



**Faculty Senate
Minutes
Wednesday, October 17, 2018
12:15 p.m.**

Faculty Senate President Dan O'Connor called the October 17, 2018 Faculty Senate Meeting to order in the Elizabeth D. Rockwell Pavilion of the M.D. Anderson Library at 12:18 p.m. President O'Connor welcomed the senators and guests to the Fall Faculty Assembly and Faculty Senate Meeting.

MEMBERS PRESENT: (68)

ARCH: D. Froehlich, P. Peters
BUS: T. Kong, F. Sahin
CLASS: E. Aleman, C. Alfano, J Babcock, P. Blake, P. Butler, J. Cortina, M. Dunkelberger, J. Fix, H. Glass, D. Hernandez, M. Ivey, J. Kleinheider, D. O'Connor, R. Ramos, C. Spitzmueller, A. Vujanovic
CON: S. Lee
COTA: R. Bush, K. Rigdon, S. Wallace
EDU: S. Culpepper, J. Freiberg, J. Gonzalez, C. Horn, L. Hutchison, M. Lee, A. Thompson
ENGR: L. Grabow, D. Shattuck, G. Song
GCSW: S. Jennings, P. Leung, S. Narendorf
HON: S. Long
HRM: C. Morosan
LIB: K. Creelman, W. Gao, A. Malone
NSM: B. Bodmann, R. Capuano, R. Forrest, B. George, S. Gilbertson, S. Huang, R. Lee, V. Lubchenko, E. Papadakis, D. Pattison, N. Rizk, C. Wayne
OPT: D. Currie, K. Fern, J. Porter, G. Cuny
PHA: R. Ghose, B. McConnell, S. Salim, V. Tam
RES FAC: O. Bannova
RES CTRS: S. Chung
TECH: B. Detillier, M. El Nahas, J. Evans, H. Hutchins

MEMBERS ABSENT: (66)

ARCH: M. Kubo, S. Rifaat
BUS: S. Basu, J. Hess, N. Johnson, O. Miljanic, M. Murray, A. Narayanan, L. Silva, G. Smith, S. Werner
CLASS: W. Breslin, J. Clark, S. Craig, D. Foss, S. Fishman, S. Grigorian, M. Gutiérrez, A. Hernandez, G. San Miguel, D. Papell, L. Reed, C. Sharp (FDL), C. Sharp, J. Wingard
CON: C. Brohard
COTA: C. Boone, F. Fernando, J. Mueller, A. Noble
EDU: C. Arbona, W. Fan, L. McKinney, S. Brankovic
ENGR: P. Cirino, J. Conrad, K. Grigoriadis, Y. Kulkarni, K. Larin, M. Nikolaou, S. Shevkoplyas, C. Wilson
GCSW: R. Gearing
HRM: J. Bowen, J. Draper, J. Madera, D.C. Taylor,
HON: C. LeVeaux
LAW: B. Evans, D. Fagundes, J. Heppard, L. Hoffman, P. Linzer
LIB: C. Gola
NSM: K. Bassler, G. Gunaratne, T. Lapen, J. May, A. Quaini, C. Ratti, Z. Ren, S. Xu
OPT: R. Manny, V. Das
PHA: T. Hussain

TECH: F. Merchant, G. Zouridakis

VACANT SEATS: (7) ARCH – 1 seat / LAW – 2 seats / OPT – 2 seats / CLASS-COMM – 1 seat / BUS – 1 seat

VISITORS: Michael Johnson (Chief of Staff, Chancellor/President), Paula Myrick Short (Sr. Vice Chancellor/Vice President, Academic Affairs/Provost), Mark Clarke (Associate Provost, Faculty Development & Faculty Affairs), Amr Elnashai (Vice Chancellor/Vice President, Research and Technology Transfer); Claudia Neuhauser (Associate Vice Chancellor/Vice President, Research and Technology Transfer), Jonathan Snow (Professor, Earth & Atmospheric Sciences), Dan Wells (Dean, College of Natural Sciences and Mathematics), Chad Larson (Assistant Professor, Accountancy & Taxation), Arianna Santiago (Assistant Librarian, University Libraries), Mea Warren (Assistant Librarian, University Libraries), Erica Lopez (Assistant Librarian, University Libraries), Lisa Martin (Assistant Librarian, University Libraries), Emily Deal (Assistant Librarian, University Libraries), Rachel Helbing (Assistant Librarian, University Libraries)

MINUTES: The minutes of the September 19, 2018 Faculty Senate meeting were approved.

