



Faculty Senate

Minutes

Wednesday, February 21, 2018

12:15 p.m.

President Dan O'Connor called the February 21, 2018 Faculty Senate Meeting to order in the Elizabeth D. Rockwell Pavilion of the M.D. Anderson Library at 12:16 p.m.

MEMBERS PRESENT: (61)

ARCH: D. Froehlich, E. Kwon, P. Peters
BUS: J. Hess, N. Johnson, T. Kong
CLASS: C. Alfano, P. Blake, W. Breslin, P. Butler, S. Craig, H. Glass, S. Grigorian, D. Hernandez, M. Ivey, J. Kleinheider, D. O'Connor, R. Ramos, C. Spitzmueller
CON: S. Lee
COTA: A. Noble, K. Rigdon
EDU: W. Fan, J. Freiberg, K. Hassett, C. Horn, L. Hutchison
ENGR: P. Cirino, D. Shattuck, G. Song
GCSW: P. Leung
HON: S. Long
HRM: J. Bowen, J. Draper, J. Madera
LIB: K. Creelman, C. Gola, A. Malone
NSM: E. Bittner, R. Capuano, R. Forrest, R. George, S. Huang, V. Lubchenko, J. May, M. Papadakis, D. Pattison, A. Quaini, C. Ratti, Z. Ren, S. Shah
OPT: D. Currie, K. Fern, R. Manny
PHA: G. Cuny, R. Ghose, T. Hussain
RES FAC: M. Laughlin
TECH: B. Detillier, M. El Nahas, F. Merchant

MEMBERS ABSENT: (72)

ARCH: S. Rifaat, W. Truitt
BUS: S. Basu, D. Currie (w/n), C. Larson, A. Miljanić, M. Murray (w/n), V. Patrick-Ralhan (w/n), L. Silva, G. Smith, S. Werner
CLASS: E. Alemán, J. Babcock, E. Ciszek, J. Clark, J. Cortina, M. Dunkelberger, S. Fishman, J. Fix (w/n), D. Foss (w/n), M. Gutiérrez, A. Hernandez, D. Papell, L. Reed, G. San Miguel, C. Sharp
COTA: C. Boone (w/n), R. Bush, F. Fernando, J. Mueller, S. Wallace
EDU: C. Arbona, S. Culpepper, J. Gonzalez (w/n), M. Lee, L. McKinney
ENGR: S. Brankovic, J. Conrad, K. Grigoriadis, Y. Kulkarni, K. Larin, M. Nikolaou, S. Shevkopyas, C. Wilson, J. Wolfe
GCSW: R. Gearing, S. Jennings, M. Sampson
HON: C. LeVeaux-Haley
HRM: C. Morosan, D.C. Taylor
LAW: B. Evans, D. Fagundes, J. Heppard, L. Hoffman, P. Linzer
LIB: S. Thompson

NSM: K. Bassler, S. Dryer, S. Gilbertson, T. Lapen, R. Lee (w/n), S. Xu
OPT: V. Das (w/n), J. Porter, D. Powell
PHA: B. McConnell, S. Salim, V. Tam
TECH: S. Ezell, M. Moges, G. Zouridakis

VACANT SEATS: (5) CLASS-PSYC – 1 seat / LAW – 2 seats / OPT – 1 seat/ NSM-BIO – 1 seat

VISITORS: Paula Myrick Short (Sr. Vice Chancellor/Vice President, Academic Affairs/Provost), Emily Messa (Associate Vice Chancellor/Vice President, Administration), Bob Browand (Director, Parking & Transportation), Michael Johnson (Chief of Staff, Chancellor/President), Mary Manning (Associate Librarian, University Libraries), Irene Ke (Associate Librarian, University Libraries), Erica Lopez (Assistant Librarian, University Libraries), Emma Fontenot (Assistant Librarian, University Libraries), Celestina Okafor (Student, College of Nursing)

MINUTES: The minutes of the January 24, 2018 Faculty Senate meeting were approved.

