**FACULTY SENATE**

**March 7, 2018**

**MINUTES**

**Present**: Rashid Bazlur, Elizabeth Beavers, Amber Brown, Pradeep Buddharaju, Carol Carman, Stephen Cherry, Caroline Crawford, Thomas Garcia, Lisa Gossett, Laura Guerrero, Dilani Perera Dilitz, Amanda Johnston, Heather Kanenberg, Nick Kelling, Hakduran Koc, Frank Matthews, Mike McMullen, Denise McDonald, Tim Michael, Alex Milam, Shanshan Pan, Alfredo Perez-Davila, Michelle Peters, Thomas Schanding, Cengiz Sisman, Troy Voelker, Brian Stephens, Ishaq Unwala, Christine Walther, Paul Withey,

**Absent**: Rajib Hasan, Michelle Kahn, Pat McCormack, Faiza Zalila

**Others Present**: Robert Bartsch, Samuel Gladden, Glen Houston, Ju Kim, Marlene Richards, Mark Shermis, Rick Short, Kathryn Matthew, Karen Wielhorski

**MINUTES APPROVAL – FEB 7TH MEETING**

Minutes approved as presented.

**PROVOST’S REPORT**

Provost Council met and approved the B.S. and M.S. in Occupational Safety and Health (CSE), then be forwarded to the Board of Regents. Due to timing, this will be on the May 24th agenda. President Blake has already signed her part for the approval of these programs.

In regards to the M.S. in Data Science and Engineering, UH currently has a M.S. in Data Science and UHD has a B.S. in Data Science. Both Provosts from these colleges have requested to setup a meeting with their Deans, Department Chairs, and appropriate faculty to make sure that the UHCL offerings are complimentary to what is pre-existing for the other campuses.

On February 21st, the College of Education sent a request to reduce the number of hours for their M.S. in Library Info and Sciences from 39 to 30. It was approved on March 5th.

All of the budget cuts for Academic Affairs have been approved. Dr. Houston will be prepared to present on this topic at the next Faculty Senate meeting.

Dr. Houston is waiting for his email to access CUPA. Dr. Paul Withey is aware of this.

Faculty Senate asked about Pearson and Academic Partnerships. Dr. Houston says they are looking at the College of Education right now. No decisions have been made. COE faculty have asked to view the contracts before the final signing. Dr. Houston believes that that can be arranged.

Dr. Lisa Gossett asked if UHCL is looking at other opportunities to raise enrollment, such as, opportunities with low cost to boost numbers. Also, is there a forum for faculty and/or students to discuss this? Dr. Houston responded that Dr. Bendeck is looking at some ideas for this summer, including a new UHCL marketing campaign. One idea is to offer ‘jump start’ courses for students to get a head start on their degree prior to the beginning of the fall semester. In addition, the initiative to bring agents to gain students from other countries to UHCL has been fruitful and we already have 23 applicants through the agents for fall.

Dr. Houston closed with wishing the faculty a happy spring break and a reminder that daylight savings is on Saturday.

**FACULTY SENATE COMMITTEE REPORTS**

**Budget Committee**: Dr. Paul Withey updated that they have been discussing whether, or not, CUPA data should be given automatic priority with other items that do not go through PBC. Also discussed, was if programs/departments should have a minimum amount of tuition dollars that they should be bringing in, with respect to salaries. Biology has been told they are not allowed to schedule any courses in four labs (GEOL 3311 & 3313, PHYS 3604, BIOL 3506) that have been vacated for future renovations. The renovations have yet to be scheduled, as far as we know. Dr. Houston will intervene on PBC’s behalf and find out why CSE is not permitted to schedule in all four of these labs for Summer or Fall 2018. The request has also been made for Dr. Houston to convey to the appropriate departments that academic space should stay academic space before it is planned to be repurposed or renovated as non-academic space. It was also suggested that this is a Space Utilization Committee issue. Dr. Houston reassured the Senate that this committee is represented in the group that is currently working with a consultant that will be surveying our campus to find out more about our space utilization. This consultant’s firm is not making any final decisions, they are only providing us data to use to make choices. There are still steps needing to be taken, such as student and faculty surveys, before all data is considered complete.

**Teaching & Research Committee**: Dr. Elizabeth Beavers reported that the Committee has made all of the edits requested at the previous Faculty Senate meeting and the FSRF will be ready to vote on at the next Senate meeting in April. Prior to the next meeting, it will be sent out, via email, for review. They are also continuing work on the student evaluations of teaching effectiveness. They are meeting again today. The process has involved continuous data analysis provided by tools and individuals inside and outside of UHCL. One committee member is looking at the difference between online and face-to-face return rates on these evaluations. They are hoping to present recommendations before the end of the semester.

