

Faculty Senate

Meeting Minutes

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

Present: see attached sign in sheets

Next meeting: April 7, 2021 /Zoom /1:00-3:00 p.m.

**Call to Order – Dr. Beavers**

1:01 p.m.

**Approval of Faculty Senate minutes – Dr. Beavers**

Minutes were approved as written.

**Provost's Office Report – Dr. Steven Berberich**

Governor announcement – the university will be looking for TEA guidance on how to proceed. They are expecting TEA guidance by Friday.

Winter Storm Uri – Faculty were thanked for their work during the lost week of classes. Faculty and staff were also thanked for their efforts in supporting students during and after the storm. Everyone is encouraged to reach out if they need additional information.

COACHE – An update on the work that has been completed by the committee was provided. The committee is compiling the information and adding it to a PowerPoint to provide an overview of the results. They are working on the method to share the information to faculty. Everyone on the committee was recognized for their time and commitment.

COVID-19 temporary policies – Due to COVID and Winter Storm Uri the SU policy will be reinstated for spring 2021 only. This was done with feedback from SGA and FSEC.

Promotion and Tenure – The first round has been completed. There have been a few bumps but has overall been a success. There will be some updates on the timeline.

Promotion and Tenure extension – The pandemic extension has been extended. Junior faculty who did not take the extension will have the ability to request the extension. Faculty who took the extension but still need additional time should reach out to the Provost. He will look at the additional extension on a case by case basis.

Student evaluations – After two years of work with students on the 5 questions that would be online for students to see about courses they have taken; an announcement is ready to be released. Dr. Gaskins and UTAC will be releasing a communication with the information.

Fall schedule – The schedule deadline was extended due to Winter Storm Uri and the lost week. An Academic Affairs workgroup will be formed to assist in the communication of the schedule rollout. The schedule is expected to be finalized by June or July. Everyone should anticipate receiving communication on the fall schedule as it progresses.

Everyone was encouraged to ask questions dealing with the Provost's report.

**Texas Library Coalition for United Action Update – Dr. Vivienne McClendon**

An update on the Coalition with dates and resources was provided to Senate. The Library is available to help faculty and students. This topic produced a lot of discussion from the group.

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

#### **Senate Committee Report – Budget & Facilities – Dr. Stephens**

The committee is still working on faculty pay and are still in the process of collecting data. They are also looking at updating classrooms. He encourages everyone to reach out to their faculty representative if they know of a room that needs to be updated.

#### **Senate Committee Report – Governance – Dr. Kanenberg**

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

#### **Senate Committee Report – Curriculum – Dr. Huss-Keeler**

Based on the last Faculty Senate recommendation the Travel Registry Requirement has been edited and being submitted for approval.

Education Abroad Travel Alert Statement

Vote: 31 Yea; 0 Nay; 0 Abstain – passed

College of Education Degree Title Changes

Legislation has passed that allows College of Education to name their degrees Bachelor of Science in.... The request is to change the name from Interdisciplinary Studies to Bachelor of Science. The degrees courses and requirements are not changing.

Vote: 31 Yea; 0 Nay; 0 Abstain – passed

Dr. Blake attended the last meeting where they discussed certificates. More discussion will occur on the topic and will be shared in future meetings.

#### **Senate Committee Report – Faculty Life – Dr. Costello**

Edits were made based on the last Faculty Senate recommendation. The revised policy is being submitted for a vote.

Faculty Office Hours/Availability

Vote: 29 Yea; 0 Nay; 1 Abstain – passed

FDL Policy – It has been brought to the attention that the wording may cause confusion with interpretation and create a backlog. They are not looking at substantive changes but a cleanup on the procedures. The committee is specifically looking at sections 3.04.1 – 3.04.6 Discussion on the policy and possible confusion was discussed.

Workload Workgroup – They were unable meet due to the storm. They are scheduled to meet on Friday.

#### **Senate Committee Report – Teaching & Research – Dr. Xu**

The Academic Honest policy has been revised and comes approved from the committee. Senators are encouraged to share the document with their faculty. The document will be posted on Teams for review and a vote will be requested at the next Faculty Senate meeting.

### Piper Award Policy Revision

The last revision to the policy was in 1988. There are no major concerns or revisions to the policy. The only significant change recommended from the committee is to update the nomination process. Dr. Matthew provided additional information on the award from the foundation and the nomination requirements. Discussion on the edits and if they align with the Piper Foundation occurred.

