**Minutes**

**Faculty Senate**

**October 05, 2016**

**Present**: Rob Bartsch, Elizabeth Beavers, Steve Bistricky, Sandra Browning, Carol Carman, Caroline Crawford, Lisa Gossett, Rajib Hasan, Rebecca Huss-Keeler, Heather Kanenberg, Amanda Johnston, Michelle Kahn, Samina Masood, Pat McCormack, Denise McDonald, Mike McMullen, Tim Michael, Robert Phalen, Bazlur Rashid, Leroy Robinson, Cengiz Sisman, Brian Stephens, Ishaq Unwala, Alix Valenti, Radu Vlas, Troy Voelker, Christine Walther, Chris Ward, Jeff Whitworth, Paul Withey, Lei Wu,

Faiza Zalila, Lisa Lacher.

**Absent**:

Christine Kovic, Van Mayes, Michelle Peters-excused.

**Others Present**: Darlene Biggers, Zbigniew Czajkiewicz, Samuel Gladden, Glen Houston, Mark Shermis, Rick Short, Mrinal Mugdh Varma, Karen Wielhorski, Jean Walker, Michael Hanna, Ivelina Pavlova, Frank Matthews.

The Faculty Senate acknowledged the passing of Dr. Xiaodong Ma, faculty member and former faculty senator.

**Approval of Minutes – September 07, 2016**

The minutes of the September 07, 2016 meeting were approved with an amendment to add Dr. Rick Short to the list of attendees.

**President Staples’ Comments**

Dr. Staples thanked senators for serving on the Faculty Senate. He said that communication is key between senators and faculty colleagues. It is important for senators to share information from the Senate with faculty colleagues and colleges and to convey their input to the Senate

Dr. Staples said that normally the legislative session occurs every other year. This session will convene in January 2017 and close at the end of May unless a special session is called. In January, the comptroller will issue his revenue estimate to the legislature. Near the end of the session, the comptroller will provide a revised revenue estimate, which the legislature has to budget against. Texas does not exceed the budget as it is a balanced budget State. Allocations were under budget during the last session. As a result, the Raining Day Fund increased. In retrospect, the reserve was a good thing especially with declining oil prices. The legislature will look closely at sales tax collections as Texas does not have corporate or income taxes.

Dr. Staples stated the legislative process started about one month ago. The process requires every State agency to submit a Legislative Appropriation Request (LAR), testify before Governor’s Office, Legislative Budget Board, Senate and House representatives, Senate and House Finance Committee and the House Appropriation Committee. The last session was very good for universities and UHCL. UHCL received funding for two building projects, the Center for Autism and Developmental Disabilities (CADD), four-year initiative, and fifty per cent increase in HEAF. Because the last session was very active and that sessions usually occur in cycles, the upcoming session may be relatively mild. Dr. Staples predicted community colleges may seek bachelor degree granting authority for BSN, BAS and BAT degrees this session.

Dr. Staples said he will meet with Senator Larry Taylor, Representatives Dennis Paul, and Greg Bonnen, and Ed Thompson in the next two months. Request for increase in formula funding as well as new money for existing special items such as CSE high tech labs, CADD, and Environmental Institute of Houston will be made. In addition, we attempt to receive relief for the Hazelwood Exemption, which is the tuition fee exemption for up to 150 hours for veterans and their families. In FY 2014, UHCL’s Hazelwood exemption was $900,000 and grew to $1.5m in FY2016. This amount is significant and projected to increase. The State provides formula funding for veterans but not tuition and fees. Thus, universities have decided to seek some relief from the State.

Tuition regulation may be on the legislative agenda but is unlikely to occur this session. In 2003, the legislature deregulated tuition. This means the Board of Regents sets tuition for UH, UHD, UHV and UHCL.

Dr. Staples communicated that the search for the next UHCL president will be chaired by an external individual appointed by Chancellor Khator. She will also appoint the search committee members. Membership will likely include 1 faculty member from each college, 1 faculty senator, 1 student representative, 1 A&F representative, 1 Academic Affairs representative, and 1 University Advancement representative. A probable timeline: prior to Christmas break - appoint search committee, hire search firm, develop candidate profile, and advertise position. After Christmas (mid-January), the search committee meets, reviews candidates, selects candidates for airport interviews, then selects 4 or 5 candidates for campus visits. Campus visits are usually 1.5 days of interactions with various constituent groups including external groups. Dr. Staples said UHCL will attract very good candidates. The position will be very attractive because of Texas/Houston, results of last legislative session, potential new doctoral degrees offerings, four new building projects and the four-year initiative. Chancellor Khator thinks very highly of UHCL; and will be very hands-on in selecting the right president for UHCL. The candidate will probably be hired by March/April 2017. Dr. Staples said he hopes the new president could start in July permitting at least a one month transition period prior to his departure on August 31.

