

UNIVERSITY OF HOUSTON-CLEAR LAKE

UNIVERSITY COUNCIL

MINUTES RECAP

PLACE/TIME: Forest Room, 10 a.m.

DATE: November 10, 2016

MEMBERS PRESENT: Robert Bartsch, Yvette Bendeck, Darlene Biggers, Sandra Browning, Patrick Cardenas, Carol Carman, Allen Cox, Vanessa Cubides, Ted Cummings, Zbigniew Czajkiewicz, Nichole Eslinger, David Garrison, Lisa Gossett, Glen Houston, A.J. Johnson, Ward Martaindale, Usha Mathew, Denise McDonald, Tim Michael, Mark Shermis, Rick Short, William A. Staples, Brian Stephens, Rhonda Thompson, Alix Valenti, Chris Ward, Karen Wielhorski, Paul Withey

OTHERS PRESENT: Troy Voelker (representing Dr. Kanenberg)

MEMBERS ABSENT: Michelle Dotter; Mrinal Mugdh Varma

AGENDA:

1. President presented overview of Shared Governance.
2. President's Report presented.

ACTION ITEMS

President Staples called the meeting to order.

Minutes of Meeting May 12, 2016 and September 8, 2016 – President Staples called for a review of minutes of the last two meetings. Dean Shermis made a motion, seconded by Dr. Carman, that both sets of minutes be approved, and it was unanimously approved.

Master of Arts in Teaching – Dr. Houston reported that this item came to Academic Council from the College of Education, for a first reading, was reviewed by Faculty Senate in the spring, then by Provost's Council, and back to Academic Council for a second reading in October when it was approved. Dean Shermis added that this master's degree is for individuals who have earned a bachelor's degree in another field, and is intended for persons seeking initial certification. Dr. Gossett noted a couple of initial issues which had been resolved. Dr. Staples stated that this item comes from Academic Council as a motion and second and called for the vote. The item was unanimously approved.

Minor in Middle Eastern Studies – Dr. Houston reported that this item came to Academic Council from the College of Human Sciences and Humanities in October for a first reading. It was reviewed by Faculty Senate and Provost's Council, then returned to Academic Council where it was approved last week. Dean Short stated that this is an additional offering to the

area studies minors in HSH. Dr. Gossett said the longer version provided some additional information regarding course offerings, etc. but this shorter version is the one that was approved by Academic Council and is better suited as the catalog entry. Dr. Staples stated that this item comes from Academic Council as a motion and second and called for the vote. The item was unanimously approved.

INFORMATION ITEMS

Shared Governance Committee Reports:

Academic Council – Dr. Houston had no further report today.

Facilities and Support Services Committee – Dr. Alix Valenti said FSSC met on October 20 and had a facilities projects update from Mr. Martaindale. He reviewed two items: 1) the lighting project which includes installation of new lighting in the parking lots and along streets and sidewalks; and 2) the Master Plan, which will be a spring 2017 project.

They also had an action item. FSSC approved the addition of four new dedicated “van accessible only” parking spaces in Lot D, two near SSCB and two near Bayou. These can only be used by vans and will be of benefit to students and others who need them. FSSC will meet again next week.

Dr. Staples asked that Mr. Martaindale briefly summarize the Master Plan report UHCL will give at the next UHS Board of Regents meeting. He said in December of each year the four universities give a brief Master Plan update to the Board, describing where they are now in terms of the Master Plan which was developed in 2011, confirming that they are abiding by it and that have not significantly deviated from it. Then in the spring, UHCL will begin working with an architect to develop a more detailed Master Plan which will include in-depth items such as traffic flow, parking, utilities infrastructure, space utilization, etc. As a part of this process FSSC will be one of the principal contact groups to be involved, which will put the Master Plan update in the shared governance process and FSSC members can keep their constituent groups informed. Dr. Ward asked about the timing of this project for the spring of 2017, since with a new leadership coming on board in the fall, a new president may have his/her own vision. Mr. Martaindale added that Master Plans are generally updated about every five years, and based on the university’s growth it is time to do this. Dr. Staples said based on the rate at which state universities get capital construction funds it could be quite some time before we have additional resources to construct new buildings.

