Fall Faculty Assembly Meeting

Meeting Minutes

October 30, 2019

Present: see attached sign in sheets

Next Meeting: TBA

I. Welcome

    Dr. Kanenberg welcomed everyone. She forwarded Dr. Blake's regards and regrets for not being here today. Dr. Blake is off campus today.

II. Approval of Spring 2019 Faculty Assembly Minutes

    One typo was mentioned on page 5. Minutes were approved with the edits.

III. Introduction: Dr. Aaron Hart, Vice President of Student Affairs

    Dr. Kanenberg introduced Dr. Aaron Hart joined UHCL in July 2019 as the new Vice President of Student Affairs. He thanked everyone for inviting him to speak and provided a brief overview of the Division of Student Affairs and where the priorities exist. The Division of Student Affairs is here to support the academic mission of UHCL by supporting the faculty in the classroom and providing a holistic experience for the students. He encouraged everyone to reach out to him or his staff with suggestions on ways they can support the students on campus.

IV. Presentations

    Dr. Kanenberg asked the faculty to save their questions until the end of the presentations. Time has been allotted for questions but if time runs out a method has been developed to collect the questions and distribute the answers.

    a. Academic Affairs Update: Senior Vice President & Provost, Steven Berberich
        Provided update on the new people/new positions that have occurred since the last Assembly.

        Since the last assembly there are 5 people in new positions or new to the campus.

        Joan Pedro, Ph.D. – Interim Dean, College of Education

        Miguel Gonzalez Ph.D. – Dean, College of Science and Engineering

        Gigi Do, Ph.D. – Assistant Vice President for Global Learning and Strategy

        Kara Hadley-Shakya, MS – Executive Director of Admissions

        Vivienne McClendon, Ph.D. – Executive Director of the Neumann Library

    Two searches are ongoing.

    The Associate Vice President for Information Technology/CIO had four 4 finalists on campus at the end of October.

The committee for the Associate Vice President for Student Success and Initiatives has reviewed the applicants and hope to invite the finalist to visit campus in November.

Fall 2019 enrollment numbers were provided.

Growth in UG population, slight decline in Graduate, domestic numbers are flat the decline is in international students. The decline is across the state but overall we have new high. He thanked everyone involved with recruiting students.

Happenings

In the process with the input from faculty at looking at software to improve how the catalogs is presented and how curricular changes are processed. We are working with a company called Digarc that have programs called Acalog and Curriculog. We are the only institution in the system not using their catalog system. Negotiations will begin on the contract which will give us a much more effective way around the various academic programs.

Faculty Development

He thanked Nick Kelling for being the test case on the first IVDL course. Nick is currently teaching in the STEM classroom for students on campus and at the Pearland campus. Nick, UCT, and the Instructional designers have been working on the glitches. There are three IVDL courses being offered in the spring. More time will be spent talking about IVDL and how synchronous teaching can occur on the two campuses. Dr. Berberich provided a link for faculty that would like additional information. https://www.uhcl.edu/computing/classroom-technology/ivdl

CETL – Center for Engagement, Teaching, & Learning. He has been working with Faculty Senate, Instructional Designers, and the Center for Faculty Development. He is hoping for CETL to be in their location by the spring. They will be moving to the University Advancement area. The space will improve the types of faculty development outreach that can be provided.

Faculty Mentoring – The four college have been working with Rob on processes that will allow the colleges to engage in mentoring. Focus is currently on junior faculty but mentoring is throughout the career of faculty.

P&T policy/criteria – Colleges are working on the criteria. Dr. Kanenberg and Dr. Berberich are co-chairs of the committee. The committee is set to make the deadline of getting the policy through Shared Governance this semester.

Faculty Development Leaves – December 15th

Academic Programs

MS in Data Science will be at the THECB in January

BA/MS in Serious Gaming will be at the UH Board of Regents in November

Student Success

3900 students have downloaded the Navigate app. Which allows student to receive advising. The app is being used to get students engaged.

Faculty coaching events will begin this month. This is an opportunity for faculty to engage with freshman and help them understand their declared majors.

International Education Week - November 11-22. A variety of activities will be offered from the Education office.

SPAM management system – The management system will be changing. UCT will begin communication in November on the changeover.

FRSF – A breakdown of the number of proposals and funded amounts were provided.

Strategic Plan – Dr. Berberich provided a timeline of the planning process and what has occurred so far. He recognized the faculty and staff that have been working on the strategic plans. This started in the spring with Focus Groups who gathered the data and met in May-June where the first part of the Strategic Plan was developed. The Strategic Management Team (SMT) (faculty, staff, administrators, alumni) created 4 themes based on the vision and mission. University Identity, Educational Achievement, Innovation Partners, and Inclusive Culture. Theme teams were created for each theme to create strategic maps/objectives to achieve the theme goals. The SMT took the four maps and create a university strategic map with 15 objectives. 15 owner groups have been formed to create initiatives that will achieve the objectives. When the owner groups are done they will hand it back to the SMT. The hope is to have the first tier complete by November. Tier 2 and 3 will represent that the process does not end, it will begin to communicate what the plan looks like to the colleges or units and how they will work to create a strategic plan with aligns with the university. The floor was opened to questions. The slides will be provided to the faculty. Dr. Pedro thanked Dr. Berberich for the short overview. She also requested that the objective owners contact her. Discussion on the two day training for the Objective Owners was covered. Dr. Kanenberg suggested adding a list, roles and expectations of the SMT, Theme Teams, and Objective Owners on the Strategic Planning website.

b. Financial Update: Vice President for Administration & Finance, Mark Denney
    Mr. Denny provided an overview of the FY20 budget and the current financial picture of the university including the last three years figures.

