

Faculty Senate

Meeting Minutes

April 3, 2024 / Bayou 2524 & Teams / 1:00-3:00 p.m.

Senators

Present: Jennifer Arney Cuevas, Sheila Baker, Yvette Bendeck, Amber Brown, Nelson Carter, Stephen Cotten, Soma Datta, Kathleen Garland, Michelle Giles, Jennifer Grace, Rebecca Huss-Keeler, Daniel Imrecke, Lorie Jacobs, Preeti Jain, Angela Kelling, Nicholas Kelling, Dorothy Kirkman, Isabelle Kusters, Renée Lastrapes, Timothy Michael, Ivelina Pavlova-Stout, Roberta Raymond, Larry Rohde, Nicholas Shaman, Gene Shan, Ishaq Unwala, Christine Walther, Omah Williams-Duncan, Michael Wu, Lin Yi

Absent: 4

Administrative Guests: Matthew Aschenbrener, David Brittain, David Garrison, Dana Gazda, Allison Gillespie, Lee Hilyer, Lisa Jones, Kathryn Matthew, Christopher Maynard, Marci McMahon, Yolanda Nimmer-Williams, Veronica Ortiz, Joan Pedro, Robert Phalen, Tim Richardson, Glenn Sanford, Terry Sheppard, Porcha Stampley, Shreerekha Subramanian, Richard Walker, Jana Willis, Stacy Zellner

Next meeting: May 1, 2024 / Bayou 2524 & Teams / 1:00-3:00 p.m.

Call to Order – Dr. Cotten

1:00

Approval of Faculty Senate minutes – Dr. Cotten

Minutes approved as submitted.

Dr. Cotten thanked Mr. Denney for his service to UHCL.

Provost's Office Report – Dr. Maynard

Bayou Renovations – Updates on the contractor status was provided.

FY 25 Budget – A preview of the budget that will be submitted to the Board of Regents was provided. The preview included goals, adjustments, and the steps to minimize Academic Affairs services.

Environmental Institute of Houston (EIH) – A verbal acceptance has been given for the Executive Director of EIH. They are in the formal hiring process. An announcement should come out soon.

CSE Dean – Deadline for best consideration is April 9th. The committee will start meeting with the search firm next week. The goal is to have finalist in place by summer before the start of the Fall semester.

Chief Financial Officer (CFO) – Search firm and committee will be meeting to discuss the position. Focus groups will be held with various stakeholders to assist the search firm in locating the best candidate.

Library Updates – Lee Hilyer

Integrating Artificial Intelligence – Tomorrow from 11-1. Everyone is encouraged to attend.

Faculty Survey – Library are currently looking at addressing internal processes and future services. They would like to receive faculty feedback on maker services. Faculty are encouraged to complete the survey.

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

Senate Committee Report – Faculty Life – Dr. Imrecke

A review of the Summer Workload Policy changes was provided. Questions, discussion, and clarification questions over past issues, timelines, letters, faculty rights, and compensations occurred.

Friendly Amendment to remove Department Chair from the language.

Vote: 24 Yea; 0 Nay; 0 Abstain

Summer Workload Policy

Vote: 27 Yea; 0 Nay; 0 Abstain

A request for college deans to create and provide guidelines to ensure consistency across colleges was proposed. Dr. Maynard shared additional goals and insights of the changes.

A request for administration to share summer marketing plans at the next senate meeting was requested.

Distinguished Emeritus Policy – Emeritus perks that cannot be confirmed have been removed but can be added at a later date by future committees. Discussion and possible verbiage occurred.

Friendly amendment to update the language to state “Additional privileges may be provided to recipients as available.”

Approved by unanimous vote

Faculty Dismissal Policy – The committee has received feedback from UH Legal. They will review the feedback at the April meeting.

Senate Committee Report – Teaching & Research – Dr. Shan

A review of the report was provided. Discussion on modalities types and definitions occurred. Senators also discussed the use of AI in the classroom.

