**FACULTY SENATE**

February 03, 2016

Minutes

**PRESENT**: Rob Bartsch, Elizabeth Beavers, Sandra Browning, Stephen Cotten, Caroline Crawford, Kent Divoll, Tom Fox, Jennifer Fritz, David Garrison, Rebecca Huss­Keeler, Amanda Johnston, Heather Kanenberg, Christine Kovic, Pat McCormack, Scott McIntyre, Mohammad Rob, Leroy Robinson, Randy Seevers, Debra Shulsky, Brian Stephens, Alix Valenti, Radu Vlas, Chris Ward, Jeff Whitworth.

**ABSENT**: Excused: Lisa Gossett, Tim Michael, Paul Withey, Faiza Zalila.

**OTHERS PRESENT**: Zbigniew Czajkiewicz, Glen Houston, Mark Shermis, Carl Stockton,

Karen Wielhorski, Rick Short.

**APPROVAL OF MINUTES**

There was a request to correct Dr. Lei Wu’s name inaccurately spelled in the list of absentees. The minutes of the December 02, 2015 were approved as amended.

**PROVOST’S REPORT**

Dr. Stockton announced the Texas Higher Education Coordinating Board approved the PsyD program. He congratulated HSH Psychology faculty and administrators on the approval.

Dr. Stockton provided an unranked short-list of the Academic Affairs Priorities recommendations as follows:

* Merit and equity for faculty and staff.
* Non-tenure lecturer in fitness & human performance (F&HP) Program
* One faculty position in mechanical engineering.
* Faculty Development Funds increased from $750 to $1000 per faculty.
* TLEC (soon to be renamed Center for Faculty Development)

Dr. Stockton said he requested an increase of the summer school budget. It is to be fully funded at 1/11. He stated the president makes the final decision on which items are funded.

**CENTER FOR FACULTY DEVELOPMENT**

Dr. Kat Ley summarized the work of the Teaching and Learning Enhancement Center Restructuring Committee. The committee conducted extensive research on best practices and structure of faculty centers at comparable institutions. Committee members visited some of those institutions, conducted phone interviews and reviewed websites to assist with formulating a model for UHCL. She presented the proposal (handout) for the new model *UHCL Center for Faculty Development* and asked that specific ideas for programming be communicated to committee members. Specific programing needs to be articulated prior to submitting the proposal to President Staples.

A senator asked Dr. Ley to articulate the connection between the Faculty Senate and the center. She responded that it makes sense for the two entities to be housed in close proximity to each other. This system worked well at one of the peer institutions reviewed by the committee. The center administrative structure will include four faculty fellows selected from full-time faculty, a director with academic and college teaching experience and a faculty advisory board of eight faculty members. The center will be led and driven by faculty. Reports on center activities will be provided at senate meetings.

There were several questions relating to the proposal. Dr. Rob asked whether the center director would spend considerable time writing proposals for funding. Dr. Ley stated research shows funds are given at some of the other comparable institutions. The restructuring committee preferred this model because there was significant faculty involvement in center operations. The next question asked for the funding source for center staff salaries. Dr. Garrison provided an example whereby the center had a fixed budget provided by the Provost Office. He added that Provost Stockton was aware of the budgetary needs as he attended meetings and was privy to all the work and considerations of the committee.

Dr. Beavers drew attention to the lack of student representation on the Faculty Advisory Board. Dr. Ley said that it was taken into consideration but the committee felt that center business such as faculty research needs, promotion and tenure needs are critical issues pertaining to faculty. Dr. Beavers emphasized that the center’s mission emphasizes teaching, intellectual inquiry and creative engagement which in essence involves students. The mission may need to be revisited. Dr. Garrison said that the advisory board may get input from student organizations, but committee members had issues with a student representative, specifically a new student, directing the center director. The role of the advisory body is to determine the direction of the center. Dr. Ward remarked that generally there is a lack of integration of students’ contributions in the academic decision making processes. More student involvement is necessary on advisory committees. Dr. Ley asked for ideas on how to integrate student input into the center operations. Dr. Shulsky asked for the timeline for the center. Dr. Ley said that the goal is to hire the full-time director within the next budget year. Dr. Shulsky asked the restructuring committee to consider coordination between the advisory board and faculty senate committees.

Dr. Garrison said that the center director will seek out collaborations and integration of senate committees and other campus initiatives.

Dr. Crawford asked for the differences between the new center and the former TLEC.

Dr. Garrison explained that TLEC did not have a director, advisory board or fellows. TLEC’s mission was focused on teaching and the scholarship of teaching. There was no emphasis on promotion or professional development or research unrelated to scholarly teaching. The new center’s mission is broader with incentives for faculty, course releases and involvement in new faculty orientation.

**ELECTRONIC THESES & DISSERTATIONS – C. Iakovakis/J. Holland, Library**

Dr. Wielhorski introduced research librarians, Mr. Iakovakis and Ms. Holland. The librarians shared information on a new library service which permits electronic submission and management of theses and dissertations. Submissions will be available online in the UHCL Institutional Repository which was recently initiated by Neumann Library. The Repository will provide for long-term preservation of digital materials created by UHCL community. The benefits for participants will be availability of usage statistics, time of submission, flexible workflow, visibility of scholarly works, and streamlined communication between users. The benefits for students are easy submission process, no fees for print, and increased discoverability of student work. Dr. Huss-Keeler asked whether there are plans to contact former students, specifically the first doctoral students, about participating in the system. It would be good to have the all the dissertations in the Repository. Mr. Iakovakis said that a license and contact with the authors would be required. It is hoped that with time, the volume of documents will grow. Dr. Rob asked if there is an alternative back-up system for documents in Repository. Mr. Iakovakis commented the library Archives (UHCL servers) and the Texas Digital Libraries will provide back-up storage. Dr. Bartsch inquired about the search capability of the Repository. The repository is crawled by the major search engines. Dr. Stephens commended the library as this is a much easier process for students. Students can scan and upload the signature page as an additional file. Students can order hard copies from online companies if needed. The library is not requiring students to submit a bound copy.

