

Faculty Senate

Meeting Minutes

October 2, 2024 / Bayou 1313 & Teams / 1:00-3:00 p.m.

Senators

Present: Anne Anders, Jennifer Arney Cuevas, Sheila Baker, Yvette Bendeck, Nelson Carter, Stephen Cotten, Neal Dugre, Kathleen Garland, Anne Gessler, Michelle Giles, Jennifer Grace, Charitha Hettiarachchi, Rebecca Huss-Keeler, Lorie Jacobs, Preeti Jain, Nicholas Kelling, Renée Lastrapes, Yingfu Li, Queinnise Miller, Zack Mustafaev, Alfredo Perez-Davila, Ivelina Pavlova-Stout, Roberta Raymond, Leroy Robinson, Gene Shan, Yi Su, Lisa Sublett, L. Jean Walker, Christine Walther, Omah Williams-Duncan, Lin Yi,

Absent: 4

Administrative Guests: David Brittain, Allison Gillespie, Dana Gazda, Lisa Gossett, Lee Hilyer, Lisa Jones, Christopher Maynard, Marci McMahan, Yolanda Nimmer-Williams, Veronica Ortiz, Natalie Pecknold, Joan Pedro, Shreerekha Pillai, Tina Powellson, Glenn Sanford, Scott Sawyer, Terry Sheppard, Porcha Stampley, Edward Waller

Next meeting: November 6, 2024 / Bayou 1313 & Teams / 1:00-3:00 p.m.

Call to Order – Dr. Lastrapes

1:00

Approval of Faculty Senate minutes – Dr. Lastrapes

Corrections to the Shared Governance Chairs was requested. Minutes were approved with corrections.

Provost's Office Report – Dr. Maynard

VP of Office of Research of Sponsor Programs (ORSP) candidates are visiting campus for presentations. Everyone is encouraged to complete the surveys to assist the committee in making their recommendations. Links to the presentations are available to everyone.

ORSP received double the amount of grants and dollars from the pervious year which provides more resources for the university.

Legislative Session – Dr. Walker and Dr. Maynard are meeting with legislative offices in Austin. More information will be available after the elections. Updates will be provided as they become available

UH Board of Regents will be hosted on campus in November. This is our opportunity to highlight UHCL and student success.

Searches – updates were provided on the VP Administration and Finance and VP Strategic and Enrollment Management were provided.

A request for additional time to review candidates, provide feedback, and the need for consistency was submitted. Discussion on rationale for the timeline, time restraints, and how to access the recordings occurred.

Strategic Partnership – Ms. Pecknold

Strategic Partnership provided an overview of their programs and services available to faculty were provided.

Questions and discussions over internships awards, available strategic partnerships and outreach efforts, and how information is shared with faculty occurred.

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

Senate Committee Report – Faculty Life – Dr. Cotten for Dr. Imrecke

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

Senate Committee Report – Teaching & Research – Dr. Walther

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

Senate Committee Report – Budget & Facilities – Dr. Dugre

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

Senate Committee Report – Curriculum – Dr. Baker

A review of the report was provided.

Questions on the certificates availability to all students occurred.

Vote: 28 Yea; 0 Nay; 0 Abstain

Senate Committee Report – Governance – Dr. Cotten

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

Shared Governance Reports – Drs. Gessler, Huss-Keeler, and Kelling

- University Life – Dr. Gessler

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

- Facilities & Support Services – Dr. Huss-Keeler

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

- Planning and Budget – Dr. N. Kelling

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

Center for Faculty Development – Dr. McMahon

Writing Challenge – record number of faculty participating with 54

CFD Development Funds – deadline for submission is 10/7

Midterm Course Feedback – asynchronous feedback can be conducted based on faculty requests

Programing – various events are scheduled for October. Everyone is encouraged to review the weekly announcements for further details.

NCFDD – Institutional membership is available for everyone in all stages of their career.

New Business – Dr. Lastrapes

Faculty Assembly – October 30th from 11:30 – 12:30.

State of the University – October 15th at 10 am

HSH Scholar Series – HSH is hosting a scholar series that is open and free to public

Provost Pop Up – Root beer floats will be offered to all faculty in the Faculty Club at 3:00 pm today.

Questions and discussions over reporting volunteer activities occurred.