**Governance Committee:** Dr. Lisa Gossett reported that the subject of developing an Ombuds office or ombudsman is being discussed. The hope is that the ombuds department will encourage all to follow University Policy before, during, and after policy development stages. This person will address complaints and violations of policy. There are Ombuds offices at other UH campuses that the committee is looking at and is forming ideas of how UHCL should institute theirs. There is also a Compliance Committee here at UHCL that has zero faculty on it. The other UH campuses have faculty represented on their committees and Dr. Gossett’s group will be seeing about getting faculty representation. The Compliance Committee has constituents to make sure that the University stays in compliance with all laws and policies. Feedback for any of these items is welcome from faculty.

**Curriculum Committee:** Dr. Amanda Johnston presented three action items to Faculty Senate, which passed with no proposed changes. There was discussion concerning the Gaming and Simulation proposals. Ideally, they would like to ask for new faculty for the programs, however, they will be keeping the faculty that are already existing. When the question was asked if we can support 120 more students without adding an FTE, Dean Short answered that he believes we have the existing capacity to run the program. Dean Short has researched state programs in Gaming and Simulation and, although he was not aware of Rice University’s program that Caroline Crawford brought to the Senate’s attention, he is confident that this will be a competitive program in our area that will stimulate enrollment for UHCL. We have pre-existing lab space in the Arbor building that will work for the first couple of years of the program. Dean Short also exerted that grants are well-generated for programming like this. The question was also posed as to whether it may be a good idea to offer the degree in the field of “User Experience”, and offer sub-fields under that, since we have an existing Human Factors program. Dean Short maintains that these are two separate programs. The concern was also brought up that high school students were the ones who were surveyed to gauge interest in this program, and there may be a higher rate of drops in the upper-level courses when they realize it’s not about playing video games. The suggestion was made that we should survey prospective students that were not from high schools to see if there is still the same level of interest. Faculty Senate voted on the proposals and both passed.

* 1. Proposal for Minor in Museum Studies
  2. B.A. in Gaming and Simulation (passed with 20 approvals and 5 abstains)
  3. B.S. in Gaming and Simulation (passed with 20 approvals and 7 abstains)

Dr. Johnston also brought the Latin Honors policy up for discussion. They have looked at other schools in Texas to build their proposal for this program. There were two options given to add to the existing policy. Although the second alternative presented is consistent at UH schools, it was the opinion of some senate members that grading is a complicated process and that the second option, dealing with students’ GPAs could present an issue when grading is different between institutions other than UH. Data has been requested from Financial Advising, and will be re-requested after today’s meeting, to see if there is a possibility either alternative would restrict students.

**Faculty Life Committee**: Dr. Heather Kanenberg delivered a brief history of the Promotion and Tenure policy. She informed the Senate that the policy has been reorganized, so it will appear to be different than the last time members viewed it. However, although the Senate has already approved this policy and there have been no changes made, a last endorsement has been requested because it appears to look so different. The policy was approved as presented. The Non-Tenure Track Academic Appointments policy was presented and approved, with a note that the Committee will look at making the position of Senior Lecturer a three-year rotation and take up the task of creating an overall definition of “terminal degree” to be referred to for future policies. Dr. Houston and Faculty Senate recognized and thanked Dr. Kanenberg for all of her hard work with these two policies. Next on the agenda for FLC are the Grievance and Workload Policies.

**SHARED GOVERNANCE COMMITTEE REPORTS**

**University Life Committee (ULC)**: Dr. Carol Carman reported that Chief Hill was not present at the last meeting to talk about Active Shooter concerns. They will be discussed at the next meeting. There is also a discussion currently ongoing about the smell coming from the Bayou Building basement. There is also a lack of hanging implements on restroom stalls, which Ward Martindale is dealing with. Dr. Frank Matthews will be meeting with the ULC By-Laws group to help with editing by-laws due to noted inconsistencies in grammar usage and punctuation, brought up by President Blake. The working group dealing with policy collections is welcome to use the online policy tracking site on the ULC website ([www.uhcl.edu/policies](http://www.uhcl.edu/policies)) where you can find all of the policies from the major groups on campus. UCT’s Jaime Bober contacted Dr. Carman to let her know that all user stories have been collected and we are moving ahead with the creation of the new policy management system that will be used to track policies moving through the shared governance process.