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

President O'Connor offered the following updates.

- The **“50 in 5” Initiative** had been rolled out with communications to the Deans and Chairs regarding the development of their college-level scholarly outputs. He encouraged the senators to foster discussions among their colleagues.
- The **Budget Model Transparency Initiative Committee** had their initial meeting on October 11th. The committee charge was to identify if percentages would go to award performance as opposed to activity being in proportional response to the number of semester credit hours (SCH) generated. He explained that the committee was comprised of SVP McShan and Provost Short as co-chairs and listed the additional members. Two subcommittees had already been formed and were awaiting their charges. Dr. O'Connor stated that updates would follow.
- The **call for nominations for the At-Large senators** had been sent out for service based on a calendar year. Dr. O'Connor encouraged everyone to nominate a colleague or self-nominate. The elections would take place later in the fall with terms beginning in the spring of 2019.

Dr. O'Connor made the following announcements.

- The **Undergraduate Research Day** is scheduled for October 18th from 4:00 p.m. - 6:00 p.m. in the MD Anderson Library with all over 310 posters and he encouraged everyone to attend.
- The **Faculty Senate Social** would be on Tuesday, October 23rd from 3:00 p.m. to 4:30 p.m. at the McAlister's Deli. He added that the socials were being scheduled at different locations and times of day to reach as many faculty across campus as possible.
- The **APeX Speaker Series** will present **Dr. Julie Derges Kastner** from the Moores School of Music in a talk entitled “The power of musical play” in the MD Anderson room 306 on October 24th from 12:15 p.m. to 1:15 p.m.
- The **Faculty Safety & Emergency Preparedness Symposium** would take place on October 24th from 12:00 p.m. to 4:00 p.m. in the CBB Building Room 328 with 60 participants who were currently registered.
- The **Faculty Tailgate** is scheduled on October 27th and updates would follow regarding the tailgate/game time.
- The next **Faculty Senate meeting** will take place on November 14th at 12:15 p.m. and Dr. O'Connor welcomed everyone to attend. He stated that there would be an update from the Athletics department and the College of Medicine leadership would be introduced at that meeting or the December meeting. The election slate for all Faculty Senate positions would also be presented with the President-Elect candidates making their presentations.

Report from and Discussion with the University of Houston System Senior Vice Chancellor and University of Houston Senior Vice President for Academic Affairs and Provost: [Paula Myrick Short](#)

Provost Short gave updates as listed below.

- In early October, Provost Short and committee members went to Austin to present the **College of Medicine proposal** to the Academic Affairs committee who voted their approval. She explained that the formal vote would be the following week at the quarterly meeting of the Texas Higher Education Commission. Provost Short expressed her appreciation for the Faculty Senate's engagement in the process and, particularly, the timely feedback on the review of the proposal. She added that UH had met all the deadlines so far and a visit from the LCME accreditation committee would be forthcoming towards the end of October.
- The dean search updates were as follows:
 - The **College of Optometry Dean search** was down to three finalists who would be on campus for interviews on November 12th, 14th and 20th. The candidate's CVs would be posted in early November and the interview schedule would be set and sent to faculty to offer them an opportunity to participate in open forums. Provost Short stated she was hopeful that the new Dean would be hired by the Spring/Summer of 2019.
 - The **C.T. Bauer College of Business Dean search** had been launched and there had been a productive Bauer faculty forum. The search committee had their first meeting on October 5th where they finalized the position description and advertisement that would be posted by the end of the month. Provost Short urged any of the faculty who knew any great candidate(s) to make suggestions directly to the search firm, Greenwood/Asher & Associates.
- Provost Short stated that Dr. Elnashai would address the "**50 in 5**" Initiative; however, she wish to emphasize how the initiative would elevate UH's research and scholarship profile as well as the faculty's work and their professional careers. She added that research and scholarship would be defined broadly, but inclusively, to include books, articles, performances, citations, and the number of submissions for external funding. Provost Short added that the initiative was not just about how much research dollars UH garnered from industry because faculty's scholarly work, regardless of the discipline, was important and no one would be excluded. She added that there would be as many open forums as needed to address faculty concerns. Provost Short stated she would be encouraging the Deans and department chairs to obtain a strong level of faculty engagement about what was measured and how it would be measured noting that it was important that the faculty felt they had an opportunity to set the direction with their input.

