

Faculty Senate

Meeting Minutes

March 4, 2020 / B2311 / 1:00-3:00 p.m.

Present: see attached sign in sheets

Next meeting: April 1, 2020 / Zoom

Call to Order – Dr. Kanenberg

1:01

Approval of Faculty Senate minutes – Dr. Kanenberg

Minutes were approved with edits to faculty names.

Vote: 17 Yea; 0 Nay; 1 Abstain – passed with edits

Guest Announcements – Dr. Scott Richardson & Joseph Jasper, Title IX Reporting & SB212

Mr. Jasper gave a short presentation on the state law SB212 dealing with sexual misconduct. He discussed the four pillars (sexual harassment, sexual assault, stalking, and dating violence) that are covered under the new law and must be reported by anyone employed by the university. Employees must promptly report anything they see or hear to the Title IX Office. Failing to report can lead to the employee being terminated and held criminally liable. Mr. Jasper emphasized that even tenured faculty can be terminated under the new law. HR has sent an email about the mandatory training that needs to be completed by March 17th.

Provost's Office Report – Dr. Steven Berberich

Reminder of Strategic Plan launch from 3-5 on March 5th.

Classroom renovations – FMC asked Dr. Berberich to share that classroom renovations will continue over the summer. It has been shared with the Deans and now FS. Please share any concerns about classroom that will be unavailable during the summer or feedback on rooms that need renovations. This summer the classrooms being renovated are B2512, B2524, B1311, and B1211.

Faculty Development Leave - He is in the process of reviewing FDL applications. While reviewing the policy he noticed that it had a sunset date of July 31, 2020 so he asked FS/Faculty Life to review policy and see if they wanted to make any changes or updates to the policy.

Bookstore – There is a new online adoption software. Follett has been training at UH and should be at UHCL later this month for our training.

Budget – Board of Regents approved tuition increase. He does not have an update on the initiatives but did provide an update on merit pay which is part of the initiative process. He is working with the Deans and Mark Denney on how merit pay will be implemented. The last merit pay was done in 2017.

He is looking to create a process that would be consistent across the colleges. He would like to look at the activities completed by faculty from their 2017, 2018, and 2019 annual evaluations when considering merit pay. He is looking at a system that was used in the past which included distributing a percentage of the pool across the colleges.

Corona Virus – A link has been added to the UHCL website. Communication will be continuous as it becomes available. They will be initiating the emergency command center but it will not be staffed 24 hours at this time. There is a Corona Virus committee that will be advising the command center. Options are being explored if the university is closed and/or students cannot come to campus. Blackboard shells need to be utilized to allow activities to continue in the case of self-quarantine. Currently there are 88 courses without a BB shell. They are working on creating a FAQ for faculty. There was discussion on how to handle students who are obviously sick and how to continue the educational experience if we are required to shut down.

Dr. Gaskins – Dr. Berberich deferred his remaining time to Dr. Gaskins. Dr. Gaskins informed FS that Blackboard (BB) will be moved to the cloud as part of the disaster recovery preparedness. It will be done from May 29th – 31st and BB will not be available during that time. This change means that OPALS will go away. This change will allow all course emails to be accessed through one pane instead of clicking on each course. He recommends contacting students through BB in case we do shut down. It could be the way to communicate with students since everything is held within BB. Once BB is moved to the cloud training will be shorter. Questions about the dates chosen for the move were discussed; ultimately, the window selected for the move was at a time where the least amount of faculty would be impacted. Faculty teaching during May mini will be contacted by the Instructional Designers to move their courses online. There were also questions how cross-listed courses will be handled with the removal of OPALS. They are working with BB on how to make it work with PeopleSoft. The issues will be worked out before going live.

Dr. Gaskins also shared that he is working with FSEC on making changes to CSAC that will make it a working committee. It will be called UTAC (University Technology Advisory Committee). The committee will be meeting once a month. He has been in contact with the Deans to provide representatives for the colleges. The chair of the committee will come from FS.

There will be a Brown Bag discussion on Blackboard Collaborate and what to do if the university shuts down on March 17th. It will be hosted by Jennifer Willis-Opalenick and Robert Bartsch.

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

Senate Committee Report – Budget & Facilities – Dr. Kelling

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

Senate Committee Report – Governance – Dr. McMullen

Dr. McMullen reviewed the revised draft of the Constitution and discussed the changes that have been made to the constitution. He requested feedback from senate. The constitution will come back to senate for a vote in April and then will be sent for full faculty referendum. The floor was open for discussion and questions on the items that were listed. He encouraged everyone to email questions, comments, and feedback to him.

Senate Committee Report – Curriculum – Dr. Huss-Keeler

Dr. Huss-Keeler reviewed two items coming from the committee. Dr. Sandy Watson from COE and Dr. Zokhrab Mustafaev from CSE were present to answer questions from the senate about the combined CSE and COE grant program UTeach.

UTech Program

Vote: 24 Yea; 0 Nay; 1 Abstain – passed

Minor in Psychology

Questions about the formatting of course listed occurred. A motion for a friendly amendment to list all six courses on one line instead of separating them into two lines.