Motion for Friendly Amendment change language based on the discussion

Vote: 30 Yea; 0 Nay; 0 Abstain – friendly amendment to “form found online” passed

Vote: 30 Yea; 1 Nay; 0 Abstain – friendly amendment to add “total”

### Policy

Vote: 27 Yea; 0 Nay; 0 Abstain – approved with amendments

Student Assessment System – The March meeting will have two guest that will discuss the updates for the New Student Assessment System for COE.

### **Shared Governance Reports – Dr. Ward, Michael, & Walther**

- Facilities & Support Services – Dr. Ward  
Recent renovations and space approvals were shared.
- Planning and Budget – Dr. Michael  
Information from the report was shared. The report provided a lot of information that has been submitted to PBC. Discussion on the student travel fee, merit and equity occurred.
- University Life – Dr. Walther  
Nothing to add to the report. No questions were asked.

### **Center for Faculty Development – Dr. Bartsch**

Grants and Fellowships are due next week.

Call for Research and Scholarship awards.

Examples of faculty who have published with their students will be displayed outside of the CETL offices toward the end of the semester. A call for the examples will be sent after spring break.

### **Faculty Senate President Update and Announcements**

Highlights on the work being completed by FSEC and FS Presidents was shared.

Faculty Assembly – March 31<sup>st</sup> 11:30-1:00

FS Breakfast Picnic and Walk – Saturday, March 27<sup>th</sup> – 10 am – 12 pm at Potter pond.

### **Call for Adjournment – Dr. Beavers**

3:10

UHCL Faculty Senate  
Committee Reports ~ March 2021

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**Faculty Senate Committees**

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**Budget & Facilities Committee – Brian Stephens, Chair**

- Committee will discuss the Budget Priorities process and ensuring faculty voice and priorities are represented.
- Committee is planning dialogue and a review of faculty recommendations for updating classroom and lab spaces

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**Faculty Life Committee – Sarah Costello, Chair**

- Faculty Life began revision of the Faculty Development Leave policy, to clarify procedures.
- The Workload workgroup is continuing its work. We are reviewing policies from other universities, and will review workload data from 2019 when that is compiled. 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

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**Teaching & Research Committee – Randall Xu, Chair**

- The T&R Committee met in February to finish and approve revisions to the Academic Honesty Policy and the MINNIE STEVENS PIPER AWARD nomination policy.

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**Curriculum Committee – Becky Huss-Keeler, Chair**

- The curriculum committee met to revisit revisions to the Travel Alert Policy and endorsed the COE degree name changes which are presented in compliance with TEA requirements.
- The primary work of the curriculum committee was focused on synthesizing research pertaining to current UHCL practices involving certificates as a foundation for the creation of a UHCL Certificate Policy. For clarity, the committee's role is not to create certificates, but rather to create the infrastructure and policy guidance for programs and colleges to create certificates within a certain structure.
  - Dr. Blake joined our Curriculum Committee meeting to discuss her vision of UHCL Certificates. She spoke of several items:
    - Certificates advance career competitiveness, especially for people looking to retrain
    - Certificates can increase enrollment and can work into degrees for people if they are qualified
    - Certificates should aim to be interdisciplinary and have a broader perspective with some going across various areas of programs in different colleges vs. narrowly focused in one area
    - We need to take a broader perspective such as COB may offer a certificate about working with diverse populations and they could include some coursework from HSH or COE
    - From a marketing perspective, eventually UHCL website will need a place where all the current UHCL certificates can be listed.
    - A goal is to have the UHCL logo and seal on official certificates
    - Explore whether UHCL certificates can be on the transcripts
    - Mindful that certificates can be for the community as well as students
    - Supplemental transcripts could be offered for certificate holders who are non-degree students
  - During the March 8 meeting we will work on drafting a UHCL certificate policy.

