

Faculty Senate

Meeting Minutes

October 6, 2021 / Zoom or B2236 / 1:00-3:00 p.m.

**Senators**

**Present:** Anne Anders, Elizabeth Beavers, Yvette Bendeck, Amber Brown, Sarah Costello, RJ Davis, Anton Dubrovskiy Neal Dugre, Leticia French, Kathleen Garland, 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:** 2

**Administrative Guests:** Robert Bartsch, Mark Denney, David Garrison, LeeBrian Gaskins, Samuel Gladden, Kara Hadley-Shakya, Aaron Hart, Kathryn Matthew, Christopher Maynard, Vivienne McClendon, Veronica Ortiz, Joan Pedro, Tim Richardson, Glenn Sanford, Edward Waller, Lee Young

Next meeting: November 3, 2021 / Zoom or B2236

**Call to Order – Dr. Withey**

1:05

**Approval of Faculty Senate minutes – Dr. Withey**

Minutes were approved as written.

Vote: 31 Yea; 0 Nay; 0 Abstain – passed

**Welcome new senator – Dr. Withey**

Dr. Beth Hentges was welcomed as a new HSH senator.

**Provost’s Office Report – Dr. Maynard**

Dr. Maynard thanked everyone for the welcoming reception he has received. He also thanked everyone for all of their efforts during the pandemic.

Soft Openings –The goal is to have clear communication and to provide faculty notices on the options available to them. Announcements will be given every 2 weeks to provide faculty more time to plan.

Academic updates – Announcements have been moved from Sunday to Monday. A communication plan is being created to share clear and current information.

The floor was open to questions for Dr. Maynard.

Questions and discussions on the state retirement changes dealing with employer contributions and the differences from TRS and ORP occurred. Mr. Denney and Dr. Maynard will look into the state guidelines and UHCL’s options.

Questions and discussions occurred on the timeline for faculty search requests and approval for posting. Dr. Maynard is working with the Deans to get the positions posted as soon as possible.

### **Strategic Enrollment Management Presentation – Dr. Young**

Dr. Young provided a PowerPoint presentation on Strategic Enrollment Management covering the philosophy, optimum enrollment, data, retention, and how to reach the university goals.

The floor was open to questions for Dr. Young.

Various questions covering how students are being supported; type of data sources being used; course offerings and enrollment; recruitment; availability of student services for grad students; and transparency, collaboration and engagement was discussed.

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

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

The changes to the Education Abroad Course Approval Form was reviewed. Questions dealing with course in residence, use of “blanket” approval, and the form approver (Department Chair, Program Director, etc.) occurred. Bianca Schonberg was available to answer questions by the Senators. After discussion a friendly amendment to change the form was suggested.

Friendly amendment to remove “blanket” approval to one year approval and modify the language

Vote: 23 Yea; 4 Nay; 2 Abstain – passed

Education Abroad Course Approval

Vote: 26 Yea; 1 Nay; 3 Abstain – as amended

The Certificate Policy will be the next focus of the committee.

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

The Substantive Change policy language has been changed to align for SACS. The changes were displayed for everyone.

Substantive Change Policy

Vote: 30 Yea; 0 Nay; 1 Abstain – passed

Faculty Handbook – The committee will begin discussion on how to improve the faculty handbook

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

A review of the report was provided. No questions were asked.

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

A review of the report was provided. No questions were asked.

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

A review of the report was provided. No questions were asked.

### **Shared Governance Reports – Drs. Bendick, Michael, & Garland**

- **Facilities & Support Services – Dr. Bendick**  
A review of the report was provided. No questions were asked.
- **Planning and Budget – Dr. Michael**  
The next meeting will be on the 19<sup>th</sup>. Anyone interested in attending is welcome to reach out to Dr. Michael. A review of the report was provided. No questions were asked.
- **University Life – Dr. Garland**  
A review of the report was provided. No questions were asked.

**New Business – Dr. Paul Withey**

Ombudsperson – Ms. French

Ms. French discussed the need of an ombudsperson on campus and is requesting for Senate to discuss the topic on establishing an office.

**Center for Faculty Development – Robert Bartsch**

In consideration of time an email with the Center for Faculty Development announcements will be sent to everyone.