The shifting workload of faculty was an important issue that the Provost would be working on across the campuses as part of this initiative. She encouraged faculty members to examine their department's annual review policy in terms of the "50 in 5" initiative to determine what issues would need to be covered from department to department. Provost Short explained that they would be addressing the faculty concerns regarding expectations on service and teaching. She added that they would be sending out dates soon for follow-up forums so that faculty could get their questions answered directly.

A senator inquired about how citations would be addressed from discipline to discipline to which Provost Short responded that citations would be discipline-specific with each college and each department defining what would be measured, how it would be considered and what the targets would be.

President O'Connor reiterated Provost Short's point that the faculty would work with their department as to the measures that were important to them.

Report from and Discussion with the University of Houston System Senior Vice Chancellor and University of Houston Senior Vice President for Administration and Finance: [Jim McShan](#) (Unable to attend)

Dr. O'Connor stated that the **space utilization plan** was rolling out and would affect scheduling in classrooms next fall and there would be a MAPP that would set priorities.

President O'Connor announced that **UH Human Resources Director** Joan Nelson had resigned and a committee would be formed for an active search for her replacement.

Report from and Discussion with the University of Houston System Vice Chancellor and University of Houston Vice President for Research & Transfer Technology: [Amr Elnashai](#)

VP Elnashai gave a report as follows.

- VP Elnashai reminded the faculty to spread the word within the colleges of the **“Write Winning Grant Proposals Workshop”** on October 24th noting that about 100 faculty had already registered. He added that for registrants who attended, the event would be free; however, registrants who did not attend would be charged a fee.
- Dr. Elnashai stated that he and Provost Short were working to address faculty concerns with regards to the **“50 in 5” Initiative**. He announced that McAlister & Quinn would be on campus November 7th and 8th to have an open forum and a meeting with the Associate Deans of Research. The output from those meetings would be a report on the strengths as they relate to funding opportunities. Dr. Elnashai said that Provost Short and he had a productive meeting with ADVANCE project faculty to ensure their concerns were being addressed. He also noted that the UH, Provost and DoR communications team were working on a comprehensive communications campaign that included the open forums. Dr. Elnashai stated their approach for citations, from the beginning, was that they would be led by the Deans in a framework that the DoR established noting that the nature of citations differed from one discipline to another. He explained that the DoR and Provost would not dictate that all colleges use the same platform to measure impact; however, the final decision would be with Provost Short.

A senator suggested that UH use one measurement tool as the basis for all citations. Dr. Elnashai stated that there was a need for a number of measurement tools. He added that they planned to have a measurement within a discipline and then another more broadly.

Dr. Elnashai mentioned plans to publish a “50 in 5” Initiative monthly (or bimonthly) newsletter and that Provost Short wished to have an article about the value for positioning for the faculty in the initiative with the focus that when the university was elevated, then the faculty were also elevated. He added that they would also be creating a monthly seminar series with e-newsletters, faculty forums and more.

Dr. Elnashai stated there would be resources for the “50 in 5” Initiative; however, he believed they would not be sufficient. He explained that funding was determined on a yearly basis and nothing was guaranteed. Last year, the DoR spent \$3.01M on calls for proposals and that funding would, hopefully, be continued. VP Elnashai stated that there was an announcement the previous week for a one-time only \$1M toward Center Proposals that was not a research product. The DoR invested 66% of a \$300K investment for McAlister & Quinn, a proposal preparation company, over a two year time period with the other 33% covered by three - four colleges. To mirror that, the DoR also had a budget of \$100K for colleges that were not partners in the McAlister & Quinn proposal who wished to move forward with proposals. Dr. Elnashai stated that there was also \$16M/year allocated toward startups for faculty support, \$2M set aside for opportunities for National Academy of Engineers and National Academy of Sciences members and \$300K (from the office of the Vice President of Government and Community Relations) to hire the new lobbying company. Dr. Elnashai noted that Chancellor Khator launched a \$2M Technology Transfer program with \$400K/year for five years that included graduate research and expanding the research enterprise. He reiterated that there were resources available, but not enough. There was a need for \$10M-\$20M to purchase significant new equipment and to upgrade and repair current equipment and labs.

