

Faculty Senate

Meeting Minutes

November 4, 2020 /Zoom / 1:00-3:00 p.m.

Present: see attached sign in sheets

Next meeting: December 2, 2020 /Zoom /1:00-3:00 p.m.

Call to Order – Dr. Beavers

1:01

Approval of Faculty Senate minutes – Dr. Beavers

Minutes were approved as submitted.

Provost's Office Report – Dr. Steven Berberich

Dr. Berberich provided a slide presentation for his report. He will provide a copy of the slides to Faculty Senate after the meeting.

Personnel Changes in Academic Affairs – An update on personnel changes in Academic Affairs was shared with the senate. The search for AVP Strategic Enrollment Management is ready to interview the semi-finalist in the next couple of weeks. In addition to the search Dr. Berberich stated that Marie Best resigned in October to pursue her passion in Social Work. Pat Cuchens will be retiring at the end of December. HR has a posting for a Director for Assessment and Accreditation. This position will be replacing Pat's current position.

Financial Aid – An overview of support provided to students was provided.

Faculty Statistics – The slide presented at faculty assembly on faculty statistics was displayed. A brief overview of the numbers and the work that is still needed for a fuller picture was provided. The purpose of the statistic information will be used in future hiring decisions and how courses are running. A breakdown of FY21 faculty hires were discussed for all colleges.

Fall Commencement/Soaring Hawks Car Parade – Virtual Fall Commencement will be Saturday 12/12/20 4:00 p.m. An email will be sent inviting faculty to participate in the recording of the virtual commencement (platform party) on November 18th in the Bayou theatre.

Soaring Hawks Car Parade – Sunday, 12/13/20 at 4:00 p.m. faculty and staff are invited to line the parade route.

Faculty Development Leaves – Dates and deadlines were provided.

Faculty Affairs Administrative Fellows – An email requesting submissions has been sent to all faculty. The deadline to apply is 11/23/20 with an expected start date in the spring semester

Activities – A brief overview including the Launched CETL office, FRSF grants, graduate assistantships, faculty workload of Academic Affairs activities was provided.

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

Senate Committee Report – Budget & Facilities – Dr. Stephens

The committee will meet on the 13th. They will discuss the legislative request. Discussion will begin on FY22 budget initiatives. The budget taskforce is schedule to meet on Friday, 11/6/20.

Senate Committee Report – Governance – Dr. Kanenberg

Dr. Kanenberg provided the proposed policy on substantive changes. A brief explanation on the need for the policy and the changes the committee reviewed was presented to senate.

UHCL Substantive Change Policy

Vote: 32 Yea; 0 Nay; 0 Abstain - passed

Senate Committee Report – Curriculum – Dr. Huss-Keeler

Minor in Geoscience and Technologies

Questions on the minor and if it would compete with the GIS minor from Geography.

Vote: 28 Yea; Nay; 4 Abstain - passed

Senate Committee Report – Faculty Life – Dr. Raymond

Faculty Availability Policy

Dr. Raymond provided context information on the Faculty Availability Policy. The committee has received a lot of feedback and the committee will revisit the policy with the feedback they have received. The floor was open for additional discussion and feedback for the committee to consider.

Workload Workgroup – FSEC approved the formation of the workgroup to continue that work that began a few years ago. The proposed charge of the workgroup was presented to the senate. The floor was open for questions and discussion with several amendments discussed.

Vote: 25 Yea; 1 Nay; 2 Abstain – passed

Senate Committee Report – Teaching & Research – Dr. Xu

Inclusion and Diversity Statement

The statement was presented for endorsement from Faculty Senate and not a requirement for the syllabus.

Vote: 28 Yea; 1 Nay; Abstain - passed

Academic Honesty Policy – Dr. Xu requested feedback. The draft policy can be found on the Teams site.

Shared Governance Reports – Dr. Ward, Michael, & Walther

- Facilities & Support Services – Dr. Ward

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

- Planning and Budget – Dr. Michael

The committee will review the questions received through the Faculty Assembly and Open Forum. Everyone is encouraged to attend the next meeting on 11/17, please let him know if someone would like to attend and he will send the meeting information. No questions were asked.

