



University  
of Houston  
Clear Lake

## University Council Minutes

*April 9, 2020 2:00 p.m. (Virtual Teams Meeting) | Meeting Called to Order by Ira K. Blake, President*

### **In Attendance**

Mohamed Abdel-Gilill, Sheila Baker, Elizabeth Beavers, Steven Berberich, De'AWN Bunch, Dwayne Busby, Stephen Cotten, Mark Denney, Miguel Gonzalez, Lisa Gossett, Tyler Hall, Aaron Hart, Eric Herrera, Rebecca Huss-Keeler, Heather Kanenberg, Nick Kelling, Vivienne McClendon, Brad McGonagle, Mike McMullen, Usha Mathew, Kathryn Matthew, Evelyn Miralles, Joan Pedro, Timothy Richardson, Rick Short, Joseph Staley, Brian Stephens, Joyce Delores Taylor, Charlotte Tullos, Chris Ward, Edward Waller, Paul Withey

ABSENT: Aja Rodriguez,

GUESTS: David Rachita, Charise Armstrong, Carol Pruitt

### **Approval of Minutes**

The minutes from the February 13, 2020 meeting were reviewed and approved.

### **Welcome and Opening Remarks**

President Blake welcomed the committee members to the virtual meeting via TEAMS.

### **Academic Council**

#### **Double Degree Policy**

The proposed Double Degree Policy was presented for approval. Mr. Timothy Richardson reviewed the proposed policy with the committee noting the policy was previously discussed at the December 2019 University Council meeting and brought back for further discussion. The policy was reviewed at Academic Council in March related to the concerns for the state requirement of 150 credit hours required for a double degree. There being no further questions or comments provided via chat message, the policy was approved unanimously.

#### **Minor in Statistics**

The proposed Minor in Statistics was presented for review. Dr. Kathryn Matthew discussed the minor noting the 15 hours requirement and related courses. Further discussion followed on the naming convention of the degree and if should reflect a more interdisciplinary title. Dr. Rebecca Huss-Keeler commented that the Curriculum Committee reviewed and no comments were provided regarding the title of the minor. No further questions or comments were made via chat message, and the Minor in Statistics application was unanimously approved.

### **U Teach Package**

Dr. Kathryn Matthew presented the UTeach package application noting it was prepared in conjunction with the College of Science and Engineering and the College of Education, which would provide new courses in math and science, in addition to a Master Teacher available for student support. Students would have a hands-on opportunity to teach in the STEM disciplines and be more marketable in the workplace. Dr. Joan Pedro concurred noting it allows students in the STEM field an opportunity to participate in a 2-step approach free of charge to see if they would be interested in teaching math and science. Students will receive a Bachelor Degree and a teaching certificate with both degrees being completed at the same time. Each student would also have an advisor from each college (CSE and COE). Currently in process of securing a Master Teacher to assist as support to students while they are out in the field. There being no further questions or comments via chat message, the UTeach package was unanimously approved.

### **Minor in Psychology**

Dr. Kathryn Matthew presented the Minor in Psychology as a 15 hour program for a variety of degrees. Discussion followed regarding the title of the degree and if it reflects an accurate description. Dr. Christopher Ward commented that students are specifically asking for this minor and understand what it means. Dr. Ira Blake requested Dean Rick Short and Dr. Christopher Ward begin collecting data representing the interest, support and needs attracting students for this particular degree. There being no further questions or comments via chat message, the Minor in Psychology application was approved unanimously.

### **PsyD. Change in Admissions**

Dr. Kathryn Matthew presented the Psychology Degree change request to allow the admission of students with a Bachelor's degree without a Master's degree admission to the program. Dean Rick Short concurred noting it would allow UHCL to be more competitive and that all program requirements must be met. After further discussion and questions regarding exceptions to the admission requirement, the item was tabled for review and implementation of revised language related to exceptions to the admission requirement.

### **Grievance Policy**

Dr. Heather Kanenberg presented the Grievance Policy which was reviewed and discussed at the December University Council meeting. Only minor revisions were made to the policy. There being no further questions and comments via chat message, the Grievance policy was unanimously approved.

### **Emeritus-Emerita Faculty Policy**

Dr. Heather Kanenberg presented the Emeritus-Emerita Faculty policy noting specifically allowing faculty retirees and Emeritus' access to email upon their retirement, as in the past there has been no access. After further discussion, it was noted that Dr. LeeBrian Gaskins, Chief Information Officer, has reviewed the policy, and all UH System and State guidelines will be followed. There being no further questions or comments via chat message, the policy was unanimously approved.

