

# ACADEMIC COUNCIL MINUTES

April 15, 2021

3 - 4 pm – (Zoom Meeting)

Dr. Steven Berberich, Provost and Chair, opened the meeting.

**Approval of March 25, 2021 Minutes:** Minutes were unanimously approved.

## A. Items

1. **Faculty Office Hours/Availability:** Sarah Costello shared that the policy that was formerly known as office hours policy's name has been changed and a few revisions were made. The desire is to take a more active role in making faculty available to meet with students and assist students. So, the policy still maintains hours that faculty are supposed to be available for that student desiring a face-to-face meeting but also encourages more active forms of engagement. Dr. Huss-Keeler agreed on the need to be flexible for students, she explained one practice that has helped her was building time into her calendar for Zoom meetings for those that cannot come to campus. The Provost emphasized the purpose is to set minimum parameters and the ability to recognize the variety of ways that faculty can engage with their students.  
**Elizabeth Beavers motioned to approve; Sheila Baker seconded.** Vote recorded via chat: **Item passes.**
2. **Piper Award Revision:** Randall Xu, explained the proposal was unanimously adopted by the teaching, research committee and approved by Faculty Senate. In the March Academic Council, these issues were discussed:
  - Clarification of the nomination timeline, when the nomination period opens and when it closes. process for the student to submit their nominations; the current wording in our proposed policy does not specify it is a yearlong open nomination process or is that, during a certain timeframe, when the state.
  - Selection criteria. The original policy mentioned that the number of nominations determines the ranking for the candidate, but in the Teaching and Research Committee believed there was an issue if criteria was based on the gross number of nominations without considering the workload. And given this as a teaching related award and we make a proposal as the selection criteria and be based on the number of nominations. Concern is faculty with smaller teaching load having a disadvantage.

- Clarifying how students and faculty nominate faculty (electronically or directly to the Provost Office).

Kathryn Matthew explained if criteria requires changing, she must make the adjustments in the documentation. For the nomination period, she is hesitant to include in the policy as it is set by the Piper Award Foundation. Historically, the foundation sends a letter to the President and that date is noted as date of receipt. The end is set two weeks prior to submission to allow time to provide the university nominee documents in hard copy as required (we send by FedEx). Electronic submission is not permitted. In addition, there is extensive paperwork that the faculty must complete that requires time. One challenge has been level of student participation in reading and participating on the selection committees. Nomination criteria from the form requests teaching experience; publications; statement of purpose; why are you teaching; biographical sketch with highlights from teaching career; student org involvement; memberships; community service, etc. Candidates must meet his criteria in determining the outstanding faculty that deserve this recognition.

Elizabeth Beavers mentioned she has served on the selection committee in the past and the nominations were reviewed based on merit and quality of evidence. Faculty perceive this student recognition as a coveted award. Becky Huss-Keeler added that Piper is a state award and nominees go forward for that consideration.

David Rachita informed the Student Life Office is no longer applicable and recommended the substitution in the policy to show the Student Government Association (SGA) as coordinator of mass email to students.

**Kathryn Matthew made a motion for a friendly amendment to make the edit. Jeffrey Mountain motioned to approve; David Rachita seconded. The motion was unanimously approved.**

The Chair requested a motion to keep the current policy revisions in terms of determining the semi-finalists for evaluation to be ranked by number of nominations received.

**Elizabeth Beavers motioned to approve; Miguel Gonzalez seconded.**

**Vote recorded via chat: Item passes.**

3. **Academic Honesty:** Item was presented and tabled for further review by the Dean of Student Affairs. Additionally, greater detail is needed for the two colleges with doctoral programs. Item will move forward to May 2021 Academic Council meeting.

## B. Discussion Items

The Chair explained the item originates out of Curriculum Committee in effort to create with a policy on certificates. Before that committee begins the work, the Chair set the major issues of discussion for today to include: defining certificates in terms of types, understanding the broad range; recognizing some colleges have executive education – corporate education that meets the need of the workforce. Aim is not offering additional education to students looking for our current degrees in certificate mode. Task is to look out to the workforce to identify opportunities for UHCL to provide educational opportunities (not only at graduate level). Consideration would be towards: utilization of hours and modules rather than credits or hours; THECB involvement in defining certificates as approved or not approved; Marketing internally and externally, other department involvements. Currently we are collecting information on what we currently have. The pandemic has emphasized a need to meet the workforce.

