



University
of Houston
Clear Lake

University Council Minutes

November 9, 2017 10:00 a.m. (Forest Room) | Meeting Called to Order by Dr. Ira K. Blake, President

In Attendance

Elizabeth Beavers, Yvette Bendeck, Darlene Biggers, Carol Carman, Kathy Dupree, Randy Garcia, Lisa Gossett, Glen Hosuton, Amanda Johnston, Heather Kanenberg, Raymond Khoury, Ju Kim, Ward Martaindale, Uhsa Mathew, Kathryn Matthew, Denise McDonald, Jennifer McMillin, Mike McMullen, Tim Michael, Justin Murphy, Baslur Rashid, Mark Shermis, Rick Short, Marlene Richards, Brian Stephens, Rhonda Thompson, Ed Waller, Karen Wielhorski, Paul Withey

Approval of Minutes

The minutes of the October 12, 2017 minutes were read and approved.

Academic Council

- **Occupational Safety BS and Health MS**

Dr. Houston advised the Committee that the six proposals listed on the agenda were reviewed at the Academic Council Committee and are now being presented for final approval by University Council. Dean Kim discussed the MS for Occupational Safety and Health Program. Dr. Houston recommended that the MS and BS program proposals be presented for approval as a pair. Dr. Blake called for comments and questions. No comments or questions were made by the committee members. Dr. Blake posed the following: 1.) Why the proposals did not identify costs and 2.) Why both the Master's and undergraduate programs were being taught by the same faculty members. After further discussion and clarification, Dr. Blake confirmed no substantive changes were made to the proposals as presented to the University Council.

Dr. Blake called for a vote of approval for the proposed Masters and undergraduate programs in Occupational Safety and Health by a show of hands. The Occupational Safety and Health MS and Undergraduate program proposals were unanimously approved.

- **Undergraduate Degree Requirements for BS in Nursing**

Dr. Houston reported that a request was made to change the residency requirements for the RN to BSN programs from 45 hours to 30 hours. Dr. Houston called on Dean Short to address the request with the committee. Dean Short discussed the program changes, specifically noting competition with existing local and regional university programs, including several community colleges in the area that are implementing 30 hour RN to BSN programs. Dr. Houston stated that the Academic Council recommended the change in residency requirements be allowed to take effect immediately and retroactively for current students.

Dr. Blake called for questions, comments or discussion. After further discussion, Dr. Blake called for a vote by show of hands for approval of the request to allow the changes in residency for the BS Nursing program. The changes were unanimously approved.

- **Cross Cultural Studies – Name Change**

Dr. Houston advised the College of Human Sciences and Humanities has requested approval of a graduate degree name change from the Masters of Arts in Cross Cultural Studies to a Masters of Arts in Cross Cultural and Global Studies. Dean Short advised no changes will be made in the curriculum, noting the program is being conducted by international faculty, and the name change more accurately reflects the true nature of the program.

President Blake called for questions, comments or discussions. Dr. Blake asked if changing the name to Global would affect the CIP code, and Dean Short advised it would have no effect. Following further discussion, President Blake called for the vote by a show of hands for approval of the name change for Cross Cultural Studies. The change was unanimously approved.

- **Applied Cognitive Psychology Concentration –Name Change**

Dr. Houston stated a request has been made for a graduate degree name change from Applied Cognitive Psychology Concentration to Applied Human Factors Concentration. Dean Short stated that the specialization in the psychology program was initiated by a former UHCL student and graduate of Rice University. He further noted that the curriculum for this program will not change, and the faculty will remain the same.

Dr. Blake called for the vote by a show of hands for approval of the name change, and the change was unanimously approved.

- **Minor in Writing – Name Change**

Dr. Houston reported the College of Human Sciences and Humanities has requested a Minor Degree name change from a Minor in Writing to a Minor in Professional Writing. After further discussion, the proposed name change was voted and unanimously approved.

Information Items – University Shared Governance Reports

Academic Council – Dr. Houston advised no additional discussion was necessary.

Facilities and Support Services Committee – Dr. Bazular said that Dr. _____ will be on faculty development leave and will not be available to chair; therefore, Dr. Perez Davila will be the new chair in the spring.

- A total of 40 approved faculty and staff parking spaces near the new building in lot B (D?) are pending assignment.
- Handicapped Signage issues – The Bayou circle currently has no signage for a handicap entrance on the sidewalk leading to the building. Parked vehicles are blocking the entrance. The same issue is also occurring in Lot B. Dr. Bazular advised these issues are being addressed by the Committee.
- The Parking Department is updating its website

- Visitor Signage issues – There are currently no signs directing visitors from the Bayou Building to the SSCB, the building is not properly marked from Alumni Plaza to the SSCB, and no signage inside buildings identifying stairwells, advising offices and other areas. The committee is currently developing solutions to correct these issues. FMC will be updating the maps in the next few weeks. An ad-hoc committee was created and is considering placing a large map encased in glass by the student entrance in the SSCB.
- Dr. Bazular suggested a proposed solution could be the addition of an interactive map on the UHCL website to assist in locating buildings and classrooms. This proposal is currently under consideration. It was noted that there is currently locator information available via the Construction page on the website, and the committee is reviewing its accessibility and potential as a viable option for students.

