

SENATE EXECUTIVE COMMITTEE MEETING
SEPTEMBER 12, 21019
12:50 P.M. in BAB 203

Present: Carmen Scholz, Jeff Weimer, Carolyn Sanders, Laird Burns, Laurel Bollinger, Monica Dillihunt, Michael Banish, Seyed Sadeghi, Tim Newman

Ex Officio: Provost Christine Curtis

Guest: Melissa Foster

- Laird Burns called the meeting to order at 12:50 pm.
- Mike Banish announced he would be audio taping the meeting.

- **Reports**
 - **Provost Christine Curtis**
 - TIAA CREF - Provost Christine Curtis reported that we have only one choice now and that is TIAA CREF. She was told TIAA CREF was better than Valic and that TIAA CREF has lower fees.
 - University Committees - Provost Curtis announced that University Committee information is on the website. It can be accessed on the Academic Affairs website under the Faculty/Staff Resources drop-down menu, and then under University Committees. Provost Curtis passed out copies of the Master Committee List spreadsheet and the Faculty Senate committee selection responsibility spreadsheet, both of which are located on the website. Provost Curtis stated that we are responsible for getting committee reports and noting information from the reports on the website's form. She also stated that we will be asking for reports from each committee chair. Provost Curtis further explained the Committee Manual and lists. Laird Burns thanked Dr. Curtis and President Dawson for putting the committee information together.
 - Revenue - It was announced that President Dawson is forming a plan to increase revenue and that he will share information about this, including what we are doing to make progress.
 - Statistics - Provost Curtis announced current enrollment statistics.
9,988 students are enrolled this fall
Undergraduate students: 7989
Graduate students: 1999
First-time full-time freshman:1498
Dual enrolled students: 37
College Academy students:93

Act average of full-time freshmen: 28.1
Current retention rate: 83%
Current graduation rate: 58%
Range of 740-800 transfer students enrolled at this time

- College Visits by President Dawson - Provost Curtis announced that President Dawson will start meeting with each of the colleges next week and that he will eventually get to each one. Provost Curtis also stated that President Dawson will be meeting with everyone, he will be going to faculty first, starting with Academic Affairs. Provost Curtis explained that HR requested he also meet with all the staff. This will be set up later. Laird Burns asked if these meetings could be recorded with Panopto and a discussion resulted regarding this. Laird Burns suggested it would be beneficial because not everyone would be able to attend the meetings. Dr. Curtis explained that perhaps it could be in some rooms but that it will be up to the colleges. Provost Curtis also stated she would check to see what could be done to at least audiotape these visits if filming wasn't possible.
- Bulgaria - Provost Curtis announced that David Berkowitz is in talks with Bulgaria as we have been named an entity that the Bulgarian government wants to work with. The Bulgarian government has purchased F16s and Lockheed Martin is involved. Bulgaria is interested in sending their Ph.D. students to work with our faculty. Carmen Scholz stated that many times Ph.D. students from Bulgarian and similar type governments/countries may not be accustomed to taking classes or paying tuition. Dr. Curtis responded that this fact has been considered and these students understand they will have to pay tuition, follow our curriculum and way of doing things.
- Chapter 5 - Provost Curtis stated that she, President Dawson and Robert Lindquist have reviewed Chapter 5.
- Vivarium - Provost Curtis announced that the Vivarium in the basement of SST has been approved for renovations. It will be enlarged and improved as they try to make things better for the faculty. She further explained that we are involved in animal research so that space is being enlarged. Carmen Scholz asked about bringing a veterinarian on board. Provost Curtis responded that she will ask Robert Lindquist about this. Carmen Scholz also asked the provost if we were in talks with Vietnam. The provost responded that she didn't have a recent update but that she would look into it.

➤ **Officer/Committee Reports**

- Laird Burns, President
 - I am trying to learn what each committee does throughout the year. He requested each of the chairs send him specifics on when and what they do. He also thanked the provost for sending the info regarding volunteers for the committees. Provost Curtis responded that Joy is working on the committee language and requested that everyone review the committee information and report any errors to Academic Affairs.
 - Norovirus - Laird Burns brought up the Norovirus and asked for more information about it. Provost Curtis stated that an email went out to students yesterday and one to the faculty today. She also explained that a communicable disease committee and policy exist and when an incident such as the norovirus occurs they are called into a meeting. The provost went on to say that this committee met yesterday and that the Health Department was on sight earlier in the week. The campus cafeteria was first thought to be the starting point and then biology and

