

**FACULTY SENATE**  
**May 15, 2018**  
**CONTINUATION OF MAY 2, 2015 MEETING**  
**MINUTES**

**Present:** Rashid Bazlur, Sheila Baker, Elizabeth Beavers, Amber Brown, Carol Carman, Antonio Corrales, Sarah Costello, Caroline Crawford, Dilani Perera Dilitz, Michelle Giles, Lisa Gossett, Laura Guerrero, Amanda Johnston, Heather Kanenberg, Nick Kelling, Hakduran Koc, Frank Matthews, Pat McCormack, Mike McMullen, Denise McDonald, Tim Michael, Alex Milam, Alfredo Perez-Davila, Thomas Schanding, Cengiz Sisman, Brian Stephens, Christine Walther, Paul Withey

**Absent:** Pradeep Buddharaju, Stephen Cherry, Thomas Garcia, Rajib Hasan, Michelle Kahn, Shanshan Pan, Michelle Peters, Ishaq Unwala, Troy Voelker, Faiza Zalila

**Others Present:** Robert Bartsch, Yvette Bendeck, Said Bettayeb, Samuel Gladden, Ju Kim, Mark Shermis, Rick Short

**MINUTES APPROVAL – MAY 2<sup>nd</sup> MEETING**

Minutes approved as presented.

**PROVOST’S REPORT**

No report was given.

**APPROVAL OF COMMITTEE ASSIGNMENTS**

Laura Guerrero was switched to alternate on University Life Committee. After the change, the committees passed unopposed.

**FACULTY SENATE COMMITTEE REPORTS**

**Budget Committee:** Dr. Paul Withey reported that he is getting in touch with Provost Houston on the CUPA data before the Fall semester, before the new provost takes office.

**Teaching & Research Committee:** Dr. Elizabeth Beavers reported that the Committee has been working to analyze student evaluations for UHCL. At their last meeting, they ended up deciding to make a recommendation that a workgroup be formed to continue work on this task. The request will be voted on at the first Faculty Senate meeting of the Fall 2018 semester. The request was made from Senate members that there be someone on the team that is an expert in ordinal data.

**Shared Governance Committee:** Dr. Lisa Gossett reported that they will meet later today.

**Curriculum Committee:** Dr. Amanda Johnston presented the policy for Freshmen Educated Outside of the United States from Dr. Bendeck’s office. The question posed at the last meeting, when the discussion was tabled, was, “Are the SAT/ACTs accessible for international freshmen outside the United States?” It is a goal of the institution to diversity international students so that they are not coming from only one country. There are certain geographic areas where the tests are not readily available. The decision was voted on to leave the SAT/ACT requirement for International Freshmen. The policy passed. (1-opposed, 1-abstained)

**SHARED GOVERNANCE COMMITTEE REPORTS**

**Faculty Life Committee:** Dr. Heather Kanenberg reported that the Promotion & Tenure and Teaching Relief Policies were passed by University Council last week. President Blake has already signed off on them and they are effective immediately. Please email Kanenberg with questions. Dr. Kanenberg asks that faculty members review the Grievance Policy draft. Please send your feedback to your FLC representative or Dr. Kanenberg. FLC will be going through the full process this fall. As of right now, Legal has seen it and there are no major concerns.

**University Life Committee:** Dr. Carol Carman reported that the tobacco-free policy will be in effect on campus August 1, 2018. There are posters up around campus to prepare everyone for the change. 1100 were surveyed at the start of the campaign, 1000 were surveyed at the end. There was a 75% increase in awareness of the policy implementation. A meeting took place last week to inform campus representatives of resources available to anyone interested in smoking cessation (for them to hand out). More advertisements will be posted around campus soon. Police will not be enforcing the new tobacco-free policy. The UHCL community will have cards to hand out to folks who they see smoking. It's all of our jobs to let everyone know of the change. People will be allowed to smoke in their vehicles. Communications is looking into advertising this on the website. In the matters of Policy Management, Dr. Carman shared the current plan/map for the effective management system that UCT is designing and creating. UCT collected user stories and has developed the system based on this. The system will allow anyone who is associated with UHCL to propose a policy, including students. The policy will be routed to 'gatekeepers' from there who will decide if it is a policy that will need to go through shared governance, or another route. Throughout the entire process, the individual that proposed the policy, as well as others, get updates on where it is in the process. This will ensure that policies are kept track of in a more efficient manner and will not get lost somewhere down the pipeline, either. There is even a setting that has been created to warn the chairs of the appropriate committee when a policy will sunset within a year. Once a policy passes, it automatically gets published online.