- **University Life – Dr. Walther**

Several faculty have reached out about the Freedom of Expression policy. Dr. Walther mentioned that David Rachita has asked that faculty reach out to him on their concerns. David can provide a copy of the policy to faculty if needed.

Center for Faculty Development – Dr. Bartsch

CETL Opening

Thanked everyone for attending the virtual opening.

Students workers are being hired. They man the office during most of the standard business hours.

Peer Evaluations of Teaching – The workgroup was put on the back burner because of COVID. In the last few weeks, he has been approached by COB and CSE to help develop a peer evaluation of teaching in their college. He is help to assist and provide support for all of the colleges.

Events

Engaging Students in Core and Required Classes – Friday, 11/6 from 3-4

Writing Across Disciplines – Wednesday, 11/11 from 12:30-2:30

Zoom links are in the Center for Faculty Development Outlook calendar and will be listed in the announcements.

Updates and Announcements

Faculty Senate presidents continue work with the core leadership, faculty engagement meetings.

Faculty Senate web page is being updated which will include a resource page that provides information to faculty.

Faculty newsletter did not go out as mentioned in the last Faculty Senate meeting. Dr. Beavers's commitment to transparency, engagement and communication is still in place but time has not been available. She is working on the newsletter and it will be available as soon as time allows.

She encouraged the senators to take and bring items to/from their departments, programs and colleges to increase effective communication.

Call for Adjournment – Dr. Beavers

2:13

UHCL Faculty Senate
Committee Reports ~ November 2020

Faculty Senate Committees

Budget & Facilities Committee – Brian Stephens, Chair

- The Budget committee meet with Provost Berberich and VP Denny the budget initiatives and how each initiative was moving forward for FY 21. We discussed the upcoming legislative session and the Legislative Appropriation Request (LAR). Mr. Denny discussed the work that will be done by the Budget Task Force and its expansion to include 2 faculty members from each college.

Faculty Life Committee – Roberta Raymond, Chair

- Faculty Life Committee finished revisions on the proposed Faculty Availability Policy.
- Voted to move out of committee and to Faculty Senate for discussion.
- Attached with FS meeting materials is the proposed policy

Teaching & Research Committee – Randall Xu, Chair

- Teaching and Research Committee has voted to approve the proposed Diversity and Inclusion Statement.

Curriculum Committee – Becky Huss-Keeler, Chair

- Following meetings with faculty/programs, the Geospatial Information Science and Technology Proposal was approved at the October Curriculum meeting to go to Senate.
- Upcoming is the Duolingo Test and we are continuing to discuss the UHCL Certificate Policy.

Governance Committee – Heather Kanenberg, Chair

- The Governance Committee has reviewed and updated the "Substantive Change" policy. This is a policy required by SACSCOC and the UHCL policy was last updated in 2016. The policy relates to: Substantive change as a significant modification or expansion of the nature and scope of an accredited institution. There are federal regulations which outline what types of changes constitute a substantive change.
- We engaged with Dr. Matthew to get questions answered and ensure full understanding of the policy; and
- The curriculum committee also reviewed and shared comments and edits as a 'second set of eyes'.
- The Governance Committee has voted to approve the "Substantive Change" policy and asks for Senate to consider and approve the policy as written in the November Senate Meeting.
- As a reminder: the Governance Committee will meet on the second Thursday of each month from 10am-11am.

