



University
of Houston
Clear Lake

University Council Minutes

November 8, 2018 2:00 p.m. (Forest Room) | Meeting Called to Order by Steven Berberich, Senior Vice President for Academic Affairs and Provost

In Attendance

Elizabeth Beavers, Yvette Bendeck, Steven Berberich, Caroline Crawford, Mark Denney, Lisa Gossett, Laura Guerrero, Tyler Hall, Izuh Ikpeama, Amanda Johnston, Heather Kanenberg, Nick Kelling, Mike McMullen, Brad McGonagle, Kathryn Matthew, Daniel Maxwell, Timothy Michael, Marlene Richards, Mark Shermis, Rick Short, Brian Stephens, Rhonda Thompson, Ed Waller, Chris Ward, Chloris Yu, Joyce Delores Taylor

ALTERNATES: Samuel Gladden (alternate for Rick Short), Paul Withey

ABSENT: De’Awn Bunch, Ju Kim, Usha Mathew, Tim Richardson, Rick Short

Approval of Minutes

The minutes from October 11, 2018 were reviewed. A motion was made to approve the minutes and seconded. The minutes were unanimously approved.

Dr. Berberich announced that Ms. Joyce Delores Taylor will be replacing Mr. Randy Garcia as the Alumni Association Representative (ex-officio) at the University Council meetings and welcomed Ms. Taylor.

Approval of Policy – University Life Committee

Dr. Gossett presented the Flexible Work Place Initiative policy noting the policy applies specifically for staff, not faculty. The policy was reviewed by legal counsel with no major changes and unanimously approved by the University Life Committee. A question was raised regarding where this policy would be located. Dr. McGonagle stated it would be located on the Human Resources website. He further advised that a central area and structure for all policies are currently being addressed. Dr. Berberich noted the location of policies was included in his presentation at the State of the University meeting on November 1, 2018. Discussion followed regarding ownership, location and a potential part-time position to be responsible for policies. Mr. Denney commented on Section 2, fourth paragraph of the policy appreciating the wording related to supervisors. There being no further comments or discussion, the Flexible Work Place Policy was unanimously approved.

Information Items – University Shared Governance Reports

Academic Council

Nothing to report

Facilities and Support Services Committee

Nothing to report.

University Life Committee

Dr. Gossett reported the committee is currently reviewing the Workplace Violence and Intimidation policy and Education and Credential Advancement Reward policy. Dr. Gossett advised to please notify ULC of any policies that require priority review.

Planning and Budget Committee

Dr. Michael reported the committee met and was briefed on the resolution of FY 18. The committee will be updated by the Strategic Hiring Committee monthly, and information will be reflected in the minutes accordingly. The Budget Task force is currently reviewing budget models, costs/benefits and determining what pieces to be implemented. An update from the Budget Task Force will be presented at the next Faculty Senate meeting. Mr. Denney reported a document was created for the Budget Task force describing the different budget models, how they work, and their strengths and weaknesses. This document will be shared with Faculty Senate and also with University Council. The Budget Taskforce selection process will consist of three phases:

1. Recommend basic model
2. How basic model looks at UHCL
3. Implementation timeline and consider a little each year or Budget Taskforce to recommend a phasing process

Mr. Denney advised the next budget cycle (FY 2020) will continue as normal. The goal is to have an approved budget model with implementation scheduled for the start of FY 2021 budget cycle, which occurs in FY 2020.

President's Report

Nothing to report.

Announcements

Volleyball (SGA vs. Faculty/Staff) – Friday, November 9, 2018 2:00 p.m. – 5:00 p.m.

Dr. Berberich noted the Academic Council meeting will be rescheduled to later in November, as members will be attending the Board of Regents Meeting at UH System offices on November 15, 2018.

Dr. Berberich updated the committee on the Veteran's Town Hall forum held last week. The purpose of the forum was to alleviate veteran's concerns about the status of Veteran's Services operations at UHCL and to assure them the Veteran's Service Office is open for business and will continue to provide services for veterans, including credentialing support from the UH System. Spring enrollment allowed Veterans to enroll first. Dr. Berberich emphasized the goal is to continue to engage student veterans and planning for the future. Dr. McGonagle advised that a Town Hall has been scheduled for Monday, November 12, 2018 that will focus on feedback from student veterans. A reception has also been scheduled on Monday, November 12, 11:00 a.m. – 12:00 p.m. in the Veteran's Services office in honor of Veteran's Day.

Mike McMullen raised the concern about student veterans currently working on an internship at the Masters Level. At the end of the first semester they currently receive an "IP" (in progress) grade at the end of the first semester. At the end of the second semester, they receive a final grade. None of the armed services recognizes IP (Peoplesoft coding) and therefore, it has been difficult process for these students to receive reimbursement for an "IP" grade. Dr. Bendeck discussed the policy and how to best approach to working toward and

resolving the issue while still remaining consistent through the school requirements and completion of six hours required for the internship.

Next Meeting

December 13, 2018 | 2:00 p.m., Forest Room

There being no further business, the meeting adjourned at 2:25 p.m.