## **University Life Committee**

### **Search Committees for Executives and Staff Positions**

Dr. Lisa Gossett presented the Search Committees for Executive and Staff Positions Policy. After further discussion regarding Section 3.1 of the policy and omission of language related to exceptional circumstances

(natural disasters, pandemics, etc.), the item was tabled for further review and addition of language regarding the hiring process related to exceptional circumstances.

### **Discipline and Dismissal of Regular Staff Employees**

Dr. Lisa Gossett presented the Discipline and Dismissal of Regular Staff Employees Policy noting an interim policy was approved in May, and additional staff review/comments were requested. Dr. Gossett also noted that Dr. Scott Richardson (Equity and Diversity) was actively involved in the policy review process. There being no further questions or comments via chat message, the policy was unanimously approved.

### **Employee Relations Grievance and Appeal**

Dr. Lisa Gossett presented the Employee Relations Grievance and Appeal Policy noting an interim policy was adopted in May. Minor modifications were made and included an added emphasis on informal resolutions, in addition to the formal grievance process and appeal to the President. There being no questions or comments via chat message, the policy was unanimously approved.

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## **Information Items – University Shared Governance Committee Reports**

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### **Academic Council**

No report presented

### **Facilities and Support Services Committee**

Dr. Christopher Ward reported a request was submitted by the Pearland campus library for expansion of the current library facilities. The current space is very small, and students have requested a large space to be utilized for study space, group studies and work projects. A recommendation was made to expand the space to the adjoining classroom. Mr. Denney advised that funding has been set aside for refurbishing and renovations, but due to the current contract moratorium, the current list of projects, which includes the library expansion, have been put on hold. The list of projects will be reviewed with final prioritization approval and guidance through the Core Leadership team. After further discussion, Dr. Ira Blake requested the Pearland group work with Mr. Timothy Richardson to create a survey to be sent to students to provide more data so a more informed decision can be made. Dr. Ira Blake advised she would meet with the Provost to review and discuss final project priority items.

### **University Life Committee**

No report presented

### **Planning and Budget Committee**

Dr. Paul Withey reported the committee met the week before Spring break to discuss budget initiatives. It was noted due to the COVID-19 pandemic, the budget cycle has been pushed back for two months. The recommended budget initiatives list will be presented at the next University Council meeting.

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## **President's Report**

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President Ira Blake thanked the faculty, staff and administrators for their continued good work and cooperation during the pandemic, in addition to adapting to the virtual transition to ensure business operations run smoothly and efficiently during the unprecedented circumstances. President Ira Blake noted a

special meeting of the Board of Regents was held this week. Two temporary policies were approved and included: 1.) Waiving pre-requisite testing (SAT, ACT, GMAT, GRE) and 2.) Waiving 2020 and 2021 student fee rates – Variable rates for graduate and undergraduate students, as well as mandatory and optional fees. President Ira Blake also noted the Strategic Planning face to face workshops (Tier 2) for the Colleges and Divisions have been postponed until fall 2020. Virtual orientation sessions are planned for the last week in April, with virtual meetings planned throughout the summer. President Ira Blake noted that employees are engaged and taking online courses through Human Resources. To date, 997 courses have been reviewed and over 500 have been completed. Dr. Brad McGonagle added that additional online training through LinkedIn Learning has been set up by Ms. Esther Herrera, who is sending out weekly emails to faculty and staff.

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## **Announcements**

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Mr. Mohamed Abdelgilil, Student Government President, expressed concern regarding a delay in communication of important announcements. Students have reported hearing second hand via television or other media (Example: Pass/Fail grading system and City of Houston announcement to Stay at Home).

Mr. Joseph Staley thanked everyone for their support of the Hawk Emergency Fund. Over \$50,000 has been received to date. Continued support is needed, and everyone is encouraged to give. Information for donating to the fund is through a link located on the yellow banner on top of the UHCL website.

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## **Next Meeting**

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**May 14, 2020 | 2:00 p.m., TBD**

There being no further business, the meeting adjourned at 3:20 p.m.

### **ACTION ITEMS**

#### **Approved**

Grievance Policy

Minor in Statistics

Double Degree

Psychology Minor

UTeach Package

Emeritus-Emerita Faculty Policy

Discipline and Dismissal of Regular Staff Employees Policy

Employee Relations Grievance and Appeal Policy

#### **Tabled**

PsyD. Change in Admissions

Search Committee for Executive & Staff Positions Policy