



University  
of Houston  
Clear Lake

## University Council Minutes

*December 12, 2019 2:00 p.m. (Forest Room) | Meeting Called to Order by Ira K. Blake, President*

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### In Attendance

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Mohamed Abdel-Gilill, Sheila Baker, Leroy Robinson, Jr. (for Elizabeth Beavers), Steven Berberich, Dwayne Busby, Sarah Costello (for Stephen Cotten), Miguel Gonzalez, Lisa Gossett, 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, Tim Richardson, Rick Short, Joseph Staley, Brian Stephens, Joyce Delores Taylor, Ed Waller, Chris Ward, Paul Withey

ABSENT: De'Awn Bunch, Tyler Hall, Aja Rodriguez, Charlotte Tullos

GUESTS: Valerie Coleman-Ferguson, David Rachita

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### Approval of Minutes

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The minutes from the November 11, 2019 meeting were reviewed and approved.

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### Welcome and Opening Remarks

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President Blake welcomed the committee members to the meeting.

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### Academic Council

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#### Faculty Grievance Policy

The proposed Faculty Grievance Policy was presented for approval. Dr. Steven Berberich and Dr. Heather Kanenberg reviewed the proposed policy with the committee noting the revised proposal received unanimous approval from the Faculty Life Committee, Faculty Senate and Academic Council. Dr. Kanenberg noted the significant change on Page 8, Item 15 concerning Promotion and Tenure, which was added at the end of the policy. Further discussion followed. Specific questions were raised which included:

- 1.) Representation for the grievant and if it is a requirement, as it is not clearly stated in the policy that the grievant has a choice. The grievant is not required to have representation.
- 2.) The minimum number of panel members was questioned and if it was adequate. It was determined that currently membership is expanding from 4 to 6 from each college and will continue to monitor and revisit if it is not adequate.
- 3.) The timeline of 10 working days for the grievance process and how this was determined. The timeline was determined based on what was historically done in past policy and existing timelines and modified as needed.

Dr. Kanenberg also noted System Legal Counsel's concern for timeline related to promotion and tenure and that a full terminal year is required. Further discussion followed regarding appeals and requirements for informal and full hearings. There being no further questions or discussion, the updated Faculty Grievance Policy proposal was approved with three abstentions.

### **UHCL Promotion and Tenure Policy**

Dr. Berberich presented the proposed UHCL Promotion and Tenure Policy for approval. Dr. Berberich advised the policy was approved by the Faculty Life Committee, Faculty Senate and Academic Council. Further discussion followed specifically regarding the language in Section 5.1.1, Page 6: last sentence, "Documented evidence of teaching expertise "may" include, but is not limited to: student and peer evaluations, course syllabi, or teaching awards." The use of the word "may" versus "must" was discussed. Dr. Kanenberg advised the language was discussed in Faculty Senate at length, and it was determined to change the language from "must" to "may" to ensure it was open for inclusion of other faculty members. Dr. Sarah Costello also concurred noting not all faculty will have a teaching award. Dr. Berberich commented that true criteria will be established for promotion and tenure and will lie within the bylaws for each college. There being no further questions or comments, the policy was unanimously approved.

### **Additional Bachelor's Degree**

Dr. Timothy Richardson presented the Additional Bachelor's Degree, Double Degree and Double Major policies. The additional Bachelor's Degree policy resulted from a review of student pathways and policies conducted by the Student Success Initiatives (SSI) department. Dr. Richardson noted that feedback from students reflected that current policies were encumbering and student requests for more educational pathways. The policy language was reviewed thoroughly by SSI and Faculty Senate. Dr. Richardson stated the additional bachelor's degree is specific to those students who have already received a degree and want to return at a later date to earn an additional degree. Dr. Richardson also noted that the new policy will reflect credit for courses taken for the first degree can be applied towards the second degree. President Blake asked if the additional bachelor's degree is classified as a post-baccalaureate degree, what does this mean to the institution's profile data and impact on students. Dr. Berberich acknowledged and advised he would gather data regarding this issue and report back.

### **Double Degree Policy**

Dr. Richardson advised the committee the Double Degree Policy is a new policy for UHCL that gives students regulations/guidelines for obtaining a different type of bachelor's degree, i.e., BA to BS. Dr. Richardson added that SSI worked with Faculty Senate and reviewed other institution policies in addition to ensuring compliance with the state requirement of 150 credit hours. After lengthy discussion, it was decided the policy would be tabled to re-examine and determine what the university is trying to help students achieve and provide additional information regarding state requirements for credit hours.

### **Double Major Policy**

Dr. Richardson presented the Double Major Policy and advised the previous policy required the Double Major to be in the same college. The policy was revised as this is no longer a requirement. With no additional

questions or comments, the Additional Bachelor's degree and Double Major policies were unanimously approved.

### **Minor in Addictions Counseling**

Dr. Kathryn Matthew presented the Minor in Addictions Counseling which is offered through the College of Education. She noted a sentence was added regarding application for the Licensed Chemical Dependency Counselor (LCDC) credential. Discussion followed regarding why offering as a minor and not a certificate or license. The minor will provide students with foundational knowledge in addictions and will also provide additional recognition on their transcript and enable them to be more marketable in the workforce.

### **Software Engineering Minor**

Dr. Matthew presented the Software Engineering Minor Degree, which will provide additional skills and knowledge to assist and prepare students in obtaining a graduate degree.