VP Elnashai also announced a Faculty Lunch and Learn series in the Faculty Café and other events to include the following:

- October 30: Introduction to Internal Awards (12:00 p.m. – 1:00 p.m.) Faculty Café;
- October 31: Effort Reporting (10 a.m. to 12:00 p.m.) Faculty Café;
- November 1: Effort Reporting (10 a.m. to 12:00 p.m.) Faculty Café;
- November 15: New Faculty Lunch & Learn “Getting Setup in Pivot” (12:00 p.m. – 1:00 p.m.) E. Cullen, Room 27;
- November 28: Master the ICON System to Manage your IRB (10:00 a.m. – 12:00 p.m.) Faculty Café;
- November 29: New Faculty Lunch & Learn “Research Resources: Shared Equipment and Cores”

- (12:00 p.m. – 1:00 p.m.) E. Cullen, Room 27; and,
- December 6: Master the ICON System to Manager your IRB (10:00 a.m. – 12:00 p.m.) Faculty Café.

Dr. Elnashai asked everyone to attend and to spread the word regarding the events.

Reports from Faculty Senate Committees

Budget & Facilities Committee Chair: Norman Johnson
(Unable to attend)

Dr. O'Connor noted that Dr. Johnson's presentation would be forwarded when received.

Faculty Affairs Committee Chair: Christiane Spitzmueller

Dr. Spitzmueller described the Faculty Affairs Committee (FAC) and its three subcommittees. She explained that the committee determined their priorities for 2018 by:

- Response to events, requests, requirements from constituents;
- FAC Proactive Priorities: Qualtrics Poll based on Senate and Faculty input; and,
- Responses to Administration projects.

FAC Priorities – Equity & Support for all faculty

- Evaluate and Revise Teaching Evaluation instruments
- Equity Policies for faculty at transition to Full Professor stage
 - Workload redistribution for childbirth/adoption
 - Mid-career mentoring roadmap for Associate Professors
- Support policies for NTT (teaching relief etc.)
- Creating and revising dual career programming
- Faculty Code of Conduct
- Consensual relationships policy

Dr. Spitzmueller delivered details as listed below.

➤ **Equity I: Teaching Evaluations, Gender Ethnicity**

Dr. Spitzmueller thanked Associate Provost Clarke, his office and the subcommittee for their research and recommendation in which they determined that UH had no issues with gender bias on its teaching evaluations. The subcommittee recommend that UH move to an all online methodology for teaching evaluations that would be phased in during the spring of 2019.

➤ **Equity II: Workload redistribution for childbirth/adoption**

Dr. Spitzmueller noted that UH did not currently have an official parental leave policy; however, the FAC's work would be an attempt to have a program that would allow faculty to reconcile family and work demands at times when needed. She added that there was also an NTT workload redistribution recommendation for implementation by the FAC and the Executive Committee.

➤ **Equity III: Mid-Career Mentoring Roadmap**

Dr. Spitzmueller explained that the faculty did not wish to have more faculty reviews but more supportive, mentoring-oriented reviews and constructive feedback. A mentoring roadmap had been proposed by the subcommittee, approved by the Executive Committee of the Faculty Senate and forwarded to Academic Affairs for review.

The FAC also developed, recommended, formally implemented and staffed a dual career program to enhance UH recruitment success for TT hires (with ADVANCE) with an electronic portal in place to collect dual career needs of TT partners.

➤ **Code of Conduct & Consensual Relationships**

Dr. Spitzmueller stated that the FAC and its subcommittee worked on revising the Consensual Relationship policy and provided beneficial feedback that made it a more faculty-friendly policy. The Faculty Code of Conduct intent was to document the faculty's behavioral aspirations and day-to-day interactions adding it was currently a work in progress.

