



University
of Houston
Clear Lake

University Council Minutes

December 13, 2018 2:00 p.m. (Forest Room) | Meeting Called to Order by Dr. Ira K. Blake, President

In Attendance

Elizabeth Beavers, Yvette Bendeck, Steven Berberich, Caroline Crawford, Mark Denney, Lisa Gossett, Laura Guerrero, Amanda Johnston, Heather Kanenberg, Nick Kelling, Mike McMullen, Usha Mathew, Kathryn Matthew, Daniel Maxwell, Timothy Michael, Marlene Richards, Brian Stephens, Chris Ward, Joyce Delores Taylor

ALTERNATES: Samuel Gladden (alternate for Rick Short), Joan Pedro, Dr. Sadegh Davari, Paul Withey

ABSENT: De’Awn Bunch, Dwayne Busby, Tyler Hall, Eric Herrera, Izuh Ikpeama, Brad McGonagle, Mark Shermis, Tim Richardson, Rick Short, Ed Waller, Chloris Yu

Approval of Minutes

The minutes from November 8, 2018 were reviewed. A motion was made to approve the minutes and seconded. The minutes were unanimously approved.

Academic Council

Engineering Management/Project Management Certificate

Dr. Matthew reported that the Project Management Certificate is in very high demand in the greater Houston area. Discussion followed regarding the certificate and how it enhances careers, how it fits the market demand and gainful employment and ability to continue UHCL’s mission to serve students.

A motion was made to approve the certificate. The proposed certificate was unanimously approved.

Bachelor of Arts in Computer Science 8-12 Certification

Dr. Matthew discussed the certificate noting it is a new teaching certificate added to the BA in Computer Science. Several school districts have expressed their interest and have sent letters of support for this teacher’s certificate, in addition to faculty support, specifically with STEM education initiative.

There being no further discussion or questions/comments, the proposed Degree/Certificate was unanimously approved.

University Life Committee - Shared Governance Policy

Dr. Brian Stephens reported that in collaboration with Provost Berberich, Human Resources, Legal Counsel and University Life Committee, several small changes were made to the policy related to structure and position titles and outdated information. The most substantive changes included the “President or the President’s designee” may bring interim policies to University Council. During the University Life Committee and in subsequent discussions, various additional positions (beyond Human Resources and Administration

and Finance) were named that might appropriately present interim policies. The revised draft language, given President's discretion, provides gatekeeping on who can present interim policies.

Dr. Blake emphasized the importance of an interim policy as it shows the university is in compliance while allowing time to refine a policy to fit UHCL needs.

This Shared Governance Policy draft does not change the number of people on committees or the balance among different constituencies. The policy now allows the President to add non-voting members if she believes additional perspectives are needed at the table. Membership on committees and other more significant changes are appropriate to consider in upcoming months.

Dr. Stephens asked if further discussion is necessary regarding the current format of the policy and if it represents UHCL going forward and how it fits into the strategic planning initiative. Dr. Stephens suggested forming an Ad Hoc committee of University Council to review/discuss. After further discussion, it was recommended that the potential formation of an ad hoc committee be formally recommended to Dr. Wooten and Dr. Pedro who chair the Strategic Planning Committee and report back to University Council at the next meeting. No further action would be made at this time.

Faculty Senate was added to the structure of the policy. Further discussion followed regarding their role in the shared governance process.

Dr. Chris Ward noted the following correction to the Shared Governance Policy: The Academic Vice Chairman for FSSC should be changed to the AVP for Facilities Management instead of AVP Information Services.

There being no further questions or comments, the changes to the amended Shared Governance policy as discussed were unanimously approved.

Information Items – University Shared Governance Committee Reports

Academic Council

Faculty Senate Resolution - Space Allocation in Relation to Current Academic Space

The Faculty Senate resolution was brought about by past history of academic space being encroached on. The resolution was brought to Academic Council to affirm that space currently designated for academic use (included but not limited to faculty office space, labs and classrooms) should remain designated for academic use. Further discussion followed and it was determined the overall intent of the resolution is to value academic space in support of our global strategic plan.

No further action was taken at this time regarding the resolution.

