UHD

Faculty Senate

Minutes recorded by: Trevor S. Hale

Date and Time: January 20, 2015 2:30 PM

Room Number: A300

Attendance: Susan Henney (President), Ryan Pepper (President-Elect) Trevor Hale (Past-President/Secretary), Kirk Hagen, Susan Baker, Hsiao-Ming Wang, Dvijesh Shastri, Jillian ~~hill~~Hill, Jane Creighton, Katharine Jager, Pat Williams, Utpal Bose, Sam Penkar, Jonathan Davis, Steven Coy, Kendra Mhoon, Judith Quander, Plamen Simeonov, Maria Benavides, Rachna Sadana, Ruth Johnson, Cindy Stewart, Angela Lopez Pedrana, Bernardo Pohl

Guests: Meritza Tamez, Ed Hugetz, Bill Flores, Lucy Bowen, Pat Ensor, Lisa Berry

Regrets: N/A

Absent: <u>Beverly Rowe</u> (resigned), Claude Rubinson, Steve Zhou

Call to Order: 2:35 PM

Meeting minutes: Motion to accept the November 18 Faculty Senate Meeting Minutes and the December 2 Faculty Senate Meeting Minutes made by Senator Wang and seconded by Senator Pepper. Motion carries unanimously.

Review of previous action items: N/A

Meeting Proceedings:

Announcements from Senate President Henney:

1. New Senators
   a. Pat Williams has been duly elected to finish the term of Mary Portillo.
   b. Senator Beverly Rowe has resigned from the Faculty Senate citing service overload. An election is needed to fill the vacant seat from FAEIS within 30 days.
2. A reminder to post HB 2504 e-Syllabi and to update e-vitae.
3. Enrollment
   a. As of this morning (January 20, 2015) paid SCHs are up 3.23% compared to this class day last year.
   b. Registration is open until January 23rd.

Attachment "UHD Office of Disability Services: Faculty Information" included inline below

1. Title IX Accommodation Changes
    a. Pregnancy now carries a retro-active accommodation requirement
    b. No documentation is needed
    c. Parenting is now included in Title IX accommodation requirements for universities
    d. Medical withdrawal is only an option for students in this situation; university must accommodate
    e. Fathers of the unborn fetus are not covered by Title IX

    > *A Senator inquires about a case, say, where a student shows up two and half months after giving birth wanting to re-take course material and what to do in this situation:*

    > *Answer: Send them to the Disability Services Office.*

    > *A Senator noted that the Academic Accommodation descriptors are not up to date.*

    > *Answer: The Office of Disability Services is aware of that and is working to rectify the situation.*

UHD Office of Disability Services: Faculty Information

Mission Statement

The Office of Disability Services at the University of Houston-Downtown is committed to student success. In alignment with the University's overall efforts, ODS strives to empower students, foster independence, and improve academic achievement and career development. Our staff, along with the UHD Community, helps students to discover, develop, and reach their full academic potential and abilities.

Reasonable Accommodations

A *reasonable* accommodation is any modification or adjustment that will allow students with disabilities to perform in a program or have the same rights and privileges as students without disabilities as well as benefit from all educational programs and activities. Reasonable accommodations make it possible for students with disabilities to participate fully in the educational program and for faculty members to fairly evaluate students' understanding of the material without interference from the disability.

An *unreasonable* accommodation are those that could cause an undue hardship such as fundamentally altering the nature of the course, cause significant disruptions, have an extensive cost, or alter the essential requirements of the course/program.

ODS Syllabi Statement

The University of Houston-Downtown complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, pertaining to the provision of reasonable academic adjustments/auxiliary aids for students with a disability. In accordance with Section 504 and ADA guidelines, UHD strives to provide reasonable academic adjustments/auxiliary aids to students who request and require them. If you believe that you have a documented disability requiring academic adjustments/auxiliary aids, please contact the Office of Disability Services, One Main St., Suite 409-South, Houston, TX 77002. (Office) 713-226-5227 (Website) www.uhd.edu/disability/ (Email) disabilityservices@uhd.edu.

In addition, instructors should inform students that they must go through ODS before receiving an accommodation for a course. Instructors only have to provide an accommodation once the disability is verified through ODS (with the exception of students who are pregnant or parenting). Grades received prior to verification of a disability and implementation of an accommodation need not be changed.

UHD and ODS Accommodation Process

1. Student submits appropriate documentation of the disability from a licensed professional.
2. If documentation is approved, student is scheduled to meet with ODS Director or Coordinator for an intake interview to explore appropriate accommodations.
3. DS Director and Coordinator meet with Academic Adjustment Evaluation Committee for evaluation of initial requests (meet every 2 weeks).
4. DS will notify students of AAEC's decision within 3 business days.
5. Students pick up accommodation letters from ODS to disburse to instructors for signatures (face-to-face and hybrid classes only; accommodation letters will be emailed directly to instructors from ODS for online courses)
6. Instructors indicate an approval or denial* on the accommodation letters within 5 business days. If denied, instructor MUST meet with supervisor to discuss appropriate modifications to the accommodation. *Instructors cannot deny an accommodation without providing a modification.*
7. Students return signed accommodation letters to ODS (face-to-face and hybrid classes only)

*Academic freedom does not allow an instructor to refuse to accommodate a student with a disability.

Common Academic Accommodations/Adjustments

- Note-taking assistance
- Extending time for exams, quizzes, and in-class assignments
- Use of a digital recorder
- Testing in Disability Services or separate room
- Alternative testing format
- Alternative media
- Use of instructor approved memory aids/note cards

Pregnant and Parenting Students

Title IX of the Education Amendments of 1972 ("Title IX"), 20 U.S.C. §1681 *et seq.*, is a Federal civil rights law that prohibits discrimination on the basis of sex—including pregnancy and parental status—in educational programs and activities.

All public and private schools, school districts, colleges, and universities receiving any Federal funds ("Schools") must comply with Title IX.

Schools MUST:
- Allow students to continue participating in classes and extracurricular activities without a doctor's note
- Provide students with reasonable accommodations without requiring a formal letter from ODS
- Apply accommodations retroactively, if necessary

QEP Topic Announcement:

1. The QEP Topic for UHD has been chosen by President Flores and it is "Community engagement and Writing."
   a. Two finalists were recommended to the President by the QEP Selection Committee.
   b. "Engaged Gators: Using writing to enhance student learning through community engagement."
2. "Gatorserve" will be a new umbrella organization for all community engagement activities.

   President Flores noted that all the suggested QEP topic were important and needed to be done.

3. The next step will be a new committee to design and implement the QEP topic.

   A Senator asked will there be someone on pioint for the new committee.

   Answer: Structure of the new committee is as of yet TBD.

   Follow-up: Will it be upper level only?

   Answer: Across the curriculum.

   Another Senator asked if it would affect each and every course.

Answer: no, but it will affect each and every department.

Faculty Climate Survey Review:

1. Faculty Senate President Henney presented a brief review of the Faculty Climate Survey results and asked the Faculty Senate what they would like to see done with the data.

   Answer: Parse the results by T/TT versus contingent faculty and parse the results by academic college.

Next meeting:

The next meeting of the Faculty Senate will be February 3.

Action Items:

	Activity	Responsibility	Date of Completion
1	Post HB 2504 e-syllabi	All	7th class day
2	Parse Faculty Climate Survey data	Pepper, Hale, and Sadana	March
3			
4			

Adjourn:

Motion to adjourn at 4:01 (Motion Pepper / Second Hale). Approved by acclimation.