Planning and Budgeting Committee – Dr. Michael said PBC met on October 20. They reviewed a preliminary budget analysis/plan, similar to the one that was sent out with Dr. Staples’ memo last week but with a couple more pages. He would be glad to provide those to anyone who wants to see them. They also had a report from Deans’ Council regarding some things they plan to undertake in the spring. Another meeting is scheduled for November 17, but there are no agenda items thus far so it may be canceled.

University Life Committee – Dr. Bartsch said ULC met on November 3 and reviewed the Smoking Policy. There was a great deal of discussion and it is likely that a recommendation may come forward soon to further limit the smoking areas on campus, or to go smoke free. ULC also discussed some issues related to student transportation (the courtesy shuttle), the COACHE Survey of faculty and other items that relate to staff and students. ULC will also be looking at some elements of the Foundations of Excellence reports. The next meeting is December 1.

PRESIDENT’S REPORT

Presidential Search – Dr. Staples expressed appreciation to all who met with Chancellor Khator last week when she was on campus to talk about the presidential search. He noted that six University Council members will serve on the 15-member search committee. The committee chair, Dr. Richard Walker, is Vice Chancellor/Vice President for Student Affairs at UHS/UH. He chaired the search committee for the VC/VP for Administration and Finance recently, on which Dr. Staples served. The Chancellor always selects a chair from one of the other UHS universities. The search firm for the UHCL search is Greenwood Asher, which has assisted with the UH-Downtown presidential search this year, chaired by Dr. Staples. One of the principals of the firm, Betty Asher, will be the primary contact for the UHCL search.

2017 Legislative Session – Dr. Staples distributed a handout re UHCL’s Legislative Agenda and summarized the top three items:

- Restoration of the 4% Reduction of \$501,015 – The mandate that came out from the Governor, Lt. Governor and Speaker this year was that special items be reduced by 4%, and we are asking that this be restored.
- Restoration of the Instruction and Operations Formula to the 2010-2011 Level When the Base Weighted Semester Credit Hour Rate was \$62.19. This is something universities ask for each year, and we would like to get back to the 2010-2011 level. We are not overly optimistic about this one. Currently the rate is \$55.39, which is less than 12 years ago. All state universities are on board on this priority.
- Appropriation of State Resources to Cover All Hazlewood Exemptions (FY 16 Total for UHCL was \$1,508,278 with over 50% of the Total for Legacy) In fall 2014 the cost to UHCL was \$992,000, and in two years it has risen to \$1,508,278. This is basically an unfunded mandate from the state, and the costs to institutions continue to rise. While we are in favor of these exemptions, all state universities are seeking some level of funds from the Legislature to cover this.
- Exceptional Item Requests (All three currently funded as Special Items) These include the following items:
 - a. Center for Autism and Developmental Disabilities – Additional \$100,000 for start-up of Satellite Center at UHCL Pearland Campus.
 - b. Houston Partnership for Environmental Studies (EIH) – Additional \$100,000 for hiring of a lead lab manager and analyst for NELAC Certification.
 - c. High Technologies Laboratory – Additional \$100,000 for mentoring and workshops for small business on cybersecurity in partnership with area economic development organizations, chambers of commerce, Cybersecurity Summer Camps for Students

from area school districts and development of undergraduate and graduate cybersecurity degree programs.

Dr. Staples said we are asking for increases on these three special items, as they are more likely to be funded rather than new special items. He added that he has met individually with each member of our legislative delegation – Senator Larry Taylor, Representative Greg Bonnen, Representative Dennis Paul and Representative Ed Thompson – about these items.

Dr. Staples noted several other items that may come up during the next session.

- Certain community colleges are pushing for the authority to award bachelor's degrees. It depends what this means, as there are Bachelors of Applied Science and Applied Technology as opposed to Bachelor of Science and Bachelor of Arts. We are basically opposed to this in general, however it is unclear exactly what this means. San Jacinto College and Lone Star College are also pushing for Bachelor of Science in Nursing, although most other community colleges are not.
- Dual Credit is another issue. In fall 1999 there were 12,000 dual credit students in Texas. In fall 2006 there are 135,000. One issue according to the CB is that some of these students are not college ready. At UHCL, for fall our 2016 freshman class the average freshman transferred 19 hours of credit. The average dual credit student had 33 hours. And the average early college high school student transferred 57 hours.

