

Faculty Senate

Meeting Minutes

February 1, 2023 / Bayou 1313 & Zoom / 2:00-3:00 p.m.

### **Senators**

**Present:** Anne Anders, Sheila Baker, Yvette Bendeck, 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, Dorothy Kirkman, Isabelle Kusters, Renée Lastrapes, Timothy Michael, Jeff Mountain, Janice Newsum, Leroy Robinson, Larry Rohde, Nicholas Shaman, Gene Shan, Ishaq Unwala, Christine Walther, Omah Williams-Duncan, Paul Withey, Michael Wu, Lin Yi

**Absent:** 2

**Administrative Guests:** Robert Bartsch, David Brittain, Lisa Jones, Heather Kanenberg, Yolanda Nimmer-Williams, Veronica Ortiz, Joan Pedro, Glenn Sanford, Richard Walker, Edward Waller, Brice Yates, Chloris Yue

Next meeting: March 1, 2023 / Zoom or B1313

### **Call to Order – Dr. Walther**

2:00

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

December and January meeting minutes were approved as submitted.

### **Provost's Office Report – Dr. Maynard**

Investiture – Faculty participation was exceptional. Legislators, Board of Regents, off-campus guests, and delegates from other universities were in attendance. He was extremely proud of the university and thanked everyone for their participation.

Texas Legislative Session – Texas legislators are in session. Investiture participation will have an impact on legislative meetings this semester. President Walker and Dr. Maynard will be meeting with Legislators on Tuesday, and Dr. Walker will be testifying on Wednesday to the Senate Finance Committee. Updates will be shared as they become available.

Ombudsperson - Dr. Lisa Jones has been named as the inaugural Faculty Ombudsperson. Information was provided in the weekly Academic Announcements on Monday. Dr. Jones gave a brief speech on her vision and goals for the role.

Post Tenure Review Policy – The new policy has passed Academic Council and will be presented to University Council on February 9<sup>th</sup>. If approved at University Council, the policy will be sent to the Board of Regents for the February 23<sup>rd</sup> meeting.

The floor was open to questions. No questions were asked.

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

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

An email sharing updates on the course evaluation webpages was sent before the meeting.

Questions and discussion on student course evaluations opening and closing dates and Evaluation web page occurred.

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

A review of the report was provided.

The committee recommends the possibility of an additional workgroup to address issues outside of the purview of the committee which would include the process timelines on salary compressions.

Questions, discussions and suggestions on limits/frequency, timelines, directions of the plan and procedures, additional ranks for long service lecturers and existing UH policies across the system occurred.

Senators are encouraged to share the information with faculty for additional feedback.

### **Senate Committee Report – Curriculum – Dr. Lastrapes**

Minor - Film & Media Studies – Dr. Klett was present to discuss the minor and answer questions. No questions were asked.

Vote: 29 Yea; 0 Nay; 0 Abstain

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

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

### **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. Questions on painting the parking strips occurred.

- Planning and Budget – Dr. Michael

Corrected dates for Financial State of the University were provided. Comments on the dates and time of the presentations occurred. Presentations will be in two parts (A: FY22 and how it went and B: Looking at the budget moving forward). The sessions will be recorded and shared.

Discussion on rumors of possible budgets cuts occurred. Mr. Denney stated that FY23 is looking at a 5-million-dollar short fall. The intent is to cover half of the shortfall through savings and the

other half through Fund Balance. At this time there are no planned budget cuts but enrollment needs to be increased.

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

Faculty Development Week – February 6-10. 9 presentations online Monday – Thursday. Friday will be in person at 9,10,11, and lunch.

Discussion about recording sessions occurred. Online sessions will be recorded and shared.

CFD Executive Director Candidate – Candidate feedback was encouraged and will be closed at the end of the day.

### **New Business**

Catalytic converters theft – Patrols are being increased to address the thefts on campus. An initiative is being proposed to place digital cameras strategically but the cost would be \$800,000. Measures will also be in place at the Pearland campus. For safety concerns individuals are encouraged to report and not to intervene when something is seen.

