

October 10, 2022 – 10:00-11:00 am

- **Welcome!**

Veronica Ortiz opened the meeting at 10:00 a.m. on Thursday, October 10, 2022. She welcomed everyone to the meeting. She informed us the meeting was being recorded.

- **Guest Speaker – Dr. Joan Pedro – Dean, College of Education**

Dr. Pedro shared her vision of making the College of Education a distinctive college by prioritizing work-life balance, involving ALL members of the college through participating in the strategic planning process, being transparent in both leadership and college meetings, encouraging communication creating a career pathway and succession planning, promoting a positive work environment by celebrating the college's diversity and encourage all student, staff and faculty participate in campus activities. Other areas that are being further developed – Recruitment and Retention in COE. Faculty and staff are developing marketing plans, COE visited 5 school districts in Spring 2022 and will be hosting a High School College Day for 7 districts in Spring 2023. COE hired 7 professors in Fall 2022 (filling vacant faculty positions in Special Education in Math. The college also hired 2 administrative assistants with 3 more in the works. COE has had several grants issued and is working to make the most of those funds. The college is also in the midst of accreditations with several national and state organizations. They are also lining up several campus-wide functions this fall, including, Hispanic Heritage Month, STEM Luncheon, Teacher Induction, their Doctoral Ceremony and the TAFE Conference (over 300 high schools from across the region will participate on November 12th. Thank you, Dr. Pedro, for that insightful presentation.

- **Guest Speaker – Dr. Miguel Gonzalez – Dean, College of Science and Engineering**

Dr. Gonzalez first took a moment to recognize the promotions within CSE. Assistant to Associate Professor – Dr. Hamidi, Dr. Jayalath, Dr. Shan and Dr. Yang. Two retirements have recently occurred – Dr. Sharon Perkins-Hall and Dr. Frank Mathews and Dr. Rivas was promoted from Lecturer to Senior Lecturer. 10 new faculty members have been hired! There were 1884 students enrolled in SCE during the Fall 2022 semester, along with 578 graduate students. This brings the total number of SCE students to 2462! We also learned that recruitment efforts are still underway – there are currently three searches being conducted with three more in the approval stage. CSE continues working on its organizational structure – its business operations are now again in restart mold after several key departures. CSE is conducting outreach to universities in Mexico to begin recruiting for graduate programs, they are beginning a student mentoring workgroup and the "Chat with the Dean" is going on the road this semester, with the college conducting F2FF meetings throughout campus. SCE is also working on recruiting activities by conducting and upcoming open house and other opportunities with other local industries, such as: KBR, UTMB, SAIC, SATOP, BAYTECH, JSC, USPTO, AEXA/Logical Innovations, TEADIT, Boeing and TMAC (CSE recently held a workshop on Cyber Security requirements. Thank you, Dr. Gonzalez for an insightful presentation.

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- **USA Committee Reports**

- **Fundraising Committee**, Chair Melissa Melendez
Ideas in the works for the Fall semester include – Bay Area Houston Food Lovers (BAHFL) will run through the first three weeks of November. USA Parking Spaces in Parking Lot A – They're trying to get one of the spots moved closer to the SSCB, Hot Chocolate and "Walking Tacos" for sale at existing events and Office/Desk Flocking. Melissa reminded us all that volunteers are welcome!! Contact her on Teams!
- **Professional Development Committee**, Chair Cynthia Goode
No updates.
- **Program Planning Committee**, Chair Kate Rivardo
Kate discussed some of the program ideas they're working on. Popcorn Bar-Thank you to everyone that stopped by!! Staff v. Student Kickball Tournament-Only 2 staff members but the students loved it! Escape Room-Kate will be in touch with the vendor next week. Bingo is schooled (December). Yeah!! And, if there is anything that you would like to see, email Kate at rivardo@uhcl.edu to let her know! Also!! The Sunshine Committee will be starting up again in October by showing appreciation to DSA! Kate let us know that for anyone interested they'll be stuffing bags next Thursday if anyone would like to assist. Kate also asked if anyone is interested in helping to please let her know!
- **Welcome & Outreach Committee**, Chair Stephanie Holleran
Stephanie participated in a New Employee Orientation and welcomed new employees from September and October!!
- **Treasurers Report**, Chair April Harris
USA Support - \$4,362.00
University Staff Association - \$2,107.44
USA Scholarships - \$1,008.72

- **Shared Governance Reports**

- **University Council**, Chair Veronica Ortiz
Veronica shared upcoming festivities:
 - Halloween Socation on Monday, 10/31
 - Thanksgiving Luncheon will be hosted on Thursday, 11/17
 - Tuesday, 12/13 from 11:30-1:00 in the hallway of B2525 – Provost Office with lunch being hosted by Academic Affairs, Strategic Enrollment Management and Student Affairs
 - Wednesday, 12/14 from 9:00-10:30 in the hallway of B2317 – Administration and Finance with breakfast being hosted by the offices of Administration and Finance
 - Thursday, 12/15 from 2:00-3:30 in the hallway of B2521 – President's Office with holiday treats and pastries being hosted by the Office of the President and University Advancement
 - Presidents Investiture, Friday, January 27, 2023

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- **Facilities and Support Services Committee**, Chairs Bianca Schonberg and Lee Ann Wheelbarger
 - September 8 Kickoff Meeting ended with the election of Dr. Rebecca Huss-Keeler as FSSC Chair
 - FSSC Space Allocation and Utilization Subcommittee (SAUS) met on October 12 with Dr. Daniel Imrecke, Chair, presiding.
 - ❖ Mark Denny discussed possible faculty/Staff office moves in the Bayou, SSCB and STEM buildings.
 - ❖ Any moves will be formally documented and presented using the SAUS proposal process in future SAUS meetings.
 - ❖ USA FSSC SAUS representatives Bianca Schonberg and Debra Ross were in attendance.
 - FSSC Parking Subcommittee discussed and approved using a collection agency to collect parking fines. Parking staff will continue to follow a process of issuing warnings first and then, if necessary, actually, issuing fines.
- **Planning and Budgeting Committee**, Chairs Kurt Lund and Megan Bearden
 - Kickoff Meeting held on September 8 – Dr. Tim Michael elected Chair
 - October Meeting – October 15 – all Assessment Plans were due. The Budget Office is working with Planning and Assessment to use a similar form to the budget requests.
 - Training on the new form will occur November 8-15
 - In early December, the Draft Budget Request Proposals will be distributed for comments. The proposals will be vetted for feasibility but not prioritized.
 - Final, prioritized budget requests will be due in February and available for PBC review in March.
- **University Life Committee**, Chairs Sheeba Thomas and Fran Davis
 - Bylaws are under review.

- **Hawk Spirit Award!**
Presented to **Carlos Gallardo**
Painter with FMC's Building Maintenance
Congratulations **Carlos!!!**



2022 – 2023 USA Board

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Facilities & Support Services Committee Rep	Lee Ann Wheelbarger	Fundraising Committee Chair	Melissa Melendez
FSSC Sub-Committee Parking	Christine Paul	Professional Development Committee Chair	Cynthia Goode
FSSC Sub-Committee Parking	Johna McClendon	Marketing and Communication Chair	Tyvia Chandler
FSSC Sub-Committee Space Allocation	Debra Ross	Program Planning Committee Chair	Katelynn Rivardo
FSSC Sub-Committee Space Allocation	Bianca Schonberg	Scholarship Committee Chair	Bernadina Streeter
		Welcome & Outreach Committee Chair	Stephanie Holleran