**Facilities & Support Services Committee (FSSC)**: Dr. Rashid reported that the construction projects are on schedule. The STEM and Fitness & Recreation buildings are slated for opening in Fall 2018. The new student housing will open in Summer 2019. The Pearland Health and Science building construction will complete in January 2019. UHCL Parking is discussing moving a parking kiosk that has been causing issues for incoming cars, as well as one at the Pearland campus. They are also considering withholding transcripts and preventing them from enrolling in the next semester if they have outstanding parking tickets. There is a Signage Ad Hoc committee meetings are now taking place to improve our campus signage. There has been a streak of vandalisms in the stairways taking place with Sharpie markers. The UHCL Police Department is currently searching for funding to install security cameras around campus. Please forward any questions or concerns to [rashid@uhcl.edu](mailto:rashid@uhcl.edu) and he will add them to the agenda to be taken care of.

**Planning & Budgeting Committee (PBC):** Dr. Tim Michael shared that they met on February 2nd amidst a fire drill. The Deans attended the meeting to present their FY19 budget plans with numbers and explanations. Dean Short effectively led the group to get PBC the info they needed. Dr. Michael is looking at the information they have received to illustrate what UHCL is ‘giving up’ so we can understand more easily what is at stake. Their next meeting is on March 29th. Dr. Michael will have the full round of budget cuts with Dr. Houston, along with A&F, Academic Affairs, and the President’s Office. It seems that we are mirroring what we did last year, as far as cuts go. PBC is working on getting elaborations for the FY18 Summer budget cuts. President Blake has requested a meeting with the Deans, FSEC, and PBC to talk about concerns with the FY18 Summer budgets. Dr. Michael has received several dozen suggestion box entries and thanks the faculty for their feedback. Please send more before the end of March. Constituents may send their ideas to [2017suggestionbox@uhcl.edu](mailto:2017suggestionbox@uhcl.edu) and [doingourpart@uhcl.edu](mailto:doingourpart@uhcl.edu). The suggestion was made to create a minor financial exigency policy for when decisions need to be made that effect our costs and loss of benefits. This will be brought into the discussion with the President.

**QLT UPDATE**

Dr. Rob Bartsch reported that the QEP Cohort 6 is almost complete for this year. There are announcements coming soon on how to register for Cohort 7. Most of the trainings this semester are for the Cohort only, however, there are two sessions that are being offered to all faculty, if they are interested:

1. ***Biases of Thinking, Thursday, March 8th from 1:00 to 3:00 pm:*** Students who try to engage in critical thinking can have difficulty doing so. This session focuses on biases students tend to make in their thinking both consciously and unconsciously.   After learning some of these biases, we will brainstorm how to help our students overcome these errors in critical thinking.
2. ***Other Models of Critical Thinking, Thursday, March 22nd from 1:00 to 3:00 pm:*** Please join us for a panel discussion on critical thinking with UHCL faculty who study it as part of their research.  We’ll learn how they define and describe critical thinking, as well as how they get students to engage with critical thinking in their classrooms.

The QEP is also recruiting for Cohort 7 (workshops beginning next Fall). They are searching for 15 faculty members. Please talk to your college’s QLT representative for more information (Leroy Robinson – COB, Randy Seevers – COE, Amy Lucas – HSH, Bun Yue – CSE), or email [facultydevelopment@uhcl.edu](mailto:facultydevelopment@uhcl.edu).

**CENTER FOR FACULTY DEVELOPMENT**

Dr. Bartsch informed the Senate that they are currently hosting spring events and are sending out updated weekly announcements each week. If you would like to receive a Faculty Fellow grant this year, the deadline will be March 19th to apply. There is also a call for awards out from CFD right now. There are three awards we are requesting nominations for. Please encourage the new faculty to nominate themselves for one of the awards. If they do not feel comfortable, feel free to alert us as to who it is and we will try to encourage them to step forward. Please check your weekly announcement for more information. Promotion and Tenure workshops are being held on the day we return from Spring Break, March 19th – “Finding a Mentor” will be held 11-12:00P and “Being a Mentor” will be held 1-2:00P. There is also a Learning Innovators discussion being hosted in the Faculty Club in between the sessions where lunch is provided. Friday, April 6th 9:30-3:00P, will be Faculty Development Day. There will be breakfast and lunch provided in the SSCB Lecture Hall, as well as one-hour workshops to do with UHCL faculty development (teaching, research, university culture, etc.) held throughout the event. Please RSVP by email if you would like to attend. More information to come soon. Please email [facultydevelopment@uhcl.edu](mailto:facultydevelopment@uhcl.edu) if you have questions.

**ANNOUNCEMENTS**

Faculty Assembly will be on March 22nd in the Forest Room 11-1:00P. We will also be taking nominations for Faculty Senate President Elect at this meeting. Drs. Pedro and Wooten may also be coming to give a presentation. We will begin attempting to schedule a year, if possible, ahead of time so that we can try to hold our meetings on a Wednesday to more easily accommodate faculty schedules.

The meeting adjourned at 3:02P. (NEXT SENATE MEETING IS ON APRIL 4, 2018 IN B2512)