Promotion & Tenure Policy – A question on possible plans to revisit the Promotion & Tenure policy and criteria that was placed during the previous Provost was asked. Discussion is currently underway on revisiting the policy to include the Post Tenure Review and Work Load policy that have just been approved.

Classroom Technical Issues - A proposal to create a policy on communicating with faculty when technical issues occur that affect the classroom occurred. It was suggested that alerts be sent to faculty in the affected classrooms to allow them to plan accordingly. Dr. Maynard will reach out to Dr. Gaskins to address this concern.

Canvas – Concerns and discussions on teaching evaluations for early adopters occurred.

Dr. Subramanian has been named the Associate Dean of HSH

### **Announcements – Dr. Walther**

Thank You – Dr. Walther thanked everyone for attending the Investiture and participating in the candidate searches.

Searches – Candidates for Enrollment Management, Student Affairs, and AVP of Student Engagement will be giving presentations this month. Everyone is encouraged to attend the presentations and provide feedback.

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

2:58

UHCL Faculty Senate  
Committee Reports- February 2023

<i>Faculty Senate Committees</i>
<p><b>Teaching &amp; Research Committee- Gene Shan, Chair</b></p> <ul style="list-style-type: none"> <li>▪ MarComm will add the course evaluation webpages to the Academic section of the UHCL website (&gt;&gt;Academics&gt;&gt;Academic Resources and Offices               <ul style="list-style-type: none"> <li>• MarComm also adding a “Faculty Highlights” link below the “Student Success” link in the “Success and Outcomes” tab of the website</li> </ul> </li> <li>▪ Investigating options to change the scheduling grid so that there would no longer be classes on Fridays in some colleges based on academic program needs</li> <li>▪ Scheduling a meeting with faculty involved in study abroad programs to understand concerns and challenges</li> <li>▪ The committee discussed the implementation of the 10 teaching evaluation questions approved in the teaching evaluation recommendations               <ul style="list-style-type: none"> <li>• Current evaluation questions used in Digital Measures will be included with the new questions during the transition period to allow for continuity for annual reviews/P&amp;T and provide time for colleges to update their processes and criteria</li> </ul> </li> </ul>
<p><b>Budget &amp; Facilities Committee- Amber Brown, Chair</b></p> <ul style="list-style-type: none"> <li>▪ Added language to the Faculty Pay Plan to define merit pay and salary equity               <ul style="list-style-type: none"> <li>• Also added language that addresses when internal salary equity review should occur, when a remedial plan is needed, and how long before remediation is made</li> </ul> </li> <li>▪ Senators should share the Faculty Pay Plan with the faculty in their colleges               <ul style="list-style-type: none"> <li>• Feedback should be shared with members of the committee</li> </ul> </li> <li>▪ Will start looking at the Summer Pay Policy to align it with the Workload Policy</li> </ul>
<p><b>Curriculum Committee- Renee Lastrapes, Chair</b></p> <ul style="list-style-type: none"> <li>▪ Had Curriculog meeting on 12/12               <ul style="list-style-type: none"> <li>• Interfaces with Acculog, which is used to manage the catalog                   <ul style="list-style-type: none"> <li>○ Goal to have the Registrar’s Office trained in Spring so we can begin using Curriculog in Summer</li> </ul> </li> </ul> </li> <li>▪ Committee discussed that there needs to be a final communication from University Council back to the originator of a proposal so details can be finalized and put in the Catalog               <ul style="list-style-type: none"> <li>• The committee suggests that the Provost’s Office should coordinate this communication</li> </ul> </li> <li>▪ Established meetings norms, including using the raise hand feature, scheduling meetings and sharing materials in advance, and inviting college representatives to meetings</li> <li>▪ Approved the Film and Media Studies Minor</li> <li>▪ Discussed credit-bearing certificate procedures               <ul style="list-style-type: none"> <li>• Need to establish procedures for applications, tracking progress toward completion, and what happens after a certificate is completed</li> </ul> </li> </ul>