chemistry labs were suspected. Laird Burns stated he has seen problems in cafeterias and other food establishments in the past and that the person in charge at UAH needs to look into the training of new cafeteria employees regarding contamination. Someone asked, why it took so long for the information to get out to the campus. Provost Curtis responded that she didn't know but that she, President Dawson, and Todd Barre were pushing the committee to get this info out earlier. Provost Curtis wants to see what can be done to shorten the time window and it was suggested that we also respectfully ask the President to see what can be done. Jeff Weimer inquired if this was the first instance of a major outbreak on campus and a discussion took place around the room. The consensus was that there was an outbreak about 10 years ago and also a TB scare since then. It was agreed upon that this is a good learning experience. Carmen Scholz stated that she was bothered by the fact that we heard this news from the local news stations first, well before we heard from the University. Mike Banish stated that he noticed students had missed his class so he wondered if they were sick. Laird Burns added that he has several students in his classes who are pregnant and that he was concerned for their safety.

- **Maker Space** - Laird Burns inquired about the maker space. A patent policy was discussed as well as other standard policies for the space. It was agreed upon that students need to be aware of makerspace policies. Provost Curtis requested that the policies be discussed with students in classes.
- **Regulations - International Policies.** Provost Curtis stated that we must report any funding we get from international sources. Regulations are getting stiffer. Laird Burns commented that when he contacts the International Office he has a hard time getting clear answers to his questions so he suggests a clear thorough form be created. Provost Curtis added that following the new rules are required. It was also stated that faculty members are responsible for the international visitors they invite and that we have to protect the university, faculty and research projects.
- **Land Grant** - the information recently released references a committee but it is vague. Someone asked who was on this committee. Provost Curtis responded that she didn't know.
- **SIE forms for online classes** - Online vs on campus SIEs were discussed. It was stated that a second form for online classes should be created because the current forms don't work too well for online classes. Provost Curtis stated that Jenny Cockerill is in charge of SIEs so she is the person who we should talk to about this. The provost added that Jenny would welcome attention to SIEs. It was also stated that the scholastic affairs committee will take this on.
- **Tenure Files** - Tim Newman stated that hard closure vs. soft closure of tenure files should be looked at. Mike Banish said his committee would look at this. Provost Curtis stated there are problems with open ended files. Carmen Scholz inquired if letters in the tenure files could be exchanged if new information came up after October 1st.

- Academic Misconduct - Tim Newman stated that we need to figure out what the situation is regarding the academic misconduct policy. Monica Dillihunt responded that it had been sent but that she had not received responses regarding it. Tim Newman stated we had 3 options one of them being that the interim policy could be made permanent. Carolyn Sanders suggested that the scholastic affairs committee work on using the interim policy, which is currently in place, and use it as a base to build on. Changes will be made to it. The interim policy is good for 6 months. The goal is to have the new policy in place by spring semester. Provost Curtis announced it shouldn't be too hard to get it pushed through as it has already been through the system and approved as the interim policy.
 - Dr. Nash - Provost Curtis announced that Dr. Nash is retiring.
 - Faculty development and equity - Mike Banish requested input regarding faculty development. Mike Banish stated that there are pressures on instructors and teaching loads and he wants to monitor this situation carefully. Carmen Scholz added that we need to be more observant of our competitors (other universities).
 - Melissa Foster spoke as guest. She stated that the next two meetings had been set up.
 - Jeff Weimer spoke about RCU 19 and 20. He also stated that Joey Taylor will pick up the speaker series and he thanked the provost for her support with the posters.
 - Faculty Handbook Chapter 9 was put out for discussion by Mike Banish. He stated that we weren't going to vote on it. A back and forth discussion occurred and a final decision was made. It was stated that Mike Banish would do a Microsoft document compare and then highlight the changes that have been made. He will then send it out for review. Mike Banish requested that everyone look at it and send him feedback. Everyone on the committee will have a chance to look at it. Mike Banish stated that he would like to have more input on it from his committee members. Tim Newman made a motion to defer action on chapter 9. Carmen Scholz seconded the motion. Action was deferred to the next meeting.
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- Bill 434 and 435 passed first reading unanimously.
 - Bill 434 and Bill 435 - Tim Newman moved to the next meeting. Mike Banish seconded.
 - The meeting then adjourned, after a motion from Laird Burns seconded by Mike Banish.