Call for Adjournment – Dr. Lastrapes

1:51

UHCL Faculty Senate
Committee Reports – OCTOBER 2024

| <i>Faculty Senate Committees</i> |
|--|
| Teaching & Research Committee- Christine Walther, Chair |
| <ul style="list-style-type: none">● First meeting 9/10<ul style="list-style-type: none">○ Sherry Hawn (AVP Business Operations) joined to discuss CTAP<ul style="list-style-type: none">▪ Digital rental program for course materials<ul style="list-style-type: none">● https://www.uhcl.edu/about/administrative-offices/auxiliary/books-and-course-materials/rental-program#:~:text=The%20University%20of%20Houston-Clear%20Lake%20Campus%20Textbook%20Access,at%20significant%20savings%20from%20purchasing%20to%20own%20them▪ Currently a pilot program, and will be adopted for all classes for Fall 2025<ul style="list-style-type: none">● Send questions/comments/concerns to Teaching and Research Committee members○ Committee reviewing/revising<ul style="list-style-type: none">▪ ORSP Administration Policy<ul style="list-style-type: none">● Currently an interim policy and required by UH System▪ Data Management Policy<ul style="list-style-type: none">● Currently an interim policy and required by UH System▪ Academic Honesty Policy<ul style="list-style-type: none">● AI and potential process changes<ul style="list-style-type: none">○ Developing supplemental language about AI for syllabi▪ Course modality options▪ Piper nomination and selection process<ul style="list-style-type: none">● Trying to align more with processes at other TX universities● Met with Scott Sawyer (interim VP SEM) after the Teaching and Research meeting to discuss challenges with capstone enrollment and academic suspension timing<ul style="list-style-type: none">○ Several process solutions that the committee will discuss at the 10/8 meeting |
| Budget & Facilities Committee- Neal Dugre, Chair |
| Committee met on September 11 th <ul style="list-style-type: none">● Reviewed 2023–2024 AY committee work to bring new members up-to-date● Discussed faculty concerns related to winter-mini and summer budget and scheduling decisions and potential 2024–2025 AY committee work● Next meeting on October 9th, 11–12pm |
| Curriculum Committee- Sheila Baker, Chair |
| First Metting: September 18th |

- **In the Queue**
 - Prior Learning Assessment Policy
 - Awaiting draft policy and more information from Diana Nores.
- **In Progress**
 - Program Discontinuance Policy.
 - Beginning with the version the Deans' Council last sent in Sp24 since faculty dismissal will no longer be part of this policy (faculty dismissal will be in a separate policy).
 - Gathered input from committee members, made revisions, and sent to the Provost and Deans' Council on 9/30/2024.
 - Honors Program
 - Brian Stevens shared his group's prior work. Our committee provided insights/suggestions. More work is needed before it is ready for committee review or piloting.
- **Decisions**
 - Catalog Committee
 - Decided not to resurrect this committee. It is anticipated that Curriculog will eliminate any previous issues/concerns with the catalog process.
 - MBA Commercialization of Space Graduate Certificate
 - Approved and moved forward in the approval process in Curriculog.

Next Meeting: October 16th

Faculty Life Committee- Stephen Cotten acting chair for Daniel Imrecke

- Completed a draft of changes to faculty dismissal policy. Going to bounce off Valerie.
 - Change language to match board policy exactly even though each type of cause is functionally the same (and better written)
 - Retarget flow through tenure appeals committee to Provost for summary dismissal of tenured faculty in line with board policy.
- Discussed initial changes to grievance
 - Fix time limit (currently 120 days from last part of the grievous action)
 - Fix reaction of committee not having hearing because things are obvious (mandate hearing)
 - Allow grievant to file rebuttal to Provost before submission to president.
 - We need to remove steps to streamline the process. It takes too long.
 - Must keep the hat. The hat is hilarious.
- Need to catch up on NTT handbook.

Governance Committee- Stephen Cotten, Chair

- Waiting to resolve course release issues before calling for referendum on constitution changes for voting eligibility/course releases. Provost has agreed to additional course release each long semester for FS president. This shrinks (which we appreciate!) but does not eliminate the gap between compensation and actual work. Remaining problem is where these things actually go.
- Going to search the handbook for sunset dates and look for any that have passed.
- Weird thing seems to have happened where Faculty Senate has been described in our SG policy, in the change notes, as a subcommittee of Academic Council. This may have been a misinterpretation of a flowchart. Absolutely nobody is arguing about whether policies move from FS to AC – they do. It’s largely an optics thing of the esteem/importance of FS in **shared** governance. But it affects how we deal with course releases. If not in AC bylaws but also not in FS constitution (we’re not allowed to vote ourselves treats), do we pass a revised version of the policy that passed FS last May?
- Format our policies in UAAP format.

