

Faculty Senate

Meeting Minutes

December 1, 2021 / Zoom or B2236 / 1:00-3:00 p.m.

Senators

Present: 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-Gago, Shanna Graves, Youssef Hamidi, Beth Hentges, Rebecca Huss-Keeler, Daniel Imrecke, Preeti Jain, , Angela Kelling, Anna Klyueva, Timothy Michael, Jordan Mitchell, Jeff Mountain, Janice Newsum, Desdamona Rios, Leroy Robinson, Gene Shan, Haeyoung Shin, Ishaq Unwala, , Christine Walther, Sharon White Andrews, Paul Withey, Randy SeEVERS

Absent: 2

Administrative Guests: Robert Bartsch, Mark Denney, David Garrison, LeeBrian Gaskins, Samuel Gladden, Heather Kanenberg, Kathryn Matthew, Christopher Maynard, Vivienne McClendon, Veronica Ortiz, Joan Pedro, Matthew Perry, Tim Richardson, Glenn Sanford, Felix Simieou, Porcha Stampley, Brittany Thompson, Troy Voelker, Richard Walker, Edward Waller, Jana Willis, Lee Young

Next meeting: February 2, 2022 / TBA

Call to Order – Dr. Withey

1:02

Approval of Faculty Senate minutes – Dr. Withey

Minutes were approved as written.

Vote: 25 Yea; 0 Nay; 0 Abstain

Provost's Office Report – Dr. Maynard

Began by thanking everyone for their support and help during the semester. Next week the Provost office will be hosting coffee and snacks for faculty as a small token of appreciation.

COVID relief funds – A brief update on how the funds are being spent or allocated was shared with everyone. The website contains regular reports as the funds are being spent. Time was spent the initiatives moving forward which include laptops and updates in conference rooms and classrooms. The floor was open to questions.

Email for retired faculty – Dr. Gaskin provided an update on emails for retired faculty and staff. The decision originally came from UH system and state law. Items being considered were discussed. The floor was open to questions.

Hunter Residence Hall – Mr. Perry

A brief overview on guest and summer housing. Rates and amenities were displayed for everyone. A few examples of possible guests and outside vendors were shared. The floor was open to questions.

Library Mission & Vision Statement – Dr. McClendon

The revised version was shared with everyone. Feedback from senate was considered when the revisions were made.

Vote: 31 Yea; 0 Nay; 0 Abstain

Academic Honesty Policy – Dr. Beavers

The requested revisions from the last meeting were displayed. The senate did not have any additional questions or discussions.

Vote: 31 Yea; 0 Nay; 0 Abstain

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

Senate Committee Report – Faculty Life – Dr. Costello

The committee unanimously agreed on the final Workload Policy that was displayed. The floor was open to questions and discussions.

A motion to send the policy for a full faculty referendum was made and seconded.

Full faculty referendum

Vote: 31 Yea; 0 Nay; 0 Abstain

Senate Committee Report – Budget & Facilities – Dr. Unwala

The committee will meet tomorrow. Nothing new was added to the report. No questions were asked.

Senate Committee Report – Curriculum – Dr. Huss-Keeler

The committee will meet on Monday. Nothing was added to the report. No questions were asked.

Senate Committee Report – Governance – Dr. Beavers

Committee meets on the first Thursday of the month. Nothing was added to the report. Questions and discussion occurred.

Senate Committee Report – Teaching & Research – Dr. Dubrovskiy

Results of the faculty survey on evaluations was presented. Discussion from the presentation occurred.

Student Evaluations

Centers & Institutes Policy

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

Shared Governance Reports – Drs. Bendeck, Michael, & Garland

- Facilities & Support Services – Dr. Bendeck

Nothing to add to the report. A few clarification questions were asked.

- **Planning and Budget – Dr. Michael**

The meeting will be on 12/21/21. Anyone interested in attending or have questions are encouraged to contact Dr. Michael. No questions were asked.

- **University Life – Dr. Garland**

Nothing to add to the report. A few clarification questions were asked.

Center for Faculty Development – Dr. Bartsch

Writing Retreat will be on Wednesday 12/15 and Thursday 12/16. Additional information will be sent to all faculty.

Faculty Development Week is tentatively scheduled on January 25-31 with 10-15 presentations during the week. Additional information will be sent when it is available.

Unofficial International Program Coordinator Day – Thanks were given to Veronica Ortiz for her work in CFD and Faculty Senate.

