

## **UHD Faculty Senate Meeting**

**March 5, 2013**

### **Minutes**

**Present:** G. Preuss (President), T. Hale (President Elect), S. Henney (Secretary), A. Allen (Past President), R. Beebe, C. Bachman, P. Deo, D. Epstein, V. Hrynkiv, F. Khoja, P. Mandell, S. Farris, J. Schmertz, C. Nguyen, C. Rubinson, M. Benavides, M. Duncan, J. Herrera, S. Koshkin, I. Wang, J. Tito-Izquierdo, W. Nowak, S. Yuan, E. Padilla

**Absent:** J. Ahmad, C. Burnett, R. Davidson, R. Johnson, J. Johnson, P. Li, S. Penkar,

### **Minutes**

February 19, 2013 minutes approved with one abstention.

#### **Guest: Bill Schaub, Bookstore Manager**

Reminded faculty that the deadlines for submitting book orders for summer is March 15 and for fall is April 15.

#### **Guest: Ivonne Montalbano, VP of Employment Services**

Ms. Montalbano provided an update on the salary study. In October 2012 a salary study was initiated for IT positions due to high turnover. The decision was made in November 2012 to expand the study to faculty and staff; an RFP was issued in January 2013. However, the contract was not executed until February 21, pushing the timeline back at least six weeks. This pushed the study into a time frame where staff had other pressing duties (performance appraisals and Time Reporting and Absence Management [TRAM] training) and would have had to do the salary study self-appraisal in a very short time frame. Thus, the salary study will begin in the summer for staff and in the fall for faculty, with completion by the end of the year.

A full salary study costs about \$175,000.

#### **Faculty Senate President's Report**

Provost Hugetz has reinstated regular meetings of the AAC. On the agenda for the last meeting were:

- ORCA policy (reviewed by Senate in 12/2010)
- Grading System (has been through the shared governance process to AAC)
- Semester Credit Hour (has been through the shared governance process to AAC)
- University Funded Faculty Leave (has been through the shared governance process to AAC)
- 6-Drop Rule (an emergency policy, but will ultimately go through the shared governance process)

At the last meeting AAC members talked about the first two of these, with no final resolution. All will appear again on the agenda for future AAC meetings. Additional policies added to the AAC agenda include:

- Majors and Minors
- Credit by Exam
- Changes to Curricula and Programs
- Assessment of Educational Programs

Preuss indicated that we will try to discuss these four more at future Senate meetings.

**Guest: Provost Hugetz**

Provost Hugetz reviewed the changes in SSEM, which is now under the umbrella of Academic Affairs. This change will allow better coordination between SSEM and the academic area and student life. It also will allow for better oversight and quicker, more focused changes as needed.

We are 1,500 applications behind where we were last year. We have seven recruiter positions vacant, and we currently only have two transfer recruiters. This is our biggest student group, and we must get our transfer recruitment jump-started. These positions will be advertised.

We will also be advertising for more advisors. Our central advising operation will focus on undeclared majors and the college advisors on declared majors (there are about 7,000 students in each category). There is an initiative to have “pre-majors” starting at 30 hours to encourage students to track toward a major; this will assist with proper advising as well.

Although the first AAC meeting did not result in any policy approvals, it was a good meeting that covered some important issues. One issue is the meaning of the word “approval” within the shared governance system. The Provost believes that the foundational principle of shared governance is that policies are recommended by the faculty and approved by administration. The task of shared governance is to balance the faculty and administrative perspectives so that a compromise position is possible. Thus, the AAC is a recommending body to the President, who approves policy.

**Report from President-Elect Hale**

Attended the Texas Council of Faculty Senates. Several guest speakers were present, including the sponsor of HB 51 (Tier 1 Universities) and HB 25 (outcomes-based funding). They also discussed the graduate program review process. It appears it will be easier on the front end to start a graduate program, but there will be a more rigorous 6-7 year program evaluation. Post-tenure review was also discussed. The law is that a comprehensive review has to be done at least every six years.

Hugetz comments that there is no clarification at this time from System on the post-tenure review process; each campus sets its own criteria. The question is whether the annual evaluation process we have is “comprehensive enough.”

**Old Business: Task Forces**

Preuss clarified that the initial budget for the Teaching and Learning Center needs to be done by the end of March for about \$100,000 and should be based on the recommendations of the previous task force. The committee’s work will not end here, as it will consult on the implementation of the Center.

Preuss reviewed the outstanding task force charges and made some recommendations.

1. Faculty Research Task Force: Preuss spoke with Dr. Garcia from the Research Office, and one suggestion is that this task force be reformulated to be a faculty advisory body to the Research Office.
2. Faculty-Led Student Retention Task Force: There is already a Retention Task Force, so this may be redundant. Senate might consider requesting more faculty be appointed to the existing Retention Task Force.
3. Online Education Task Force: Senate may consider wrapping this in to the Teaching and Learning Center Task Force.

A FSEC member commented that the online education issue and the Teaching and Learning Task Force are two different issues. Another FSEC member indicated that in focus groups last year, faculty assumed that online education would be a part of the Teaching and Learning Center's mission.

A Senator inquired about the Faculty Roles and Rewards Task Force and how it relates to the Faculty Annual Evaluation Policy. Discussion focused around the issue that this task force's work would inform FAC's revision of the policy whenever it comes to them again in the future. The policy is not being revised at the present time.

Motion: "Move that the Senate asks the Teaching and Learning Task Force if they can incorporate the charge of the Online Task Force into their structure. The Teaching and Learning Task Force will report back to the Senate on this issue in one month."

Discussion focused around the fact that there was a previous Online Task Force, the recommendations of which should be located and disseminated to the Teaching and Learning Task Force. Also, the TTLC should have a part in the online education discussion of this task force.

Motion passes. In favor: 11. Opposed: 7. Abstention: 1.

Motion to transform the Faculty Research Task Force into an Advisory group to the Research Office was rescinded.

Motion: To charge FSEC with rewriting the Faculty Research Task Force charge into an advisory body to the Research office.

A Senator questioned whether we have the power to do this, and Provost Hugetz responded that there is a provision in the Shared Governance Policy regarding special advisory groups/committees.

Motion passes. In favor: 14. Opposed: 0. Abstention: 3

### **New Business: Update on Faculty Climate Survey**

President-Elect Hale reviewed the progress on the survey to date. The sub-committee is moving forward with only slight modifications and 57 or so questions. The primary issue is how to administer the survey. The Provost's office has a Professional subscription to Survey Monkey, but Hale is investigating how data will be protected. Hale reviewed some ideas for this (e.g., click link and link expires to prevent multiple attempts), but final decisions have not been made.

Adjourn: 4:00 pm