

Faculty Senate

Meeting Minutes

September 1, 2021 / Zoom / 1:00-3:00 p.m.

Senators

Present: Alfredo Perez-Davila, Amber Brown, Angela Kelling, Anna Klyueva, Anne Anders, Anton Dubrovskiy, Christine Walther, Comeka Anderson Diaz, Daniel Imrecke, Desdamona Rios, Sharon Andrews, Elizabeth Beavers, Faiza Zalila, Gene Shan, Haeyoung Shin, Ishaq Unwala, Janice Newsum, Jeff Mountain, Jordan Mitchell, Kathleen Garland, Leroy Robinson, Leslie Gauna-Gago, Leticia French, Neal Dugre, Paul Withey, Preeti Jain, Randy Seevers, Rebecca Huss-Keeler, RJ Davis, Sarah Costello, Shanna Graves, Timothy Michael, Youssef Hamidi, Yvette Bendeck

Absent: 0

Administrative Guests: Ira K. Blake, Brian Stephens, David Garrison, Edward Waller, Glenn Sanford, Joan Pedro, Heather Kanenberg, Kara Hadley-Shakya, LeeBrian Gaskins, Mark Denney, Robert Bartsch, Tim Richardson, Samuel Gladden, Veronica Ortiz, Vivienne McClendon

Next meeting: October 6, 2021 / B2236/Zoom

Call to Order – Dr. Paul Withey

1:02

Approval of Faculty Senate minutes – Dr. Paul Withey

Minutes were approved as written.

Vote: 23 Yea; 0 Nay; 1 Abstain

Welcome from President Blake – Dr. Ira K. Blake

Dr. Blake thanked everyone for the quality of work offered despite the struggles from the pandemic. She stated that during this time, she has learned that UHCL faculty are the definition of grit and have shown an unwavering care and commitment to the success of the university and its students.

Congratulations – Dr. Beavers-past president, Dr. Withey-president, and Dr. Walther-president elect were congratulated for their new roles in Faculty Senate.

COVID19 –Al Black and Mr. Duffy continue their work on communication and redefining the university campaign on the pandemic. HEB will be on campus for COVID testing, vaccines, and flu shots.

Campus Opening – The campus soft opening will continue for another week. Every Wednesday an update will be sent on the status of the campus opening and if the soft opening will continue.

Open positions – Updates on open positions and programs around the university was provided.

Initiatives – University initiatives and a status report was shared.

The floor was open to questions for Dr. Blake.

Budget Overview & Highlights – Mr. Mark Denney

Budget – The budget has been approved with the budget initiatives. A campus wide presentation will occur in October to discuss the initiatives and budget clean up. PBC will receive an advance copy of the presentation for their input.

Merit increase – Merit pay has been approved and is effective today (9/1). A brief overview on the steps to see the amount and how to read the screen in PASS was provided. Discussion on notifying faculty and staff with actual amounts that can be confirmed by the employee through PASS instead of receiving generic information occurred.

The UHCL and Hawks letters will be updated and will be installed in the next couple of weeks. An overview of the changes between the current and new letters was provided.

New buildings – There is discussion occurring for possible new buildings on campus. At this time funding has not been given so everything is in the planning stages in the hopes that funding will be provided.

Vaccination incentive program – There will be an incentive program on campus provided to faculty and staff which would include a taxable gift card is being discussed. More information will be sent when available.

Classroom capacity – Classroom changes will be done on a priority basis for classes that are closest to their capacity. Deans will receive a list of classrooms and will create a system for reaching out to faculty that are closest to capacity and may want a new classroom.

Plexiglass – Each room has a free-standing plastic screen or podium/table mount. Facilities is working on ordering more to put one of each in every classroom that will accommodate different teaching styles. At this time, the supply is limited worldwide. There are a few extras (of both) on campus and can be placed in the classroom on a first come first serve basis.

The floor was open to questions for Mr. Denney.

Introduction of New Members – Dr. Paul Withey

The 2021-2023 list of senators was shared with everyone. All the senators were thanked for their service.

Review of Senate and Shared Governance – Dr. Elizabeth Beavers

A brief overview of the shared governance system and the link to the policy was provided.

Committees and Robert's Rules of Order – Dr. Paul Withey

Senate have purchased some Robert's Rules of Orders to be used in future meetings.