Facilities and Support Services Committee

Dr. Ward acknowledged Mr. Denney and Dr. Huss-Keeler for creating a process for space allocation and developing a form for documentation. Three proposals were pilot-tested and included: the Biology Department located on the third floor of the Bayou Building. Lab space formerly occupied by the Physics and Chemistry departments can now be utilized by the Biology Department. This request was approved by the FSSC. The research space formerly occupied by Dr. William Amonette and additional testing space by

Disability Services were also reviewed and recommended for approval by the Space Allocation Committee. Both proposals were voted on and recommended for approval by the FSSC. The APA is scheduled for an accreditation site visit on January 9th and due to time constraints and the University Council not meeting until after the visit, Dr. Ward requested leadership's consideration to expedite the approval process by reviewing proposals today to determine if possible to move forward prior to the APA visit. After further discussion, it was determined the President and Provost will meet with Dean Short and Dean Shermis in addition to Core Leadership to discuss approval of the space request further, in order to expedite the process.

Feedback/documentation will be provided by the Space Allocation Committee going forward to assist in the approval process. Feedback and comments will be reflected in meeting minutes available online, when possible for total transparency.

University Life Committee

Dr. Lisa Gossett reported the Workplace Violence and Intimidation Policy is currently under review by Faculty Senate and University Life Committee. Recognized by Human Resources to have an updated policy. Recommendations will be brought back to University Council meeting in February.

Next, Dr. Gossett reported the Education and Credential Advancement Reward policy was under review and will be brought back to University Council after further clarification and procedures.

Dr. Gossett also noted that ULC member, Brian Mills brought up the discussion of the Recreation and Wellness Center's membership rates for faculty and staff and ideas on how to possibly lower membership rates. Currently, they are looking at a variety of options, including working with the Health Select healthcare plan to negotiate a group rate. Members were asked to share other ideas with Dr. Gossett in regard to lowering rates.

Planning and Budget Committee

Dr. Timothy Michael reported the Budget Task Force met last week. Dr. Michael advised the meeting primarily focused on the update on the Budget Task Force, budget model, Strategic Hiring Committee results and Hyperion budget system. Changes to the budget calendar and student fees were also discussed. Dr. Richardson also advised the committee that the PBC meeting minutes, which include Strategic Hiring and Budget Taskforce updates, are available to view online on the Shared Governance website under meetings and minutes.

Mr. Denney reported new budget software (Hyperion) will be implemented for the FY 20 budget. Next, Mr. Denney reported the final proposal for the budget model will consist of three phases: 1.) Basic concept 2.) Specific details and 3.) Implementation. Mr. Denney stated he will recast and review the FY18 budget (actual and current) and see what the budget may have looked like using the new budget model. After conclusion of Phase I, Mr. Denney explained everyone will have the opportunity to provide feedback and comments, as he will be scheduling presentations on the budget model starting in January and February. Final recommendations and feedback will be brought to University Council for discussion and approval. Once this phase has been approved by Core Leadership and the President, they will move forward with Phase II for specific details. Mr. Denney noted the existing budget model will be used for this budget cycle and potentially the new model may be used for the 2021 budget cycle.

Further discussion followed related to budget reductions. Dr. Blake asked everyone to continue to keep treating students like we do and advising we will be re-launching the capital campaign.

President's Report

Dr. Blake requested that Mr. Denney give a brief summary of the program funding priorities. Mr. Denney reported at the last legislative session, budget cuts have been made in non-formulary programs and our priority is to restore funding in these areas which include: Downward expansion, Institutional enhancement, Center for Autism & Disability Diagnosis, Environmental Institute Houston, and High Technologies/Cyber Security.

Mr. Denney noted the challenges faced UHCL is the Legislators are focusing on public education (K-12) and property tax relief. Dr. Blake noted UHCL leadership will be meeting with Representative Dennis Paul and other legislators in our area to encourage them to be on our team and support UHCL needs.

Dr. Blake encouraged everyone to tour the UHCL Pearland Health Science Building, noting its importance, as it is connected to UHCL's future, direction and the way we serve our region.

Announcements

Dr. Blake asked each committee member to share a piece of good news.

Dr. Maxwell reported that Matthew Perry has been hired as the new Director for Student Housing/Residential Life and will start work on January 14, 2019.

The College of Education held their second induction ceremony with 67 teacher candidates. Dr. Pedro reported a 95% success rate and over 500 attendees at the ceremony.

The Senior Send Off is scheduled for Friday, December 14, 2018 at 6:00 p.m. Commencement will be held on Sunday, December 16, 2018.

Bryan Heard has been hired as the new Registrar. Focus will be on modernizing the Registrar's Office.

Next Meeting

February 14, 2019 | 2:00 p.m., Forest Room

There being no further business, the meeting adjourned at 3:25 p.m.