

# Faculty Senate

## Meeting Minutes

March 6, 2019/STEM 2101/1:00-3:00 pm

Present: See Attached Sign-In Sheets

Next meeting: April 3, 2019 / STEM 2101 / 1:00-3:00 pm

### **1. Call to Order – Dr. McMullen**

### **2. Provost's Office Report – Dr. Steven Berberich**

Dr. Berberich started by providing information on enrollment numbers. This semester the university has moved up 4.9% from last year. It equates to a 8605 head count and 87,444 credit hours.

He attended the February Open House and wanted to thank all faculty that participated. It was an opportunity for him to see how it worked in action and he left impressed with the event. He reported that the numbers were down for February but the numbers for the March 23<sup>rd</sup> event are looking up. Making use of the STEM and Rec and Wellness buildings allowed for spreading out the event.

Pearland Open House will be on 4/27.

Searches in Academic Affairs – CSE Dean and Executive Director of Neumann Library finalist have been visiting campus and will continue until the end of the month. Committees are reviewing the survey information and will be providing him an assessment on the strengths and weaknesses of the candidates. He thanked Dean Short (CSE Dean Committee), Dr. Rob Bartsch and Chloris Yue (Executive Director for the Neumann Library), and all of the committee members for their service. He believes we have good candidates and is hopeful.

Searches in process – Executive Director for Admission, chaired by Tim Richardson and Assistant VP for Global Strategies Initiatives Senior International Officer, chaired by Kathy Matthews. Committees are reviewing applicants. Both searches are in the initial applicant review stage. He thanked everyone on the committees for their service. Early indications looks like good candidates have applied for the positions.

He is hoping to start a national search for the Executive Director of UCT. He is hoping to get the position to The Strategic Hiring Committee in the next couple of weeks and start the process. He is hoping to launch it before the end of the spring semester.

Interim AVP for Enrollment Management, Dr. Charlotte Tullos, comes from the Registry and will be joining us on Monday. Her goal will be to build upon enrollment management.

On the academic side he is working with Amanda and the Curriculum Committee and looking at Latin Honors and how we provide Latin Honors to undergraduate students. They are hoping to move toward a system that sets GPA parameters for the various Latin Honors based on a certain number of credits from UHCL. Recommendation draft language is being worked on by the committee. He was just providing the information to the Senate and was not expecting a vote. It will go through Shared Governance when ready for consideration.

Student evaluations – He met with Faculty Senate Presidents and Student Government (SGA) about a month ago to discuss student evaluations at the request of SGA. They are requesting the ability to see student evaluations for courses. This is something that UH already does. When Mike went to Austin for the Texas Council of Faculty Senates meeting he brought up the question and asked how other universities handle this. The unanimous response was that they all posted student evaluations online and that it was the law. The discussion about HB 2504 led to TECH 51.947 which states that student evaluations are available on the university website. A plan was made in the past but it could not be found. He would like to work with Faculty Senate on creating a plan. It is an opportunity to think about how online evaluations are handled. The law states that we have to present data but we decide on the data that is presented.

He asked that the Mechanical Engineering Admission Requirement be moved to informational and not voted on at this time. The reason for the move is that he was not sure that the Dean in CSE is aware that it is moving through the Senate; it would be the first case at UHCL that admission requirements were changed at a Bachelor level; having more time will have no impact on the implementation; and given that the first class started in the fall he would like to use that information to ask questions on why students did not move on. He is not against the change, but he would just like to review a little further.

P&T process – he would like to share that they are looking at making the P&T process online. Digital Measures has customizable ways to adapt for this process. His concern was that there would be a cost of \$74,000 for 4 years. He was not asking for a commitment but wanted some feedback on thoughts. There was a lot of discussion on the pros and cons. He would like support from faculty before moving forward. A straw poll supported him pursuing additional information.

Junior faculty meeting dates are 3/27 from 9:00-10:00 and 4/9 from 9:30-10:30. The rooms will be announced when available.

- 3. Senate Committee Report – Curriculum – Dr. Johnston**
  - a. MA in Data Science – approved by all

- b. BS and MA in Serious Gaming – approved by all
- c. Psych MS with Neuroscience Concentration – approved by all
- d. Humanities Capstone Option 5 Exhibit – approved by all
- e. Mechanical Engineering Admissions Requirement – Dr. Ward motioned to table until the next meeting
- f. Graphic Design Minor – approved by all
- g. Studio Arts Minor – approved by all
- h. Video Production Minor – approved by all

#### **Senate Committee Report – Budget – Dr. Kelling**

They are still working on summer pay. They have decided to simplify the policy and are working on determining the course minimum enrollment numbers. They are deciding between a college level or university wide benchmark. The goal is to finalize and present a simplified policy for the next meeting. It was stated that college wide caps for the course limits was created a few years ago by Dr. Houston. It broke down how many students were needed per college for the course to be profitable. If it is used again it will be the second summer if that is the proposal that the committee submits to the senate for approval.