**Changes to Faculty Senate Committees**

Dr. Gossett revealed that since the last meeting, Dr. Mike McMullen and Dr. Steven Bistricky were elected to serve on the Faculty Senate. FSEC recommended that Dr. McMullen serve on the Faculty Senate Budget Committee and on the university Planning & Budgeting Committee as alternate representative. In addition, Dr. Steven Bistricky will serve on the Faculty Senate Research Committee and the university Facilities and Support Services Committee. Following a motion and second, the Senate approved the recommendations for additions to the membership.

**Senate Committee Reports**

**Budget Committee**: Dr. Withey reported the committee will meet with Provost Houston to discuss faculty salaries, CUPA data comparisons. In addition, a meeting is scheduled with Vice President Dotter, to discuss other budgetary concerns. The committee plans to request summer salaries increase to 1/10. Other issues to be addressed include review of teaching assistant stipends and strategies to improve domestic graduate enrollment.

**Curriculum & Teaching (C&T) Committee:** Dr. McDonald mentioned C&T plans to examine the parameters for attaining 120 hours with minors for students entering with excessive hours; develop recommendations for streamlining online course approval schedule; evaluate online course checklist; consider creation of Honors College and a request to create checklist for new programs that indicates approval by the college, C&T, Faculty Senate and program faculty member representatives.

**Research Committee**: Dr. Carman said agenda items for the year will be established at the next meeting.

**Faculty Life Committee**: Dr. Kanenberg said they are reviewing the Grievance Policy. A revised version should be completed by the end of year. She asked senators for suggestions and feedback from faculty colleagues. She announced the Promotion and Tenure policy is currently being reviewed by UH System Legal. Dr. Gossett added that Provost Houston is consistently asking UH System Legal for updates on their review.

**Shared Governance Committee Reports**

**Facilities & Support Services Committee** (FSSC): Dr. Valenti communicated that at the last FSSC meeting, Chairs for the Space Allocation Subcommittee and the Parking & Safety Subcommittee were elected. They received a report from FMC on the status of new construction.

**Planning & Budgeting Committee** (PBC): Dr. Michael said that several faculty members expressed concern about a circulating endangered programs list. He asked for more information on this issue. Dr. Houston responded that at the last Provost Council, it was determined that UHCL had no programs on this list. There were some programs that are close, but none the THECB has identified. Dr. Michael suggested meeting with Provost Houston to further discuss small programs.

**University Life Committee**: Dr. Bartsch indicated review of the Smoking Policy is the next topic of discussion.

**Ad Hoc Committees**

**Online Proctoring & Testing**: Dr. Michael said he will convene a meeting by month end. There are new members on committee. The committee plans to develop an overview of on-campus needs to provide to the campus community. We anticipate having one alternative vendor for proctoring online courses.

**QLT Report**

Dr. Browning announced that two QEP professional development workshops have been held. There are three more training sessions scheduled for fall 2016. More information will be provided via email.

**Faculty Senate Constitution Revision**

Dr. Gossett said the distributed revised draft is the outcome of one years’ work of the Constitution Ad Hoc committee. Representatives from the four colleges served on the committee. She asked for suggestions for an appropriate process for obtaining feedback from multiple constituents on proposed revisions. In addition, she requested that major areas of concern be identified and emailed to FSEC members. There should be considerable discussion regarding the content of the constitution. The senate will provide feedback first and then there will opportunity for general faculty input. Dr. Gossett felt it was necessary to have a clear proposal to present to all faculty.

Following lengthy discussion, the process to address updates was reiterated as Senate vetting and feedback, full faculty review and feedback, Senate feedback and then a second opportunity for the general faculty feedback. The proposed timeline is October 5-November 2 - Senate review and initial feedback, December-new revised draft presentation; January/February-open forum for all faculty; March-Senate vote. It was noted that it was the Senate’s role to decide on each proposed amendment, discuss thoroughly and present a clear proposal to the general faculty. The Senate will provide to the general faculty, the rationale for revising the constitution, as well as the list of major concerns and options identified by the Senate. The final vote by the general faculty will be approval of “all or nothing” of the final version passing Senate. Other suggestions noted were to provide opportunity for online discussion, prioritized concerns, set up Blackboard discussion boards for objective statements, shared folder to gather input, and provide PowerPoint presentations relating to updates. There was a motion and second to address revision of the constitution via the procedure as discussed. The motion passed unanimously.

**Announcements**

Faculty Assembly - October 12, 11:30, Forest Room

University of Houston Council of Faculty Senates one-day faculty conference – March 31, 2017. More information will be provided later.

**New Business**

Dr. Ward asked for more information about the UH-Clear Lake Online Initiative. Dr. Houston explained the initiative has been discussed with the Deans. The purpose is to advance newly online programs which have not been marketed. The deans will ask program faculty if they would be willing to participate in the initiative. The initiative will market the programs to fully online students. A section for fully online students only will be created. No other students will be able to sign up in this section. A corresponding section for non-fully online students will also be created, and fully online students will not be able to sign up in this section. The 2 sections will be of the same online course treated (but not listed) as cross-listed courses. A mechanism was needed to market those fully online programs. The initiative will provide opportunity for further outreach of programs. Dr. Bendeck indicated that fully online students are leaving when 100% online courses are unavailable.

The meeting adjourned at 3 p.m.