In January the comptroller will make his revenue estimate. Then in May, he will come back with his revised revenue estimate which will be the amount they have to budget against.

Regarding the FY17 budget reduction memo that went out recently, this information (the 4% cut) is the starting point. However, things could potentially change due to spring 2017 enrollment. We know there is a shortfall for this year, and we need to be prepared to address this over the next year.

University Council Member Reports

Dr. Houston reported on the items listed below.

1. The Ruffalo Noel Levitz contract is in place and they will be beginning their analysis of our graduate programs. We will receive an initial report from them in four or five weeks, then will develop a survey to send out on campus.
2. The search for a director of the Center for Faculty Development is nearing completion. The candidates have been interviewed, and he expects a report from the committee soon.
3. Dean Cummings has announced his retirement effective August 31, 2017, and a search committee has been appointed. Dr. Alix Valenti will chair the committee and their first meeting will be held soon.
4. We received notification from the Coordinating Board on two new degree approvals, He called on Dean Czajkiewicz to make the announcement that the Bachelor of Science

in Information Technology and the Bachelor of Applied Science degree programs in the College of Science and Engineering have been approved.

5. We are still waiting to hear from the CB on approval of the Bachelor of Science in Early Childhood Education.
6. Approval of the Bachelor of Science in Mechanical Engineering is also pending and probably will take a little longer.

Trisha Ruiz announced that UHCL's annual Veterans Day celebration will take place on Friday, November 11, at 10 a.m. in Atrium II, and invited all to attend.

Dr. Bendeck reported on the items listed below:

1. The last day of early registration showed spring enrollment to be flat. New admits can begin registering tomorrow.
2. Saturday, November 12 is the Hawk Premiere, and more than 200 RSVPs have been received from students who plan to attend.
3. The Pearland Open House was last weekend and had one-third more student traffic than the previous event.

Karen Wielhorski reported on the items listed below.

1. The Neumann Library's Long Night Against Procrastination, in cooperation with the Writing Center, Student Success Center and Counseling Services. It will take place on Wednesday, November 16, from 7 p.m. to midnight, and will cover such areas as study skills, stress management and other resources.
2. Therapy Dogs will again visit the library the week after Thanksgiving, November 28-29.

Dr. Staples congratulated Ms. Wielhorski and members of the Neumann Library staff for the traditional and non-traditional ways they engage with our students, and support faculty and students. They demonstrate that the Library is very student-focused, and he expressed appreciation to all. Dr. Gossett also expressed congratulations to the Neumann Library on behalf of the faculty and their students.

Dr. Gossett conveyed some thoughts about shared governance, noting that although we have a sound structure, the challenge is how it can be used more effectively to provide information to university-wide constituent groups earlier in the process. Survey results from Foundations of Excellence (faculty and staff) and COACHE (faculty) indicate that there is a need for more inclusion in decision-making processes. With regard to some decisions made recently, in particular the Master Plan updates and the Mail Room changes, it may have been helpful to have shared information about the plans for this before final decisions were made, and to have provided an opportunity for feedback earlier in the process. For instance, what will the vacated mail room space be used for? She suggested we look at how items can be brought in to the shared governance process earlier, before decisions are made.

Dr. Staples commented that at any university, there are some things that are shared governance issues and others that are shared information issues. There is a difference, and the

challenge is determining what goes into shared governance such as policy decisions, and what decisions are made administratively and the information is shared at that time. He added that Dr. Gossett's comments are well received.

A.J. Johnson reported that the Student Government Association has recently passed a constitutional amendment to allow each student to vote to elect the SGA President. SGA is also in the process of developing a new structure whereby student representatives will be elected from the four colleges. Up to this point SGA has been comprised of student organization representatives. Currently there are 94 student organizations, and each organization has a representative to SGA. The new structure will allow SGA to be a significantly more inclusive organization, representing all students.

The meeting adjourned at 11:05 a.m.