#### **Senate Committee Report – Governance – Dr. Stephens**

The committee is considering increasing the number of senators in Faculty Senate because some committees do not have full representation (Curriculum and Faculty Life have 8; Budget and Teaching Research have 6; and Governance have 4).

The committee discussed electing the faculty at large. Those elected at large could be from a single college. The nominations would come from across the university and go to the Governance committee who would run the elections. The elections would occur at the same time as the President-Elect election.

A second discussion occurred about the college elections of their members. Each college would collect the names in the same manner but would forward the names to the Governance committee. The Governance committee would run the elections for each college. It would standardize how the elections are done for all colleges. The committee would only run the elections, the colleges would still vote for their faculty representation.

The biggest concern is that there is no credit given to faculty on their annual report for service on the Senate. The colleges vary on the credit given. How it is normalized across the university may be something to discuss. Everything is in the discussion stage. Brian would like to get the information out to the colleges and receive feedback on faculty concerns in the process.

A lot of discussion occurred with questions, suggestions, and support from the committee's report. It was mentioned that the current system has only been around for 13 years. It is not written in stone.

Another discussion the committee had was the ability to video conference in the Senate Office. This could help with faculty participation by allowing faculty at the Pearland and the Medical Center campus to serve on committees and not require them to come on campus for a committee meeting.

#### **Senate Committee Report – Teaching & Research – Dr. Beavers**

a. Draft of Textbook and Ed Materials Policy

Last month the committee presented the senate with a Textbook and Educational Material policy. After much discussion on cost vs no cost the committee revised the terminology to distinguish cost and no cost. The committee brings the new policy to the Senate without a unanimous vote. The policy was approved 5 in favor and 1 against in committee. A lot of discussion about amending the proposed revision occurred. The senate voted and approved with 3 abstention and 2 opposed and one additional change.

b. HB 2504 Compliance

A simple handout was distributed to the senate that provided an overview of the bill requirement. Discussion of the bill and history occurred. Dr. Beavers provided an example from Texas State University and how they were dealing with compliance with HB 2504 and student evaluations. After researching the bill it was determined that it is up to us to determine what is shown online. This all came about because students were requesting the information on course evaluations. Further discussion is still required to decide what is needed and what should be shown.

#### **4. Senate Committee Report – Faculty Life – Dr. Crawford**

The committee are currently working on grievance policy. They does not have anything to share at this time. They are hoping to have something to share next month.

#### **5. Shared Governance Reports (Planning & Budget, Facilities & Support Services, University Life) – Dr. Michael, Dr. Ward, and Dr. Gossett**

Dr. Michael displayed a continuing summary of strategic hiring committee. The December and January numbers/additions were displayed. Everything will be posted once they are approved. They also received an update on legislative priorities. The committee will also be presented with information on why we are continuing with the 3% budget cuts as planned. A lot of questions have been asked about items that the Planning & Budget Committee (PBC) does. All of the work done by PBC is placed on the web. Questions about attrition rates, backfilled positions, and swept positions between faculty and staff were discussed.

Dr. Ward provided an update on the Facilities & Support Services Committee. He stated that the parking department will be expanded. The shuttle services will be moved to FMC. They are going to combine and become Parking and Transportation Department. They will also cross-train to

have substitute drivers when someone is sick. FMC is taking proposals and will be working on improving internal and external maps around campus. They are also working on moving room requests to an online format. The goal for this new online scheduling system could take up to two years before it would be online. Renovations are continuing on the elevators around campus. They will be upgrading motors, etc. to reduce the number of break downs.

Dr. Gossett from the University Life Committee stated that they are recommending 2 minor changes to the University Shared Governance Policy. One change would be to add the Chief University Compliance and Diversity Officer as an ex-officio to the committee. The second change would be deleting term listing on the bylaws. They are looking at cleaning up the bylaws and removing repetitive language. They are also proposing a quarter time role for a Policy Coordinator. The Violence and Intimidation policy passed University Council at the last meeting.

**6. Update Promotion and Tenure – Dr. Kanenberg**

The committee will be holding Listening Sessions for faculty in April. They will be advertised and request that everyone spread the word about the sessions. Faculty are developing criteria on what it takes to earn tenure. All four colleges are working on these criteria and should be written into each college bylaws.