Senate Committee Report – Budget & Facilities – Dr. Pavlova-Stout

A review of the Financial Exigency Policy was shared. Discussion over the policy and steps occurred. Dr. Maynard shared that there is discussion of making exigency policy system wide for consistency across campus. Discussion on steps and

Financial Exigency Policy

Vote: 25 Yea; 1 Nay; 0 Abstain

A review of the request sent to Mr. Denney on the staff salary study was provided. A request to share the CUPA study to faculty was presented. Discussion on timelines and logistics of sharing the CUPA information occurred.

Senate Committee Report – Curriculum – Dr. Baker

A review of the report was provided. Discussion on Duolingo and ramifications of discontinuing programs occurred.

Senate Committee Report – Governance – Dr. Walther

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

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

- University Life – Dr. A. Kelling

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

- Facilities & Support Services – Dr. Huss-Keeler

A review of the report was provided. Clarification on Bayou renovation dates and elevator updates were provided.

- Planning and Budget – Dr. N. Kelling

Financial State of the Institute will be moved back one week. Information will be sent to everyone. It will be an open meeting; everyone is welcome to attend.

Center for Faculty Development – Dr. McMahon

Path to Full Professor (in collaboration with Council of Professors) – April 17th from 1-2.

New letter – Everyone is encouraged to review the CFD newsletter for future events.

New Business

A request to have a Chief of Police speak at a Faculty Senate meeting to address safety issues. Specific examples and feedback was provided.

Appreciation to Carman Conley and Renee Chavez for incorporating faculty input into Digital Measures.

Call for Adjournment – Dr. Cotten

2:53

UHCL Faculty Senate
Committee Reports- April 2024

<i>Faculty Senate Committees</i>
Teaching & Research Committee- Gene Shan, Chair
<ul style="list-style-type: none"> • The committee met on 3/4/24 • Added AI language to Academic Honesty policy and replaced Dean of Students with either Vice Provost or Associate Deans • Discussed and revised teaching modalities with Dr. Matthew • Reviewing policies (1) UHCL Data Management and Sharing Policy, (2) MINNIE STEVENS PIPER PROFESSOR AWARD Procedure, and (3) Faculty Development Leave August 2022 Handbook Revisions
Budget & Facilities Committee- Ivelina Pavlova-Stout, Chair
<ul style="list-style-type: none"> • The committee met on 3/26/24. • Minor revisions to the financial exigency policy were approved and the revised policy will be presented in the April senate meeting. • The committee requested information from Mr. Denney on the staff salary study (comparison group, sources of information other than CUPA, distribution of salary adjustment across salary ranges, sources of funds to cover the staff salary adjustments).
Curriculum Committee- Sheila Baker, Chair
<ul style="list-style-type: none"> • Committee made minor revisions to the Program Discontinuance policy. • Passed to Provost and Dean's council. Major revisions advised. • Considering policy to allow Duolingo as an alternative to TOEFL. • Next meeting 4/4/2024.
Faculty Life Committee- Daniel Imrecke, Chair
<p>Action</p> <ul style="list-style-type: none"> • Summer Workload Policy (approved in committee on 3/28) • Emeritus/Distinguished Emeritus Policy(?) <p>Information</p> <ul style="list-style-type: none"> • Faculty Dismissal Policy is with System Legal. Faculty Life will review the draft in our April meeting.
Governance Committee- Christine Walther, Chair
<ul style="list-style-type: none"> • Completed edits to the number of course releases for FSEC members and voting eligibility in the Faculty Senate Constitution • Will be discussing the Substantive Change Policy at its April meeting
<i>Shared Governance Committees</i>
University Life Committee- TBD, Angela Kelling

ULC met 3/20 to discuss by-laws, pass Alcohol Distribution policy, and retire nepotism policy (adopting SAM 02.A.21)

SAUS- No Report

Parking and Traffic Safety- Christine Paul from USA explained the Staff Spirit Award- There will now be designated parking spots for winners near each of the buildings instead of just in front of Bayou. The April meeting will discuss the parking bollards and chains in Lot D,

Environmental Health and Safety (EHS) -They will meet March 22 and will discuss interim policy for the committee and the hiring of a new Environmental Health and Safety Manager.

