

UHD FACULTY SENATE MEETING
September 5, 2006

CALLED TO ORDER: The second meeting for the 2006-2007 academic year of the UHD Faculty Senate was held in A-300, One Main Street, Houston, Texas on September 5, 2006. The meeting convened at 2:30 pm. President Anjoo Sikka presiding, with Vice-President Michelle Moosally, and Secretary-Treasurer Gene Preuss.

Present: Anjoo Sikka (President), Michelle Moosally (Vice President), Gene Preuss (Secretary/Treasurer), Jeffrey Adams (MMBA), Austin Allen (SOS), Kris Anderson (SOS), David Branham (SOS), Linda Bressler (FACIS), Raquel Chiquillo (A&H), Ermelinda DeLaVina (CMS), Prakash Deo (FACIS), Marion Godine (UE), Jon Harned (ENG), Mian Jiang (NS), Mark Kellar (CJ), Aimee Roundtree (ENG), Faiza Khoja (MMBA), Aaron Krochmal (NS), Peter Li (SOS), Steve Maranville (MMBA), Rich McMahan (FACIS), Shelley McIntosh (UE), Tyra Montgomery (NS), Lucille Pointer (MMBA), Nick Rangel (A & H), Johanna Schmertz (ENG), Randy Serrett (FACIS), Jorge Tito-Izquierdo (ET), Rahul Verma (FACIS), Shengli Yuan (CMS)

Absent: Youn-Sha Chan (CMS), Tony Chiaviello (ENG), Hong Lin (CMS), Senator to be elected (A&H), Angela Pedrana (UE)

Guests: UHD President Max Castillo, Vice President for Academic Affairs and Provost Molly Woods.

President Sikka declared a quorum and called the meeting to order at 2:34 pm. She called the Senate's attention to the agenda, and the time limits indicated.

UNFINISHED BUSINESS: There was no unfinished business

NEW BUSINESS:

Approval of Minutes: Secretary/Treasurer Preuss announced that the minutes needed minor editorial corrections, but were essentially ready for approval. Senator Montgomery moved that the minutes be approved; Senator deLaVina seconded. The motion carried.

Report from Senate Officers: President Sikka announced the circulation of a snack sign-up sheet so Senators from different departments can volunteer to bring snacks to the meetings.

Sikka recognized Bill Waller, QEP Director. She encouraged Senators to circulate the published QEP report among their colleagues for discussion. She announced that the University Planning Council will begin focusing on long-term planning with Globalization, Interdisciplinarity, Connectivity and Outreach in mind.

She informed Senators that she and Vice-President Moosally attended the University Faculties Executive Council, the faculty senate leadership of all University of Houston System universities that meets with Chancellor Jay Gogue. The last meeting included discussion on the plans for the

UH-Northwest initiative, and its effect on UHD. She also noted that she plans to meet monthly with President Castillo.

President Sikka also recognized the election at the May 02, 2006, meeting of Lucille Pointer and Ermelinda DeLaVina to the Senate Executive Council.

Sikka announced that the Faculty Senate Task Force on Research Support, and Faculty Recruitment and Retention, chaired by Margaret Shelton, will begin work in earnest this semester.

She thanked Senator Peter Li for volunteering to be Faculty Senate webmaster. Li announced that he has made changes, and invited the assembly to view the changes and make suggestions.

President Sikka encouraged Senators to discuss issues with departmental colleagues and committees, and bring issues to the Senate for discussion.

Vice-President Moosally announced that Penny Cureton, Executive Director, Office of the President, emailed appointment notices and announced that all committees should meet no later than September 15. She noted that the Credentials and Elections Committee is still holding a few elections, two seats on Academic Affairs Council, a one-year replacement in Humanities for Senator Tom Lyttle, and a one-year replacement in SOS for Gene Preuss. She also advised the Senate that elections and appointments for positions on the Grievance Committee, and nomination calls for Faculty Development Leave, Faculty Awards, and Academic Assessment committees would be forthcoming.

Secretary/Treasurer Preuss announced that he is working on a quick reference sheet of Robert's Rules of Order for Senate meetings.

Reports from UHD Administration: University President Max Castillo greeted the Senate, thanked everyone for attending the recent Convocation. He announced he would meet with the Legislative Budget Board and present the UHD budget requests on September 18. He recapped the SAC accreditation process, and the QEP review, reminded faculty of the need for student engagement and success, and emphasized how important the faculty's participation is in the QEP's success. A second review is due in five years. Capital improvements also figure prominently in budget planning, and Castillo acknowledged the efforts of State Representatives in having \$31.6 million in Tuition Revenue Bonds appropriated so the new building would not have to be self-funded. He also stressed the importance of Globalization, Interdisciplinarity, Connectivity and Outreach in long-range strategic planning for UHD. He also updated the Senate on the situation concerning the northwest campus and especially Sam Houston State University's role. He stated that the Higher Education Coordinating Board would meet and decide near the end of the month.