Report from and Discussion with the Faculty Senate President: [Dan O'Connor](#)

a) Consensual Relationship Policy

President O'Connor discussed the Consensual Relationship Policy email notification which all UH employees received noting that the policy was open for comments from the entire campus. He added that the FAC, FGC and EC had been reviewing the policy closely. Dr. O'Connor explained that the policy was a SAM (a UH system-wide policy) and that policies of this nature were in place in most university systems. The policy stated if an employee had a formal reporting relationship or oversaw the evaluation, rating or performance of another employee or student, then they could not be in a relationship with that employee. He added that this policy did not apply to employees who were married and were covered under the current UH nepotism policy. Pres. O'Connor explained that if an employee or employee/student relationship began, then the employee who was in power was responsible to do what was necessary to be removed from the reporting line as an employee could not have an intimate relationship with another employee they were supervising (faculty, staff or student). He added that this policy was drafted by the Office of the General Counsel and, because it was a system-wide policy, each campus would have their own way to deal with the procedural rollout. Dr. O'Connor encourage the senators to read and respond with their comments to uhpolicies@uh.edu by March 8th and share with their colleagues.

b) Workload redistribution for childbirth and adoption program

Dr. O'Connor noted that the workload redistribution policy began with the ADVANCE project and that it was ready for approval. He added that the previous policy required that the faculty members have a special assignment when having a child or adopting a child; however, with the revised policy, the Department Chair could reassign their workload. For example, faculty could be relieved from teaching to work on scholarship or other activities such as a special project that could be tracked over time as long as it would generate a product. Pres. O'Connor believed it was a very positive change that would add flexibility for department chairs to assist faculty when having a child or adopting. He added that the FMLA was not required with this workload redistribution and that the tenure clock was not restricted by this policy.

c) College of Medicine

Dr. O'Connor noted that there are seven components for the College of Medicine process as listed below.

1. MD degree approval by the Texas Higher Education Coordinating Board (THECB) - The GPSC approved the MD degree on February 6th to be followed by the Board of Regents (BOR) requested approval on March 8th. With BOR approval, the MD degree would then be sent to the THECB for approval.
2. Liaison Committee on Medical Education (LCME) accreditation - The UH committee of thirty members had been working since December 2017 and would be submitting the application in December 2018.
3. Funding - The plan would be for \$120M in the next 10-12 years that would come from the following: \$40M in state appropriations; \$40M from philanthropy; and, \$40M from Intellectual Property incremental.
4. Building Health 3 - This building housing the Medical School would be opening in 2021-2022 with an additional parking garage.

5. Hiring administrators, faculty and staff - The search for the Founding Dean was underway and the search for Associate Deans would also be completed prior to application for accreditation.
6. UH Clinics - The Health 2 building on the first floor would be housing the medical school clinics. Partners were being sought in the federally qualified healthcare centers and others in order to bring healthcare delivery capacity into the space. Clinical Psychology, Counseling Psychology and potentially Communication Sciences and Disorders, a sleep lab and other services would be integrated into the space as well giving students access to observe the doctors practicing in these settings.
7. Local and state support - President Khator and her team had been working to ensure support for the rationale for the need for a medical school in Houston, in Texas and why it was right for UH.

President O'Connor noted that Administration had agreed to set up a dashboard to enable everyone to be able to track, over time, what stage the medical school was in. The dashboard would be integrated into the College of Medicine web site which was currently up and running. The Executive Committee had been working on a document for the Senate members with this same information to disseminate to their colleagues.

A senator noted that the UH \$1B campaign has raised approximately \$700M and inquired as to how much of that was designated for the medical school. Dr. O'Connor stated he would check and respond with an answer. Another senator inquired if the startup funding was part of the \$120M to which Dr. O'Connor responded that it was included as part of the frontloading for hiring the administrators from the \$40M from the state appropriations. A senator asked how the state would make appropriations since this was not a legislative year. Dr. O'Connor responded that the funding would not be available until fall 2019. The senator then asked what would happen if the state did not give the state appropriations. Pres. O'Connor stated that, to his understanding based on President Khator's public statements, the medical school could not be done.

d) Faculty Handbook revision

President O'Connor announced that the Faculty Handbook revision committee, assembled last year and chaired by Dr. Horn, had been meeting regularly. He noted that the current handbook was 300 pages long and contained much duplication of information. He explained that the committee would not be rewriting the handbook but would be reducing its length and possibly using a digital interface versus a PDF to make the handbook more searchable and easier to navigate. Dr. O'Connor added that the committee would have a draft by the end of the spring semester, make edits during the summer and the revised Faculty Handbook would be available in the fall for Senate review and approval.

President O'Connor announced that:

- the next Faculty Senate meeting would be March 28th;
- the "Finally Friday" social would be Friday, February 23rd in the Faculty Café; and
- the APeX Lecture Series featuring Dr. Tony Kong in a lecture entitled "A little appreciation goes a long way" would be on Wednesday, February 28th. He added that the Assistant Professors were doing some interesting and groundbreaking work and encouraged everyone to attend.

