**FACULTY SENATE MEETING**

**OCTOBER 02, 2013**

**MINUTES**

**MEMBERS PRESE**NT: M. Akladios, W. Amonette, J. Moss Bechtold, C. Diepenbrock, K. Divoll, J. Fritz, D. Garrison, L. Gossett, S. Graves, W. Hoston, K. Ley, S. Masood, F. Matthews, P. McCormack, S. McIntyre, T. Michael, I. Pavlova, A. Perez-Davila, M. Peters, R. Puzdrowski, B. Rashid, L. Robinson, M. Short, J. Smith, F. Simieou, B. Stephens, A. Valenti, L. Jean Walker, C. Ward, J. Willis, P. Withey.

**MEMBERS ABSENT**: D. Kirkwood, K. Parsons, M. Rob, D. Schmidt.

**OTHERS PRESENT**: T. Cummings, Z. Czajkiewicz, S. Gladden, G. Houston, K. Matthew,

R. Short, D. Spuck, C. Stockton, K. Wielhorski, M. Mugdh.

**Approval of Minute**s

On a motion and second, the minutes of September 4, 2013 were approved with the following amendments: - Add W. Amonette and B. Stephens to the list of attendees of the September 4, meeting.

**Provost Report**

Dr. Stockton presented student enrollment and semester credit hours numbers as of the 20th class day. These numbers were calculated after student drops. Headcount is 8166. Headcount was 8153 in 2012-13 at the 20th day. Over the last 5 years, enrollment grew by 523 students or 6.8%. Semester credit hours produced at 20th class day increased to 70,622 (up 1400 over last year). The online semester credit hours are approximately 20%. Off-campus credit hours are 9.5% which is 29.5% of the total semester credit hours. In 2009, UHCL became eligible to apply for certain federal grants after achieving 25% semester credit hours Hispanic student enrollment. As a result, faculty have benefitted from grants awarded by the Department of the Education.

New international student enrollment increased significantly. Normally, the average is 220 students. This semester, 459 new students were matriculated. Most of them are full-time graduate students. The 2% increase in semester credit hours is attributed to the increase of new international students. Dr. Stockton thanked faculty who answered questions and participated in the video chats with prospective students hosted by Dr. Pande. In fall 2013, 1300 applications were received and matriculated into 459 students. He thanked BUS and SCE for accommodating those students. There are currently 1800 applications for spring 2014. Dr. Stockton said that he and Dr. Staples have discussed providing support for faculty lines if new international student enrollment continues to increase. Dr. Stockton expressed concern about the decreased number of domestic graduate students. He will request data to review the trend with those students.

In 2012, grants received totaled $7.3m. As of September 2013, we have received $6.1m which surpasses grants received last year at that time. Dr. Stockton commended faculty involved in those grants. At the Spring Proposers Luncheon, plaques of appreciation were given to faculty who met the $1m mark in grants. Also, their names were placed on the million dollar club plaque outside the Office of Sponsored Programs. This tradition will continue and will be open to both faculty and staff.

Dr. Stockton pointed out that approximately 2300 degrees have been awarded over the past 3-4 years. This is a good average considering a total enrollment of 8100 students. The challenge is to enroll and retain students as we graduate a significant number of students.

Dr. Davila commented that the increased international student enrollment created class overloads. Dr. Stockton stated that he recognizes student overloads creates the need for additional classes and increased workload for faculty. The plan is to identify additional funds for those classes. Dr. Stockton reminded that all 1800 applications received for spring may not meet the entry requirements. The administration will consider adding new faculty lines if enrollment continues to increase in the BUS and SCE. However, in order to add faculty lines, there must be program sustainability. We have to consider other issues that may impact spring enrollment such as devaluation of the Indian Rupee as most of our international students are from India. We have to be mindful of the global market as well. Also, most of the Dollars for Scholars funds have been awarded in the fall so limited funds are available for the spring semester.

**Shared Governance Committee Reports**

University Life (UL): Dr. Davila reported that David Rachita is the 13-14 committee chair. UL will revisit the Smoking Policy, and the issue relating to SOE children’s program and the smoking area in the Delta Building. Additional items for discussion include parking issues, a student bike program and a collaboration with Amoco to organize a training day event.

**Facilities and Support Services Committee (FSSC)**

Dr. Rashid said that FSSC will address the student request for construction of a sidewalk from the parking lot to the SSCB and faculty and staff parking. A new FSSC task force was formed to review Internal Festivities Facilities Use Policy.