**7. Update Ad hoc Course Evaluation Committee – Dr. Walther**

They are writing up recommendations and planning for review after spring break. They are hoping to bring it before the Senate at the April meeting. Some of the recommendations are items that should be common among the four colleges.

**8. Center for Faculty Development – Dr. Bartsch**

Faculty Development Day is on March 22, 2019 from 9:30 -3:00. There will be over 20 session and will be come and go.

**9. Approval of Faculty Senate Minutes (Dec 12, Feb 6) – Dr. McMullen**

Minutes were approved with 1 abstention.

**10. Call for Adjournment – Dr. McMullen**

The meeting was adjourned at 3:05.

## SIGN-IN SHEET

EVENT:

FACULTY SENATORS

DATE:

03/06/19

ROOM:

STEM 2101

TIME:

1:00PM – 3:00PM

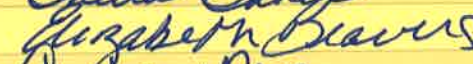
Name

Signature

Baker, Sheila



Beavers, Elizabeth



Brown, Amber



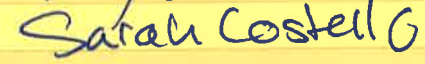
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Corrales, Antonio



Costello, Sarah



Cotton, Stephen



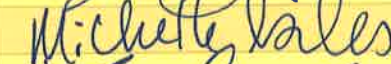
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Dubrovskly, Anton



Garcia, Thomas



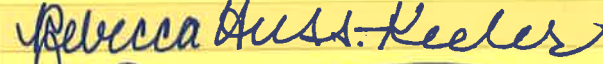
Giles, Michelle



Gossett, Lisa



Guerrero, Laura



Hasan, Rajib



Huss-Keeler, Rebecca



Johnston, Amanda



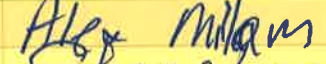
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Kelling, Nick



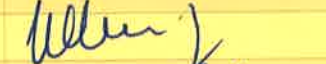
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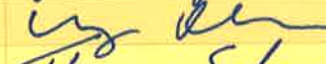
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McMullen, Mike



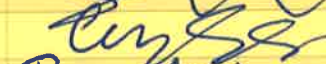
Michael, Tim



Milam, Alex



Pan, Shanshan



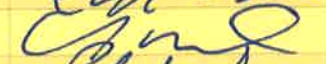
Perez-Davila, Alfredo



Pavlova-Stout, Ivelina



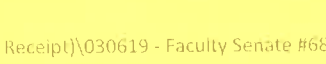
Robinson, Leroy



Schanding, Thomas



Shan, Gene



Sisman, Cengiz



Stephens, Brian





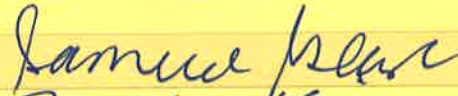

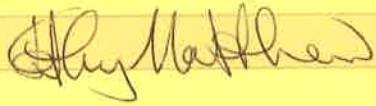
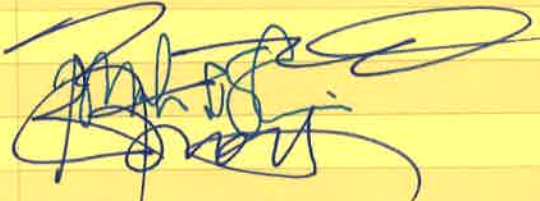
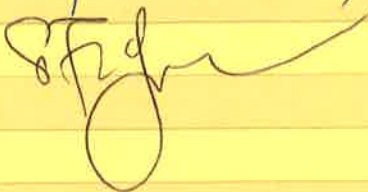
Unwala, Ishaq

Walther, Christine

Ward, Chris

Withey, Paul

SIGN-IN SHEET			
<b>EVENT:</b>	<b>FACULTY SENATE ADMINISTRATION</b>	<b>DATE:</b>	<b>03/06/19</b>
<b>ROOM:</b>	<b>STEM 2101</b>	<b>TIME:</b>	<b>1:00PM – 3:00PM</b>

Name	Signature
Bartsch, Robert	
Berberich, Steven	
Bettayeb, Said	
Blake, Ira	
Gladden, Samuel	
Kim, Ju	
Kirkman, Dorothy	
Mathew, Ushu	
Matthew, Kathryn	
Maxwell, Daniel	
Meyers, Lauren	
Pedro, Joan	
Richardson, Scott	
Richardson, Tim	
Shermis, Mark	
Short, Rick	
Waller, Ed	
Yue, Chloris	
Conner, Marty	