University of Houston System Chancellor and University of Houston President: [Renu Khator](#) (Unable to attend)

University of Houston System Senior Vice Chancellor and University of Houston Senior Vice President for Academic Affairs and Provost: [Paula Myrick Short](#) (No report)

University of Houston System Interim Vice Chancellor and University of Houston Interim Vice President for Administration and Finance: [Jim McShan](#) (Unable to attend)

University of Houston System Senior Vice Chancellor and University of Houston Senior Vice President for Research & Technology Transfer: [Amr Elnashai](#) (Unable to attend)

Parking and Transportation Presentation and discussion with University of Houston System Associate Vice Chancellor and University of Houston Associate Vice President for Administration: [Emily Messa](#)

AVP Messa announced that she and the Director of Parking & Transportation Bob Browand would be giving an update on Parking & Transportation. She noted that Senators May and Manny served on the Transportation and Parking Advisory Committee (TPAC). Mr. Browand stated that the TPAC's purpose was to act as a standing committee reporting to the

Office of the Executive Vice President for Administration & Finance. He explained that the committee's charge was to work closely with the Department of Parking & Transportation Services (PTS) and to serve as a conduit for the exchange of information and ideas between the community, PTS and university management. Director Browand added that TPAC provided advice and assistance regarding plans for development of parking facilities, parking enforcement issues, parking fees and fines, shuttlebus operations and transportation and parking issues.

Mr. Browand explained that the TPAC was comprised of twelve voting members including five students nominated by the SGA, three staff members appointed by the Staff Council and four faculty members appointed by the Faculty Senate that would meet every month from September – July. He added that guest speakers had included the Frontier Fiesta Committee to discuss their 2018 event, Raymond Bartlett (Sr. AVC/AVP for Finance) to discuss Auxiliary Services, and Emily Messa (AVP for Administration) to advise on structure and protocol. For FY2017 - FY2018, to date, major topics addressed by the committee included: parking impacts (football games, Frontier Fiesta, March for Babies, and other large events); access control conversion on the faculty/staff gated lots; Student Zone parking and various parking policies such as the Parking Down policy; Sugarland Campus - noting that PTS would be taking control of the parking operations in September; and, the special workshop.

Director Browand stated that the committee members had participated in the RFQ/FRP process for PTS projects and services contracts to include: Parking Garage 5 selection for design and contracts; Shuttle Service contract; Parking Guidance System which would begin soon; and, Parking Management Services.

Mr. Browand noted that the focus of the TPAC workshop was to discuss parking rates for FY2019 and FY2020 with the review of projected expenditure increases, review of funding sources, development of the parking rate proposal for TPAC recommendation and, comparison of the proposed UH parking rates to other Texas universities.

Director Browand discussed forecasted expenditure increases indicating that the projected FY2020 expenditures would increase by \$6.7M due to debt service. The funding would be for the new Parking Garage 5 that would begin construction in May and the MacGregor track surface lot (by Old Spanish Trail) as well as the shuttle bus increases from the Sugarland campus whose costs and M&O would be transferred to the UH main campus in Fall 2018 along with the M&O for the new Parking Garage 5, payroll of \$200K for staffing and hiring a Transportation Demand Manager to handle and expand the growth of the COAST program for the Sugarland campus. He added that the debt service was \$5.2M of the \$6.7M.

With regards to parking revenue, Director Browand stated that their committee compared UH with UT-San Antonio, UT-Austin (UT), Texas A&M University (TAMU) and North Texas University. He explained that UH relied on permits for 71% of its revenue whereas the UH peers permits were only 39%. Mr. Browand added that the difference was that the UH peer institutions charged their students a transportation fee (which made up about 25% of their funding) and UH did not. Additionally, the UH peer institutions generated more revenue from athletic and non-athletic events than UH, especially on weekends. He added that UH was working at extending services throughout the weekend to capture more revenue beginning in the summer of 2018.

Mr. Browand explained that the PTS initially forecasted parking rates to increase 15% in FY2019 and 16% in FY2020. After the TPAC workshop, the parking rates were reduced to 12.1% for FY2019 and 10.3% for FY2020. Director Browand then stated that PTS and TPAC worked with UH Administration to further reduce the recommended rates with a goal of 8.7% average increase in FY2019 and 8.9% increase in FY2020. Suggestions for accomplishing this reduction included: more event parking revenue; garage financing options (Garage 5 was being financed on a 20-year loan; however, future garages would be financed with a 30-year loan.); and, removing all the expenses that were previously planned for the Katy campus and waiting for three – four years before taking over parking. These adjustments brought the FY2019 rate to 8.7% and FY2020 rate to 8.9%. AVP Messa added that they valued the shared governance process and dialogue with the committee and the administration and would be modeling other projects in that same manner.

