which evidence is stronger. Internally, I don't have any.
- Ramon Cerro – What if there is a fire in your lab and the university thinks you are responsible?
- Provost Curtis – That would become criminal. If they thought it was arson, it would be criminal.
- Eric Seeman – It would be determined in criminal court. They would set a value during this time. If you thought differently, you could sue.
- Ramon Cerro – Who would decide if it was accidental?
- Eric Seeman – The fire marshal.
- Eric Fong – Could this be resolved with something stating "legally determined indebtedness"?
- Ramon Cerro – Is contesting covered? It says that I take it to my Dean.
- Eric Fong – If we say that it is legally determined.
- Provost Curtis – You don't take it to your Dean. You take it to the supervisor of the department it occurred.
- Kader Frendi – The amendment I heard would be adding, "In the event of a legally determined indebtedness".
- Tim Newman – This will be at the beginning of paragraph 3?

- Carolyn Sanders – Also add the debt will be satisfied changed in the same sentence.
- Tim Newman – I would like to move that this goes to the senate for second reading as amended next week.
- Ramon Cerro – You don't want to send it to personnel committee?
- Carolyn Sanders – Is this really necessary?
- Kader Frendi – I think the discussion here is good.
- Tim Newman – That would make it stronger. I just don't know all the ends and outs and want to prevent certain situations from happening. I think adding legally indebtedness makes it stronger.
- Eric Fong – The motion on the floor is to send to full senate as amended.
- Carolyn Sanders seconds motion. Ayes carry. No opposition.
- Kader Frendi – Anything to add to the sign policy?
  - Ramon Cerro – One correction, the 06 at the end isn't the year, right?
  - Provost Curtis – No, that is the policy number.
  - Andrea – Is it possible to have someone besides the President to press the emergency button?
  - Provost Curtis – If the President isn't here, it is in my job description to be his back up.
  - Ramon Cerro – Is there a motion to take this to the full senate?
  - James Swain – I move to take the policy to the full senate. Ramon Cerro seconds. Ayes carry. No oppositions.
- Kader Frendi – The next policy to discuss is communicable diseases.
  - Mike did a lot of background work with this policy. He set down with Louise from nursing. One point he would like to bring forth that was discussed with Louise is that most of these can be prevented by immunization. When Mike read the policy he thought it was response to Ebola and TB. He would like to add meningitis by a friendly amendment. Other changes that Louise and Mike went through is reemphasizing that vaccinated individuals have a small chance and should be minimally impacted by this policy.
  - Lenora Smith – I think what he meant by individuals having minimal impact is that the policy talks about keeping those students and employees away from the university. If you have been vaccinated, you have a small chance and should stay away from those who haven't.
  - Tim Newman – Do you know if they changed the definition of communicable disease? Before it seemed very broad.
  - Joseph Taylor – Reads definition of communicable disease from existing policy.
  - Tim Newman – That does sound different than before.
  - Kader Frendi – Where will we add the friendly amendment of meningitis?
  - Lenora Smith – It goes under A2 on the first page. If I remember correctly, meningitis doesn't have a vaccine.
  - Tim Newman – Does he mean to list meningitis with TB and Ebola?
  - Kader Frendi – Yes, his statement does say that one communicable disease that does not have a vaccination.