**Planning & Budgeting Committee (PBC)**

Dr. Simieou announced that he was elected committee chair. New agenda items for the year include tuition and fees, downward expansion issues and setting priorities.

**QEP Report**

Dr. Walker mentioned that Cohort 1 Workshop on syllabus development and assessment was held on Friday, September 27, 2013. By the end of the workshop, faculty had their syllabi revised with all elements of critical thinking and ready for approval. The workshop was led by Dr. Gerald Nosich. Dr. Nosich also worked with Quality Leadership Team (QLT) members on QEP assessment.

Cohort 2 Workshop is scheduled for November 1-2, 2013. Contact Kevin Barlow for registration. Dr. Walker stated that the QLT wishes to acknowledge that two academic deans have signed up for the workshop. It is important to the faculty that the deans understand what is involved in developing critical thinking courses particularly for the annual review process. The QLT committee encourages all the deans to attend the workshop.

**Senate Committee Reports**

**Budget Committee**: Dr. Robinson indicated that the Budget Committee will focus on pay compression, market equity adjustments, COLA and the program developmental support fund. Other priorities for the year include funding for items related to the teaching of freshman and sophomore students such as faculty training and seminars.

**Research Committee**: Dr. Gossett reported on meetings held with Drs. Meyers, Mugdh and Stockton. She said that there is a strong commitment to maintain a minimum of 80,000 annually for Faculty Research Support Fund (FRSF). The challenge is to allocate those funds in light of increased applications as well as increases for larger amounts. Additional funds may be available if there is indirect cost recovery. The faculty will receive 10% if there is indirect cost recovery which provides an incentive to apply for research grants. Additionally, there will be challenges in allocating research and lab space for new faculty and students in light of the lack of approval of a new building in the last legislative session.

The committee intends to examine options for research software as well as software to support teaching of research. The software license expired recently and there were no service breaks. The committee will evaluate the availability of software to students and avenues to for availability at reduced prices. Research Committee will study what peer institutions are doing regarding obtaining software site licenses including software not supported by UHCL.

Another issue the committee plans to review is the need for additional research support services for faculty. Funds to provide more statistical, formatting and editing support are needed. Dr. Ward added that a funding source is needed for journal publication fees. If faculty does not have an active grant, they have to pay for publication in journals.

**Curriculum & Teaching Committee:** Dr. Willis stated that C&T is submitting the Bachelor of Science in Nursing program proposal to the senate for discussion. She indicated that she would share C&T’s concerns regarding the proposal. Dr. Willis asked the administrators in attendance to respond to the concerns for the information of the senate. The first concern expressed was that the BSN is the first HSH program without an upper and junior level writing requirement. Dean Short responded that the program was endorsed by HSH. There are some limitations relating to the nursing commission accreditation as well as no current form of the writing requirement. Discussions are ongoing with writing faculty to iron out options to meet the writing requirement appropriate for nursing students. Dean Short reiterated that HSH will ensure that the writing requirement is met as it is critical to all HSH programs.

Dr. Willis disclosed other concerns raised by the C&T committee such as there was no footnote that clearly defined the rationale for the facilities and library costs. She asked for clarification for a change in the funding costs for those items in two versions of the proposal. Dr. Mugdh explained that the proposal had to be submitted to the UH-System first using a system required pro-forma. The pro-forma had revenue set aside of 35% and the net over 5 years would be in the negative. Consequently, those numbers had to be adjusted. In subsequent discussions with Administration and Finance, it was revealed that UHCL’s revenue set aside is 25%. So the amounts were re-adjusted to reflect 50,000 for facilities and equipment and library, supplies and materials respectively. Dr. Mugdh said that the Texas Higher Education Coordinating Board is aware of these provisions.

One other concern addressed was that the BSN program requires less than 60 hours of upper level course requirements. Dr. Mugdh explained that the purpose of implementing an applied science baccalaureate degree is to allow students with technical degrees to complete a baccalaureate degree. Texas statute mandates that undergraduate programs be 120 hours unless there is a compelling academic reason. Typically, we have 60 upper and 60 lower level hours. Texas is the only state that requires more than 1/3 undergraduate credit hours be taken from general core requirements. This poses issues for students with technical degrees because they are unable to transfer courses seamlessly. This program structure is different because it allows students to apply technical courses towards the lower and upper electives. UHCL’s Bachelor of Applied Science degree is a similar program. This RN to BSN program is considered a completer program. Those programs do not typically have 60 hours upper level requirements. San Jacinto College agreed for students to complete18 hours of lower level general education core and 30 hours in upper level nursing electives at UHCL.

