

UHD FACULTY SENATE MEETING
December 5, 2006

CALLED TO ORDER: The eighth UHD Faculty Senate meeting of the 2006-2007 academic year was held in N-1099, One Main Street, Houston, Texas on December 5, 2006. The meeting convened at 1:00 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), Youn-Sha Chan (CMS), Tony Chiaviello (ENG), Raquel Chiquillo (A&H), Ermelinda DeLaViña (CMS), Prakash Deo (FACIS), Marion Godine (UE), Jon Harned (ENG), Mian Jiang (NS), Faiza Khoja (MMBA), Peter Li (SOS), Hong Lin (CMS), Steve Maranville (MMBA), Shelley McIntosh (UE), Rich McMahon (FACIS), Tyra Montgomery (NS), Pat Mosier (A&H), Lucille Pointer (MMBA), Nick Rangel (A&H), Aimee Roundtree (ENG), Johanna Schmertz (ENG), Randy Serrett (FACIS), Cindy Stewart (SOS), Jorge Tito-Izquierdo (ET), Shengli Yuan (CMS)

Absent: Mark Kellar (CJ), Aaron Krochmal (NS), Angela Pedrana (UE), Rahul Verma (FACIS)

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

President Sikka declared a quorum and called the meeting to order at 1:13 pm. She reminded the Senate that the next meeting would be on the first day of the Spring 2007 semester, January 16, at 2:30 pm. She also thanked the MMBA senators for providing the snacks.

UNFINISHED BUSINESS:

NEW BUSINESS:

Approval of Minutes: The Senate approved the minutes of the November 7 and November 21 minutes, with minor spelling and grammatical changes noted.

President Sikka recognized that UHD President Max Castillo had to prepare for the Holiday Appreciation party at 2:30, and asked that his presentation go first.

President Castillo reminded the Senate that the 41st commencement exercises would be at Minute Maid Park, and encouraged Senators and all faculty to participate as attendance has dwindled lately.

Castillo announced that UHD had recently completed filing a timely graduation report to satisfy HB 1172 (79th Legislature) reporting to the UHS Regents, the Higher Education Coordinating Board, House higher education leadership, the Senate Education Committee, and the Senate Finance Committee UHD's 6-year graduation rates. The report addresses several areas to ensure undergraduates graduate in a timely manner. These include students taking an excessive number

of credit hours. This will require us to look at degree plans and advising because the State will not reimburse higher education institutions for hours above 120 hours. Provost Molly Woods said that we have a 2-year window of opportunity to ask for exceptions. For example, Urban education should be an exception because of Texas Education Agency requirements. Students cannot repeat a course beyond two times. UHD is incorporating into Banner an online student degree audit progress module, Curriculum and Program Planning (CAPP), that will allow advisors to track students' progress, including transfer students. UHD is also implementing tuition policies that encourage timely graduation. Beginning in Fall 2007, fifty students will be tracked and those who complete in four years will get \$1,000 through the Be On Time program.

President Sikka asked how successful institutions like UHD have been in educating the legislature that many students are non-traditional students. Castillo stated that we are doing a fairly good job. UHD is working with some legislatures to change attitudes -- much of the legislation is very rigid, but adaptations can be made. Sandra Dahlberg noted that three-fourths of UHD students are non-traditional, and that 8-12 years is now average for graduation across the nation, so the Be On Time program is unusual. Castillo said that there is a growing awareness of this trend in Texas. Secretary/Treasurer Preuss asked President Castillo if he believed that the recent statement by Secretary of Education Margaret Spellings' that standardized testing would come to colleges and universities? Castillo did not believe standardized testing was imminent. Preuss asked if recent inquiry from Financial Aid Office to implement a separate failing grade for non-attendance would result in UHD setting an attendance policy, Castillo said that this was a possibility. VP Moosally asked if UHD had been notified of the results of the SACS accreditation process. President Castillo said we should know by Tuesday, December 12th. Senator Montgomery asked if UHD would lower its core requirements to meet 120-graduation hour limit. Castillo responded that the core would not change.

Report from Senate Officers:

President Sikka reported that the University Planning Council and Academic Affairs Council have not meet since the last Senate meeting. She stated that at the University Faculties Executive Council (UFEC) many of the other UH campuses have had complaints about shared governance violations, especially regarding the hiring chairs and faculty "outside" the process, and about a change in course management software at UHCL that was being implemented without faculty input.

Vice President Moosally stated that the Committee on Committees is working to fill all vacancies. If any committee is having problems meeting, please contact her or Penny Cureton.

Secretary/Treasurer Preuss had no report.

Vice President for Academic Affairs and Provost Molly Woods distributed handouts of the revised Faculty Performance Evaluations (PS 10.A.05) approved by Academic Affairs Council in May 2006, and the Faculty Teaching Workload Policy (PS 10.A.04) [see attached]. She noted that the Faculty Performance Evaluation policy becomes effective on January 1, 2007, and the first evaluation under the new guidelines would be in Spring 2008. She pointed out that teaching would count for 50% of the evaluation, and service and scholarly/creative activities 25% each,

and each score will be weighted. She stated each department will need to evaluate their criteria for consistency.