Director Browand discussed the current rates, as well as the proposed rates with the dollar amount increase and percentage change for FY2019 and FY2020 noting that the weighted average was just under 9% for both years. He then addressed the comparison with UH and its peer institutions (only UT and TAMU were able to supply information) and explained that the peer institutions 2018 rates were adjusted to show the actual annual charge for parking and transportation (including the annual transit fees charged to their students).

Director Browand then answered questions from the senators to include the following:

Question: What was the amount that UH main campus was paying for parking services for the Katy and Sugar Land campuses?

Answer: Mr. Browand stated that there was no payment for the Katy campus at that time. Additionally, PTS was in discussions with the Sugar Land campus, as it was currently running at a \$400K deficit, with a goal of making them self-funding.

Question: Concern was expressed regarding the parking revenue comparisons because UT and TAMU were not commuter universities noting that when combining their 25% for shuttle service and the transit revenue service would equate closely to the UH Student Permit in terms of revenue.

Answer: Director Browand stated that was the information available that the committee had to work with.

Question: Why were faculty unable to park in reserved lots on weekend game days with ununiformed attendants not giving parking receipts? Solution offered by senator was departmental vouchers to show attendants.

Answer: Mr. Browand agreed that a parking receipts should be given and it would be addressed.

Question: Why there was a difference in faculty/staff garage parking and faculty/staff gated parking?

Answer: Dir. Browand stated that the garages were not paying for themselves in debt service and needed to be subsidized and the gated lots were currently undervalued.

Question: Why and what was the basis for the UH ungated faculty/staff rate of \$380 when TAMU only paid \$310?

Answer: Mr. Browand explained that the faculty/staff ungated and the student lot had been the same (this year \$345) but faculty/staff used spaces for longer periods of time than the students. He added that faculty/staff spaces were oversold at 1.4 and student spaces were sold at 1.6 so that PTS could sell more spaces in the student lot than in the faculty staff lots. The 10% increase in the faculty staff was an adjustment to even out the revenue generated between the faculty/staff and student parking spaces.

Question: Why has the Lot 13A gate been opened beginning between 2-3 pm on Friday afternoons causing needed spaces to be taken?

Answer: Dir. Browand responded that it was because of a standing agreement for events at the A.D. Bruce Religion Center for their events, such as weddings. He added that the new system being installed would allow the PTS to give the A.D. Bruce Religion Center a pass code for the day so the gate could remain closed.

Question: How do faculty with ungated parking permits deal with the Parking Down policy?

Answer: Mr. Browand stated that the Parking Down policy would remain in place and that PTS sold their permits based on a certain oversell percentage. He added that when faculty/staff parked in the student area, it threw off the PTS oversell as well as causing the students to be unable to find a place to park. Two additional faculty/staff lots were added prior to the spring 2018 semester (Lots 21B by the East Garage and Lot 1A by the Welcome Center garage). After the semester began, PTS noted there was still an issue and added a third faculty/staff lot by the Football stadium (Lot 12B). Next year PTS would be setting up a zoned parking system for students and, with their permits, students could only park in a particular zone. He added that the faculty/staff would not be restricted to a zone but would be required to utilize only faculty/staff ungated lots in any faculty/staff ungated lot on campus.

Question: Were the costs for the Sugar Land campus included in the parking rate chart for FY2019 and FY2020?

Answer: Director Browand responded that that was still under discussion; however, he thought that the Sugar Land rates would be a slightly lower rate than the student rate on our campus.

Question: Were there updated parking maps to show where the faculty/staff ungated lots were on the PTS web site?

Answer: Mr. Browand expressed that they were.

Question: Why was PTS overselling the faculty lots and enforcing the Parking Down policy?

Answer: Mr. Browand explained that was the way to manage the lot and that the Parking Down policy was only in effect until 4 p.m. He added that, after that time, faculty could park in the student lots, if needed. AVP Messa added that the policies and procedures PTS executed and enforced were based on industry standards. She explained that PTS had worked with Walter P. Moore last year to set up a 10-year masterplan which would be updated every year based on enrollment projections and patterns. She added that Director Browand and his team made real time observations to be precise on modeling and oversell to best manage the expectations of all of their customers. AVP Messa closed by stating that no one took their job more seriously than Director Browand and that he had been nominated for a Career award for the Texas Parking and Transportation Administration for the work he did every day for everyone on campus.

Adjournment: 1:22 pm.