**FACULTY SENATE MEETING**

**MAY 07, 2014**

**MINUTES**

**Members Present**: M. Akladios, W. Amonette, J. Bechtold, C. Diepenbrock, K. Divoll, J. Fritz, D. Garrison, A. Johnston, K. Ley, S. Masood, P. McCormack, T. Michael, I. Pavlova, R. Puzdrowski, B. Rashid, L. Robinson, L. Shiau, M. Short, D. Shulsky, F. Simieou, J. Smith, B. Stephens, A. Valenti, J. L. Walker, C. Ward, J. Willis, P. Withey

**Members Absent**: L. Gossett, S. Graves, D. Haworth, S. McIntyre, A. Perez-Davila, M. Peters, M. Rob

**Others Present**: S. Gladden, G. Houston, R. Short

Dr. Garrison called the meeting to order.

**Approval of Minutes of April 02, 2014 Meeting**

Amendments to the minutes:

* Include *William Amonette* in the list of attendees
* Page 3, Research Committee Report, final sentence to read “*The committee noted differences in the allocation of resources in the four schools...…..”*

**The minutes were approved as amended**.

**Provost’s Report**

Dr. Garrison stated there was no report as Provost Stockton was out of town.

**Shared Governance Committee Reports**

**Facilities & Support Services Committee (FSSC)** - Dr. Rashid reported that the Internal Facilities Use Policy was approved. The policy will be submitted to University Council for approval.

**Planning & Budget** – Dr. Simieou indicated the FY 2015 planning budget and summer pay resolution were discussed at the last meeting.

**University Life** – Dr. Akladios shared that the Student Code of Conduct was approved. He added that four proposals relating to the on-campus hand sanitizers program were sent to Ward Martaindale for consideration. Discussion will continue next semester. Efforts are underway to research the need for recycle bins on campus and in classrooms. Research results will be disseminated next semester. The Smoking Policy was briefly discussed. A new smoking pad will be created in the Delta Building when funds are available.

**Quality Leadership Team (QLT) Report**

Dr. Walker reported QLT has been continuously improving the structure and function of the QEP web site. The team is developing a means of formally recognizing students who complete critical thinking coursework. Also, QLT is reviewing models for expanding critical thinking across various levels—courses, faculty and non-faculty employees. The team is searching for a standardized assessment that could be administered pre and post for students in addition to course level assessments currently being used by faculty. QLT is considering ways to integrate the Foundations of Critical Thinking model into the first year experience course required for freshmen.

**Senate Committee Reports**

**Budget Committee** - Dr. Robinson stated there was no report.

**Research Committee** - Dr. Mary Short said that the committee had not met. Next semester, discussion will continue on issues relating to publishing costs.

**Curriculum & Teaching Committee (C&T)** - Dr. Willis reported that a proposal for a new undergraduate degree in Counseling was reviewed. HSH faculty on C&T were concerned about possible course overlap between programs. The proposal was returned to allow SOE and HSH to iron out those issues. The proposal is pending and will be resubmitted to C&T. The next item reviewed was the Accessibility Policy regarding electronic information presented by Dr. Houston and Gavin Steiger. There were concerns relating to the wording, and application of the policy as well as the need to identify the responsible party for ensuring information is accessible. The policy was rejected and returned to Accessibility Policy Committee. The last agenda item presented was a recommendation to amend the Online Policy to include a requirement for courses that have been QA’d to be re-QA’d. The Online Policy subcommittee conducted research of several business models and found the most common timeframe for repeating the QA process was 1-5 years. Consequently, the subcommittee recommended a period of 3 years for UHCL. Following discussion, C&T rejected the recommendation pending further discussion on the current QA process and its effects on the Online Policy.

**Faculty Life Committee** - Dr. Divoll presented a revised version of the Financial Exigency Policy approved at the last Faculty Life meeting. The committee compared the policy to the Program Discontinuance Policy to determine any overlaps and language inconsistencies between policies. Faculty Life will forward the COBRA section (*J. Policies Related to Financial Exigency*) of the policy to C&T for review. **Following discussion, the Senate approved the policy as presented**.

**Ad hoc Committee on Faculty Workload Policy**

Dr. Ley invited members to submit suggestions/comments relating to the policy. The committee representatives and review topics are as follows:

* Lilian McEnery-Internships/Externships
* Samina Masood–Labs
* Tim Michael-Class Size and Independent Study
* Heather Kanenberg-Dissertation/Thesis
* Kathryn Ley–Non-teaching Administrative Duties

The committee predicts submission of the report to the Faculty Life Committee by August 2014.

**Ad hoc Committee on Academic Integrity**

Dr. Garrison reminded members that the charge to the committee was presented at the last meeting. He sought approval for formation of the committee with a membership of 4 faculty (1 from each school), Student Services administrative representatives, and two student representatives from each school (1 undergraduate, 1 graduate). The committee will be authorized for 1 year. **On a motion and second, the Senate approved the committee.** Dr. Garrison stated that the Faculty Senate Executive Committee will meet to select the members.

**Ad hoc Committee on Online Testing and Proctoring**

This committee was approved two years ago and comes forward for reauthorization by the Senate. **The Senate approved the re-authorization.**

**Announcements – Dr. Garrison**

* Election results were received from two schools. Dr. Garrison urged the other schools to conduct elections and finalize senate representatives for the upcoming year.
* There was a good turnout at the TLEC events. Please submit comments to Dr. Willis, Dr. Ley or

Dr. Garrison. Next steps will be to evaluate feedback and look at peer institutions to forge a path for the future of TLEC.

* A faculty retreat will be held on Friday, September 5. Discussion topics will be important issues identified in the faculty climate survey.
* Dr. Jana Willis was officially elected FS president-elect.

The meeting adjourned at 3 p.m.