



University
of Houston
Clear Lake

University Council Minutes

February 10, 2022, 2:00 p.m. (Forest room and Virtual Teams Meeting) | Meeting Called to Order by Richard Walker, Interim President

In Attendance

Beavers, Elizabeth, Bendeck, Yvette, Costello, Sarah, Denney, Mark, Dubrovskiy, Anton, Garland, Kathleen, Gaskins, LeeBrian, Gonzalez, Miguel, Hart, Aaron, Hawn, Sherry, Huss-Keeler, Rebecca, Lewis, Elizabeth, Matthew, Kathryn, Maynard, Christopher, Michael, Timothy, Miralles, Evelyn, Pedro, Joan, Ramirez, Daniel, Robinson, Leroy, Sanford, Glenn, Scates, Jasara, Staley, Joseph, Unwala, Ishaq, Villarreal, Maureen, Waller Edward, Walther, Christine, Shan, Gene

Approval of Minutes

The November 11, 2022 meeting minutes were reviewed and unanimously approved.

Academic Council

There were two items from Academic Council. Dr. Richard Walker turned the meeting over to Academic Council to make recommendations to University Council (UC).

Dr. Kathryn Matthew, Associate VP, Academic Affairs, introduced the Academic Policy Development Policy on behalf of the Academic Council:

Academic Policy Development Policy establishes the process and guidelines for developing, reviewing, approving, revising, tracking, and retiring UHCL policies, known as UHCL Academic Affairs Policies (UAAPs), and should be applied to all academic policies. This Policy on Academic Policy Development is designed to promote expeditious policy development, approval, and management while allowing for a robust discussion of draft policies. This policy also helps ensure that UHCL Academic Affairs Policies are easily accessible and understandable, widely disseminated, consistent, and standardized to the extent reasonable and approved.

Dr. Matthew outlined the University of Houston's policy processes, procedures for policies, and revisions and addressed academic policy revisions.

Miguel Gonzalez and Elizabeth Beavers gave the motion to approve, and the proposal was passed.

Dr. Kathryn Matthew, Associate VP, Academic Affairs, introduced the Academic Honesty Policy on behalf of the Academic Council:

Academic Honesty Policy – This policy is designed to encourage honest behavior and outlines the processes and actions pertaining to any violation of the Academic Honesty Policy and Honest Code.

Dr. Beavers states that the policy is a collaborative effort between student affairs and academic affairs and student success initiatives that address preventative practices and what constitutes academic dishonesty. The previous policy was comprehensive. The legal department reviewed and changed the legal sufficiency and educational hearing process. The legal department approved the changes.

Ms. Hawn questioned how online and hybrid courses would be addressed in relation to this policy. Dr. Beavers explained that the policy focused on how the policy gives better parameters, if the situation arises regarding academic dishonesty.

J. Scates questioned if the student government would still be responsible for participating in the academic dishonesty panel, which Dr. Beavers confirmed.

Mr. Staley and Dean Pedro gave the motion to approve, which passed unanimously throughout the council.

University Life Committee

Pocket Prairie on Campus - The proposal outlines a detailed plan to initiate a pilot pocket prairie on campus, including projected maintenance and associated costs.

Dr. Kathleen Garland, Chair of the University Life Committee, introduced Pocket Prairie on campus.

Mr. Staley asked what a pocket prairie is, and Dr. Garland explained a pocket prairie is a small area where native landscaping and vegetation are installed. In return, she educates others about the landscape.

Mr. Denney questioned the proposal because of the location of the proposed planting area. He noted the Hunter Hall Backyard is where many campus events are held, and the wind causes the seed to blow and doesn't stay contained. Also, there is a staffing and manpower concern to maintain the area. A trial space has been agreed upon at entrance two to the university. If the trial is successful, expansion to other areas can be considered.

Mr. Staley asked if this is a partnership opportunity with local Armand Bayou and other local organizations that might be interested. Mr. Denney confirmed that it could be, but it is currently a collaboration of student organizations with our Eco committee and the IHAPS Institute.

Dr. Beavers and Dr. Gonzalez gave the motion to approve, which passed unanimously throughout the council.