UTAC Report – Dr. Willis

A brief report was provided on the issues and work that has been completed by the committee.

New Business – Dr. Walther

Peer Evaluation is being developed in all four colleges. Faculty have shared all of their concerns with the changes in administration. The floor was open for senators to share concerns and have discussion on concerns and comments they may have received from their faculty.

Senators agreed to continue the discussion despite the scheduled 3:00 meeting time.

Ideas for possible university wide guidelines should be forwarded to Teaching and Research or Faculty Senate.

Call for Adjournment – Dr. Withey

3:25

UHCL Faculty Senate
Committee Reports – December 2021

Faculty Senate Committees

Budget & Facilities Committee – Ishaq Unwala, Chair

- Continue to develop the faculty salary plan, discussing distribution of percentages between merit and equity.
- Waiting on CUPA analysis with cohort universities for CIP code coverage.

Faculty Life Committee – Sarah Costello, Chair

- Faculty Life Committee voted unanimously to pass the new Workload policy.

Teaching & Research Committee – Anton Dubrovskiy, Chair

- Waiting to hear on the progress of moving the Faculty Highlights webpage (<https://www.uhcl.edu/faculty-highlights/>) to a more visible place on the UHCL website.
- Met with Dr. Gaskins (11/8) to discuss teaching evaluations. The productive dialogue will continue after getting additional feedback from SGA and having collected feedback from faculty (through the survey).
- Met on 11/22 to discuss the survey results on teaching evaluations from full-time (105) and part-time (74) faculty. Results will be presented during the Faculty Senate meeting on Dec 1st.
- Asked SGA for their input on student evaluations, on 11/24.
- TRC, SGA, and faculty had an opportunity to ask IDEA rep questions on 11/22. Currently waiting on more materials to be sent from IDEA reps to discuss further.
- TRC will work on Latin Honors and Centers and Institutes Policy before the next Faculty Senate meeting in February.

Curriculum Committee – Becky Huss-Keeler, Chair

The Curriculum Committee discussed the following items at its November 8th meeting:

- Foreign Transcript Evaluation Policy- Dr. McClendon joined the meeting. This policy was discussed and subsequently withdrawn by the International Initiatives Office for further review.
- UHCL Credit Bearing Certificate Policy- Dr. Maynard joined the meeting, and this draft policy was discussed. Members were encouraged to take the draft policy to their colleges for feedback. Discussion will continue at the upcoming Dec. 6 meeting.
- The committee will also discuss a proposal from HSH for an additional writing course to be added to the choices to fulfill Core Curriculum writing requirements.

Governance Committee – Elizabeth Beavers, Chair

- The governance committee continues to discuss the current Faculty Handbook and we are focused on generating recommendations for revising. Specifically, we have analyzed the policies for which need to be revisited by creating a chart and crosschecking all HR related policies. We discussed reorganization of the policies so that they are presented in a manner that aims to increase access and ease of finding by creating a draft outline with policies clustered by key topics.

Shared Governance Committees

The University Life Committee - Kathy Garland, Chair

- No items at this time.

Facilities & Support Services Committee – Yvette Bendeck, Chair

- Parking closure policy
- Parking fees
- Committee by-law updates

Planning & Budget Committee – Tim Michael, Chair

- PBC met last on 11/16/21 at 10:30 AM via Teams. VP of Finance Mr. Mark Denney discussed the upcoming Tuition and Mandatory Fees for the FY23/24 budget biennium. The final proposal will be given to both SGA and PBC in early spring. A presentation is currently available to PBC members via the Teams site.
 - Budget Director Ms. Deja Sero presented the current version of the Planning and Budget Calendar for FY23 and discussed the FY23 initiatives process (starting now). She also pointed out that a summary of FY22 initiatives and where they stand is available online via the Planning and Budget Office page as well as in the Teams site for PBC's October meeting.
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- Finally, Dr. Michael showed a summary document that compiled items from the full state budget bill. These items, entitled “Administrative costs as a percentage of Total Expenditures” is something listed for each public university in Texas under the section “A.1.1. Strategy: OPERATIONS SUPPORT”. Our listing is highest among all Texas institutions, at 15.14%. Several committee members questioned whether this number was computed correctly. Dr. Michael agreed to find out the specifics of the calculation along with checking to see if numbers from prior years are available.
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