

Faculty Senate

Meeting Minutes

September 2, 2020 / Zoom / 1:00-3:00 p.m.

Present: see attached sign in sheets

Next meeting: October 7, 2020 / Zoom

### **Call to Order – Dr. Beavers**

1:00

Dr. Beavers began the meeting by thanking Dr. Kanenberg for her leadership, dedication and hard work during the past year.

### **UHCL President – Dr. Blake**

Dr. Blake spent time thanking everyone for how faculty managed the conversion to online and their active commitment to UHCL.

It is the faculty that give students the confidence to persist and work hard and taking the long view toward graduation.

This year we will continue to maintain a safe and healthy environment. FMC has done a great job getting the campus ready. We will need to do our part including mandatory face covering, social distancing, washing hands frequently. Please work with your college if you are not feeling well so the appropriate accommodations can be made. Everyone is encouraged to work with HR if special accommodations are needed.

Things to note:

Strategic Plan is still ongoing. Dr. Wooten is resuming the work virtually with the Balance Score Card professionals. Their work will look at what we are moving toward, what is being measured, and what adjustments are needed.

Working on the regional accreditation. Dr. Blake encouraged everyone to work with their colleges (formally and informally) on the SACs accreditation. The goal is to submit a report that is returned with no comments. Pat Cuchens is the administrative lead but is in need of a faculty lead.

Pearland has a Chief Operating Officer. Dr. Beth Lewis will be working with the City of Pearland to fulfill the promise made in 2010 when Pearland donated 40 acres and assumed the mortgage on the first building. When the mortgage is paid; the land and building will become part of UHCL. We will be working on connecting our strategic plan with the City of Pearland strategic plan. We will look at linking at their visionary direction with what UHCL faculty can provide.

Center for Engagement, Teaching & Learning is here. The space will be used to advance faculty professionally, offer one on one services and encourage an interdisciplinary focus. The center will be

supportive of faculty innovation, vision, and the skillsets faculty feel are important for advancing students.

Dr. Blake's Dear America letter was about the need to value all people and experiences. She believes that it is necessary to come up with actionable steps. It is important to ask what is going to be done to impact the necessary change around race, ethnicity, social justice and other things that are important to everyone. Administration and faculty have come up with actionable items. Faculty are offering their expertise to move us forward.

We have been committed through the Houston GPS to participate in a 15 university/college consortium around equity and race center at the University of Southern California. This will work from the top down and will connect with the training proposed by faculty and work through the Center for Engagement, Teaching and Learning.

She thanked everyone for everything they do and spent time recognizing all of her FS presidents and the work they do for the university.

She also encouraged anyone to invite her to any of their virtual classes. She believes it is important to stay connected to the services/products offered. She is available as an observer to anyone.

### **Welcome New Members – Dr. Beavers**

Elizabeth welcomed all of the new senators and guests that attend FS meetings. She also thanked the returning senators for their continued work.

The list of the 20-21 committees was shared for everyone to review.

### **House Keeping – Dr. Beavers**

For the foreseeable future all FS meetings will be held via Zoom. All documents will be housed on the FS Teams site and engage in discussions between meetings.

All meetings follow the Robert's Rules of Order. As a reminder only elected senators can vote on voting items. Guests are asked not to vote.

End of Year report demonstrates all of the hard work conducting by FS last year.

Stating this year a monthly FS newsletter will be sent to faculty and FS office hours will be added. The FS committee reports will continue also this year.

### **Approval of Faculty Senate minutes – Dr. Kanenberg**

Minutes were approved unanimously as written.

### **Parliamentarian**

The floor was open for Senate Parliamentarian nominations. Dr. Chris Ward was the only nominee.

Vote: passed with one abstention

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

Thanked all of the faculty for the efforts this summer in preparation to the fall semester.

The term was approached with three themes: 1) opening for learning while maintaining a safe learning and working environment, 2) flexibility for faculty and staff with the need to address the

modes for classes offered and 3) meeting students where they are. He commends faculty for what they do everyday.

He thanked all of the senators for the work they completed over the summer to get the semester started. He commits to work with FS to continue building on the rich history of past accomplishments, continue to navigate the challenges ahead and plan for the future.

