

Faculty Senate

Meeting Minutes

March 2, 2022 / Zoom or B2311 / 1:00-3:00 p.m.

Senators

Present: Anne Anders, Comeka Anderson Diaz, Elizabeth Beavers, Yvette Bendeck, Amber Brown, Sarah Costello, Anton Dubrovskiy Neal Dugre, Leticia French, Kathleen Garland, Leslie Gauna-Gago, Shanna Graves, Youssef Hamidi, Beth Hentges, Rebecca Huss-Keeler, Daniel Imrecke, Preeti Jain, , Angela Kelling, Anna Klyueva, Timothy Michael, Jordan Mitchell, Jeff Mountain, Janice Newsum, Alfredo Perez-Davila, Desdamona Rios, Leroy Robinson, Gene Shan, Haeyoung Shin, Ishaq Unwala, , Christine Walther, Sharon White Andrews, Paul Withey, Randy Seevers, Faiza Zalila,

Absent: 1

Administrative Guests: Robert Bartsch, Mark Denney, David Garrison, Samuel Gladden, Heather Kanenberg, Kathryn Matthew, Christopher Maynard, Vivienne McClendon, Veronica Ortiz, Joan Pedro, Tim Richardson, Glenn Sanford, Brittany Thompson, Richard Walker, Edward Waller, Jana Willis, Lee Young

Next meeting: April 6, 2022 / Zoom or B2311

Call to Order – Dr. Withey at 1:07

Approval of Faculty Senate minutes – Dr. Withey

Motion to approve February Faculty Senate Minutes: Vote: Approve – 31, Oppose – 0, Abstain - 0

Provost's Office Report – Dr. Maynard

- A week from today will be coffee with the Provost from 10-12
- At the recent Board of Regents meeting two items of note: (1) A new lease agreement is being finalized with the Texas Medical Center for October 2022; (2) The UH system approach to reimagined workspace and flexible locations and time will start drafting policy that will go through shared governance based on parameters that Chancellor set with President Walker to set up a workgroup soon

Provost Maynard also presented information on an Office of Information Technology report from Dr. LeeBrian Gaskins.

- Included in minutes is a report from OIT which includes the following:
 - Classroom technology upgrades include 103 completed, 10 in progress, with equipment ordered for an additional 63. The specific technology is listed in the report. OIT is now working on conference rooms as well; those that can be used for seminars will have similar technology; those not for seminars will have 2-way video conference capabilities.

- The first of three shipments of laptops have arrived and OIT starting to work with Deans on disbursing them to faculty. Ideally, all will be distributed by the end of May.
- Laptops for library XR lab have arrived.
- Discussion followed these announcements including faculty having administrative access to laptops.

Committee Reports are attached. There was discussion about the committee reports as follows:

Senate Committee Report – Curriculum – Dr. Huss-Keeler

An overview of the committee report was provided.

Presentation on Minor in Early Childhood Intervention and Certificate of Early Childhood Intervention (titles amended from packet to include “Childhood”; change was already approved by college)

Voted to approve both minor and certificate with the amended titles.

Vote: Approve - 31; Oppose – 0; Abstain - 0

Presentation for 1st reading and discussion on UHCL Credit Bearing Certificate Policy
There was a question if these certificates would appear on the transcript. Provost Maynard stated that was a goal. This policy will be brought back at the next meeting.

The committee will be working on Business Start-Up minor and revising the Latin Honors policy.

Senate Committee Report – Teaching & Research – Dr. Dubrovskiy

An overview of the committee report was provided.

The committee presented 15 recommendation points on student evaluations and asked for endorsement from Faculty Senate.

Main topics of discussion included low numbers of student responding, how permanent any score deletion is for low response, whether faculty should incentivize course completion, and if peer teaching evaluations recommendations should be included in this document.

Motion to treat the recommendations as 1st reading and so senators asked to bring back to the colleges for additional input.

Vote: Approve - 26; Oppose – 0; Abstain - 2

The committee requested to get feedback prior to Spring Break.

These will be recommendations and not policy. If approved the recommendations will not move through shared governance. Rather recommendations will be given to Deans for comment and then brought to OIT.