Provost's Office Report – Dr. Heather Kanenberg/Academic Affairs Faculty Fellow

A description on the role of the Academic Affairs Faculty Fellow was provided to everyone.

Communications – A collaboration between Faculty Senate and Dr. Kanenberg will occur with a shared newsletter that provides updates from Academic Affairs and Faculty Senate. The newsletter will be sent to all faculty.

Merit – Leadership in Academic Affairs heard from faculty on the request to reinstate the individual letters covering the increase in merit. Academic Affairs leadership did advocate for the letters and

understands how the letters are helpful. Specific questions should be sent to their Dean and PASS questions should be sent to HR.

SACS Faculty Fellow – College of Education faculty, Dr. Renee Lastrapes was named in the spring as the SACS Faculty Fellow and will be assisting Dr. Matthew and the SACS teams on the SACS reaffirmation process.

SACS updates – The SACS team is currently working on the narrative submission and hope to have that submitted later today. After a brief rest, the committee will work on the QEP and the focus report which is due in early February. The SACS team site visit will be March 21st-24th. More information will be sent as the date approaches.

Interim Provost – The interim provost should be onboard in the next week. Questions and concerns can still be sent to the generic Provost account at provostoffice@uhcl.edu. Administrators will be answering the emails that are received.

Questions for Dr. Kanenberg were encouraged

Introduction of New Administrators – Dr. Paul Withey

The new administrators were introduced to the senate. Currently there are some open administrative positions and Senators may be recruited to sit on the search committees for those open positions.

Nomination and Approval of Parliamentarian – Dr. Paul Withey

The floor was open for Parliamentarian nominations. No nominations were received at the time of the call, but later in the meeting Dr. Kathleen Garland volunteered to serve. The Senate voted to accept Dr. Garland as Senate Parliamentarian.

Vote: 26 Yea; 0 Nay; 0 Abstain

Committee Reports were attached with the agenda. There was discussion about the committee reports as follows:

Senate Committee Report – Curriculum – Dr. Rebecca Huss-Keeler

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

Senate Committee Report – Teaching & Research – Dr. Anton Dubrovskiy

A review of the report was provided. The next committee meeting will be on 9/13. No questions were asked.

Senate Committee Report – Governance – Dr. Elizabeth Beavers

A review of the report was provided. The committee will meet the first Thursday of each month. No questions were asked.

Senate Committee Report – Faculty Life – Dr. Sarah Costello

A review of the report was provided. The committee will meet the third Tuesday of each month. No questions were asked.

Senate Committee Report – Budget & Facilities – Dr. Ishaq Unwala/Dr. Brian Stephens

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

The CUPA workgroup needs to be reauthorized to continue their work. Dr. Stephens provided an update on the work that has been completed so far.

Reauthorization

Vote: 28 Yea; 0 Nay; 1 Abstain

Center for Faculty Development – Dr. Robert Bartsch

New Faculty Orientation – Senators were thanked for attending the Afternoon Tea. There are 29 new faculty this year.

Center for Engagement, Teaching and Learning has two conference rooms that can be used for face to face meetings. Faculty are encouraged to reach out to Rob or the Faculty Senate presidents to request the rooms.

Learning Innovators – The first Learning Innovators of the semester will be held virtually next Tuesday from 12-1.

Recruiting for Faculty Community of Practice – submissions deadlines will be Thursday, September 9th.

CFD resource funds – Requests are due at the end of the month and can include items not included in the faculty development support funds.

Instructional Innovation Awards – A call will be sent with a deadline of 10/4. Faculty are encouraged to share their innovations from the past year.

October Writing Challenge – A call will be sent out for the challenge soon.

HEERF funding – The Center is still waiting on word about HEERF funding which will determine the services offered this year. Some items requested include ACUE and NCFDD.

Program Director – Rob will be stepping down as Program Director and returning to teaching full time in HSH this summer. He is missing teaching and research and feels the Center is at a good place for a new leader.

Shared Governance Committees – Dr. Paul Withey

Planning & Budget

Dr. Michael's provided a brief overview on the Planning & Budget committee and the work that has been covered over the summer and past year.

Dr. Withey shared the committee members list for each committee and encouraged everyone to attend the kickoff next Thursday, if available. Senators were reminded that all three shared governance committees feed into University Council.

Questions about shared governance and the kickoff occurred.

New Business – Dr. Paul Withey

No new business was added.