University Provost Molly Woods announced that committees were already beginning to meet; the Curriculum Committee elected Adolfo Santos as chair, Faculty Development Committee has met and discussed some changes, and that the QEP council would meet soon and Dr. Waller would be soliciting information from other faculty. She noted UHD's participation in the

Achieving the Dream program, and that she saw UHD's role as making sure funds are available to strengthen the QEP.

During questions, Castillo clarified the history of UHD's role in providing services in the northwest, the development of the University Center, and other universities' interest in the UC. He also discussed ongoing negotiations with METRO over land issues and the development of parking facilities. He noted that he approved revisions on the Faculty Performance Evaluation policies. Dr. Woods noted that, additionally, revisions to the Faculty Salary Adjustment, and External Sponsored Programs would also be forthcoming. Castillo clarified that the Legislature's approval of Tuition Revenue Bonds during the Special Sessions freed HEAF funds for technology and capitol improvements, land acquisition, and other projects UHD had put on hold. Castillo also noted that the 1% increase in enrollment did not meet the expected 3% increase, but it should not significantly affect the budget, but the official count would not be available until after the 20th day attendance. When asked if the upgrades to the library should be taken into consideration when planning departmental lab upgrades on the sixth floor, Dr. Castillo said any departmental plans to renovate offices on 6th floor should be put on hold.

Explanation of Committee Nominations Process and Make-Up: Vice President Moosally explained the UNIVERSITY-LEVEL COMMITTEES AT UHD-BASIC FACTS sheet she prepared, a handout on committee structure, eligibility and membership (See attached).

Determination of Charges to Committees: President Sikka asked Senators if they had any specific charges to the different committees, issues, or policy issues they wanted to address. She provided some examples of charges that the Senate could provide. During discussion, other examples of issues, including setting regular policies and procedures for committees, and adding additional member to committees whose members might be asked to excuse themselves from decisions. Sikka also asked that all committees bring policy changes before the Senate for discussion and input before the revisions are sent to Academic Affairs Council so the committees would not have to revisit the issues. Moosally also stated that the Senate website will have the information about the committee descriptions, charges, and any updated information. Sikka clarified that the committee charges would be effective immediately.

Senator Schertz moved to postpone the Question to the next meeting so senators would have more time to consider the committees and their charges. The motion was seconded and the motion carried.

Faculty Senate Meeting Schedule and Issues: Sikka asked for input on issues to place on the Senate agenda for future meetings. She again mentioned that she foresaw the first Tuesday Senate meeting should be a business meeting, and the meeting on the third Tuesday would focus on specific issues. She has received requests for the Senate to address Workload, Rank and Tenure procedures and departmental policies, student discipline and faculty safety, copyright violations at the copy center, and textbook expenses. Issues rose during discussion including parking issues and permit expiration dates, a lack of clarity in pay stubs, the policy changes regarding search/screening committees and the faculty employment policies. Discussion then turned to the revisions to the Faculty Employment Policy (PS 10.A.13), and whether or not revisions had been made, and whether the version online was current. Provost Woods noted that

President Castillo supported changing the term “Search Committee” to “Screening Committee,” but it was unclear whether this change was structural or simply semantic. Sikka said the Senate should address the issue, and perhaps President Castillo and VP for Employment Services & Operation Ivonne Montalbano could explain the change in terms.

President Sikka suggested that the Senate could charge the Faculty Affairs Committee to address the issue. Sikka said that any discrepancies from the policy should be noted and brought before the Senate. Several Senators noted that there had been problems scheduling orientation sessions with Human Resources before searches because of the new “screening committee” designation.

Senator Allen moved to postpone a vote on charging the Academic Affairs Committee to address the issue to the next meeting so senators would have the opportunity to discuss this with faculty and the Executive Committee could ask President Castillo to provide more information. The motion was seconded and carried.

Senator Branham moved to plan a schedule for discussing the issues raised above at the next meeting. The motion was seconded and carried.

Other Business: Senator McIntosh said pay equity and salary compensation were other issues she would like the Senate to discuss. Senator Harned also noted faculty should be aware of new safety procedures.

ANNOUNCEMENTS: There were no announcements.

ADJOURNMENT: Senator Bressler moved for adjournment. The motion carried. The meeting adjourned at 4:02 pm.

Date of Approval

**Secretary/Treasurer
UHD Faculty Senate**