Planning and Budget Committee

No agenda items

Information Items – University Shared Governance Committee Reports

Academic Council

Chair, Dr. Christopher Maynard

Dr. Vivienne McClendon, Executive Director, Neuman Library

- **Library Mission & Vision Statement** – a new statement created by every library staff member, taken through the shared governance system, to help improve the statement. Does indicate a vision of having a more engaging library, is a dynamic center of learning, innovation, immersive experience, and provides a great space conducive to studying, collaboration, and reflection.
- The library will have a soft opening on Monday, February 14, 2022. Improvements are still underway – a grand re-opening is projected for the Fall of 2022

Facilities and Support Services Committee

Chair, Dr. Yvette Bendeck

No agenda items

University Life Committee (ULC)

Chair, Dr. Kathleen Garland

Dr. Aaron Hart, Vice President, Student Affairs

- **Handbill Interim Policy – Memorandum of Interim Administrative Policy – Subject: Posting Flyer Information on University Bulletin Boards** –This proposed interim policy provides guidelines to accommodate the posting of flyers and the sharing of information at the University of Houston- Clear Lake (UHCL) on university bulletin boards.
- Dr. Hart stated that it was brought to our attention a couple of months ago through Eagle Action UHCL, our campus was missing a free speech posting area. A memorandum of interim administrative policy has been established on the university's bulletin boards that allow staff, students, and partners to have an area for posting, not replacing already established posting areas with restrictions. Those locations are to be determined.
- Dr. Richard Walker explained why there is a need for the Interim Policy, stating that UHCL was in violation of federal law. The interim policy will be submitted to the shared governance approval process and presented to UC for information only, and will have one year to go through the approval process.

Planning and Budget Committee (PBC)

Chair, Dr. Timothy Michael

- PBC Meeting will be on Tuesday, February 15, 2022.

President's Report

For the Good of the Order

- State of the University and Financial Updates will be on February 15 at 2:00 p.m. in the Bayou Theater. The presentation will not be live-streamed but will be recorded, and the link will be provided 2-3 days after to the UHCL website, where faculty and staff with a valid login will have access to the recording. Dr. Sanford asked why is this not being presented live and waiting 2-3 days to be made available. Dr. Walker explained that by combining the financial presentation and the state of the university together, which are usually presented separately, the IT teams are allowing themselves 2-3 days to get everything together before uploading it to the website. Dr. Ramirez further explained that it gives IT 2-3 days to get the video buffered and condensed. It will be the top priority within the 2-3-day window.

- President and Provost Search Update - Leadership profiles will be posted to the website soon.
- SACSCOC Reaffirmation – March 21-24, 2022 (tentative) – 10-year reaffirmation process. It will be a virtual visit due to the pandemic.

Dr. Matthews explained that a virtual video would be posted up for accreditation. Information on interview panels will be posted soon after scheduling has been completed.

Dr. Maynard suggested that the itinerary will be coming soon and requested everyone to please keep their schedules available during the calendar days of March 21-24, 2022.

Dr. Hawn asked if panel questions were expected to be answered at the meeting time. Dr. Matthews confirmed and stated that questions would be provided before the meeting. Dr. Walker also stated that questions would be able to be answered while the site visit is occurring, follow-up questions will be submitted, and final resolutions responded to during the summer.

Dr. Michael asked if there would be a question-and-answer forum where faculty could ask questions. Dr. Walker responded that there would not be a forum for that. Dr. Maynard added that the team would ask us specific people questions before the meeting to be already prepared to answer.

Comments / Further Questions

- Mr. Denney gave some updates regarding Campus maintenance, explaining that parking lot letters have been replaced, stop signs installed, and the nature trail's new signs to the entrance have been put in place. He also added that the monument signs would be installed this week, and electricity would be done a week later. The Patio Café will host a Super Bowl party on February 13 at 5 p.m., providing comfortable furniture, pizza, and non-alcoholic refreshments. Our lease expired for the academic program at the TMC - a new location has been determined, which is a building at HCC Coleman Campus, and will take up the 1st floor; construction and build-out are underway and approved by the Board Regents.
- Dr. Beavers questioned the status of the proposals for furniture/updates to the Arbor Building. Mr. Denney responded, stating the pandemic refocused attention on upgrading the air handling systems into Bayou, Delta, SSCB, and Arbor Buildings. With the Campus Construction Assistance Program (CCAP), which replaced what was formerly known as tuition revenue bonds, and the funding of 45 million dollars to UHCL, we are identifying priorities on where to spend, including some of those upgrades.
- Dr. Beavers suggested that the shared governance policy needs some updates. She explained the current policy does not list some of the individuals that should be voting members of the university council and does not reflect some of the roles of new administrators in the last couple of years. She stated that the FFSC has been working on its bylaws. If subcommittees are looking at their bylaws, we should consider revising shared governance to reflect the individuals represented at University Council. Mr. Denney proposed that when the shared governance policy was written, we did not have a policy on policy to reference. One of the shared governance policy challenges is its attempts to layout shared governments and policy processes. It is a good opportunity to discuss separating that to have a policy on policy and a shared government separate policy to avoid confusion. Dr. Beavers added that the former policy only included formatting and numbering and needs revision. Dr. Walker agreed that we need a policy on policy for review, then return and do the shared governance policy, separately for review.

Next Meeting

March 10, 2022, | 2:00 p.m., Forest Room and Virtual via Zoom

There being no further business, the meeting adjourned at 2:50 p.m.

ACTION ITEMS

None.