Shared Governance Committees

The University Life Committee - Christine Walther, Chair

- Policy Approval Process- Several HR policies are out of date and/or have sunset, and many of these policies do not follow UH System policy. Dr. McGonagle proposes adjusting UH System SAMs to fit UHCL, which would be adopted as MAPs. A task force consisting of ULC members was approved to adapt UH System SAMs to UHCL MAPs.
- Freedom of Expression Policy- The policy was initially developed in response to a request from the UH System and needs to be updated to meet new system requirements. Within legal limits, the content of demonstrations cannot be restricted, but restrictions can be placed on demonstrations so that they are not disruptive. The purpose of the policy is to define what is disruptive (e.g., noise limits, limited locations and times for amplified sounds, requirements for sponsorship). There were requests for clarification about whether the policy could have a different name, how some details should be phrased/formatted, and definitions of hate speech within the policy, and these will be emailed to the committee.
- Diversity Position Statement- Dr. Scott Richardson approached the Faculty Senate Executive Committee about developing a statement to be included in syllabi that expresses a commitment to inclusion and diversity. Dr. Richardson wrote and submitted a statement to FSEC, and FSEC edited that statement to reflect a statement written by Dr. Beth Merfish that had been distributed in HSH and language from UHCL's Strategic Plan and Vision, Mission, and Values. The statement is now going through Faculty Senate and ULC/shared governance for approval, and the statement has been shared with the Student Government Association for input.

Facilities & Support Services Committee – Chris Ward, Chair

FSSC met on Oct 8. We were given reports on upgrades to UHCL facilities including new furniture and floors on Bayou 3rd floor, renovations of several Bayou classrooms, resurfacing Lots G and J, renovations to Patio Cafe, renovations due to the move of University Advancement and International Admissions, renovations in Delta and Pearland, new water fountains, addition of charging stations for electric cars, Bayou elevator renovations, upgrades to air filters, and new Bayou maps inside the building. We also discussed parking accessibility during voting on campus.

Planning & Budget Committee – Tim Michael, Chair

In PBC we discussed the agenda for the upcoming (10/27) Open Budget Forum and coming up with questions from faculty and staff to be addressed in that forum. Mark Denney presented his plans and took questions from committee members. The four areas he wanted to discuss were

- Four items for consideration and feedback
 - # 1 – Detail review, by Division, of FY2020, Education and General Revenue, Expenditure budget
 - # 2 – Detail review, FY20 Base Budget from FY19 + Budget Initiatives = FY20 Budget
 - # 3 – Education and General (Ledger 1 and 2) Pro Forma – projections forward through FY2025 and assumptions that impact the pro forma
 - # 4 – UHCL Education and General (Ledger 1 and 2) Fund Balance and Reserves – progression, FY 2014-15 – FY 20-21 projection
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<i>Other Important Updates</i>	
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- Please watch for University Announcements on several upcoming events.
 - FS Newsletter has been delayed.
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Senators		
Present	First	Last
✓	Elizabeth	Beavers
✓	Sheila	Baker
✓	Sarah	Costello
✓	Thomas	Cothorn
✓	Maria	Curtis
✓	RJ	Davis
✓	Anton	Dubrovskiy
✓	Kathleen	Garland
✓	Leslie	Gauna-Gago
✓	Vicky	Gu
✓	Youssef	Hamidi
✓	Khondker S.	Hasan
✓	Rebecca	Huss-Keeler
✓	Heather	Kanenberg
✓	Angela	Kelling
✓	Anna	Klyueva
	Van	Mayes
✓	Joseph	McCormack
✓	Timothy	Michael
✓	Jordan	Mitchell
✓	Alfredo	Perez-Davila
✓	Roberta	Raymond
✓	Wanalee	Romero
✓	Randy	Seevers
✓	Haeyoung	Shin
✓	Brian	Stephens
✓	Walter	Thompson
✓	Christine	Walther
✓	Christopher	Ward
✓	Sandy	Watson
✓	Sharon	White (Andrews)
✓	Paul	Withey
✓	Dawit	Woldu
✓	Zhaohui	Xu
✓	Faiza	Zalila

Administration		
Present	First	Last
✓	Robert	Bartsch
✓	Steven	Berberich
✓	Ira	Blake
✓	Mark	Denney
✓	David	Garrison
✓	Samuel	Gladden
	Miguel	Gonzalez
	Kara Marie	Hadley-Shakya
✓	Aaron	Hart
	Dorothy	Kirkman
✓	Kathryn	Matthew
	Vivienne	McClendon
✓	Joan	Pedro
	Scott	Richardson
✓	Timothy	Richardson
✓	Christal	Seahorn
	Felix	Simieou
✓	Charlotte	Tullos
✓	Edward	Waller