

Faculty Senate

Meeting Minutes

December 7, 2022 / STEM 2101 & Zoom / 1:00-3:00 p.m.

Senators

Present: Sheila Baker, Yvette Bendeck, Amber Brown, Christina Cedillo, Stephen Cotten, Soma Datta, Neal Dugre, Leticia French, Kathleen Garland, Shanna Graves, Vicky Gu, Youssef Hamidi, Rebecca Huss-Keeler, Daniel Imrecke, Preeti Jain, Lorie Jacobs, Angela Kelling, Isabelle Kusters, Renée Lastrapes, Timothy Michael, Jeff Mountain, Janice Newsum, Leroy Robinson, Larry Rohde, Gene Shan, Ishaq Unwala, Christine Walther, Omah Williams-Duncan, Paul Withey, Michael Wu, Lin Yi

Absent: 4

Administrative Guests: Robert Bartsch, David Brittain, Mark Denney, David Garrison, LeeBrian Gaskins, Miguel Gonzalez, Kara Hadley-Shakya, Heather Kanenberg, Christopher Maynard, Vivienne McClendon, Veronica Ortiz, Joan Pedro, Tim Richardson, Glenn Sanford, Richard Walker, Edward Waller, Brice Yates

Next meeting: February 1, 2023 / Zoom or TBD

Call to Order – Dr. Walther

1:00

Approval of Faculty Senate minutes – Dr. Walther

Minutes were approved as distributed.

Provost's Office Report – Dr. Maynard

SACSCOC – UHCL has received full reaffirmation from the SACs committee with no additional reports required. Next steps were shared, which include an on-site March visit, QEP implementation and roll out, the 5th year interim report, and plans for the next reaffirmation in 10 years.

No questions were asked about SACSCOC reaffirmation.

Board of Regents Meeting – The updated Master Plan was shared at the BoR meeting, which included a renewed request to the legislature for an additional STEM building and the feasibility of a Student Center. Issues with the Texas Medical Center space and goals to complete a new lease by winter break was also shared at the BoR meeting.

Grading deadlines – Questions and rationales for dates were discussed. The Vice Provost will look into options for the deadlines.

Faculty Senate 2022-2023 Committee Structure – Dr. Walther

Dr. Dubrovskiy has stepped down from senate effective immediately. Senate voted on the proposed new committee structure.

Vote: 27 Yea; 0 Nay; 0 Abstain

[Committee Reports are attached. There was discussion about the committee reports as follows:](#)

Senate Committee Report – Teaching & Research – Dr. Shan

Nothing was added to the report. A review of the emails sent this afternoon was provided. No questions were asked.

Senate Committee Report – Budget & Facilities – Dr. Brown

A review of the report was provided. Questions about the draft Pay Plan, salary compression, equity, CUPA data, timeline, and market adjustment were discussed.

Senate Committee Report – Curriculum – Dr. Lastrapes

Nothing to add to the report. No questions were asked.

Senate Committee Report – Faculty Life – Dr. Dugre

A review of the report was provided and the proposed changes to the Post-Tenure Review Policy were discussed. There were questions and suggestions about the different categories and percentages, requirements for faculty evidence, annual reviews, considerations for personal issues, and policy timeline.

Senate Committee Report – Governance – Dr. Withey

Nothing to add to the report. No questions were asked.

Shared Governance Reports – Drs. Kelling, Huss-Keeler, and Michael

- University Life – Dr. Kelling

Nothing to add to the report. No questions were asked.

- Facilities & Support Services – Dr. Huss-Keeler

Nothing to add to the report. A reminder that the Internal Way Finding Committee will start in January. No questions were asked.

- Planning and Budget – Dr. Michael

Adding to the report; Mr. Denney provided the committee with a preview of the Financial State of the University and future expectations. No questions were asked.

Center for Faculty Development – Dr. Bartsch

5 announcements were made.

- Learning Innovators will be tomorrow at 12 in the Faculty Club
- CFD Pot Luck – Monday, 12/12, in B1604; entrée will be provided, side dishes and desserts are encouraged.
- Writing Retreat – Wednesday and Thursday from 9-4. Online and face-to-face versions will be available.
- CFD Executive Director candidates will be brought on campus in January. The tentative plan is to provide faculty two opportunities (online and in-person) to see each finalist.
- Faculty Development Week – February 6th – 10th. Online and in-person sessions will be offered.

New Business

Ombudsperson – Provost will be meeting with the finalist later today. An announcement will be made when the offer is accepted.

Provost snacks – A reminder that the Provost's Office is offering snacks and drinks the entire week. Everyone is encouraged to stop by for a quick break.

Holiday displays – A request to make campus holiday displays more inclusive was shared.

Announcements – Dr. Walther

VP Searches – VP of Strategic Enrollment Management and VP of Student Affairs candidates will be brought on campus in February.

New Strategic Enrollment Management Framework – Communication will be coming out about a series of committees, subcommittees, and councils to ensure that due diligence is occurring in efforts for recruitment and retention. Faculty representatives will serve on the recruitment subcommittees and retention council.

