

## **Faculty Council Meeting Minutes**

Date: December 3, 2025

Time: 1:03 PM – 2:39 PM

Location: B2524, Bayou Building, University of Houston-Clear Lake

Presiding: Dr. Cotten

### **ATTENDED:**

Ken Black .....	COB	Krishani Abeysekera .....	CSE
Silvana Chambers .....	COB	Nelson Carter .....	CSE
Steven Cotten .....	COB	Jeff Mountain .....	CSE
Farzaneh Noghani .....	COB	Ross Niswanger .....	CSE
Jeff Whitworth .....	COB	Yi Su .....	CSE
Faiza Zalila .....	COB	Paul Withey.....	CSE
Sheila Baker .....	COE	Karen Alexander.....	HSH
Michelle Giles .....	COE	Michael Brims .....	HSH
Rebecca Huss-Keeler .....	COE	Neal Dugre.....	HSH
Lisa Jones .....	COE	Lorie Jacobs.....	HSH
Omah M. Williams-Duncan....	COE	Jason Makepeace.....	HSH
Jana Willis .....	COE	Steven Sutherland.....	HSH

### **1. Call to Order and Approval of Minutes**

Dr. Cotten called the meeting to order at 1:03 PM. The November 2025 Faculty Council meeting minutes were approved without correction.

### **2. *Information Item – Budget Updates – VP/CFO Hanson***

VP/CFO Hanson presented a detailed overview of the university's financial position, including budget performance, enrollment trends, reserve status, and steps taken to address structural imbalances. Discussion followed regarding enrollment challenges, marketing investments, and long-term financial sustainability.

### **3. *Information Item – Provost Office Updates – Dr. Waller***

Dr. Waller provided updates on leadership searches, including the Provost search and other academic leadership positions. He emphasized the importance of enrollment and retention efforts across all academic units.

### **4. *Information Item – Research and Scholarship Committee Report – Dr. Sutherland***

Dr. Sutherland reported on ongoing reviews of research-related policies, including work on research misconduct and confirmation protocols. The committee continues to coordinate with other committees as needed.

**5. Action Item – Curriculum Committee Report – Dr. Huss-Keeler**

New certificate proposals were presented, including embedded and stackable certificate models across several programs. No objections were raised, and the certificates were moved forward. The Academic Honesty Policy was discussed extensively; action was deferred pending input from the Office of General Counsel.

**6. Action Item – Faculty Affairs Committee Report – Dr. Jacobs**

Dr. Jacobs presented the revised Grievance Policy, including updates to timelines, procedures, and alignment with system guidance. The Faculty Council voted to approve the Grievance Policy. The associated relocation of promotion and tenure grievance language was also approved.

**7. New Business**

A concern was raised regarding confirmation receipts for faculty who sign up to participate in commencement ceremonies. The issue will be shared with the appropriate administrative offices.

**8. Adjournment**

The meeting was adjourned at 2:39 PM.