Shared Governance Committees

University Life Committee- Anne Gessler

September 5, 2024

1. Discussed last year’s 16 policy updates and changes to bring new members up-to-date
2. Elected Chair: Anne Gessler, Ph.D., HSH
3. Elected Parking subcommittee representative: Natalie Pecknold
4. Elected Environmental Health and Safety subcommittee representative: Miguel Venegas
5. Set schedule for meeting: third Thursday of the month, 2-3:30pm, B2230
6. Discussed committee procedure and goals for this year:
 - a. Matthew Perry will bring medical amnesty policy from Student Code of Conduct
 - b. violence on campus—General Council
 - c. essential personnel
 - d. summer pay, faculty workload
 - e. Yolanda Edmond discuss HR freedom of expression via Title IX policy
7. Next meeting: Thursday, October 17 from 2-3:30pm in B2230

Facilities and Support Services Committee – Rebecca Huss-Keeler

September 17, 2024

- Strategic Enrollment Management and Strategic partnerships Proposal was tabled until the October meeting to give members more of an opportunity to review it.
- Mr. Doug Wells AVP of Facilities and Maintenance gave an update of upcoming projects for 2024-2025:

- o Moving finance staff from NOA II to the third floor of SSCB in December or January
 - o Sprit Store relocation- Working on EStudio design and asbestos abatement.
 - o Richoh Copy Center -Second floor of Bayou will be updated and will include mail and shipping area.
 - o OIT Relocation will be moving to the first floor in part of the bookstore area when clothing and other branded items move to the Sprit Store- It is in the conceptual phase currently
 - o Strategic Enrollment Management will be consolidated
 - o Student living areas (lounge) in SSCB renovation is out for bids
 - o Environmental Institute of Houston is adding a training room in NOA II
 - o Parking – Lot D bollard replacement has a contract and should be started in December. The lot will be reconfigured to allow for more faculty and staff parking
 - o FMC Emergency Power is being replaced. The generator is very old.
 - o Bayou CCAP design is mostly done, and construction will start May 31. It will impact all of Bayou. Air handlers, Elevators 1 and 2 will be redone. It is a 90% schematic design.
 - o Utility Master Plan is with Smith Seckman and Reid, the main contractor for the Project for review
- Next meeting: Tuesday, October 15 from 2:00-3:00 in Bayou 1211

Planning & Budget Committee-Nick Kelling

Committee met on September 19th

- Committee discussed potential future role of PBC

Faculty Senate Attendance

October 2, 2024

| Senators | | |
|-----------------|--------------|-----------------|
| Present | First | Last |
| ✓ | Anne | Anders |
| ✓ | Jennifer | Arney Cuevas |
| ✓ | Sheila | Baker |
| ✓ | Yvette | Bendeck |
| ✓ | Nelson | Carter |
| ✓ | Neal | Dugre |
| ✓ | Stephen | Cotten |
| ✓ | Kathleen | Garland |
| ✓ | Anne | Gessler |
| ✓ | Michelle | Giles |
| ✓ | Jennifer | Grace |
| ✓ | Charitha | Hettiarachchi |
| ✓ | Rebecca | Huss-Keeler |
| | Daniel | Imrecke |
| ✓ | Lorie | Jacobs |
| ✓ | Preeti | Jain |
| | Vanessa | Johnson |
| ✓ | Nick | Kelling |
| ✓ | René | Lastrapes |
| ✓ | Yingfu | Li |
| ✓ | Queinnise | Miller |
| ✓ | Zack | Mustafaev |
| ✓ | Alfredo | Perez-Davila |
| ✓ | Ivelina | Pavlova-Stout |
| ✓ | Roberta | Raymond |
| ✓ | Leroy | Robinson |
| ✓ | Gene | Shan |
| ✓ | Yi | Su |
| ✓ | Lisa | Sublett |
| | Ishaq | Unwala |
| ✓ | L. Jean | Walker |
| ✓ | Christine | Walther |
| ✓ | Omah | Williams-Duncan |
| ✓ | Lin | Yi |
| | Se-Hyoung | Yi |

| Administration | | |
|-----------------------|--------------|-----------------|
| Present | First | Last |
| | Marty | Baylor |
| ✓ | David | Brittain |
| | David | Garrison |
| | Lee Brian | Gaskin |
| ✓ | Allison | Gillespie |
| ✓ | Lee | Hilyer |
| | Jennifer | Irvin |
| | Beth | Lewis |
| | Kathryn | Matthew |
| ✓ | Christopher | Maynard |
| ✓ | Marci | McMahon |
| ✓ | Yolanda | Nimmer-Williams |
| ✓ | Joan | Pedro |
| ✓ | Shreerekha | Pillai |
| ✓ | Tina | Powellson |
| | Timothy | Richardson |
| ✓ | Glenn | Sanford |
| ✓ | Scott | Sawyer |
| ✓ | Terry | Sheppard |
| | Troy | Voelker |
| | Richard | Walker |
| ✓ | Edward | Waller |
| | Brice | Yates |

| Guest | | |
|----------------|--------------|-------------|
| Present | First | Last |
| ✓ | Porcha | Stampley |
| ✓ | Dana | Gazda |
| ✓ | Lisa | Gossett |
| ✓ | Natalie | Pecknold |
| ✓ | Lisa | Jones |
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