**CAMPUS CARRY RESOLUTION**

Dr. Garrison provided results of the Campus Carry referendum sent to faculty, staff, administrators and students. Participants were asked to agree/disagree with senate resolution “*We the Faculty Senate at the University of Houston Clear Lake, go on record as opposing "campus carr*y”.

Total participants –1625

Faculty – 193 (80% agreed)

Staff & Administrators – 271 (76% agreed)

Students – 1174 (60% agreed)

Overall 64% agreed 36% disagreed

Dr. Ward reported the Campus Carry Work Group met to review the initial draft policy. The edited document will be forwarded to President Staples and circulated campus-wide. Two town hall meetings will convene to solicit UHCL community comments and suggestions. Following public comment, the policy will return to the work group. It will go to UHS Chancellor and the Board of Regents. The policy will be generic and the appendix will be campus-specific. The language will give authority to regulate the dorms should we have them. There was a question on whether University Forest Apartments (UFA) are included in exclusion zones. Dr. Ward said that according to the attorney, UFA tenants may carry handguns as the property is privately owned.

**SENATE COMMITTEE REPORTS**

**Research Committee**: Dr Shulsky said the committee will set a new meeting date/time. They will be reorganizing the research committee website as well as thinking about new initiatives to address. The committee plans to continue working on the research database.

**Curriculum & Teaching Committee**: Dr. Stephens indicated C&T began reviewing the Early Reinstatement Policy at the last meeting and will continue at upcoming meeting. The Middle Eastern Studies Minor proposal was addressed and approved. Dr. Stephens presented it for senate approval. There was a motion and second. The motion passed approving the Minor in Middle Eastern Studies.

**Faculty Life Committee**: Dr. Kanenberg reported the draft Promotion and Tenure Policy was distributed for the first read at the December meeting. Also, it was disseminated to faculty in all four schools as well as administrators. Significant feedback was received. The committee met to consider and integrate all suggestions/comments received into the edited version (handout) which was presented to the Senate for a second read. FLC will reconvene to consider additional

comments/suggestions. The policy will be presented for a vote at the Senate’s March meeting.

**Budget Committee**: Dr. Scott McIntyre stated the committee plans to address the Summer Pay Policy, professional certification and its impact on faculty salaries.

**SHARED GOVERNANCE COMMITTEE REPORTS**

**Facilities & Support Services Committee (FSSC)**: Dr. Valenti said she will have a report at the next Senate meeting as the committee had not met.

**University Life Committee (ULC):** Dr. Bartsch said ULC did not meet but two working groups convened. The groups are seeking feedback from the senate on whether faculty members would promote upcoming campus events by making announcements during class. Student Life Office would send out event notices to faculty once a week. They are proposing either sending the notices to faculty email or having an opt-in system. Following discussion, it was noted that consolidating all the events into one notice would be best rather than sending various event notices to faculty email.

Dr. Bartsch stated ULC is seeking feedback on establishment of the ULC subcommittee on Women’s Issues. Last year, there was a push for it but has been no further action. There was agreement for ULC to explore creation of the committee as women’s issues would be best addressed at the university level.

**Planning & Budgeting Committee (PBC)**: Dr. Fritz reported Ms. Rhonda Thompson, AVP University Advancement distributed two handouts FY16 Fundraising Priorities items and FY17 Higher Education Assistance Fund (HEAF) as information items at the last PBC meeting.

**ADHOC COMMITTEE REPORTS**

Faculty Workload Committee: Dr. Garrison reported the committee is working on one final issue in the policy. In response to a question about committee work, Dr. Kanenberg said they were reviewing language on doctoral faculty workload and determining how to count labs. They are looking at what constitutes faculty workload requirements. The policy may be forwarded for the March meeting agenda. There were no reports from Online Proctoring Committee and the Academic Integrity Committee. The Faculty Senate Constitution committee may submit an update at the next meeting.

**QEP REPORT**

Dr. Browning announced Cohort 4 workshops will be held March 04 and April 01; and the third session on October 07. Cohort 5 on October 21 & 28. Dr. Patty Payette will present workshops.

**ANNOUNCEMENTS**

Dr. Garrison announced Faculty Senate Executive Committee meetings schedule as follows:

 VP Dotter - March 09

 President Staples – March 23

 Provost Stockton – April 27

**NEW BUSINESS**

Dr. Ward presented a proposal passed by the Council of Professors. The proposal requests allocation of funds to create academic teams on campus. The council requests endorsement by the Senate. Provost Stockton asked whether discussions were held with Student Affairs on this issue. There needs to be more discussion with Student Affairs before any recommendation is made to the president. Provost Stockton reiterated that he supports the concept but additional details and dialogue should occur. Dr. Shulsky added that clarification was needed about the difference between academic teams and existing student organizations and a clear definition of academic team is necessary. There was a motion and second to return the proposal to the Council of Professors for further clarification. The motion passed.

There being no further business, the meeting adjourned.