

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.