Friendly Amendment

Vote: 25 Yea; 0 Nay; 0 Abstain – amendment passed

Minor in Psychology

Vote: 26 Yea; 0 Nay; 0 Abstain – passed with amendment

Senate Committee Report – Faculty Life – Dr. Cotten

Dr. Cotten reviewed the changes to the emeritus status. The change covers allowing emeritus faculty the ability to keep their email. Discussions and questions about allowing faculty the ability to maintain their web page, and possible solutions to the issue occurred.

Vote: 25 Yea; 0 Nay; 0 Abstain – passed

The committee is still working on the workload policy. They are working on a structure on how it will move through the various committees.

Senate Committee Report – Teaching & Research – Dr. Baker

She wanted to publicly thank the Ad Hoc committee for their hard work and give a special thank you to Dr. Walther for leading the Ad Hoc committee. Dr. Baker deferred her remaining time to Dr. Walther who provided an update on the committee's work. Discussion occurred regarding the charge of the committee and the work they are completing. Clarity will be obtained and will be shared with the senate.

Shared Governance Reports – Dr. Ward, Withey, & Gossett

- University Life – Dr. Gossett

The next meeting will be held on March 24th. No questions were asked.

- Facilities & Support Services – Dr. Ward

Nothing to add to the report. Questions about the new buildings occurred. Dr. Ward emphasized that the first thing that needs happen will be to obtain the money. The feeling is that this administration will welcome faculty input on the new buildings and how they may be used.

A survey was distributed from the parking department about parking. Everyone was encouraged to complete the survey.

- **Planning and Budget – Dr. Withey**

Supplemental materials were provided on Monday. The documents provided a list of all the initiatives and how PBC are ranking the initiatives. The senate questioned items on the report. There will be a meeting for final recommendations from the committee tomorrow (3/5/20). Once completed it will be forwarded

Budget Task Force (BTF) will be added to the committee reports. Dr. Michael provided information on what is currently being discussed in the BTF. They are working on the details on how items will be implemented. The data is currently at the college level and the plan is to go to the program level.

Center for Faculty Development – Dr. Bartsch

Handouts were provided on:

Preparing for Instructional Continuity and COVID-19

Deadlines – fellows, grants, mentoring

CFD is in the process of having a faculty workgroup on Peer Teaching Observation program. The workgroup will develop recommendations for the university. He thanked the senators that have been participating in the workgroup. Representation from all four colleges are in the workgroup.

CFD has some control of the Teaching and Research Web page. He asked everyone to send suggestions on possible updates. The control is over small edits and does not cover the larger videos and sections.

Announcements

There is a new book ordering system in place which is different from the fall. Announcements on training sessions will be offered to faculty. There is also a 5-minute YouTube training video available

COACHE survey – please complete the survey. This is an opportunity to share thoughts and feedback. The COACHE committee will meet on Monday and a deadline will be sent to the faculty.

Impact 2025 and Beyond will be launched tomorrow at 3 p.m. Faculty, staff, and students are encouraged to attend.

Faculty Assembly – March 18th. Lunch will be provided. President will be the keynote speaker and is welcoming questions from the faculty. Nomination for President-elect will also take place.

Call for Adjournment – Dr. Kanenberg

2:35

SIGN-IN SHEET

EVENT: FACULTY SENATORS

DATE: 3/4/20

ROOM: B2311

TIME: 1:00PM – 3:00PM

Name

Signature

Baker, Sheila

Sheila Baker

Beavers, Elizabeth

Elizabeth Beavers

Corrales, Antonio

Costello, Sarah

Sarah Costello

Cothorn, Tom

Tom Cothorn

Cotten, Stephen

Steph Cotten

Curtis, Maria

Dubrovskiy, Anton

Anton Dubrovskiy

Giles, Michelle

Michelle Giles

Gossett, Lisa

Hasan, Khondker

Hasan, Rajib

Huss-Keeler, Rebecca

Rebecca Huss-Keeler

Kanenberg, Heather

Heather Kanenberg

Kelling, Nick

Klyueva, Anna

Lastrapes, Renee

Renee Lastrapes

Mayes, Eric

Eric Mayes

McCormack, Pat

McMullen, Mike

Mike McMullen

Michael, Tim

Pavlova-Stout, Ivelina

Tim Michael

Perera-Diltz, Dilani

Raymond, Roberta

Robinson, Leroy

Romero, Wanalee

Roberta Raymond

Shan, Gene

Sisman, Cengiz

Stephens, Brian

Thompson, Walter

Unwala, Ishaq

Walther, Christine

Ward, Chris

Withey, Paul

Xu, Randall

Gene Shan

Cengiz Sisman

Brian Stephens

Walter Thompson

Ishaq Unwala

Christine Walther

Chris Ward

Paul Withey

Randall Xu

SIGN-IN SHEET**EVENT:** FACULTY SENATE ADMINISTRATION**DATE:** 3/4/20**ROOM:** B2311**TIME:** 1:00PM – 3:00PM**Name****Signature**

Bartsch, Robert



Berberich, Steven

Blake, Ira

Denney, Mark

Gaskins, Leebrian



Garrison, David

Gladden, Samuel

Gonzalez, Miguel

Hadley-Shakya, Kara Marie

Hart, Aaron

Kirkman, Dorothy

Matthew, Kathryn

McClendon, Vivienne

McEnery, Lillian


Pedro, Joan

Richardson, Scott

Richardson, Tim

Short, Rick

Tullos, Charlotte



Waller, Ed