

**DRAFT**

**FACULTY SENATE MINUTES**

**Meeting: September 23, 2008**

PRESENT: M. Moosally, B. Belbot, T. Davis, J. Caro, B. Christmas, J. Creighton, M. Cunningham, J. Dutcher, J. Flosi, B. Gilbert, T. Hale, S. Henney, L. Hignite, A. Kane, N. Leveille, P. Lyons, K. McLellan, C. Nguyen, D. Nino, J. Pavletich, S. Penkar, K. Pinkerton, N. Rangel, T. Redl, A. Rejaie, R. Robbins, P. Simeonov, C. Stewart, H. Wang, J. Yoon, Z. Zhou

ABSENT: A. Gomez-Rivas, O. Gupta, D. Ryden

GUESTS: Provost M. Woods, VP P. Williams, VP D. Bradley, VP I. Montalbano, Public Relations Director S. Davis, Library Director P. Ensor, G. Evans, J. Schmertz, A. Sikka, D. TeDuits

President Michelle Moosally called the meeting to order at 2:30 p.m.

Senate President M. Moosally's Report

Senate President M. Moosally reported that a workload policy would need to be developed for the workload reductions that President M. Castillo has announced for academic year 2009-2010. The policy development process will likely begin with the Faculty Affairs Committee. She also announced that the budget process is being transformed and that President M. Castillo will be providing faculty with more information on this in the near future.

Due to Hurricane Ike and UHD's resultant closing, the SACS report due date was extended to September 26, 2008. Associate VP Fairbanks will post the final report on the website.

Senate President Moosally encouraged faculty to consider applying for the new ombuds position. Candidates must be tenured for a minimum of 10 years at UHD or be Emeriti faculty of UHD. The deadline for application is October 2.

Senate President Moosally announced that the University Grievance Committee needs to be staffed. Two representatives (tenured faculty) are needed from each department. The deadline for nominations has been extended to September 24.

The University Faculties Executive Committee will be held on September 25. Chancellor Khator has postponed the investiture due to the upheaval caused by Hurricane Ike.

President Moosally announced that a meeting of the full faculty assembly is scheduled for October 14.

President Moosally announced that ESO VP Ivonne Montalbano was requesting that faculty members interested in serving on a committee to develop the work-life project contact her.

President Moosally also announced that Provost M. Woods will be hosting a discussion on the mission statement in A436 from 2:30-4:00 p.m. on September 24, 2008. At that time, Provost M. Woods will share a number of programs that have been suggested for the academic initiatives report that will request planning authority for those initiatives/programs. Provost Woods also stated that Dr. Burk of UH still wanted to visit UHD to discuss collaborative research opportunities that might exist between UH faculty and UHD faculty.

President Moosally asked whether a decision on use of reading days as make-up class days had been made. Provost/VPAA Woods said that the topic was under discussion and any decision would be communicated to faculty.

### Senate VP B. Belbot's Report

Senate VP Belbot reminded Senators that Dr. R. Pepper and Dr. S. Hashemi, as recipients of last year's faculty awards, will sit on the Faculty Awards Committee. The winner of the teaching award for last year left UHD and will not be sitting on the committee. Other members of this committee are Janice Nath (UE), Maria Benavides (NS), Azar Rejaie (A&H), Karina Stokes (ENG), Aaron Gillette (SS), Janice Ahmad (CJ), and Omprakash Gupta (MMBA). A motion was made by Senator J. Flossi to approve this slate of members for membership on the Faculty Awards Committee. The committee stands approved.

### Senate Secretary-Treasurer T. Davis

A motion was made to postpone the approval of the minutes as they were not yet distributed. Secretary Davis reported that the Senate received a contribution of \$6,000; no stipulations as to the use of these funds were available at the time.

### Old Business—Assessment

Senate President Moosally distributed a chart prepared by Senator S. Henney; the chart is attached as Appendix 1. It shows possible reporting relationships for the new Directors of Assessment, the faculty charged with heading up assessment efforts in each department, and the VP of Institutional Effectiveness P. Williams. VP Williams said that his view is that Department Chairs assign the responsibility of the greatest "assessment" workload to a faculty member in the department. That faculty member would then coordinate with faculty members in the department and with the appropriate (assigned) Director of Assessment. The following questions were asked, "What is the flowchart of decision making about what the final (assessment) decision will be?" and "Who will make the decision?"

The following discussion ensued: It was asked what suggestions the Faculty Senate could make as it appears that some of these decisions have already been made. Senator R. Robbins suggested putting the Department Chairs in the chart so that it is clear that the faculty charged with assessment activities will report to the department chair as well as to the Director of Assessment and the Dean. Senator P. Lyons stated that it would be a bottom-up process where the Faculty Senate gives ideas to VP Williams and then Dr. Castillo makes the final decision about the way in which the structure will function. Senator J. Dutcher suggested a circular

structure. Senator S. Henney pointed out that answers to the many questions that she included on her handout are needed in order to determine how the structure will/should function. Senator M. Cunningham asked at what point President Castillo will take the findings and make changes. Senator T. Redl asked if information on how other universities have done this is available. He suggested that job descriptions might be helpful. Senator B. Gilbert said that “we have a policy that was approved but that President Castillo had changed the policy by creating the VP of Institutional Effectiveness position.” Senator T. Hale suggested using a more vertical structure. Senator R. Robbins suggested that training, especially for the 10 department coordinators, is needed—to even know what we need in a new director. Senator P. Lyons thinks that the job description for the new Directors of Assessment should be determined. VP P. Williams said that a job description has not been completed so the search cannot be started. Senate President Moosally followed up on Senator Pavletich’s suggestion that the senate appoint a formal group to work on the job description. Senator T. Redl made a motion to pursue one university-level Director of Assessment (rather than 2 college-level directors) and to form a subcommittee of the Senate to work on the job description. The motion was seconded and approved (1 abstention). Senate VP B. Belbot agreed to chair the Senate Assessment Committee. Senators T. Redl, S. Henney, and J. Flossi agreed to serve on the committee, as did Dr. Schmertz of the English Department.

#### Old Business—Name Change Initiative

UHD Public Relations Director S. Davis said that a website has been set up to get responses from various constituencies such as students and faculty. She announced that some scientific research (i.e., a survey) will also be done with several constituencies in part to investigate the question of branding. She pointed out that the listing of names on the website is open, but that some of these names are obviously names that would not be acceptable. She pointed out that students sometimes have problems with knowing the relationship between UH and UHD. Senator T. Hale said he understands that the Chancellor is not opposed to the use of the “UH”—just the Downtown part. Senator J. Caro asked why we would want to lose the identity that we have now when we have not yet developed a new identity. Senate President Moosally stated that whether UHD should change the name is apparently still a question. Director S. Davis said that UHD and President Castillo are working within the Board of Regents’ timetable. Dr. J. Harned asked how a name change will lift any restrictions from UHD. He pointed out that UHD cannot ignore the fact that it will still be a part of the UH System. President Moosally noted that perhaps this concluded the Senate focus on the name change and that we looked forward to further information from Sue Davis on the processes and committees being put in place.

Not wanting to extend the Senate meeting time, Senate President Moosally pointed out that we were out of time. Senator J. Flossi moved to adjourn. The meeting was adjourned at 4:05 p.m.

Respectfully submitted,

Tammy J. Davis  
Secretary-Treasurer