#### Announcements

Enrollment – September 1<sup>st</sup> there were 9,199 students enrolled which is 105 lower than last year. It is down about .4% down on credit hours.

Due to Hurricane Laura the admissions and enrollment process was extended three business days.

Faculty Development Leave – 3 faculty have been awarded leave for 20-21. He recognizes it is not as many as he hoped but will work to increase the numbers. Another call will be sent later this year.

Graduate Research Assistantships– This fall there are 16 graduate assistantship – 4 per college. These are \$8400 per academic year stipends that can be renewed by the student the second year depending on funding and acceptable academic progress. They are designed to support students as they complete their research. They are also working with UHCL faculty. This is just one step in supporting scholarship across the colleges.

He thanked the faculty who spent time over the summer reviewing FRSF proposals. Over the year funding was doubled for faculty.

Center for Engagement Teaching and Learning (CETL) - Center for Faculty Development, Faculty Senate, and Instructional Designers from UCT will start moving in next Tuesday. They have been working over the summer and prior to the move. The library is also involved with the new center. The center will create opportunities to support faculty in teaching, learning, and scholarship. It is more than space it is an opportunity for innovation and a way to think about ways to grow ideas and opportunities for faculty.

SACs accreditation – Faculty, staff, and administrator have been working on preparing the compliance certification. He would like to launch a Faculty Fellowship concept with Pat Cuchens and Dr. Matthew. He is looking for a faculty member(s) who would like to partner with the process. Faculty will be provided release time for the efforts they provide in their interests.

QEP – 3 proposals have been submitted. The information will be sent to the campus community for a vote. The vote will be included in the presentation to Dr. Blake for the QEP topic that is chosen.

Strategic Plan Tier Two – Tier Two is coming and will include representatives from the colleges as well as administration. He thanked the representatives for serving and encouraged everyone to utilize the representatives to provide input.

Antiracism – The Provost Office will be working with the faculty groups on the initiatives mentioned by Dr. Blake.

Workload – Academic Affairs is looking forward to working with FS on Faculty Workload.

Promotion and Tenure – The online process is starting. Meetings have been held with the faculty candidates and with the various committees.

Test Optional Policy – A test optional policy was passed with the assistance of FS until 2021. The Chancellor has extended this until 2022 for all four institutions. He would like to work with FS to extend the current policy to 2022 which would match the other three institutions have extended their policies.

Spring schedule – The colleges will be looking at building the spring schedule for an October release. They will look at building it on the four modes of instructions. He would like to work with FS to create a workgroup to talk about the spring reopening plan and concept for the spring schedule.

NSF Advanced IT Proposal – He will be sending an email on behalf of faculty administrators working on an institutional transformation proposal. NSF funds proposals to support women and underrepresented minorities in the STEM field. This group submitted a letter of intent and was chosen as one of 6 intuitions that were selected to submit a full proposal due next March. The email will encourage faculty and administrators to sign up for focus groups to discuss diversity, equity, and inclusion. The group will use the focus groups to designs the activities they want to propose.

#### **Senate Committee Report – Dr. Kanenberg**

Committees were introduced and asked to provide a brief agenda for the upcoming year.

#### **Senate Committee Report – Budget & Facilities – Dr. Stephens**

He thanked last years committee for the work they completed the previous year. This year the committee will meet on the 2<sup>nd</sup> Friday of each month. The tentative agenda this year may include; reviewing budget initiatives, meeting with Mr. Denney for update on FY 21 final initiatives, reviewing CUPA data, and meeting with administration about budget priorities.

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

The committee will meet after Faculty Senate to discuss the schedule for future meetings. The agenda for the committee is controlled by the constitution. They will focus on senate functionality constitution, shared governance, and most likely SACs accreditation.

#### **Senate Committee Report – Curriculum – Dr. Huss-Keeler**

Last year the committee passed 18 proposals. So far this year they have received 3 proposals (EDCI – 6 hours dissertation, CSE – GEO Tech minor, and Educational Abroad changes). The committee will meet during the breakout sessions to finalize future meeting times.