With there being no further questions or discussion, the Minors for Addictions Counseling and Software Engineering Degrees were unanimously approved.

### **University Undergraduate and Graduate Early Childhood Leadership Certifications**

Dr. Matthew presented the Undergraduate and Graduate Early Leadership Certifications. These certifications provide students with additional credentials to allow students to be more marketable. After further discussion, Dr. Rebecca Huss-Keeler added the certification is designed for those individuals working outside public schools (childcare/headstart) an opportunity to receive additional certification. She also stated the certification can be achieved either as a standalone course or within the Bachelor or Masters Degree programs as an elective course. There being no further questions or comments, the Undergraduate and Graduate Early Childhood Leadership Certificates were unanimously approved.

### **Proposed Faculty Equity Raise for FY 21**

Dr. Berberich advised the Committee the proposed faculty equity raise for Fiscal Year 2021 was for informational purposes only. Dr. Nick Kelling reported work was done in collaboration with the Provost and Vice President – Administration and Finance to establish a process/template going forward and utilizing an equity and merit pool, in addition to salary comparison information.

No further action was required.

### **Planning and Budget**

#### **Tuition and Fee Requests**

Dr. Paul Withey reviewed the list of proposed tuition and fee increase requests and summarized the increases as follows: General Designated Tuition (undergraduate – resident and non/resident) increase of 3 % to 3.2%, Differential Designated Tuition (College of Business) increase of \$5.00 (undergraduate) and \$12.00 (graduate) per credit hour, Mandatory Fees (Student Services, Recreation and Wellness, Information Resources, Academic Records, International Student), Optional Fees (Graduate Program Records, International Student Application, International Student Records Processing, Education Abroad, Parking, Payment Plan Service, Declining-Balance Meal Plan). Dr. Withey reported the Planning and Budget Committee (PBC) initially met with SGA and students and held a question and answer session. A second meeting was held with further discussion and voting by SGA members. Three main areas students voted in opposition included the Differential Designated Tuition Fee (DDT), Recreation and Wellness Center Fee and Payment Plan Service fee, which will be addressed

by Mr. Denney in his presentation to the Committee. Dr. Withey reported the Planning and Budget Committee (PBC) unanimously recommended all increases in fees go forward with the exception of one vote against the increased fee for the Recreation and Wellness Center.

Next, Mr. Denney presented the Tuition and Fee Request Proposal to the Committee. Mr. Denney reviewed the proposed tuition and fee increases. Recommendation to keep the increase (3.6%), below 4% to minimize impact for students. Mr. Denney advised graduate designated tuition hold flat for the biennium, as UHCL is currently near the top of the market in Houston area for graduate tuition, as an increase could potentially impact enrollment. Received guidance from UH System that UHCL should keep tuition lower than 4%. All other university campuses are working to achieve the same goal. Mr. Denney next discussed in detail the three items students voted in opposition: College of Business – Designated Differential Tuition, Recreation and Wellness Center Fee and Payment Plan Service Fee. Mr. Mohamed Abdel-Gillil, SGA President, provided the committee with feedback from students regarding their viewpoint for each area of opposition which included:

- 1.) College of Business Designated Differential Tuition - Students expressed that more classes should be offered per semester.
- 2.) Recreation and Wellness Center Fee – Students aren't utilizing all of the programs offered. Therefore, students asked if monies budgeted for the Recreation and Wellness Center programs be applied towards operating expenses. Students feel this increase is unfair.
- 3.) Payment Plan Service Fee – Students feel that they should not have to subsidize the cost to administer the Payment Plan.

Mr. Denney also discussed a proposed parking rate increase for students and staff and potential reserved spaces for Lot B. Further discussion followed.

A motion was made to accept the proposal for tuition and fee increases as recommended from PBC and as presented. With there being no further comments or questions, approval for tuition and fee increases were approved with one vote in opposition.

### **UHCL Hazing Policy**

Dr. Aaron Hart presented the interim UHCL Hazing Policy noting the current policy is based upon and references old statutes. The new law provides a broader definition of hazing and consists of language that includes any student organization, not just a Greek-related sorority or fraternity. Dr. Hart stated the interim policy will include a broader definition and will accurately reflect current law. Steps will be taken to implement a permanent policy. The interim policy mirrors UH System with minor changes made in reference to specifically the UHCL campus. No further questions or comments, the interim Hazing Policy was unanimously approved.

**Academic Council**

No report presented

**Facilities and Support Services Committee**

No report presented

**University Life Committee**

No report presented

**Planning and Budget Committee**

No report presented

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**Announcements**

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Soaring Hawks Event - Friday, December 15, 2019, 6:00 p.m. Faculty and staff are encouraged to attend.

Fall 2019 Commencement – December 15, 2019 (NRG Arena)

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**Next Meeting**

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**February 13, 2020 | 2:00 p.m., Forest Room**

There being no further business, the meeting adjourned at 3:50 p.m.

**ACTION ITEMS**

**Approved**

Grievance Policy

Promotion & Tenure Policy

Additional Bachelor Degree Policy

Double Major Policy

Addiction Counseling Minor

Software Engineering Minor

Undergraduate Early Childhood Leadership Certificate

Graduate Early Childhood Leadership Certificate

Hazing Interim Policy

**Tabled**

Double Degree Policy