

**FACULTY SENATE MEETING
OCTOBER 7, 2015
MINUTES (Approved)**

MEMBERS PRESENT: Magdy Akladios, Rob Bartsch, Sandra Browning, Carol Carman, Stephen Cotten, Caroline Crawford, Kent Divoll, Jennifer Fritz, David Garrison, Lisa Gossett, Rebecca Huss-Keeler, Amanda Johnston, Heather Kanenberg, Christine Kovic, Samina Masood, Pat McCormack, Scott McIntyre, Tim Michael, Mohammad Rob, Leroy Robinson, Randy Seevers, LieJune Shiau, Debra Shulsky, Brian Stephens, Alix Valenti, Chris Ward, Paul Withey, Jeff Whitworth, Lei Wu, Faiza Zalila.

MEMBERS ABSENT: Tiffiney Barfield-Cottledge, Elizabeth Beavers, Tom Fox, Matthew Linton, Mohammad Rob (excused), Radu Vlas (excused).

OTHERS PRESENT: Darlene Biggers, Zbigniew Czajkiewicz, Mark Shermis, Rick Short, Carl Stockton, Karen Wielhorski, Glen Houston.

APPROVAL OF MINUTES

The minutes of the September 03, 2015 meeting were presented, reviewed and approved unanimously.

PROVOST'S REPORT

Dr. Stockton shared that the Texas Higher Education Coordinating Board (THECB) conducted a site visit for the proposed Doctor of Psychology in Health Service on September 30. Consultants from other universities and THECB staff members visited with program administrators, upper administration, faculty, and students to review the proposed PSYD. The visit went well. The next step is the THECB will provide a report on the site visit to which we will respond. It is expected that in December, the THECB Academic Affairs Committee will address the proposal followed by the full THECB.

The Bachelor Degree in Counseling proposal will be discussed at the November meeting of the Board of Regents.

The Foundations of Excellence (FOE) Kickoff will be held on October 13, 11 a.m. to 4 p.m. in Garden Room. There are 9 nine dimension committees. 125 individuals volunteered to participate in FOE committees. Provost Stockton asked for more faculty volunteers for the project.

Dr. Stockton thanked TLEC Proposal Committee members. The committee will evaluate the data obtained from peer institutions and prepare the proposal. It is expected that the proposal for the new center will be completed by the end of fall 2015 semester. The expectation is that the new center will be functional by fall 2016. In the meantime, at the request of the committee, the Provost Office will provide funds for faculty mentoring.

Provost stated that individuals are still asking about CUPA/HR study on faculty equity. He reported that Dr. Houston met with the Budget Committee and Human Resources. HR is interested in institutionalizing the study and using CIP codes for faculty based on the review. Consequently, new faculty hires will be entered into the HR system according to CIP codes. This will facilitate systematic equity calculations in the future. In the meeting with the Budget Committee, Dr. Houston shared details about the CUPA process. A five-per cent pool of funds was distributed to the deans for allocation to the faculty. The deans determined equity allocations.

Provost Stockton said senior administration will continue efforts to award merit and equity in the next year. The goal is to increase CUPA data from 95% to 100%. Student enrollment and whether the BOR approves increases in tuition and fees may affect our goal to award 100%. Dr. Stockton stated the Faculty Senate recommended \$48,000 for Faculty Development Funds as a priority. However, consequent on a study conducted, the Provost Office allocated \$232,000. The funds were distributed by FTE faculty by school. The distribution of funds was handled by the academic deans.

Provost stated that data from Administration and Finance is being reviewed to base fund summer school. \$2.8 million was spent on summer school in the past year.

FSEC MEETINGS W/PRESIDENT & PROVOST

Dr. Garrison reported Faculty Senate Executive Committee (FSEC) met with President Staples on September 9, and with Provost Stockton on September 16. Meetings highlights include: the new building will be funded in the second year of the biennium. UHCL is now paying for architectural designs until funds are received from the State for the building. The other topic discussed is Campus Carry Policy which goes into effect August 2016. There is a university-wide committee to review the policy to determine which areas Campus Carry will be prohibited. Dr. Chris Ward will represent the Senate on that committee. The Board of Regents will meet in February 2016 to address tuition and fees. It is expected that tuition and fees will be approved for two years. FSEC asked for faculty representation on important search committees e.g. searches for ED Human Resources and Police Chief. Dr. Bartsch mentioned that ULC chair was asked to serve on HR Director Search committee. Ms. Dotter will meet with FSEC on October 21 and subsequently, once a semester. Dr. Garrison asked members to forward issues/concerns for discussion with Ms. Dotter. FSEC enquired about the use of collegiality in promotion and tenure decisions. Both President Staples and Provost Stockton said that it is not used in P&T at the university level. Provost Stockton explained he is obligated to follow the current P&T policy which does not include the term ‘collegiality’. CUPA equity data was discussed. Total amount needed for equity at 95% was \$408,000. The funds were distributed as follows \$121,000 (HSH), 140,000 (SOE), 51,000 (BUS), 96,000 (SCE). The amount needed to reach 100% will be known when data reruns are done in January. Faculty concerns about the clarity, transparency, availability and approval process of school by-laws were addressed. Faculty are also concerned about evaluation of division chairs, deans and associate deans in the by-laws and the variations of by-laws processes at the school level. There is need for the schools to review their by-laws in light of these concerns. The final topic discussed was the need to share information with faculty about all the ongoing university initiatives. Administrators will attend the Faculty Assembly to provide information about these initiatives.