- Provost Curtis – What about the students that have to be vaccinated before going into the residence hall? There is something about meningitis?
  - Tim Newman – Do we need to add meningitis? This is just a “such as” statement.
  - Joseph Taylor – If you are a first time freshman or living on campus we require proof of vaccinations. I don’t think this has to be added.
  - Tim Newman – The CDMT committee. There isn’t a faculty representative.
  - Provost Curtis – I have the same problem. There isn’t one from the provost office either. There should be faculty, faculty senate, and provost added. We wouldn’t have anything from the academic side.
  - James Swain – Who is the Chief of Staff?
  - Provost Curtis – Ray Garner.
  - Andrea – So you are saying to add this under regular members?
  - Provost Curtis – I am. I would like to have someone representing the international students. I would like to have a broader representation on the academic side.
  - Kader Frendi – We will add Faculty Senate and Provost Office representative.
  - Provost Curtis – I would like for you consider someone from the Office of Research and Economic Development. Often we have visitors coming into the institution from various parts of the world under the research umbrella.
  - Kader Frendi – We will add an OVPRED representative.
  - Ramon Cerro – It also states that the CDMT can modify the policy on their own as often as needed. Should it say that it should go through all the steps again if amended?
  - Provost Curtis – It says see Section G under F instead of H. That needs to be corrected.
  - Tim Newman – Can I propose the following revision to the last three lines of section F? Can we strike the 6 words and change to “shall propose revisions for presidential approval to meet the changing needs of the university? See section G for CDMT composition.”
  - Eric Seeman – I have a question for my information. In notification, page 5, if a person has reasonable base to believe someone has a communicable disease will report to CDMT. Is there contact information for the reporting person?
  - Lenora Smith – It is the Dean of College of Nursing. She is the chair.
  - Provost Curtis – It is a professional from the clinic appointed by the dean, not the dean.
  - Kader Frendi – In old days, we used to have colorful documents within our office with important numbers.
  - Tim Newman – I propose that this policy be sent the faculty and student development committee to read through. Ramon Cerro seconds. Ayes carry. No oppositions.
- The last policy to discuss is Academic Titles Positions.

- Kader Frendi - Mike and I are in support of this policy. My department has lecturers and they are very valuable. I understand we are not encouraging to hire lecturers. It allows junior faculty to be available for research. I lost lecturers to Research Park because they had lack of visibility and it was a dead end job. I do realize the drive is to hire tenure track faculty. However, the lecturers we do have are doing a great job. I think based on this and my experience as chair before, this isn't a policy to hire more lecturers but support those existing. We see this more as recognition to those on campus now rather than hiring.
- Joseph Taylor – We should have had this in place a long time ago. We have great lecturers in our department that have won awards and do extra service. They are asking for the opportunity to do more and get recognition. This isn't replacing tenure tracked faculty, but creating space for our lecturers.
- Eric Seeman – The needs for every department and college are different. English is a great example due to so many service classes. Hiring another assistant professor would be good, but it wouldn't meet the need we would still be using adjunct versus hiring a lecturer. I know there are other departments that don't need lecturers. If we are going to maintain a high quality of instruction, you have to keep the best people. I think this is an important policy for those departments that need lecturers. They will see that this position is necessary. Without it, we will have squads of adjuncts that will decrease the quality of service classes. This will directly impact the other units that may not need the lecturers but need the courses they teach.
- Ramon Cerro – There are some basic principles that are being overlooked. I understand the need for adjunct due to not having enough faculty. Secondly, what message are we sending if we have a policy that on one page defines the entire tenure track faculty and the other fifteen pages define the lecturer positions? What are the important positions and the normal position of the university? Is the normal position adjunct?
- Eric Seeman – This would be based on the department. Within English, you are going to have two typical positions. You will have lecturer teach 100/200 level classes.
- Ramon Cerro – Why? I teach a 200 level class.
- Eric Seeman – Joseph, how many sections of 101/102 are there in English?
- Joseph Taylor – We will have around 50 sections.
- Eric Seeman – That is why you need a lecturer. We could not manage if we have 5 sections of 101 some things wouldn't get taught.
- Ramon Cerro – Why do you think an adjunct faculty has less responsibility than a tenured faculty? If we are talking about retention, those should be taught by the best faculty.
- Eric Seeman – If we are talking about English, you are getting so many that are highly qualified.
- Joseph Taylor – We are trying to get more full time lecturers and more