**Call for Adjournment – Dr. Withey**

3:01

UHCL Faculty Senate  
Committee Reports ~ October 2021

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**Faculty Senate Committees**

**Budget & Facilities Committee – Ishaq Unwala, Chair**

- Budget and Facilities Committee met on Oct 1, 2021
- Committee discussed scope of the Salary Plan
- CIP codes
  - There seems to be no easy way to reclassify faculty into correct CIP codes.
  - Can we have misclassified faculty re-coded? This might increase the CIP codes covered by selected institutions.
  - There may be CIP codes at UHCL which are no longer used, can we have them re-coded.
- Meeting arranged by Brian Stephens with Interim Provost, Mr. Mark Denny, Heather Kanenberg, Elizabeth Beavers, DeAngel Bonilla and Ishaq Unwala to discuss Salary Equity Plan

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**Faculty Life Committee – Sarah Costello, Chair**

- The Faculty Life committee is working on the Workload Policy. It has been presented to faculty at all 4 college faculty meetings, and Faculty Life is reviewing comments for improvement.

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**Teaching & Research Committee – Anton Dubrovskiy, Chair**

- Teaching & Research Committee has suggested renaming the Research webpage (<https://www.uhcl.edu/faculty-research/>) to "Faculty Highlights" and putting it in a more visible place on the UHCL website. After the move is complete, more discussion will happen in regularly populating the page with relevant content.
- Teaching & Research Committee found that the 5 common questions in teaching evaluations (since the last year) are used inconsistently across the Colleges. We are planning to meet with OIE/OIT/Provost's office to address the issue.

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**Curriculum Committee – Becky Huss-Keeler, Chair**

The Curriculum Committee met on Sept. 14 and discussed the following items:

- **Study Abroad Course Approval Form-** This form was revised from committee suggestions to add faculty input into the approval process. The revised form was approved by committee and will be voted on at October Senate.
- **UHCL Certificate Policy-** The committee reviewed previous work on the policy and work will continue at the October 11th meeting.

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**Governance Committee – Elizabeth Beavers, Chair**

- The governance committee met on September 16 to review SACS Substantive Change Policy as aligned to the proposed UHCL Substantive Change policy. The committee discussed potentially adding clarifying language to the Procedure section and sought clarity about the determinants of the procedure used. Dr. Matthew was consulted. In conclusion, the proposed language was accepted as to ensure full alignment with SACS policy. The committee unanimously approved the revisions on September 27.
- Additionally, the request for the committee to consider reviewing our present UHCL Faculty Handbook was made. We will begin discussions in our next meeting for how to proceed with initiating this process.
- To document, in May 2021 the previous governance committee passed the Policy on Academic Policy Development: Creating and Maintaining UHCL Academic Affairs Policies (UAAP). The policy has not been voted in Academic Council as it is awaiting review for legal sufficiency.

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**Shared Governance Committees**

**The University Life Committee - Kathy Garland, Chair**

- Shelter-in-place protocol for campus in case of a chemical release

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**Facilities & Support Services Committee – Yvette Bendick, Chair**

- At next meeting, Mark Denney will be joining to discuss STEM2 and the Master Plan

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**Planning & Budget Committee – Tim Michael, Chair**

- PBC will hear from Mr Denney about his upcoming presentation of the budget progress, and we will discuss this year's tuition and fee proposal
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Faculty Senate Meeting Attendance

10/6/2021

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

<b>Administration</b>		
<b>Present</b>	<b>First</b>	<b>Last</b>
✓	Robert	Bartsch
	Ira	Blake
✓	Mark	Denney
✓	David	Garrison
	Lee Brian	Gaskin
✓	Samuel	Gladden
	Miguel	Gonzalez
✓	Kara Marie	Hadley-Shakya
✓	Aaron	Hart
✓	Kathryn	Matthew
✓	Christopher	Maynard
✓	Vivienne	McClendon
✓	Joan	Pedro
✓	Timothy	Richardson
✓	Glenn	Sanford
	Felix	Simieou
	Troy	Voelker
✓	Edward	Waller
✓	Lee	Young

<b>Guest</b>		
<b>Present</b>	<b>First</b>	<b>Last</b>
✓	Brandon	Byrd
✓	Gigi	Do
✓	Bianca	Schonberg