SENATE COMMITTEES REPORT

Budget Committee: Dr. Akladios said Dr. Houston’s conducted a presentation on how the CUPA data was used to determine the numbers as well as how it was distributed to the deans. Dr. Akladios suggested inviting Dr. Houston to present the information to Faculty Senate and at faculty school meetings. Dr. Garrison said that Dr. Houston will be invited to the next Faculty Senate Meeting.

Curriculum & Instruction Committee (C&T): Dr. Stephens shared that Dr. Houston and others involved with online programs will be invited to discuss the quality assurance process for new and existing online programs/courses.

Research Committee: Dr. Carman said that two staff representatives from UCT attended the last meeting to discuss the faculty research database initiative. They are currently working on the search functionality of the database. Faculty will be able to search the database for education researchers to assist with

research. The Research committee will have access to the database the week of October 11. It is anticipated the database will be functional by November 2015. Faculty interested in participating will be able to enter their information into the database.

Mike Livingston from UCT visited the committee to talk about free and discounted prices of software available to faculty and staff. Free software for office use is available on the faculty and staff tab under UCT link. Also, software is available at discounted prices for personal computers. UCT is working on obtaining additional software packages, but an intermediary company is needed to handle monetary transactions. More interesting activities regarding faculty research are being planned.

Faculty Life Committee: Dr. Kanenberg stated Provost Stockton will attend the next meeting. The committee plans to review policies and issues that include the Grievance and P&T Policies, the appeals process, faculty concerns and evaluation of administrators. She asked for feedback/concerns related to those policies.

SHARED GOVERNANCE COMMITTEES REPORTS

Facilities & Support Services Committee: Dr. Valenti stated that Dr. Debra Shulsky was elected Chair, Parking & Traffic Safety Committee. Dr. Brian Stephens is the new Chair, Space Allocation & Utilization Subcommittee.

Planning & Budgeting Committee: Dr. Michael shared that on November 3, 2015 tuition and fees will be presented to Student Government Association. At the November 17 follow-up meeting, PBC will vote on tuition and fees.

University Life Committee: Dr. Bartsch said ULC had an organizational meeting in September. The next regular meeting is scheduled for October 15, 2015. Dr. Bartsch was elected ULC chairperson. ULC will focus on pending issues from last year such as childcare survey, women's council, smoking policy, recycling and hand sanitizers projects. ULC will determine whether to address a traffic concern received from a faculty member or refer it to the Parking & Traffic Safety Committee.

ADHOC COMMITTEES REPORTS

Dr. Michael said the Workload Committee had not met. The Online Proctoring Committee will meet soon. Dr. Gossett indicated the Academic Integrity Committee had not met. Dr. Ward had no report from the Constitution Committee. There was no report on the Women's Council.

QEP REPORT

Dr. Browning informed professional development training for cohort 3 will be held October 8-9. Training for cohort 4 is scheduled for October 23 & 30. She asked members to consider developing QEP syllabi.

ANNOUNCEMENTS

Dr. Garrison said Fall Faculty Assembly is scheduled for October 14. At the assembly, faculty will learn more about ongoing campus initiatives and have opportunity to sign up to participate in FOE committees.

NEW BUSINESS

There was a question about the process for creating ad hoc committees. Dr. Garrison explained that the FSEC selects members to serve on the committee. A proposal including the mission and charge has to be submitted to FSEC in order to form an ad hoc committee. The Senate votes to approve the committee.

Dr. Shulsky raised concerns about unclear campus shooter safety procedures/policy. Many people are unclear about whether there is a formal procedure in place. This important information needs to be communicated to the university community. Provost Stockton suggested inviting Allen Hill, interim

police chief to Senate to talk about safety issues. He added there have been discussions on a shooter safety program in the past. Dr. Garrison agreed that the program exist. He will look into having safety personnel attend Senate to give specifics on procedures.

Dr. Biggers said that a faculty member expressed concern that SSCB classroom doors could not be locked from the inside. She asked the police chief to address this matter as well as active shooter training for faculty and staff.

One additional question was asked pertaining to identifying campus areas where guns will be prohibited. Dr. Stockton said a committee is being formed to address Campus Carry. It is anticipated that areas with children/minors e.g. CADD will be off-limits. The committee will work with UH System Legal to implement the policy. Dr. Ward asked for feedback on areas that should be on the restricted list. He will provide this information to the committee.

Dr. Garrison stated that he and Dr. Gossett will attend the Texas Council of Faculty Senates on October 16. He asked for items to present for discussion.

ADJOURNMENT

The meeting adjourned at 2 p.m.