Dr. Spitzmueller thanked members of her committee.

Faculty Governance Committee Chair: [Cathy Horn](#)

Dr. Horn expressed her gratitude to the committee for their contributions. She explained that their primary area of focus was making **committee recommendations**, reviewing the revised Faculty Handbook and proposed MAPPs/SAMs as requested. Dr. Horn encouraged faculty who were currently not involved with the Senate to nominate or self-nominate and encouraged their colleagues to become involved to represent the full breadth and depth of disciplines and colleges across the university.

The **Faculty Handbook** revision committee had revised the handbook to current best practices in how the handbook was presented and how it tied easily and explicitly back to the original document. The 2015 version was lengthy; however, the same information had been streamlined for faculty to be able to move nimbly to the most current information. The revised handbook was currently being reviewed for final approval.

The **reapportionment** for the Faculty Senate, according to its constitution, would be used for how the Faculty Senate formed itself as a body to maximize representation in the shared governance enterprise. She noted that the committee was close to a recommendation of representation that was at the core of what the faculty values were and critical to the work that the Faculty Senate does. She closed by stating that they would have the recommendation next month.

At-Large Members: [Martha Dunkelberger](#) and [Bekki George](#)

Drs. Dunkelberger and George introduced themselves and gave a report as listed below.

- During the past summer, as part of the **Transportation and Safety Committee**, Drs. Dunkelberger and George worked with Administration & Finance (A&F) and the Student Government Association (SGA) where they mentored the SGA representatives in the development of their escort system from the library and the A&F secured funding to support the SGA initiative that included hiring permanent staff.
- Parking at ERP (Technology Bridge) had been expanded to provide updated, streamlined and continuous shuttle services that could now easily be found and identified with the new parking application.
- The "Walk in the Dark" included faculty from across campus and was held on Tuesday October 9th from 8 p.m. – 10:00 p.m.
- **Faculty Safety & Emergency Preparedness Symposium**
The first symposium held on September 11th received good reviews from the faculty. The next symposium was scheduled for October 24th. There were plans for an additional symposium in the spring of 2019 as well as a request to make portions of the symposium available as mandatory training.
- The **Space Utilization Committee** had a MAPP in progress with Faculty Senate input regarding streamlining classroom assignment, classroom condition assessments, etc.
- Drs. Dunkelberger and George also worked with the FAC on the **Course evaluation subcommittee** focusing on incentives and faculty buy-in to get online.

Community & Government Relations Committee Chair: [Jeronimo Cortina](#)

Dr. Cortina noted that this committee did not have a counterpart with administration and described activities listed below.

- Production of policy reports for the Office of Governmental relations (budget line items from the state legislature, graduate student tuition, Higher Reauthorization Education Act);
- Started review process for Carnegie's Community Engagement Classification application with the committee—nationally & internationally;
- Participated in Weeks of Welcome coordinating meetings – orientation to the students on what faculty expectations;
- Catalyst – Faculty Senate Conference – The committee organized the conference that showcased the College of the Arts with four main speakers, breakout panel sessions as well as faculty and student presentations. The committee had begun planning and exploring topics and implementation for next year's conference.
- The Assistant Professor Excellence Series (APeX) would be holding the next in its series of speakers the following Wednesday, October 24th. Dr. Cortina thanked Senator Jason Porter who designed and produced the flyers for the series.

Dr. Cortina expressed his gratitude to his colleagues in the Community & Government Relations Committee.

Dr. O'Connor noted that the Faculty Senate had other committees including the Undergraduate Committee, the Graduate & Professional Studies Committee and the Research & Scholarship Committee that would be presenting at the Spring Assembly because they operate on an academic year based on the nature of the work that they do. He encouraged everyone to nominate or self-nominate as the call for nominations that would close the following Monday. Dr. O'Connor also requested that the faculty go to their departments and engage in conversations about the "50 in 5" Initiative as discussion was critical from the department level on up.

He reminded everyone that the next Faculty Senate meeting would be November 14th where the election slate would be presented as well as the President-Elect candidate speeches. The Faculty Senate Social would be October 23 and the APeX Speaker series lecture would be on October 24th.

Adjournment: 1:38 p.m.