Senate Committee Report – Budget & Facilities – Dr. Unwala

An overview of the committee report was provided. Please send Dr. Unwala any questions.

Senate Committee Report – Faculty Life – Dr. Costello

An overview of the committee report was provided.

The Workload policy is on hold at Academic Council waiting for a cost analysis.

The committee is also examining definitions in the Non-Tenure Track Policy and asking for feedback.

Senate Committee Report – Governance – Dr. Beavers

An overview of the committee report was provided.

Discussion of the reorganizing the Faculty Handbook with goal of having a vote at the next Faculty Senate meeting after receiving additional feedback. Proposed reorganization includes creating two versions of the handbook: (1) an online digital version with links to HR policies and (2) an annual pdf handbook for historical purposes. After the current proposal they will work on policy renumbering, reconciliation with HR policies with a goal of completion by May 2023. A survey link was given out for suggestions and recommendations.

Shared Governance Reports – Drs. Bendeck, Michael, & Garland

- Facilities & Support Services – Dr. Bendeck

An overview of the committee report was provided.

The committee has made changes to its by-laws, completed 1st read on enrollment management proposal, and looking to vote in the near future on three issues: the Prairie Pond proposal, the Bicycle proposal from SGA, and a Mobile App Proposal from Parking.

- University Life – Dr. Garland

No meeting since the last Faculty Senate meeting. No questions were asked.

- Planning and Budget – Dr. Michael

An overview of the committee report was provided.

Discussed the information in the report about the reanalysis of UHCL administrative costs. Mr. Denney reiterated what had happened and discussed future reporting on administrative costs. Also discussed the refinement of incorporating strategic initiatives into budget requests.

Center for Faculty Development – Dr. Bartsch

Given time constraints senators were asked to look at the CFD weekly announcements for cool things that are happening.

New Business – Dr. Withey

Dr. Walther stated a resolution in support of academic freedom has been created. The resolution will be shared and voted on by Senators through email.

Announcements – Dr. Withey

Faculty Assembly will be on March 30th. The session may be hybrid. The topics are being decided. The meeting will begin the nomination process for next Faculty Senate President-Elect

Call for Adjournment – Dr. Withey - adjourned 3:09

University of Houston Clear Lake Classroom Refresh Audio-Visual (AV) Technology Progress Report

Upgrade 103 classrooms with:

- Ceiling-Mounted Microphone
- Pan-Tilt-Zoom (PTZ) camera

Total Redone AV equipment's 11 classrooms with:

- Ceiling-Mounted projector
- 4K Document camera
- Lecture capture device
- Instructor Podium
- AV cabinet
- AV processor (DMPS) – delayed due to supply chain
- Pan-Tilt-Zoom (PTZ) camera

Amount of HEERF funds spent

Vendor	Complete	In Progress	Not Started	Grand Total	Total Spent	Encumbrance
Avsant	83	0	62	145		
AVTG	20	8	0	28		
Columbia Advisory Group	0	2	1	3		
Grand Total	103	10	63	176	\$1,380,454	\$1,468,251

Note:

23 classroom Quote in progress

Classroom Functionality

- Pan-Tilt-Zoom (PTZ) camera
 - To capture teaching activity for use in virtual/distant (synchronous)
 - For asynchronous (e.g., Echo 360) instruction
 - The camera mounted on the ceiling/back of the classroom
- Ceiling microphone
 - To amplify the instructor's and students' voices
 - Using the Tesira Digital Signal Processors (DSP) AV system
 - The microphones are mounted on the ceiling
- Document Camera
 - Content sharing with face-to-face
 - Content sharing with virtual/distant student using Zoom class session
- Lecture Capture (Echo 360)
 - Echo 360 integrated with a USB Capture HDMI (magewell) device
 - Recording contents of instructor workstation screen (e.g., PowerPoint slides)
 - Recording internal microphones and camera
 - Scheduled course recording
- Control Panel (touch panel)
 - To switch on/off the system
 - To switch content displays (e.g., Desktop, Laptop, and Document Camera)
 - Volume adjustments
 - Microphone adjustments
 - Control cameras to focus on the instructor