Dr. Willis reported that the C&T Committee questioned the procedure followed in submitting the RN to BSN proposal for approval without input from the Faculty Senate or the Curriculum & Teaching Committee. Dr. Stockton explained that the nursing program has been the most requested program by students. UHCL has been attempting to attain the degree for some time. Enrollment Management track that data overtime. Three years ago, we had asked UH-System for authority to offer the degree. The system disapproved. Recently, San Jacinto College asked for a pathway for their RN students to obtain the BSN. The healthcare industry is now requiring trained nurses to have the BSN. Many peer institutions are currently offering this degree. During the last legislative session, Houston Community College (HCC) requested that all area community colleges be given authority to offer the BSN degree. This request was referred to the THECB for review and may be revisited in the January 2015 legislative session. When this happened, the San Jacinto College Chancellor approached President Staples with the offer to partner to create the BSN. The decision was made to submit the request to the UH-System. We made a case with the system that this degree is different to the degree offered by UH-Victoria. UH-Victoria met with San Jacinto College and agreed that this degree does not meet their students’ needs. San Jacinto indicated that if we didn’t partner with them, they would have to support HCC’s request to the legislature for community colleges to offer it. The intent was to get permission from the System to move forward with developing the proposal and passing it through shared governance. UH System then requested a program proposal in order to better understand the program differences with UH-Victoria program. We had a short time to prepare and submit the proposal. The intent was for the system to grant us permission to move forward and discuss the proposal on campus. UH System then gave permission to partner with San Jacinto. At that time, President Staples asked for the proposal to be placed on the August Board of Regents (BOR) meeting agenda. Dr. Stockton reiterated that it was never the intent to bypass shared governance. There is a huge demand for this program. There is no cost involved except for faculty lines. The program has no clinical requirements. It was a business decision we had to make in light of the community colleges request to offer the BSN and the growing demand for the degree. Dr. Frank Matthews said that although these events took place in the summer, some involvement of shared governance could have occurred via email. Dr. Stockton said that as soon as he was aware that the proposal would go to the BOR he called a meeting with the faculty senate president and president elect. There were time constraints and the events took place in the summer when most shared governance committee meetings are adjourned. Dr. Matthews questioned student readiness for upper level work based on the program structure. He expressed concern that in the current form, some courses will be counted as upper level. Bachelor degrees will be granted to students who may be inadequately prepared. This is a national trend. Dr. Stockton agreed that this is a national trend driven by healthcare industry demand. Dr. Ward asked if the BSN degree will complete the Texas core. Dr. Mugdh responded that it will. Dr. Mugdh informed that Florida and Georgia have converted community colleges into 4 year colleges. There is great need to offer similar programs in order to participate in the market. Dr. Mugdh stated that he recently received information from the Texas Workforce Commission about an award of $5m to 20 state institutions willing to offer RN to MSN programs (applied master’s degree). Clearly, the government is creating a pathway for such students. Dr. Gossett pointed out that the 60 upper level requirement is unique to UHCL not state mandated. UH-Main, UT-Austin are requiring 36 upper level hours. Clearly, those institutions meet state requirements. There is need for a broader policy as we transition to applied science and BSN degrees. Dr. Dupler agreed and said that the maximum upper level requirement in his discipline across the country is 54. He added that UH-System needs to address this issue. Dr. Stockton responded that in fall 2014, some upper level courses will be converted to lower level.

Dr. Willis said that the C&T committee approved the BSN program and recommends senate approval. The Faculty Senate approved the BSN program with 27 votes in favor, 1 against and 1abstention.

**Faculty Life:** Dr. Mathews presented a revised draft of the Workload Policy for Faculty. Following review and discussion, the Senate voted to table the policy pending further discussion and review.

**New Business**

Dr. Garrison asked if there was any additional business from the C&T Committee. Dr. Willis said that the Minors Policy and the Minors Policy Approval Procedures will be forwarded for the November meeting agenda.

**Announcements**

Dr. Garrison announced that the faculty assembly will be held on October 9 at 11:30am in the Forest Room. The topic is the Four-Year Initiative.

Dr. Ley will be directing a faculty survey which will be sent out later in the semester.

There being no additional business, the meeting adjourned.