

# Faculty Senate

## Meeting Minutes

November 7, 2018

Present: See pages 4-5

### **1. Call to Order**

Dr. McMullen

### **2. Approval of Faculty Senate Minutes**

Approved

### **3. Greetings from President Ira K. Blake**

Was not available.

### **4. Provost's report – Dr. Berberich**

Update on Listen and Learn Tour – just finished 12<sup>th</sup> department of 20. There will be 5 that will go into 2019. This is not a one and done; continue to do something along the same. Wants to set up to have Junior Faculty to come and see him utilizing the Center for Faculty Development. Share any ideas you have to for him to interact, please do so.

New Registrar Brian Heard who will be joining on December 3<sup>rd</sup> 2018. Interviewing candidate for Director of Financial Aide. Going to be reposting the Admissions Director position soon.

Tim Richardson is going to amp up the Marketing and Communication. Student for Success focus called the "All Hands Student Success Meeting". This is to get communication to the students through various units. To also support the students beyond academics. Need to get students enrolled in next semester for completion grants. There were 121 students that did not enroll in the fall semester and found that 20-26 are 30 hours from completion. Some of the 20-26 may not have enrolled due to funds and maybe UHCL could find a way to assist these students.

Winter Mini online under consideration for December through early January. Is the faculty interested in this course? The anticipated dates are between December 16, 2019 through January 20, 2020. Compensation will be the 1/11<sup>th</sup> model.

Veteran Services Office (VSO) Town Hall meeting on Monday November 6, 2018. We had several people come to assist during the transition of Jay Hernandez departure. Wanted to be sure to let the Veterans know that the VSO is open and continuing with the services that the Veterans need. We have over 1000 Veterans here on this campus.

Class schedule discussion was about the order of the classes are offered in spring. We need to sit down with the student to make sure that we can offer classes for full time students; making sure the student does not have conflicts. We want to offer "off grid" courses, for instant a 3-hour course on Fridays.

**5. Senate Committee Report – Budget Academic Space Reallocation Resolution – Dr. Kelling**

Resolution being proposed is about some of the issues that happened in the past; in which academic offices, classrooms, labs have been re-designated for other use. Recommendation that processes are followed. A process is in the making. Meeting will be held November 20, 2018 and anyone is welcome. All but one agreed to adopt this resolution.

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

Starting to accept language on policy on educational and text book adoption with Faculty and possible conflicts of interest.

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

Full Senate should not write up our own bylaws. It was suggested to have the Governance Committee take care of it.

**8. Senate Committee Report – Curriculum – Dr. Johnston**

Proposal for a new Bachelor's program in Computer Science. The committee has reviewed this program and Dr. Sharon Hall is going to deal with the questions that may come. The committee did pass this proposal.

BA in Computer Science with Teacher Certificate - needs clarification with the hours required. There are 4 abstentions to proposal. It passed.

Graduate Certificate in Project Management – to make someone more marketable. It passed.

**9. Senate Committee Report – Faculty Life – Dr. Crawford**

Reviewing the grievance policy. Need to speak to a lawyer about a few issues. Recent faculty can be on committees but cannot chair a committee though can co-chair. Also working on a policy to notify faculty if anything is added to personnel file.

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

Dr. Michael – there is a list of positions available and where the funding came from. Need to know which budget model they are looking at and a timeline. The minutes from the PBC will be on the web. Budget department has done a wonderful job.

Alex - The elevators will be working ALL at the same time. Contractors are with the Union and it is all systemized through the Union to renew their contract.

Dr. Gossett – A recommendation was made to change the name of university policies to Clear Lake Administrative Policies and Procedures, or CAPPs, rather than CLAMS. We are open for better suggestions if anyone has any. Three policies are being worked on; The Flexible Workplace Initiative policy explicitly does not include Faculty. It is intended to have some comparison to Teaching Relief for faculty that we developed. It has passed our committee and been referred to University Council., We have been working as a committee on a Workplace Violence and

Intimidation policy, and want more internal input before we put it out. It also need preliminary review by legal. They also are working on an Education and Credential Advancement Award Policy. Human Resources has stated that they want some incentives for people to get added qualifications. This could maybe give you an increase in salary or a one-time bonus.

**11. Update P&T Workgroup – Dr. Kanenberg**

Representatives from all 4 colleges will at the meetings every 2 weeks.

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

A questionnaire is in development to ask questions that will be standard with flexibility as some colleges are going to need that.

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

Provost is going to be part of our Campus Chat for open discussion.

Faculty Development Fellowship: the next call will be put out within the next week and proposals are due on the 31<sup>st</sup>. The will be instructions when the call is issued.

Considering to send out a call for a Faculty Development Grant. These are funds to participate in some type of Faculty Development activity; then bring it back to express to the UHCL faculty community. You could bring some type of Faculty Development conference on to campus; you could potentially use the funds for this. This will be sent out on Monday and the applications are due in a month.

End of November we are going to have a session with Marketing and Communication on how to talk to the media. This is a good way to let Marketing and Communication know that you are interested in speaking with the media.

If faculty are working on research over the Winter break, there will be a Winter Writing Camp in December.

**14. New Business – Dr. McMullen**

Summer Pay Policy –Dr. Pat McCormack had a handout for information purposes.

**15. Announcements – Dr. McMullen**

Technology review

If your name is not on the list, please get with Marty.

**16. Call for adjournment – Dr. McMullen**

Meeting adjourned

SIGN-IN SHEET			
EVENT:	<b>FACULTY SENATE ADMINISTRATION</b>	DATE:	11/07/18
ROOM:	B2233	TIME:	1:00PM – 3:00PM

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

SIGN-IN SHEET			
EVENT:	FACULTY SENATORS	DATE:	11/07/18
ROOM:	B2233	TIME:	1:00PM - 3:00PM

Name	Signature
Baker, Sheila	<i>Sheila Baker</i>
Beavers, Elizabeth	<i>Elizabeth Beavers</i>
Brown, Amber	<i>Amber Brown</i>
Buddharaju, Pradeep	
Corrales, Antonio	
Costello, Sarah	
Cotton, Stephen	<i>Stephen Cotton</i>
Crawford, Caroline	<i>Caroline Crawford</i>
Dubrovskiy, Anton	
Garcia, Thomas	
Giles, Michelle	
Gossett, Lisa	<i>Lisa Gossett</i>
Guerrero, Laura	<i>Laura Guerrero</i>
Hasan, Rajib	
Huss-Keeler, Rebecca	<i>Rebecca Huss-Keeler</i>
Johnston, Amanda	
Kanenberg, Heather	
Kelling, Nick	
Lastrapes, Renee	<i>Renee Lastrapes</i>
McCormack, Pat	
McMullen, Mike	
Michael, Tim	<i>Tim Michael</i>
Pan, Shanshan	
Perez-Davila, Alfredo	
Robinson, Leroy	<i>Leroy Robinson</i>
Schanding, Thomas	<i>Thomas Schanding</i>
Shan, Gene	
Sisman, Cengiz	<i>Cengiz Sisman</i>
Stephens, Brian	<i>Brian Stephens</i>
Unwala, Ishaq	<i>Ishaq Unwala</i>
Walther, Christine	<i>Christine Walther</i>
Ward, Chris	<i>Chris Ward</i>
Withey, Paul	<i>Paul Withey</i>

*MILAM, ALEX ✓*

*Pavlova - Staut, Iselina ✓*

*AKA MUM*  
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