



University  
of Houston  
Clear Lake

## University Council Minutes

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*March 14, 2019 2:00 p.m. (Forest Room) | Meeting Called to Order by Dr. Steven Berberich, Senior Vice-President, Academic Affairs and Provost*

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### In Attendance

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Steven Berberich, Caroline Crawford, Mark Denney, Lisa Gossett, Tyler Hall, Eric Herrera, Rebecca Huss-Keeler, Amanda Johnston, Heather Kanenberg, Nick Kelling, Mike McMullen, Brad McGonagle, Joan Pedro, Marlene Richards, Brian Stephens, Joyce Delores Taylor, Charlotte Tullos, Ed Waller, Chloris Yue

ABSENT: Elizabeth Beavers, De'AWN Bunch, Dwayne Busby, Laura Guerrero, Izuh Ikpeama, Ju Kim, Mark Lindemood, Usha Mathew, Kathryn Matthew, Daniel Maxwell, Timothy Michael, Tim Richardson, Rick Short, Chris Ward

GUEST/ ALTERNATE: Missie Adkins, Carol Bates, Gene Shan (alternate for Elizabeth Beavers), Christine Walther (alternate for Laura Guerrero), Paul Withey

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### Approval of Minutes

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Dr. Berberich introduced the committee to Dr. Charlotte Tullos, Interim Vice President for Enrollment Management and Dr. Joan Pedro, Interim Dean for the College of Education.

The minutes from February 14, 2019 were reviewed. A motion was made to approve the minutes and seconded. The minutes were unanimously approved.

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### Academic Council

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#### Revised Non-Tenure Track Faculty Appointment Policy

Dr. Crawford advised the policy was originally approved at University Council last spring and is being brought back after recommendation by UH System legal to integrate language related to courtesy appointments. In addition, the University life Committee recommended a change in Section 5.4d (Research Faculty) in the last sentence, "Faculty may serve on (but not chair) thesis and dissertation committees at the option of individual college bylaws." A recommendation was to remove "but not chair". There being no further discussion or comments, a motion was made and seconded to approve the changes to the policy. The policy was unanimously approved.

#### University Life

##### University Shared Governance Policy Amendment

Dr. Gossett reported the University Life Committee recommended two one-line changes, which included

- 1.) The addition of the University Compliance and Chief Diversity Officer as an ex-officio, non-voting member and
- 2.) Removal of "elected SGS committee members serve "two- year terms".

Mr. Denney proposed a standardized naming convention and numbering system be established for the policies and that additional formatting changes may be forthcoming. Discussion followed regarding a university-wide Shared Governance policy evaluation process and if University Council would be a good place to start future discussions related to these processes. Dr. Berberich was in agreement. There being no further questions or comments, a motion was made to approve the amendments as discussed to the policy and seconded. The amendments to the policy were unanimously approved.

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

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### **Academic Council**

Faculty Senate Resolution Faculty Salary Increase Request for FY 2020

Mr. Kelling reported the resolution request for a faculty salary increase in 2020 was brought forward in connection with the budget initiative process and also in an effort to keep current with salary national averages. Mr. Denney advised that there is an initiative in place in the budget. He will be meeting with Human Resources to review a pay plan analysis process and would be happy to meet with Faculty Senate and share the information. Dr. Berberich added Dr. Glen Houston will be working with the Human Resources team on the analysis and metrics pay plan process for staff and faculty, as well as all employees to ensure positions/salaries are up to date and current. There being no additional comments or questions, no further action was required by the Committee.

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

Nothing to report

### **University Life Committee**

Nothing to report

### **Planning and Budget Committee**

Nothing to report

### **Why the 3%?**

Mr. Denney gave an overview on previous budget year reductions and deficits, and discussed downward expansion. A question was raised whether assumptions were included in the projections for downward expansion. It was determined they were not included. Mr. Denney further discussed the rationale for the 3% reduction for 2020 which included the following key points:

- Budget initiative process
- Smart growth – fix structure as we go
- Continue to grow enrollment and shrink expenditures
- Address deficit strategically and deliberately – Determine where and how
- Identify key areas to be addressed and maintain a list moving forward
- Investment opportunities – maintain student success by recruiting and maintaining students all the way through graduation.

A question was raised when the initiatives and rankings would be shared and presented. Mr. Denney explained the process includes collecting initiatives and reviewing justifications and clarification. The next step will involve ranking the initiatives A, B, or C. A = Must do, B = Should do and C = Would like to do. A public presentation will be made to each division showing the priorities and rankings at a date yet to be determined. Senior Leadership will determine final initiatives and ranking/priority. The Planning and Budget Committee (PBC) will report on a more detailed level on how the ranking was determined. Dr. Berberich added he will be meeting with the Dean's Council on March 20 to review and address budget initiatives.

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## Good News

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Dr. Berberich asked each member of the UC to share a piece of good news.

Eric Herrera – A contract is being finalized with a space utilization platform company to ensure accurate floor plans and ability to provide more accurate square footage. The Wayfinding Committee will be meeting again. Phase I will consist of building and street signage. A final version will be presented at the next FSSC and University Council meeting. Parking lot lighting is also scheduled to be completed this month.

Dr. Pedro – Five students from the College of Education returned from a trip to Costa Rica. 12-15 doctoral candidates from the College of Education. COE received two Texas workforce grants for summer workshops

Mike McMullen – Reported the Search Committee for VP Student Affairs and University Advancement are ongoing and moving forward with final interviews being scheduled via Skype.

Heather Kannenberg – Looking forward to Faculty assembly. Social work month.

Mark Denney – UCHL is rated the 15<sup>th</sup> safest campus in US, and the only Texas University ranked in the Top 25. Recognize Berenice Webster for her efforts in making the Board of Regents Meeting run smoothly. Comments received from the Board of Regents were that it was a “perfect” meeting. Also recognize Eric Herrera and his FMC team for their efforts in making the Bayou Building and grounds look fabulous for the meeting.

Nick Kelling – UHCL hosting a Houston Symposium on April 26, 2019.

Chloris Yue – New study area in the library called the “Hawks Nest”, which is also able to convert into a seminar room.

Dr. Charlotte Tullos – Looking forward to working with Enrollment Management staff and Marketing and Communications.

Dr. Berberich - March 29 – First ever all women spacewalk scheduled. Aliya Beavers is organizing guest speakers for this event.

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## Next Meeting

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**April 11, 2019 | 2:00 p.m., Forest Room**

There being no further business, the meeting adjourned at 2:36 p.m.