- graduate teachers. We want people who are invested in the university.
- Eric Fong – Why are crossing these two issues, hiring and labeling? The fact is that if we don't put the document together all these positions still exist. This is fundamentally saying what an emeritus faculty is. We should be hiring tenured faculty. This is true due to the change in our research productivity. You are saying we would be better off with a lecturer in psychology. You would however be better with tenured faculty if you wanted to offer doctoral programs.
  - Eric Seeman – The argument I made is we would be better if we had a squad of 101 classes. Like in English if you have 50 sections of intro classes and hired tenured faculty, they are all going to want to teach in the upper division. Do they have the majors to support that? You are going to be telling them I understand that you are conducting research but you will be teaching freshmen comp. They aren't going to stay.
  - Eric Fong – Every department is complex. We are mixing two issues. I agree we need to hire more tenured faculty. The other side is how we define the faculty we have. Fundamentally this is all this is, defining the positions we have.
  - Joseph Taylor – We feed three major service obligations as well as our majors and minors. All this has to be covered. English shouldn't be the focus because we are so diverse. This is something we should have had ten years ago. There are other universities that have this and are still hiring tenured faculty.
  - Ramon Cerro – The statistics in 1975 is that 75% of all the professors in the United States were tenured faculty. Today that percent is less than 40. Where is the trend?
  - Tim Newman – I want to echo what Ramon has said. I see this policy as a reaction to misuse of personnel at the university. I think we have been unwilling to commit to tenure lines when we should have and hiring lecturers instead. We know we underpay those people as well as over task them. We know they have an advanced degree. Over time they have developed ties to this area. We misuse them by paying them a below market wage with a lot of duties. I see this policy as a band aid to address this issue by giving them a nicer title with no pay increase. I don't think it is a right solution and I am opposed to this policy for that reason. I am also opposed to this policy for a much more fundamental reason. This policy as it is laid out establishes definitions for things that are already in the faculty handbook. This is a competing document that defines them. Even if you could convince me to go along with the lecture ladder and librarians, I think this couldn't go forward with all these definitions. The information needs to remain in the handbook. This policy could go forward if these items were removed. I don't see how it can go to the senate at this point.
  - Carolyn Sanders – If I could connect my point to Joe, I understand the statistics. The music department has depended heavily on part-time faculty. They come close to teaching a full load at \$3000 - \$3500 per class. Allowing them to become a lecturer would be a huge step up for

them. I think we need to be mindful of some of these departments who depend so heavily on part-time faculty. We would like to keep and give them the option to step up. There are people on campus that are so valuable and need support.

- Ramon Cerro – Why not have them as tenured faculty?
- Carolyn Sanders – With music that isn't always possible. Many of them are fantastic with what they do for us, but they do not have doctoral degrees. That could be somewhat unique to arts. I don't think the faculty I am thinking of would be considered because they don't have a doctorate.
- Ramon Cerro – We are thinking of particular cases. The faculty should be independent enough to have academic freedom.
- Joseph Taylor – I agree with not redefining what is in the handbook. I would like for the lecturers to have a lecture ladder. I think they deserve that.
- Ramon Cerro - Part-time and lecturers should be an exception to the rule, not the rule.
- Kader Frendi - On the other hand, I agree with Tim on the duplication of the handbook within the policy. I think we should state that the faculty handbook supersedes this policy or have them mirror each other. Duplication isn't a good thing. In my department, we have a healthy mix. Yes, tenure track faculty are needed for research. Lecturers have been heavy load lifters. They lift the burden load of tenured faculty. The lecturers do an awesome job. We have a lecturer who has been with us since I have been here. She wouldn't want a tenure-track position.
- Ramon Cerro – You sound like the man from Nevada. He stated that blacks were better off as slaves. Sorry to tell you. You don't think that part-timers are unhappy? You are not going to change this equation. I have people to tell me they have to wait to know if they will work next year.
- Kader Frendi – To be honest, you would want a lecturer than part-timer. A lecturer would have office hours here in the building. Whereas a part-timer goes back to NASA or Research Park, and are never seen by the students. Part-timer's do more harm to us than lecturer.
- Tim Newman – I would like to move that this policy be sent to the finance committee to be reviewed and all the definitions be removed.
- Lenora Smith – I think that the clinical instructor is not part of that. I do think that the clinical assistant and associate are. In the verbiage itself, it talks a clinical lecture and the two terms are interchanged there.
- Tim Newman – That is my motion that it be sent.
- Eric Seeman – I see Tim's point to put a reference to the faculty handbook there, because there are inconsistencies.
- Provost Curtis – Chapter 7 in the faculty handbook is the next item up for revision. Almost all research universities I know do not tenure assistant professors.
- Ramon Cerro – The problem is that if you want to make someone an

associate professor before he is tenure, then he should have the qualifications for the associate professor not just assistant professor.