Rebecca Huss-Keeler, Chair of the Curriculum Committee, spoke on initially identifying credit bearing certificates within the colleges that were approved by the Curriculum Committee. An increasing number of certificate proposals are being submitted. The committee is in the process of inquiring on how the colleges inform students find out about available certificates and how they can apply. Certificates can be very valuable and either be imbedded into a student college program or taken as a standalone certificate to bring in people in business and industry. Certificates can be a good recruitment tool. There are non-credit bearing certificates such as UHCL/CAMP offerings. Register, Bryan Heard, provided the Texas Administrative Code for guidance assist in creating policy to create a certificate or make a certificate our of a popular minor.

One issue is access to information on current certificates in all the programs is not identified on the UHCL website; also, data that is found is inconsistent for every certificate. MarCom will need to be included in the process to standardize and update once initiated to make end users aware of how to apply and the infrastructure of the certificates. UH has a committee looking into micro credentials. Some certificates include a national certification. Elizabeth Beavers emphasized that the THECB is recognizing the importance of micro credentials. Sarah Costello acknowledged that faculty could benefit with training and familiarization, possibly offered through CETL. Kathleen Garland agreed the interest in obtaining environmental certifications through UHCL could be significant.

Elizabeth Beavers shared connection to THECB; pilots started in 2017 associated with state 60x30 goal. The THECB Texas Council of FS shared three priorities: upskilling, credentialing to prioritize high value, high demand skills and where possible that are connected to national certifications.

The Chair asked if once C&I committee gathers current list; can committee work to define these and their target audiences then CETL could be a site for discussion and education this summer. Concern is faculty workload for some of those outside standard teaching measures such as hours of time. Rebecca Huss-Keeler emphasized that the credit bearing certificates are courses we are already teaching. Consideration needs to also be taken regarding capacity.

The Chair agreed this is an opportunity to explore how to move forward and continue this discussion.

Meeting adjourned.  
Charise Armstrong

Next meeting May 20, 2021

ACADEMIC COUNCIL 2020-2021			DATE: 4/15/21	TIME: 2-3:30 pm	**Present
Title	Member		Alternate	Signature	
Snr V.P. for Academic Affairs & Provost (Chair)	Steven	Berberich	None		
AVP - Academic Affairs	Kathryn	Matthew	Robert Bartsch		
VP Strategic Enrollment Management	Lee	Young	Bryan Heard		
AVP - Student Success and Initiatives	Tim	Richardson	Maria Ramos		
VP - Student Affairs	Aaron	Hart	David Rachita		
Council of Professors	Jeff	Mountain	James Dabney		
Dean - COB	Ed	Waller	Dorothy Kirkman		
Interim Dean - HSH	Samuel	Gladden	Christal Seahorn		
Dean - CSE	Miguel	Gonzalez	David Garrison		
Dean - COE	Joan	Pedro	Felix Simieou		
Director - Library & Learning Resources	Vivienne	McClendon	Chloris Yue		
FSEC - Senator At Large (COB)	Faiza	Zalila	Kathleen Garland		
FSEC - Chair, Budget & Facilities (CSE)	Brian	Stephens	Thomas Cothorn		
FSEC - Chair, Curriculum (COE)	Becky	Huss-Keeler	Anna Klyueva		
FSEC - Chair, Faculty Life (COE & HSH)	Roberta Raymond - COE (fall)	Sara Costello-HSH (spring)			
FSEC - Chair, Teaching & Research (COB)	Randall	Xu	Walter Thompson		
FSEC - Past President (HSH)	Heather	Kanenberg	Sheila Baker		
FSEC - President (COE)	Elizabeth	Beavers			
FSEC - President-Elect (CSE)	Paul	Withey			
<b>Secretariat Support Charise Armstrong x 3004</b>	60% Quorum				