#### **Senate Committee Report – Faculty Life – Dr. Raymond**

Thanked Dr. Cotton and the committee for the work they completed last year. Dr. Raymond will be the chair in the Fall and Dr. Costello will be the chair in the spring. The committee's top priority this year will be faculty workload and office hours. She asked senators to answer "What do you feel is one critical element that should be include in our workload policy." The answer will help focus the work the committee focuses on during the year.

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

The committee will work on 4 issues this year. They will continue to revise academic honesty policy, initiate university wide doctoral program policy that covers the entire university, questions asked on student evaluations, and ways to improve the Teaching and Research webpage.

### **Shared Governance Overview – Dr. Beavers**

Dr. Beavers shared a diagram on the shared governance system. An overview and each step of the shared governance system was covered. The shared governance committees will have a kick off meeting on Thursday to elect chairs for each committee.

### **Strategic Planning Update – Dr. Wooten**

Dr. Wooten was not able to attend. An update will be provided at the next meeting.

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

CETL Move – The move was discussed. Rob asked for everyone to bear with the offices involved as the move occurs.

Developmental Resources – The center has a variety of resources available for faculty on the Faculty Development webpage. The CFD BB site has been renovated. Every faculty should be enrolled. Zotero database has been created with articles that deal with faculty development.

Deadlines – CFD grant deadlines is October 1<sup>st</sup>. Information on the various grants was provided. A call will come out early next week.

Communities of Practice (COP) – Information and various submitted COPs was provided. A call for COP will come out early next week.

October Writing Challenge - Annual October Writing Challenge is to write on scholarship for 30 minutes a day, 5 days a week for 4 weeks in October. Faculty are encouraged to join other faculty in the challenge.

**Breakout Committee Meetings – Drs. Stephens, Kanenberg, Huss-Keeler, Raymond, and Xu**  
Committees were sent to break out rooms. Each committee was given 15 minutes and asked to return to the main room at the end of that time.

Dr. Beavers thanked the guests for committee their time and their commitment for engagement this year.

When the senators returned. Dr. Beavers opened the floor for any questions from new senators or guidance from returning senators.

### **Call for Adjournment – Dr. Beavers**

2:56

Faculty Senate  
9/2/2020  
Attendance

<b>Senators</b>		
<b>Present</b>	<b>First</b>	<b>Last</b>
✓	Elizabeth	Beavers
✓	Sarah	Costello
✓	Thomas	Cothorn
✓	Maria	Curtis
✓	RJ	Davis
✓	Anton	Dubrovskiy
✓	Kathleen	Garland
✓	Leslie	Gauna-Gago
✓	Vicky	Gu
✓	Youssef	Hamidi
✓	Khondker S.	Hasan
✓	Rebecca	Huss-Keeler
✓	Heather	Kanenberg
✓	Angela	Kelling
✓	Anna	Klyueva
✓	Van	Mayes
✓	Joseph	McCormack
✓	Timothy	Michael
✓	Jordan	Mitchell
✓	Alfredo	Perez-Davila
✓	Roberta	Raymond
✓	Wanalee	Romero
✓	Randy	Seevers
✓	Haeyoung	Shin
✓	Brian	Stephens
✓	Walter	Thompson
✓	Christine	Walther
✓	Christopher	Ward
✓	Sandy	Watson
✓	Sharon	White (Andrews)
✓	Paul	Withey
✓	Dawit	Woldu
✓	Zhaohui	Xu
✓	Faiza	Zalila

<b>Administration</b>		
<b>Present</b>	<b>First</b>	<b>Last</b>
✓	Robert	Bartsch
✓	Steven	Berberich
✓	Ira	Blake
	Mark	Denney
✓	David	Garrison
✓	Samuel	Gladden
	Miguel	Gonzalez
	Kara Marie	Hadley-Shakya
✓	Aaron	Hart
	Dorothy	Kirkman
✓	Kathryn	Matthew
	Vivienne	McClendon
✓	Joan	Pedro
	Scott	Richardson
	Timothy	Richardson
✓	Christal	Seahorn
	Felix	Simieou
✓	Charlotte	Tullos
✓	Edward	Waller