- Kader Frendi – All in favor to send this policy back to Joseph’s committee? Ayes carry unanimously. No oppositions.
- Joseph Taylor – Will we look at the handbook revisions or as it currently stands?
- Provost Curtis – If I can make a suggestion. Kader and I have scheduled to look at chapter 7 this summer. Would it be reasonable to wait until chapter 7 is revised, then revise the policy? Instead of continuing to spend time on something that is not to your likings.
- Tim Newman – The only possible issue against that is in regards to the librarians. If we view that as an important issue, we can cover that now rather than wait.
- Joseph Taylor – I think the only ones who would have an issue are the lecturers that keep asking when is this going to happen. Is there some way to have another policy that covers librarians?
- Provost Curtis – If we leave the tenure track and clinical research. We focus only on lecture and librarians. At some point the senate will have to decide one way or the other on lecture ladder.
- Kader Frendi – Should we craft another policy?
- Provost Curtis – I think that is the best way to serve our people who have been waiting.
- Kader Frendi – Who will do this?
- Provost Curtis – I can or Joseph and I.
- Ramon Cerro – I do think this should go back to personnel.
- Kader Frendi - The committees will look at it.
- Carolyn Sanders – That will take forever.
- Joseph Taylor – Are we crafting a new policy or we looking at the old policy.
- Provost Curtis – I will be happy to split it and give it to you to review.
- Tim Newman - I do think if this came back without the research and tenured faculty, I think we could debate this.
- Provost Curtis – I will get it to you within a week and a half.
- Tim Newman - We will cancel my motion. Since it is staying within the same committee its fine to let them review it.
- Kader Frendi made a motion to extend the meeting by 5 minutes. Eric Seeman moves the motion. Second by Carolyn Sanders.
- Ombudsperson, Carolyn Sanders
  - No Report.
- Past President, Wai Mok
  - No Report.
- Parliamentarian, Tim Newman
  - No Report.
- Finance and Resources Committee Co-Chair, Joseph Taylor
  - We have revised the distinguished speaker. We are going to do it by the semester. The call for fall is out now the deadline is March 7<sup>th</sup>. Please encourage your faculty to submit proposals. There is one \$4000

support, and three spots of \$2000. We hope this will put it out front more.

- Governance and Operations Committee Co-Chair, James Swain
    - We are making progress with elections. It is slow moving.
  - Undergraduate Scholastic Affairs Committee Chair, Eric Seeman
    - I have no report. I don't have anything on the SIE issue.
      - Provost Curtis – SIE issue?
      - Eric Seeman – SIE's remained open after final exam date.
      - Provost Curtis – We are transitioning the SIE's from testing services to the Office of Institution of Research and Assessment. I will certainly inform them of this issue. We are doing our best to get them running effectively.
      - Eric Seeman – One concern is they are open too long. Another is that the student reported it wasn't logged.
      - Ramon Cerro – If I can make a suggestion, can we go back to the paper way?
      - Provost Curtis – We actually cannot. There are things people have done to get high response rates. The program that was used has expired. It is quite costly to use paper.
  - Personnel Committee Chair, Ramon Cerro
    - No Report. I am going to take this policy to personnel since it closely related to chapter 7. We worked on that chapter.
      - Provost Curtis – Why don't you wait until I bring back the new policy?
      - Ramon Cerro – Ok.
  - Undergraduate Curriculum Committee Co-Chair, Eric Fong
    - No Report.
  - Faculty and Student Development Committee Chair, Lenora Smith
    - No Report.
- **Approve the Agenda for Faculty Senate Meeting #565 February 25, 2016**
- Tim Newman motions to approve the agenda adding the two policies, Marketing and Indebtedness. Aye carry unanimously.
- The meeting then adjourned at 2:30 pm after a motion from Lenora Smith, second by Tim Newman, committed affirmed.