Call for Adjournment – Dr. Walther

2:40

UHCL Faculty Senate
Committee Reports- December 2022

<i>Faculty Senate Committees</i>
Teaching & Research Committee- Gene Shan, Chair
<ul style="list-style-type: none">▪ Course evaluation recommendations and the proposed course evaluation webpage were discussed at Academic Council<ul style="list-style-type: none">• Committee will work with OIT and MarComm to implement the recommendations and webpage▪ Committee members are gathering information from faculty to update the Research & Teaching webpage▪ Committee will be assisting with the selection of CFD Instructional Innovation Award winners▪ Beginning work to develop consistent policies/procedures for faculty-led study abroad programs<ul style="list-style-type: none">• Reviewing available policies/procedures at other institutions• Coordinating with Jeff Lash from HSH, who is working with the Provost's office as a "test case" to determine where clarification about the process is needed
Budget & Facilities Committee- Amber Brown, Chair
<ul style="list-style-type: none">▪ Discussed VP Denney's responses to questions about the Pay Plan<ul style="list-style-type: none">• Because there is no basis or research to include a fixed percentage to be split between equity and merit, this will not be included in the policy<ul style="list-style-type: none">○ The policy will include a requirement that the guidelines used to divide funds between equity and merit will be communicated to faculty each year• The Pay Plan will be presented at the December Faculty Senate meeting▪ Next task will be revising the Summer Pay Policy
Curriculum Committee- Renee Lastrapes, Chair
<ul style="list-style-type: none">▪ Credit-bearing certificate subcommittee update<ul style="list-style-type: none">• Assistant Registrar identifying all certificates and making a list of what is included in the catalog and on the website<ul style="list-style-type: none">○ Certificates that are no longer offered/are no longer going to be offered need to go through college curriculum committees to be removed from the catalog<ul style="list-style-type: none">▪ Need to verify that all certificates that have been removed from the catalog went through college curriculum committees▪ Received an update about Curriculog<ul style="list-style-type: none">• New software to streamline the curriculum development process<ul style="list-style-type: none">○ Would be able to track the process○ Informational meeting for relevant parties planned for late January<ul style="list-style-type: none">▪ Asked that Associate Deans and chairs of college curriculum committees be invited▪ Registrar presented student case study in which a graduating student had IP grades from 2002-2003 on their transcript<ul style="list-style-type: none">• Courses do not impact whether the student completed course requirements for their degree

<ul style="list-style-type: none"> ○ Dean of the student's college granted the student CR for the courses ● Asked to draft a policy to address these situations
Faculty Life Committee- Neal Dugre, Chair
<ul style="list-style-type: none"> ▪ Discussed draft of edits to the Post-Tenure Review Policy <ul style="list-style-type: none"> ● Includes changes to the description of the policy's purpose/scope, addition of term/acronym definitions, clarification of performance standard/definition of "unsatisfactory" performance, criteria for initiating an "enhanced performance evaluation," and the enhanced performance evaluation process ● Moves from a 6-year cycle to a rolling cycle in which only repeated unsatisfactory performance would trigger a review ▪ Discussed P&T Policy revisions <ul style="list-style-type: none"> ● Will discuss further with Heather Kanenberg at the December meeting
Governance Committee- Paul Withey, Chair
<ul style="list-style-type: none"> ▪ Finalizing prioritized list of policies that need to be reviewed/revise
<i>Shared Governance Committees</i>
University Life Committee- Angela Kelling, Chair
<ul style="list-style-type: none"> ▪ Approved the Student Center Fee Budget for FY 2022-23 and FY 2023-24
Facilities & Support Services Committee, Becky Huss-Keeler, Chair
<ul style="list-style-type: none"> ▪ Internal Wayfinding Committee was reconstituted with representatives from across UHCL and will begin meeting in January <ul style="list-style-type: none"> ● J'Naudia Hunter from Accessibility Support will be the chair ▪ Beginning in January, FSSC will be reviewing sections of the existing UHCL Master Plan (https://www.uhcl.edu/about/administrative-offices/facilities/documents/uhcl-master-plan-2017.pdf) at each monthly meeting ▪ Mr. Denney presented the UHCL Master Plan Update, which was presented at the Board of Regents meeting ▪ SAUS (Daniel Imrecke) did not have a November meeting ▪ Discussed the temporary movement of some student services to the booth near the back entrance of the Bayou Building <ul style="list-style-type: none"> ● The remodel in SSCB will take about five months ▪ Parking Committee (Youssef Hamidi) discussed several items that will be considered by Mr. Kitchen and voted on at the January meeting <ul style="list-style-type: none"> ● Retirees are getting tickets even with a tag ● Visitors are being given codes that do not work and being fined ● First parking violation will receive a warning, and the second violation will receive a fine ● A method has been developed so that people can pay for parking with cash ● There are no designated handicapped parking spots near the STEM building, but there are two spots designated for Presidential visitors, which are never used <ul style="list-style-type: none"> ○ There was a proposal to turn these into handicapped accessible spots

- University Staff Association (USA) would like their two designated parking spots to be moved from the area of B Lot by the Bayou Building to the first row near the entrance of SSCB, where more of the staff work

Planning & Budget Committee- Tim Michael, Chair

- Prior to the meeting on 11/16, Deja Sero made an updated budget calendar available with a preliminary deadline for initial proposals in late December
 - The new calendar will give PBC several more weeks to evaluate initiatives and ask questions
- Mr. Denney indicated that he would be providing a “Financial State of the University” sometime in January or February after Dr. Walker’s Investiture
 - The presentation will focus on our results from last fiscal year as well as what to look for going forward with respect to enrollment projections and other developments
 - Mr. Denney provided the committee with a preview of his planned comments, and a full outline will be provided to the committee prior to the December meeting (12/21)
 - A transcript of this discussion is already available to PBC members on Teams
- In response to a question, Mr. Denney provided a summary of the progress on the College of Business lease at TMC