Sikka asked if there would be a splitting of policy and procedure. Woods said that might happen in the next revision.

Woods said the new workload policy is still at 12 hours per semester. She directed the Senate's attention to Subsection 3.3.2 which states, "Graduate semester hours shall count as 1.5 undergraduate semester hours in determining teaching load." ; and Subsection 3.4.2 which states, "The cumulative supervision of directed study for 10 students shall count three (3) semester hours in determining the faculty member's workload or to be paid out as an overload if the faculty member prefers." She also noted that Subsection 3.4.1 pertains to department chairs, "The teaching load for department chairs is nine (9) semester hours or equivalent per year."

President Sikka encouraged Senators to share the new policies with faculty. Moosally asked what changes would be necessary to implement the new policies? Woods said the new policy should allow better differentiation of service, teaching, and professional responsibilities. She acknowledged that the new policy was the result of many long hours by committee members trying to figure out a way of making the new policy work.

Senator Chiaviello asked for clarification of the rating system. It was explained that although each criteria would be worth 10 points, by weighting the criteria, the overall evaluation will result in a 10-point score. Senator Roundtree asked if each department had developed a 10-point rubric. The answer was no. Nell Sullivan stated that the new policy was the result of many years work, and developed to bring performance evaluation in line with Rank and Tenure expectations. She noted that there had been people who had done well on their annual evaluations but found lacking by Rank and Tenure. The new policy would no longer allow people to hide their lack of service or lack of publications. The new policy will encourage faculty to become well rounded in all three areas, not just two.

Senator Chiquello asked if each department had its own criteria for service. Woods said each department will have to define an adequate amount of service. Chiquello said she liked the new policy because it defined the areas more clearly. Branham said the new policy created problems because of lack of standardization. Some professors devote more than 25% of their time to service, and some more than 50% of their time to teaching. These professors should be recognized for their extra efforts. The new policy places caps on faculty members' efforts. There is also the problem of inconsistent evaluations between departments. He fears the university will suffer because the new policy will encourage faculty members to focus more on what they need to fulfill the evaluation criteria rather than on the university's priorities.

Sikka stated that uneven service is endemic to all higher education institutions, and especially to UHD; there is a tremendous disparity between departments. She encouraged Senators to consider what the Senate can do to promote uniformity and standardization.

Senator Bressler asked if the policy could be posted so Senators can distribute it to their constituent faculty. Provost Woods said the final draft is being formatted, but the rough draft she brought to the meeting could be reproduced.

VP Moosally said that faculty should keep in mind that the Rank and Tenure expects excellence in all three areas (teaching, service, and scholarship) over a six-year period, while the annual evaluations only measure one year of service. Should we expect faculty to have excellent scores each year? Will it be realistic to have perfect scores each year, or should we allow people to focus on different areas each year?

Senator Moiser agreed, but stated that the departments have always had their own criteria, and does not foresee any radical changes. She also noted that rank and tenure criteria has been three-pronged for several years.

Susan Ahern said policy asks for departmental criteria to be submitted in December for the next year. VPAA Woods stated if there is a change in the departmental criteria it must be turned in by December, otherwise the old policy remains in effect so the rank and tenure committee can refer to the most current policy. Yvonne Kendall said the new policy will make the rank and tenure process more consistent and the process more transparent. She agreed that we may not see perfect scores each year, but it should make the promotion decision process more stable.

Senator Schmertz asked since the ranking scores would change under the new policy, how will scores assigned under the old policy be evaluated? Nell Sullivan reminded the Senate that the annual evaluations rank based on the previous year's performance, while the rank and tenure process is parallel, but is a cumulative evaluation based on 6-years.

Senator Roundtree reminded the Senate that merit raises are based upon the scores; earning low scores on occasion might impact merit raises.

Senator Harned asked if the lower scores will affect compression and equity. President Sikka stated raises are a small factor contributing to compression. Salaries for incoming faculty are higher and there is no strategy of adjusting senior faculty salaries to the current market. We should not rely upon salary raises to address the problems of compression and equity.

VP Moosally said the new policy will require a cultural shift for faculty to accept lower evaluation numbers. She also stated that the old policy had an anchor system that is not in the new system. There is no longer a baseline. She stated that faculty needed to discuss the new policy at the January 16, 2007, meeting.

Sikka asked that the Senate not just discuss the policy and issues, but come up with potential action items. Perhaps we should encourage the development of performance criteria, she suggested. She noted that since only half the agenda had been covered, she asked for a motion to dedicate the first half of the January 16, 2007, meeting to salary compression and the other half to implementation of the performance evaluation policy. DeLaViña made the motion, it was seconded, and the Senate passed the motion.

ADJOURNMENT: A motion to adjourn the meeting was made, seconded, and passed at 2:30 pm.

Date of Approval

**Secretary/Treasurer
UHD Faculty Senate**