



University
of Houston
Clear Lake

University Council Minutes

May 9, 2019 2:00 p.m. (Forest Room) | Meeting Called to Order by Dr. Ira K. Blake, President

In Attendance

Steven Berberich, De'Awn Bunch, Caroline Crawford, Mark Denney, Lisa Gossett, Laura Guerrero, Rebecca Huss-Keeler, Heather Kanenberg, Nick Kelling, Ju Kim, Mike McMullen, Brad McGonagle, Usha Mathew, Kathryn Matthew, Timothy Michael, Joan Pedro, Marlene Richards, Tim Richardson, Rick Short, Brian Stephens, Ed Waller, Chris Ward, Chloris Yue

ABSENT: Dwayne Busby, Tyler Hall, Eric Herrera, Izuh Ikpeama, Amanda Johnston, Mark Lindemood, Daniel Maxwell, Joyce Delores Taylor, Charlotte Tullos

GUEST/ ALTERNATE: Evelyn Miralles

Approval of Minutes

The minutes from the April 11, 2019 meeting were reviewed. A motion was made to approve the minutes and seconded. The minutes were unanimously approved.

Academic Council

Information Items – University Shared Governance Committee Reports

Academic Council

Summer Pay Policy

Dr. Berberich presented the Summer Pay Policy with proposed amendments in Section 3.4.1, specifically the first sentence, to change “or” to “with consultation of the Provost”. A motion was made and seconded to approve the amendment to the policy. The amendment to the policy was approved unanimously. With no additional questions or comments, the amended Summer Pay Policy was unanimously approved.

Mechanical Engineering Program Admissions Requirements

Dean Kim advised the committee of the revised policy for incoming freshman, transfer students, and change of major students and also to ensure the success of students and maintain the quality of the program. Discussion followed regarding student performance and transfer students and if current data was available on their performance after transferring from a 2-year college. After further discussion, a motion was made and seconded to table the policy until a more thorough analysis can be completed. The motion to table was unanimously approved.

University Life

Hour of Work Policy

Dr. Gossett reported the current language for the policy was taken from the SAM policy with the addition of Sections 3.4 through 3.6. A recommendation was made to strike the word “component” in Section 2.5 and add University of Houston-Clear Lake. A motion was made to approve the policy with the noted changes. The policy was unanimously approved.

Search Committee for Executive Position Policy

Dr. Gossett presented the Search Committee for Executive Position policy. A question was raised regarding Section 3.1, first sentence “may be used”. Dr. McGonagle noted the policy is written to eliminate the requirement to use a search committee for all positions. Discussion followed regarding the definition and clarification of “exempt management”. A motion was made and seconded for the policy to be sent back to the University Life Committee for a more comprehensive review. The motion was unanimously approved.

Emergency Management Policy

Dr. Gossett advised the policy was brought back to University Council for clarification regarding specific leadership members on the Emergency Operations Team. There being no further questions or comments, the policy was unanimously approved.

University Live – Interim Policies

Employee Relations Grievance and Appeal

Dr. McGonagle advised the existing policy is outdated and was sunset in 2013. The current revised interim policy is patterned after the UH Downtown campus policy. It was later clarified the policy was sunset in 2003, not 2013 as previously stated. Dr. Kanenberg commented in Section 2.3 regarding the sentences containing “performance evaluations” noting they were contradictory and one should be eliminated. It was determined that “performance evaluations” would be removed from the second sentence. A question was raised regarding how long an interim policy can be in place. Interim policies are effective for up to one year. Dr. McGonagle stated a final policy is anticipated to be brought back to University Council by early Fall 2019. Discussion also followed regarding faculty acting in an administrative capacity being included under this policy. There being no further questions or comments, a motion was made and seconded for approval of the interim policy. The interim policy was unanimously approved.

Discipline and Dismissal of Regular Staff Employees

Dr. McGonagle reported the current policy sunsets in 2020 and the interim policy is patterned after the UH Downtown campus. Questions raised regarding 2.3 (C) and how temporary personnel are dismissed. There being no further questions or comments, a motion was made and seconded to approve the Interim Discipline and Dismissal of Regular Staff Employees, The policy was unanimously approved.

Facilities and Support Services Committee

No report

University Life Committee

No report

Planning and Budget Committee

No report

President's Report

Dr. Blake announced that this was the last University Council Meeting before the summer break. She also noted if necessary, the group would meet on an emergency basis over the break.

Dr. Blake commented on the recent Grand Opening of the Pearland Health Sciences Building/Classroom on May 3, 2019, specifically noting all the opportunities the Pearland campus brings. She noted that everyone was supportive and were happy that the event was held at the Pearland campus.

Dr. Blake reported the Strategic Planning process has officially launched with 9 sessions already been held. Encourage everyone to be engaged discuss and reassure no voice is being excluded from the process.

Good News

Dr. Rick Short announced the College of Human Sciences and Humanities received accreditation for the Psych Degree program from the American Psychological Association Commission on Accreditation.

Next Meeting

September, 12, 2019 | 2:00 p.m., Forest Room

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