Call for Adjournment – Dr. Paul Withey

3:04

UHCL Faculty Senate
Committee Reports ~ September 2021

Faculty Senate Committees

Budget & Facilities Committee – Ishaq Unwala, Chair

- Budget & Facilities requests that the CUPA Workgroup continue their work to deliver an acceptable cohort for the salary plan. Meanwhile the committee will work on the salary plan, assuming CUPA workgroup will deliver an acceptable cohort to be included in the salary plan.
- The committee will also consider ways of monitoring budget expenses for any significant facility projects to get transparency and bring information to Faculty Senate as and when appropriate.

Faculty Life Committee – Sarah Costello, Chair

- Faculty Life will be reviewing/revising a proposed Non-Tenure-Track Faculty policy.
- The Workload Workgroup is close to a final draft of a new Workload Policy. The draft will be forwarded to Faculty Life for review and proceed through shared governance. College level representatives of the Workload workgroup include:
 - COE: Laurie Weaver and RJ Davis
 - COB: Stephen Cotton and Ken Black
 - CSE: Lory Santiago-Vazquez and Paul Withey
 - HSH: Christine Kovic and Amanda Johnston

Teaching & Research Committee – Anton, Chair

- The Teaching & Research Committee will be working on improving the visibility and impact of the Teaching & Research webpage (<https://www.uhcl.edu/faculty-research/>), a webspace that highlights faculty research accomplishments and best pedagogical practices.
- Teaching & Research Committee will assess the impact of the 5 common questions used in teaching evaluations in the last year. How are the students' answers used by the four Colleges? How are the students' answers used by the faculty? Are modifications to the existing procedures needed?

Curriculum Committee – Becky Huss-Keeler, Chair

- The Curriculum Committee will continue to develop the UHCL Certificate Policy
- Revisit the Education Abroad Course Approval Form to ensure course equivalencies are approved by program faculty

Governance Committee – Elizabeth Beavers, Chair

- The governance committee will revisit recommendations from the SACCOS committee to the UHCL Substantive Change policy.
- We continue to track the “Policy on Academic Policy Development: Creating and Maintaining UHCL Academic Affairs Policies (UAAP)”. After passing FS Senate, it has been under legal review prior to being presented at AC.
- An area of focus this year will be on the Faculty Handbook and prioritizing the update of certain policies.

Shared Governance Committees

The University Life Committee - Chair to be determined at first UC meeting

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Facilities & Support Services Committee – Chair to be determined at first UC meeting

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Planning & Budget Committee – Chair to be determined at first UC meeting

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Faculty Senate Meeting Attendance

9/1/2021

Senators		
Present	First	Last
✓	Anne	Anders
✓	Comeka	Anderson Diaz
✓	Elizabeth	Beavers
✓	Yvette	Bendeck
✓	Amber	Brown
✓	Sarah	Costello
✓	RJ	Davis
✓	Anton	Dubrovskiy
✓	Neal	Dugre
✓	Leticia	French
✓	Kathleen	Garland
✓	Leslie	Gauna
✓	Shanna	Graves
✓	Youssef	Hamidi
✓	Rebecca	Huss-Keeler
✓	Daniel	Imrecke
✓	Preeti	Jain
✓	Angela	Kelling
✓	Anna	Klyueva
✓	Timothy	Michael
✓	Jordan	Mitchell
✓	Jeffrey	Mountain
✓	Janice	Newsum
✓	Alfredo	Perez Davila
✓	Desdamona	Rios
✓	Leroy	Robinson
✓	Randy	Seevers
✓	Gene	Shan
✓	Haeyoung	Shin
✓	Ishaq	Unwala
✓	Christine	Walther
✓	Sharon	White (Andrews)
✓	Paul	Withey
✓	Faiza	Zalila
	vacant	

Administration		
Present	First	Last
✓	Robert	Bartsch
✓	Ira	Blake
✓	Mark	Denney
✓	David	Garrison
✓	Lee Brian	Gaskin
✓	Samuel	Gladden
	Miguel	Gonzalez
✓	Kara Marie	Hadley-Shakya
	Aaron	Hart
	Kathryn	Matthew
✓	Vivienne	McClendon
✓	Joan	Pedro
✓	Timothy	Richardson
✓	Glenn	Sanford
	Felix	Simieou
	Troy	Voelker
✓	Edward	Waller
	Lee	Young

Guest		
Present	First	Last
✓	Heather	Kanenberg
✓	Brian	Stephens