Things to consider regarding the UHCL Certificate Policy:

- Credit bearing courses- Between 9-15 credit hours, no courses with prerequisites
- Must be attached to an existing program- not all courses have to be from that program-can be interdisciplinary as long as one program is the main program for the certificate

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**Governance Committee – Heather Kanenberg, Chair**

- The governance committee is reviewing an amended "FORMATTING, TRACKING, MAINTAINING, AND DISSEMINATING UHCL POLICY DOCUMENTS" policy. This is affectionately known as the "Policy on Policies" and relates to the process used for new policies as well as amendments of policies for items that go through Shared Governance. This work does not apply to policies that are solely processed at the college level.
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- As it stands, we are currently discussing if we should have two different “Policy on Policies”: one for Administrative Policies and one for Academic Affairs and Academic Policies, or if we should have one large policy that covers both ‘sides of the house’. This is what the committee is currently considering, and we will move forward with edits and work on the policies as this decision is made.
- Our goal is to complete this work on review, edits, and passage by the end of the semester. We will be sure committee members solicit feedback from their colleges and that drafts are available for senate review prior to discussion and prior to voting.
- If you have any comments, suggestions, or concerns about our Policy Process, please feel free to reach out to your representative on the Governance Committee.

As a reminder: The Governance Committee will meet on the second Thursday of each month from 11am-12noon. Members are: Sheila Baker & Amber Brown (CoE), Daniel Imrecke (CSE), Faiza Zalila (BUS) and Heather Kanenberg (HSH). Please reach out to if you would like to attend or have any questions!

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#### *Shared Governance Committees*

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#### The University Life Committee - Christine Walther, Chair

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- The University Life Committee met on Friday, 2/5. The committee discussed the formatting changes requested by University Council for the set of HR policies adapted from UH System SAMS. The committee approved the new formatting.
  - The committee received an update from Parking and Transportation Subcommittee. Due to COVID, the number of parking permits sold for Fall 2020 and Spring 2021 is significantly lower than previous semesters. VP of Finance Denney hopes to use COVID relief funds to cover these losses, and the subcommittee discussed priorities for the funds if these funds can be used. Covered parking has been built to protect the UHCL shuttles, and there are plans to create covered shuttle stops with QR codes posted so that passengers can access the shuttle schedule more easily.
  - UHCL is working to become a COVID vaccination site. UHCL has not received approval from the state yet because its zip code is not a COVID “hot spot” and supplies of the vaccine are limited.
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#### Facilities & Support Services Committee – Chris Ward, Chair

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- Updates will be provided in the FS meeting
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#### Planning & Budget Committee – Tim Michael, Chair

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- Updates and related resources will be provided in the FS meeting
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<b>Senators</b>		
<b>Present</b>	<b>First</b>	<b>Last</b>
✓	Elizabeth	Beavers
✓	Sheila	Baker
✓	Amber	Brown
✓	Sarah	Costello
✓	Thomas	Cothorn
✓	Maria	Curtis
✓	RJ	Davis
✓	Anton	Dubrovskiy
✓	Kathleen	Garland
✓	Leslie	Gauna-Gago
✓	Vicky	Gu
✓	Youssef	Hamidi
	Khondker S.	Hasan
✓	Rebecca	Huss-Keeler
✓	Daniel	Imrecke
✓	Heather	Kanenberg
✓	Angela	Kelling
✓	Anna	Klyueva
✓	Joseph	McCormack
✓	Timothy	Michael
✓	Jordan	Mitchell
✓	Alfredo	Perez-Davila
✓	Roberta	Raymond
✓	Wanalee	Romero
✓	Randy	Seevers
✓	Haeyoung	Shin
✓	Brian	Stephens
✓	Walter	Thompson
✓	Christine	Walther
✓	Christopher	Ward
✓	Sharon	White (Andrews)
✓	Paul	Withey
✓	Dawit	Woldu
✓	Zhaohui	Xu
✓	Faiza	Zalila

<b>Administration</b>		
<b>Present</b>	<b>First</b>	<b>Last</b>
✓	Robert	Bartsch
✓	Steven	Berberich
	Ira	Blake
✓	Mark	Denney
✓	David	Garrison
✓	Samuel	Gladden
	Miguel	Gonzalez
	Kara Marie	Hadley-Shakya
✓	Aaron	Hart
	Dorothy	Kirkman
✓	Kathryn	Matthew
✓	Vivienne	McClendon
✓	Joan	Pedro
	Scott	Richardson
✓	Timothy	Richardson
✓	Christal	Seahorn
	Felix	Simieou
✓	Edward	Waller
	Lee	Young

<b>Guest</b>		
<b>Present</b>	<b>First</b>	<b>Last</b>