**FACULTY SENATE**

**November 1, 2017**

**MINUTES**

**Present**: Amber Brown, Rashid Bazlur, Carol Carman, Stephen Cherry, Caroline Crawford, Thomas Garcia, Lisa Gossett, Rajib Hasan, Rebecca Huss-Keeler, Michelle Kahn, Heather Kanenberg, Nick Kelling, Hakduran Koc, Frank Matthews, Pat McCormack, Denise McDonald, Mike McMullen, Tim Michael, Shanshan Pan, Alfredo Perez-Davila, Michelle Peters, Brian Stephens, Ishaq Unwala, Christine Walther, Paul Withey, Faiza Zalila

**Absent**: Pradeep Buddharaju, Laura Guerrero, Amanda Johnston, Alex Milam, Thomas Schanding, Cengiz Sisman, Troy Voelker

**Others Present**: Robert Bartsch, Samuel Gladden, Glen Houston, Ju Kim, Joan Pedro, Ed Waller, Karen Wielhorski

**MINUTES APPROVAL – SEPT 6 MEETING**

Changes were made to those present and absent. Minutes were approved.

**PROVOST’S REPORT**

Dr. Houston informed the faculty that he attended the Coordinating Board meeting on October 26th, and the B.S. in Mechanical Engineering was, unfortunately, not on the agenda. When the last proposal for this program was submitted, it was put out for public comment, which ended September 21st. It is currently listed with a status of ‘pending’. Dr. Houston hopes that it will be on the agenda for January and will be working with Ju Kim, the dean of CSE, to try to make it happen.

Dr. Houston reported that the Coordinating Board continued discussion on marketable skills. The final guidelines should be out by the end of this year. In the Provost Meeting and Chief Academic Officers, it was discussed that each program should do 4-6 marketable skills.

UHCL is currently negotiating fee increases for students. The decision was made to only go forward with one Student Services fee for FY19 for $1.00. The President and Vice President went through Student Council and will be identifying what will be funded with the fee increase amount. No other fees were approved for increase. A 3.8% increase of designated tuition has been requested for undergraduate residents and a 3.3% increase for graduate residents. This will be presented to cover the new faculty hires for new programs, the staffing for the new buildings (currently in construction), new building utilities, and to create a base-funded cost center for scholarships.

The Board of Regents will be meeting on November 16th. The two items that UHCL has on the agenda are the Master Plan, and the new private room additions for approval in the Residence Life Hall (delayed to open in fall of 2019).

Enrollment Management says the transfer student applications for spring 2018 are down 17%. This is the same for University of Houston. University of Houston-Downtown is down 13%. This is still a consequence from Hurricane Harvey. When questioned, students say they just need more time to get their lives back on track and will, hopefully, be beginning classes next summer or next fall.

Dr. Houston received an email from Samuel Gladden, associate dean of HSH, stating that they are interested in doing a paperless promotion and tenure process. He is encouraging him to do this and is looking forward to hearing the feedback about the process.

Dr. Houston closed with wishing the faculty a great rest of the semester and proclaiming, “Go Astros!”

**FACULTY SENATE COMMITTEE REPORTS**

**Budget Committee**: Dr. Paul Withey reported that they will be voting on the Retiree Scholarship at their next meeting. The idea is that a faculty or staff member retiree would be able to donate funds to an endowed scholarship. They need at least $25,000 for it to become an endowment. They would like to make it an on-going, endowed scholarship for retirees to contribute to for years to come. The scholarship would be awarded in the name of the retiree. This would be housed within the Senate Budget Committee. Preference will be given to students in the retiree’s discipline-related area. The Financial Aid department likes the idea and plans will continue towards making this happen.

**Teaching & Research Committee**: Dr. Elizabeth Beavers reported that the Committee will meet today, after Faculty Senate. They have been forwarded the revisions to the FRSF policy and will be looking at that. They have also forwarded this to the FRSF committee and are awaiting comments. They are still looking at the tools that students are using to evaluate teaching at UHCL.

**Faculty Life Committee**: Dr. Heather Kanenberg reported that the Committee is working on Promotion and Tenure policy. She had a final meeting last week to go over the final review of the policy and is waiting on final notes. The policy will be presented again at the December Faculty Senate Meeting for a vote. This will be a revised version of the policy that was already voted on in the spring of 2017. Please look for the policy to be distributed via email for comment ahead of time. FLC is also looking at Grievance and Appeal Policy and Faculty Workload.

**Governance Committee:** Dr. Lisa Gossett reported that they will be meeting today after Faculty Senate. They will be looking at a change policy that spontaneously appeared on the University and had not gone through Shared Governance. It will now go through Faculty Senate and Shared Governance process beginning with the Committee. This has to do with policies and changes that are required to go through a Shared Governance process. They will also be seeking to clarify what items should, or shouldn’t go through Curriculum Committee and Faculty Senate. The other thing the Committee is gathering the policies of colleges. Some appear to differ from one another and contradict university policies. There seems to be inconsistent application of policies in colleges, so they will be helping to add clarification to how these policies should be followed. They are also working to clarify the rules of election processes within Faculty Senate.

**Curriculum Committee:** Dr. Nick Kelling presented a three action items to Faculty Senate. All three were name changes for programs. All three items passed with the proposed changes.

1. B.S. in Nursing – request to change to reduce the number of upper-level hours from 45 to 30.

Dr. Gossett commented that there have also been changes in the past several years to raise the hours to 45. These changes did not come before Shared Governance.

2. B.S. of Occupational Health and Safety – request to separate from the Industrial Health program. Samuel Gladden brought to the Senate’s attention that there are some incorrect rubrics listed in the proposal. These rubrics were corrected during Senate discussion.