**Facilities & Support Services Committee (FSSC):** Dr. Rashid reported that the furniture will be moved into the new buildings before the end of this summer. FSSC is having a groundbreaking ceremony for the new student housing in June. Lighting in the parking lot will also be installed this summer. USA has proposed that the Parking Department create more distinguishing tags between students and faculty/staff hangers to keep violators out of certain lots. The creation of an Uber/Taxi pick-up/drop-off location is also being discussed.

**Planning & Budgeting Committee (PBC):** Dr. Michael reported that they will be receiving a budget update from Deja Sero on May 31<sup>st</sup>, after the Board of Regents meeting on May 24<sup>th</sup>. PBC is also trying to get answers for the enrollment numbers required for a class to make. If you are concerned about the process in your college, email Tim. Please keep in mind, the numbers will be different for summer and fall. The Budget Task Force will be analyzing these numbers every semester moving forward. Dr. Michael presented the average enrollment needed for each college to the Senate, which was calculated using 1/11<sup>th</sup> of each faculty member's 9-month salary. (The salary needs to be less than revenue generated from statutory and designated tuition.):

	Undergraduates Enrolled	Graduates Enrolled
COB	16	9
COE	10	6
CSE	12	6
HSB	10	5

The Taskforce will also be aligning student success with their objectives. They are making it a point to make sure students will know what classes will be offered semesters ahead of time. There also needs to be a revision of adopting a budget program that works, that we can continue to revise as we move down the road. Equal representation will be provided on the Taskforce if they end up addressing workload in more detail.

### **QLT UPDATE**

Dr. Robert Bartsch reported that the QLT is currently recruiting for Cohort 7. They have eight or nine faculty members signed up and ready to start in September. Please consider signing up if you are interested. Fifteen is the cap on the Cohort. Dr. Amy Lucas will remain the Chair of the QLT.

### **CENTER FOR FACULTY DEVELOPMENT**

UHCL will be partnering with the Association of College and University Educators (ACUE) to offer their Course in Effective Teaching Practices to a limited number of faculty participants (approximately 10 for the 2018-19 academic year). The Course is the first designed for higher education faculty that leads to a nationally-recognized Certificate in Effective College Instruction endorsed by the American Council on Education (ACE). The Course includes 25 modules taken over the 2018-19 academic year that include teaching techniques for both face-to-face and online instruction from the following five units of study:

1. Designing an Effective Course and Class
2. Establishing a Productive Learning Environment
3. Using Active Learning Techniques
4. Promoting Higher Order Thinking
5. Assessing to Inform Instruction and Promote Learning

Course-takers complete online modules working with a cohort of other faculty and guided by a facilitator from UHCL. Course-takers will improve their teaching “tool box” and have a chance to try out and reflect with other faculty on many different teaching techniques. This course is a way to not only improve one’s teaching, but also to document your commitment to engaged, transformative teaching. In addition, UHCL faculty will take the course at the same time. We hope to work and interact with them as we both go through the course. If you are interested in participating, please email them at [facultydevelopment@uhcl.edu](mailto:facultydevelopment@uhcl.edu), and they will send you more information. The goal is to send out the applications to fill the 10 available spots by the end of May and make selections for the group by the end of June.

The Center for Faculty Development has also just finished its first full academic year of programming. They thank all the faculty who participated in our workshops, learning communities, and other events. As they plan for the 2018-19 year, they want to learn more about your thoughts of the activities this year and gather any programming or resource suggestions. Please spare 5-10 minutes to complete the survey sent out on the weekly announcement.

