

University Council Minutes

September 28, 2023, 2:00 p.m. (Forest Room and Virtual Teams Meeting)

Meeting Called to Order by Dr. Christopher Maynard, Provost

IN ATTENDANCE

UC Members: Matthew Aschenbrener, Stephen Cotten, Yolanda Edmond, LeeBrian Gaskins, Allison Gillespie, Lee Hilyer, Rebecca Huss-Keeler, Bubba Jones, Angela Kelling, Renee Lastrapes, Kathryn Matthew, Christopher Maynard, Timothy Michael, Dillon Nash, Joan Pedro, Robert Phalen, Tina Powellson, David Rachita, Glen Sanford, Joseph Staley, Edward Waller, Christine Walther

UC Members (online): Mark Denney, Sherry Hawn, Daniel Imrecke, Beth Lewis, Alexis Staropoli, David Brittain, Natalie Pecknold, Wayne Sallee, Brice Yates

Ex-Officio Members: David Brittain, Yolanda Nimmer-Williams, Daniel Ramirez

ACTION ITEMS

Approval of Minutes

The September 7, 2023 meeting minutes were reviewed and unanimously approved.

Academic Council

Dr. Shan presented a policy update to the Academic Appeals Policy. The major change was shortening the appeal process from 45 to 10 business days.

Motion presented – motion approved.

INFORMATION ITEMS

Academic Council

Chair, Dr. Christopher Maynard

No agenda items.

Chair, Dr. Rebecca Huss-Keeler

- Dr. Huss-Keeler shared she contacted Clear Lake Water Authority about the water leak at entrance 1. She was informed that the repair is number 39 out of 48 leaks for the City of Houston. Clear Lake Water Authority should have it fixed within two weeks.
- Interviews will begin the middle of October for the AVP, Facilities Maintenance and Construction position.

Planning and Budget Committee (PBC)

Chair, Dr. Nick Kelling

No agenda items.

University Life Committee (ULC)

Chair, Dr. Angela Kelling

Ms. Edmond presented the following policies were retired.

- UHCL MAP 01.D.04 – Affirmative Action
 - A. Retired
 - B. Replaced with SAM 01.D.04 (Affirmative Action Policy)
- UHCL MAP 02.A.45 – Workplace Violence
 - A. Retired
- UHCL MAP 02.F.03 – Employee Time and Effort Reporting
 - A. Retired
 - B. Replaced with SAM 02.F.03 (Employee Time Reporting)

Rationale for policy retirements:

- UHCL MAP 01.D.04 - The System policy indicates an affirmative action plan is needed instead of a policy. Dr. Yates assisted with writing the affirmative action plan and it has been certified by the State.
- UHCL MAP 02.A.45 - UHCL was the only campus with a workplace violence policy. If Chief Miller decides there is a need for this policy, he will submit one under his jurisdiction.
- UHCL MAP 02.F.03 – Retired due to being a direct mirror of the SAM.

PRESIDENT'S REPORT

- The “State of the University” address will be held on October 17, 2023, at 2:00 p.m.
- Last year was the first year we ranked nationally in the U.S. News & World Report. This year we jumped significantly in the rankings and are looking at strategies to continue to climb in the coming years.

FOR THE GOOD OF THE ORDER

Dr. Shan asked if MarComm or OIT could track the traffic on our website to see if it has increased due to rankings.

Ms. Edmond reminded everyone that the applicant tracking system is changing. A decision will be made by mid-October for a new vendor.

Mr. Rachita asked when the Academic Policy will take effect. Provost Maynard stated that it is typically implemented the following academic year.

Dr. Gaskins informed everyone of the launch of Turnitin to assist with AI tracking.

Dr. Richardson clarified the new progress report system for students. This is a mechanism to reach out to faculty to assist staff that might need to know how a student is doing. It was designed to mimic an ASR (Academic Student Referral). The information gets attached to the student profile in navigate and comes back to the staff who sent it. This is to assist with mobilizing support services.

Next Meeting

October 26, 2023, | 2:00 p.m., Forest Room and Virtual via Teams

There being no further business, the meeting adjourned at 2:19 p.m.