3. B.S. of Industrial Hygiene – request to separate from the Occupational Health and Safety program. Samuel Gladden brought to the Senate’s attention that there are some incorrect rubrics listed in the proposal. These rubrics were corrected during Senate discussion.

**SHARED GOVERNANCE COMMITTEE REPORTS**

**Facilities & Support Services Committee (FSSC)**: Dr. Bazlur reported that there are many repairs going on in Bayou Building. The contract has been signed to repair the roof in the Arbor Building. The classroom restoration is still underway. The opening of the new Residence Life Hall is delayed to fall 2019. The FMC staff will not be replacing the drywall at the Pearland campus, since the damage was not that extensive. Parking will not be added, physically, to the D Lot. However, FMC will be blocking off an extra 40 parking spaces for faculty when the new buildings open next fall.

**Planning & Budgeting Committee (PBC):** Dr. Tim Michaels shared that the committee met on October 18th, where Vice President, Jean Carr went over the budget document that was given to the Senate. The shortfalls that remain on the budget for the FY18 forecast are listed on the document, as well as the data points illustrating the shortfall from FY17. The forecast for FY19 is also attempting to account for Hurricane Harvey, as well as other factors that may negatively affect our finances. Please contact Tim if you would like any further information. The next meeting is scheduled for November 7th with SGA for the fee presentation. There will be a Town Hall on November 8th to discuss the fee changes, as well. There will be a follow-up meeting for the Committee with SGA on November 14th to hear comments on the fee changes. The November 9th UHCL meeting, where President Blake will address faculty and staff on the state of the university, has been postponed. A new date will be announced soon. Dr. Lisa Gossett made the suggestion that PBC consider ‘sticking around’ to show a stronger support and representation for the students anytime the opportunity arises. This suggestion is being made based off of past comments from students that were directed at past administration. Dr. Gossett also wanted to remind faculty that any ideas or connections they have to raise enrollment in programs should be looked at. Dr. Withey brought up the budget cuts that are anticipated, compared to the cuts that happened in the last fiscal year. He posed the question as to whether, or not, colleges can afford another cut. The Committee will continue to ask questions and will make sure that the Senate receives any information or numbers that come to them. Dr. Stephens also recommended that faculty work with their deans to try to protect revenue-generating budgets within programs.

**University Life Committee (ULC)**: Dr. Carol Carman reported that they met last week. She provided an update on the smoking policy. The president is aware of the new smoking policy that she has inherited. She fully intends to implement a no-smoking policy campus-wide next fall. She would like to provide time to institute smoking-cessation programs so that when we go nonsmoking, it won’t negatively affect our culture too much. The president also has a new vision for ULC. ULC will become more of a policy-management (non-academic) committee. ULC will be able to keep track of policies, communicate policies, and possibly work with the Office of Communications to get a website to do this.

**QLT UPDATE**

Dr. Rob Bartsch reported that the QLT is working to get past participants of the QEP completed. If you are someone who has partially completed in the past, please contact Rob or Amy Lucas (QLT Chair), they will come up with a way to help you complete starting from where you are, rather than repeat all of the workshops you have previously attended. They are also working with QEP Cohort 6 now, a group of ten faculty this go-around.

**CENTER FOR FACULTY DEVELOPMENT**

Dr. Bartsch presented several, upcoming faculty development activities for faculty to take part in within the next month.

Teaching Talk – Flipped Classrooms: Next Monday, November 6th 2-3p in the Faculty Club

Research & Scholarship Colloquium – K-12: Tuesday, November 14th 1-2p in the Faculty Club

Rob is also working with UCT to get out a survey on Blackboard Collaborate. The survey should hit faculty inboxes in January. This month, there will also be a survey coming to faculty about whether, or not, you would like to have a day-long faculty development conference at UHCL. This Friday, November 3rd, there will also be a workshop on developing Student Learning Communities. Faculty will receive a stipend for attending. Please contact Rob for more details.

**ANNOUNCEMENTS**

Brian Mills, the new Campus Recreation & Wellness Director introduced himself to the Senate. Brian has been with UHCL for 4 ½ months. He is from University of Houston-Main and Stephen F. Austin, prior to that. He has a master’s degree from University of Texas in History and Government. He eventually decided to do recreation instead. His wife earned her master’s degree at UHCL in Family and Marriage Counseling. Brian is also doing Campus Recreation Info Sessions to share information about the department, membership, construction updates, and Q&A about this topic. Please look for the dates in your email inbox to attend. He wants staff and faculty to realize the wonderful impact the new recreation building will have on all aspects of UHCL, including student recruitment and retention. He also wants to show everyone that his job is to make students better where academics cannot, including aiding them in learn to present themselves properly to get a better job. Mills also has a proposal before Dr. Biggers to form a Campus Recreation Advisory Board Proposal. He would like to have a Faculty Senate member on this board, along with six students, one USA member, and one alumni of the University. He will also be looking to hire personal trainers and group exercise instructors to teach classes when the building opens. Please see Brian with any questions or concerns.

**NEW BUSINESS**

The Proposed Teaching Relief Policy will be brought to Senate again and treated as a ‘1st read’. It will be sent to Teaching and Research for approval and brought back to Senate in December for a vote. The suggestion was made to try to find a way to make salary deductions uniform across the colleges. Senate members are currently discussing and brainstorming how, or if, this is possible.

Dr. Stephens attended the Faculty Senates of Texas Conference last week. He provided Faculty Senate with a summary of his experience.

The meeting adjourned at 2:34P.