The Faculty Fellow for 2018-19 is Dr. Lorie Jacobs. She will hold a writing workshop at the beginning of Fall and at the beginning of Spring. She will also be partnering with six, different departments to employ writing practices across the disciplines. More information to come soon.

### **ANNOUNCEMENTS**

Dr. Yvette Bendeck reminded the Senate that formula funding is driven by student classification (i.e.: lower-level funding for lower-level classes). She would like everyone to keep this in mind in

case President Blake, Administration and Finance, and the Provost decide to implement a classification switch. Juniors will be at 54 hours and onward moving forward and reverting back to Fall 2018. Sophmores will be 30-53 hours. Faculty Senate members commented that this policy was not voted on in Faculty Senate and should have been. This will be investigated further by the proper Senate committee.

University Council received several policies last week that did not go through Shared Governance, including a policy on Shared Governance. Faculty members have stated that we need a “policy on policy”. It is the hope that the new policy management system being created by UCT with the help of UHCL user stories and ULC will accomplish this. Faculty Senate should be involved in these processes.

Input on policies may be requested during the summer, so please be on the lookout for emails. This is the last meeting for Dr. Stephens to facilitate as Faculty Senate President. Dr. Stephens thanked the FSEC Committee for their input, as well as all of the Chairs. Everyone thanked Dr. Stephens for his service as President this year.

Meeting adjourned at 3:48P.

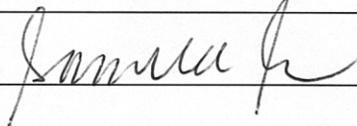
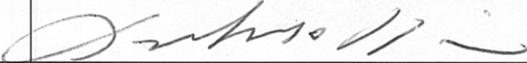
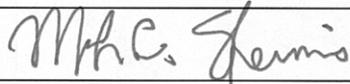
Faculty Senate  
May 15, 2018

Name	Signature
Bazlur, Rashid	Rashid
Beavers, Elizabeth	PRESENT
Brown, Amber	Amber Brown
Buddharaju, Pradeep	
Carman, Carol	
Cherry, Stephen	
Crawford, Caroline	Caroline Crawford
Garcia, Thomas	
Gossett, Lisa	Lisa Gossett
Guerrero, Laura	Guerrero
Hasan, Rajib	
Huss-Keeler, Rebecca/Dilani Perera Dilitz	Dilani Perera Dilitz
Johnston, Amanda	A
Kahn, Michelle	
Kanenberg, Heather	
Kelling, Nick	
Koc, Hakduran	PRESENT
Matthews, Frank	
McCormack, Pat	
McDonald, Denise	Denise McDonald
McMullen, Mike	Mike McMullen
Michael, Tim	(TBU)
Milam, Alex	Alex Milam
Pan, Shanshan	
Perez-Davila, Alfredo	Alfredo
Peters, Michelle	
Schanding, Thomas	Thomas Schanding
Sisman, Cengiz	Cengiz Sisman
Stephens, Brian	Brian Stephens
Unwala, Ishaq	
Voelker, Troy	
Walther, Christine	Christine Walther
Withy, Paul	Paul Withy
Zalila, Faiza	
Baker, Sheila	Sheila Baker
Giles, Michelle	Michelle Giles
CORRAL ANTONIO	
COSTELLO, SARA	

Faculty Senate Meeting  
Administration

SCANNED

Date: 5/15/18

Name	Signature
Bartsch, Robert	
Bendeck, Yvette	PRESENT
Bettayeb, Said	PRESENT
Biggers, Darlene	
Blake, Ira	
Gladden, Samuel	
Houston, Glen	
Kim, Ju	
Kirkman, Dorothy	
Lucas, Amy	
Mathew, Usha	
Matthew, Kathryn	
Pedro, Joan	
Shermis, Mark	
Short, Rick	PRESENT
Waller, Ed	
Wielhorski, Karen	
Yue, Chloris	