FSSC-The following updates were given:

- **Bayou CCAP renovations** include reducing the biology labs from 7 to 6 on the third floor, doing deferred maintenance throughout the building. They are working on the contract for the architectural design and schematics. Bids were sent out for the general contractor, and they have 8 good applicants. The approximate start date will be May 2024.
- **SSCB Student Life Area Renovations-**Some areas of the student life area of SSCB will be renovated and mechanical and electrical drawing are being completed.
- **Spirit Store Renovations-** They are waiting for the mechanical and electrical drawings to go with the architectural drawings. The possible start is this summer.
- **Elevator Issue in Bayou-** The two elevators closest to SSCB are out of service and they are the last two elevators to be overhauled. They work on a hydraulic piston system with an electronic control center and the controls are not working. They are trying to locate parts to repair them, but the elevators are almost 50 years old. It is not part of the CCAP but will be fixed pending location of the parts.
- **By-Laws Template Discussion-** Shared Governance chairs, Mr. Denney and Provost Maynard met in a working group to create a standard template for their by-laws. The FSSC by-law template was shared and will be voted on at the next meeting.
- Dr. Jenny Oakley, interim director of EIH joined FSSC
- The UHCL Bookstore and OIT Computer Services Renovation Proposal passed University Council at the Feb, 29 meeting.
- Next FFSC meeting will be April 11 at 2:00 in 1135 or on TEAMS.

Planning & Budget Committee- TBD, Nick Kelling

- Financial State of the University Presentation will be April 16th 11:30am-1.
- FY24 is estimated to use \$5.1M in Fund Balance
- Cuts will be needed over the next few years (if no increase in enrollments) current estimates are \$6M for FY25, \$4M for FY26, and \$3M for FY27.
- While not across the board (i.e. everyone cut X%), each division is responsible for about 6%.
- VPs are currently determining where the cuts will occur within the divisions. President will determine final decisions on April 1st.
- Two “Initiatives” were moved forward though they are not what were traditionally termed initiatives before.
 - Additional Funds for Summer Term – Some vacant faculty positions across the four colleges will be reallocated to fund the Summer Term (about \$1M). This will allow for more stable base funding of summer rather than trying to find funds at the end of the year.
 - Phased implementation of Market (staff) and CUPA (faculty) studies. Details are currently being worked out. However, this will entail salary adjustments expected over the next 3 years.

Faculty Senate Attendance

April 3, 2024

Senators		
Present	First	Last
✓	Jennifer	Arney Cuevas
✓	Sheila	Baker
✓	Yvette	Bendeck
✓	Amber	Brown
✓	Nelson	Carter
	Christina	Cedillo
✓	Stephen	Cotten
✓	Soma	Datta
✓	Kathy	Garland
✓	Michelle	Giles
✓	Jennifer	Grace
	Vicky	Gu
✓	Rebecca	Huss-Keeler
✓	Daniel	Imrecke
✓	Lorie	Jacobs
✓	Preeti	Jain
✓	Angela	Kelling
✓	Nicholas	Kelling
✓	Dorothy	Kirkman
✓	Isabelle	Kusters
✓	Renée	Lastrapes
✓	Tim	Michael
✓	Ivelina	Pavlova-Stout
✓	Roberta	Raymond
✓	Larry	Rohde
✓	Nick	Shaman
✓	Gene	Shan
	Yi	Su
✓	Ishaq	Unwala
✓	Christine	Walther
✓	Omah	Williams-Duncan
✓	Michael	Wu
✓	Lin	Yi
	Se-Hyoung	Yi

Administration		
Present	First	Last
✓	Matthew	Aschenbrener
✓	David	Brittain
	Mark	Denney
✓	David	Garrison
	Lee Brian	Gaskin
✓	Allison	Gillespie
✓	Lee	Hilyer
	Beth	Lewis
✓	Kathryn	Matthew
✓	Christopher	Maynard
✓	Marci	McMahon
✓	Yolanda	Nimmer-Williams
✓	Joan	Pedro
✓	Robert	Phalen
	Tina	Powellson
✓	Timothy	Richardson
✓	Glenn	Sanford
✓	Terry	Sheppard
✓	Shreerekha	Subramanian
	Troy	Voelker
✓	Richard	Walker
	Edward	Waller
	Brice	Yates

Guest		
Present	First	Last
✓	Dana	Gazda
✓	Porcha	Stampley
✓	Stacy	Zellner
✓	Lisa	Jones
✓	Jana	Willis