<ul style="list-style-type: none"> <li>○ Meetings with several offices needed to clarify implementation, responsibilities, and communication</li> </ul>
<b>Faculty Life Committee- Neal Dugre, Chair</b>
<ul style="list-style-type: none"> <li>▪ Made edits to the Post-Tenure Review Policy to address feedback from faculty and the UH System Office of General Counsel <ul style="list-style-type: none"> <li>• The Post-Tenure Review Policy was approved by a faculty referendum</li> </ul> </li> <li>▪ Working with Heather Kanenberg on revisions to the P&amp;T Policy</li> </ul>
<b>Governance Committee- Paul Withey, Chair</b>
<ul style="list-style-type: none"> <li>▪ Next meeting is February 10</li> <li>▪ Beginning to work on updating the Adjunct Faculty Handbook</li> </ul>
<b>Shared Governance Committees</b>
<b>University Life Committee- Angela Kelling, Chair</b>
<ul style="list-style-type: none"> <li>▪ Mark Denney presented the Policy on Policies for a first read <ul style="list-style-type: none"> <li>• We are gathering any feedback or questions and will discuss and vote at a later date</li> </ul> </li> </ul>
<b>Facilities &amp; Support Services Committee, Becky Huss-Keeler, Chair</b>
<ul style="list-style-type: none"> <li>▪ Dr. Hamidi presented several items for discussion on behalf of the Parking and Transportation Subcommittee <ul style="list-style-type: none"> <li>• There will be a two-week grace period for parking fines at the beginning of the semester</li> <li>• Parking codes can either be purchased Pre-Set (for a certain number of codes) or Unlimited (billed for usage on a monthly basis) <ul style="list-style-type: none"> <li>○ Someone in each college needs to be responsible for monitoring and checking the status of parking codes that are purchased and distributed</li> </ul> </li> <li>• Student Business Services will be providing an option so students can pay cash for parking</li> <li>• Options for handicapped parking spots near the STEM building are being considered</li> <li>• A sleeve for a moveable sign will be installed in each parking lot so the sign can be moved to the lot(s) closest to the USA parking winners' buildings</li> <li>• On a trial basis, people will be able to park near the Nature Trail without a permit</li> <li>• The Hawk Shuttle added a stop at the United Way of Houston Building <ul style="list-style-type: none"> <li>○ The shuttle will be running 6:30am-11:30pm to accommodate student workers</li> </ul> </li> <li>• New short posts and plastic chains were installed in D and G lots to cordon off parking for faculty and staff</li> <li>• The new parking information booth is located in Bayou 1636</li> <li>• There has been a suggestion to extend the EV station charging time to accommodate 3-hour classes</li> </ul> </li> <li>▪ SAUS did not meet</li> <li>▪ Mr. Denney reviewed the first two sections of the Master Plan</li> </ul>

- Considering how growth will impact water usage, campus navigation, and UHCL's overall footprint
- Next steps will include examining space needs and programming, including consideration of the balance of interior and exterior spaces and space and program needs based on student projections
- Also discussed Hike and Bike trails in conjunction with Harris County
- Mr. Denney reviewed the proposed Administrative Policy on Policies
- Mr. Denney reviewed the work of the previous wayfinding committee, and the current committee will be building off of that work
  - The current wayfinding committee is creating a survey of various campus stakeholders to update the previous survey

Planning & Budget Committee- Tim Michael, Chair

- Met on 12/21/22 to discuss the new P-Card policy and the new Policy on Policies (this one will be presented to other Shared Government committees as well)
  - Will be voting on the P-Card proposal in February
    - Will also probably see new proposed policies on Student Financial Responsibility and Identity Theft in February
- At the meeting on 1/25, Mr. Denney mentioned that he will have his presentations on the "State of the University" (2/7) and "Looking Forward" to the coming year (2/14), with a repeat of each over the rest of the month
  - Ms. Deja Sero discussed the Tuition and Fee process and timeline and made a list of changed fees available to the committee
  - Mr. Denney discussed the proposed Policy on Policies at length and updated the committee on the Student Center discussion and voting process
  - Material is available from the committee "Teams" folder