Ward Martaindale reported on the following construction updates:

- Topping out service for the Recreation Center and STEM Building has been completed
- Duct work has started on the Pearland Campus Health Science Building
- The final stage of the design process has started for Student Housing
- Completion of the STEM and the Recreation/Wellness Center is slated for Fall 2018
- The Health and Science Building at the Pearland Campus is on schedule to open in January 2019
- The Student Residence Hall is on target for opening Fall 2019
- The Police Department Building is in progress, with a modular building being constructed on-site. Scheduled completion date is set for December, with occupancy anticipated in January 2018.
- The process of real time space allocation as spaces are vacated is being reviewed. A meeting with a programming firm is scheduled for tomorrow to assist with space allocations. Proposals from the firm should be available within two weeks. The firm will be conducting individual interviews with departments and colleges to assess and determine needs.

Discussion followed related to retaining an outside consulting firm as opposed to utilizing internal staff. Mr. Ward stated that the programming firm can more accurately and objectively pinpoint the needs and requests for space and assist us in making the right decisions.

Next, Mr. Martaindale addressed concerns about faculty and staff involvement in the Master Plan process. He stated that the Master Plan process included the full FSSC committee, which is comprised of faculty and staff representatives. The members of this committee were included in every step of the process and were responsible for communicating the information. In addition, university-wide email announcements were sent out to the UHCL community encouraging everyone to attend presentations and to view updates on the website. Mr. Martaindale stressed that information pertaining to the master plan was communicated comprehensively throughout the university, including requesting input/comments.

Mr. Martaindale reported the Master Plan final draft has been sent out to the university community asking for comments. Once these comments have been reviewed, a final draft will be presented to the Board of Regents. The plan will also be available on the university website for public viewing.

After further discussion, It was determined that the Master Plan Steering Committee will meet to review the final draft of the Master Plan on Wednesday, November 15, 2017 and as requested, will

open the meeting to University Council members to attend before the plan is presented to the Board of Regents on November 16, 2017.

Additional discussion followed pertaining to funding for renovation of vacant spaces and conversion of existing classrooms. It was noted that there are limited funds available for renovations, and the extent of renovations needed is unknown at this time.

University Life Committee

Before Dr. Carman could give her report, Dr. Joan Pedro requested the status of the Clinical Mental Health program sent to the Curriculum Committee of the Faculty Senate with a request for CIP Code change and a name change as required by THECB. Dr. Pedro stated that the proposal had been sent to THECB in Fall 2016 and also presented to the Senate in Fall 2016. Dr. Pedro requested a reason for the delay and requested the Curriculum Committee review the proposal and forward it so it may be approved by THECB. Dr. Pedro indicated that the proposal includes the five-year budget proposal for the program and all required documents from THECB.

Further discussion ensued which established that a compliance vetting of the proposal is necessary by the Faculty Senate before it can move forward. Dr. Heather Kanenberg interjected that the committee has met in reference to the proposal, and sent questions back to the college for review. The Curriculum Committee is awaiting response from the college. They anticipate the proposal to be on the curriculum committee agenda at their next meeting. Dr. Timothy Michael commented that the curriculum committee, of which he is a member, had not received the proposal in the fall of 2016 that it had been submitted right before the semester started and the committee began its review immediately.

Dr. Carol Carman – Recommendations from ULC

Dr. Carman reported the following recommendations be made:

- Transportation be moved to the parking department rather than Student Life
- Two working groups have been established for a bylaw review and another working group to review policies. A third working group is being set up to develop a website to access policies.
- Invitations are being sent to individuals requesting their participation in these working groups.

Planning and Budget

Tim Michael discussed and referred to the handouts and budget document that was included on the Budget Department website. Mr. Michael advised the committee members to refer anyone who has any budget-related questions to him or Jean Carr.

Jean Carr reviewed the spreadsheet that was presented at the PCB Meeting on October 18, 2017. Ms. Carr highlighted the initial shortfall in FY 17 and the efforts to generate and alleviate the deficit, noting a 3-year plan and if a tuition increase is approved, will help alleviate the shortfall. Ms. Carr also emphasized the sustainable enrollment growth was not factored into the FY 19 Plan. She noted that University Commitments also play a factor, such as utilities for the buildings, which must be funded from a permanent source. The tuition increase for FY19 is anticipated to help with this expense.

Mr. Michael advised that the PBC presented the tuition increase and associated costs (Student Service fees, housing, meal plans) to the SGA this week. A Town Hall Meeting was held with Dr. Blake addressing student questions/concerns.

After further discussion, Dr. Blake requested the Planning and Budget Committee bring back short-term strategies for the University Council to review at the next meeting.

President's Report

President Blake reminded the council of her upcoming 100th Day Address on November 15, 2017 at 9:10 a.m. and the Board of Regents Meeting on November 16, 2017 at 9:00 a.m.

University Council Member Reports

No reports were presented.

Announcements

Good News

Dr. Yvette Bendeck reported that the Hawk Premiere Open House Event for Freshman students is scheduled for Saturday, November 11, 2017, noting attendance looks promising due to the increase in RSVP's received over last years numbers.

SGA Representative – A Global Expo was held in Atrium I with approximately 16 countries represented. Food and games from the represented countries were available.

Next Meeting

December 14, 2017 | 10:00 a.m., Forest Room

There being no further business, the meeting was adjourned at 11:45 a.m.