A Budget Task force (BTF) began meeting in 2018. They will be working to propose a new budget model and implementation plan. The BTF will be working in three stages; they will recommend a basic budget model, recommend specifics of final budget model, and recommend a timeline for implementation. At the end of FY19 the BTF recommended a Responsibility Center Model (RCM). This year they will look at the RCM spectrum and where it will land on UHCL's model. A description was provided on a RCM model and a modified RCM model. The BTF decided on a Contribution Margin RCM model where direct revenue minus direct expenditures will equal the contribution margin target. Information on strength and weaknesses of a Contribution Margin model was also provided. This year the BTF will focus on recommending specifics of the final budget model, identifying pros and cons, and present a range of options to management for decisions. Mr. Denney supplied a sample of a Contribution Margin model for FY205 to demonstrate how the Contribution Margin model would work. This model focuses the efforts in

financial improvement and directly ties our ability to invest on our success to achieving the institutional plan.

Relationship between BTF and Shared Governance - The PBC chair is on the task force, receive updates, and provide feedbacks to BTF and management.

Faculty had additional questions on how the Contribution Margin model operates each year and how it addresses the areas that operate in the red in a particular year.

V. Announcements

A copy of the slides and will include vision, mission, values and the link to the Strategic Planning Mission website will be sent out to everyone.

Spring Assembly will be set at a later date. The spring is when the president elect is nominated. Dr. Kanenberg encouraged everyone to considering the role and/or to nominate a colleague.

Pearland campus open house is this weekend

November 11-22 International Student Week

VI. Adjourn

Meeting was adjourned at 12:54.

EVENT:	FACULTY ASSEMBLY	DATE:	10/30/19
ROOM:	FOREST ROOM	TIME:	11:30-1:00 PM

	Name	College
1	Brian Stephens	CSE
2	Tom Cothern	COE
3	Scott McInty re	HSH
4	Shreerekha Subramann	HSH
5	Paul Withey	CSE
6	Ipek Bozkurt	CSE
7	Dilani Perera Diltz	COE
8	Gene Shan	CSE
9	Mohsen Daghooghi	CSE
10	Sarah Costello	HSH
11	Lillian McEnery	COE
12	Randall Xu	COB
13	Joan Pedro	COE
14	Amber Brown	COE
15	Gill Strait	HSH
16	Janice Newsum	COE
17	Preeta Jai	COE
18	Sue Brown	COE
19	Sara Elkins	HSH
20	Denise Cage	HSH

EVENT:	FACULTY ASSEMBLY	DATE:	10/30/19
ROOM:	FOREST ROOM	TIME:	11:30-1:00 PM

Name	College
Georgina Moreno	HSH
Jingjing Ma	CSE
Beth Hentges	HSH
Valerie Morgan	HSH
GENE Easley	Bus
Steve Berberich	Provost
XIAOKUN YANA	CSE
Sadegh Davari	CSE
L. Jean Walker	BUS
L Lacher	JT
Femi Ayoodi	Bus
Lunise Weaver	CoE
Anne Gessler	HSH
Trish Trubl	CSE
Christl Seaton	HSH
Mike McMullen	HSH
MAGDY AKLADIOS	CSE
Henda Hsu	HSH
Neal Bengre	HSH
Charlotte Dulles	Enrollment Mgt.

SIGN-IN SHEET

EVENT:	FACULTY ASSEMBLY	DATE:	10/30/19
ROOM:	FOREST ROOM	TIME:	11:30-1:00 PM

Name	College
Heather Kanenberg	HSH
Elizabeth Beavers	COE
Carol Corman	CoE
(signature)	HSH
Stephen Chen	CoB
Roberta Leal	HSH
Nanalee Roemo	HSH
Anna Klyueva	HSH
Aaron Hart	VPSA
Steven Bistricky	HSH
Tim Richardson	*(signature)*
Lynn Place	COB
Mary Short	HSH
Jane Willis	COE
LISA Jones	COE
Enuch M. Williams-Duncan	COE
Kent Divoll	CoE
MIGUEL GONZALEZ	CSE
Deborah Griffin	HSH
Khondker Hasan	CS

EVENT:	FACULTY ASSEMBLY		DATE:	10/30/19
ROOM:	FOREST ROOM		TIME:	11:30-1:00 PM

Name	College
Robert Bartsch	CFD
Joye Delons Taylor	HSH
Alex Milam	HSH
Rebecca Huss Keeler	COE
(signature)	CSE
Christine Walther	HSH
Lisa Sublett	HSH
Angela Kelling	HSH
Maria Curtis	HSH
Sheila Baker	COE
Silvana Chambers	BUS
Iveline Pavlova-Stout	BUS
Renée Lastrapes	COE
Jennifer Fritz	HSH
Amy Lucas	HSH
Janae Miggs	COE
Kathe Garland	BUS
Lisa Gossett	BUS
Cynthia Campbell Palmer	HSH
David Garrison	CSE

SIGN-IN SHEET

EVENT:	FACULTY ASSEMBLY	DATE:	10/30/19
ROOM:	FOREST ROOM	TIME:	11:30-1:00 PM

	Name	College
81	*(signature)*	HSH
82	CHRISTINE KOVIC	HSH/
83	Dervis Demircak	MENG
84	Steven Sutherland	HSH
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