

## USA General Meeting Minutes Date November 21, 2024

- **Welcome**

- Michelle Mirpuri started the meeting at 10:00 am. She gave a reminder that the meeting will be recorded and posted online. Approval of October Minutes, motion to approve, and seconded. Passed as written.

- **Guest Speaker – Debbie Carpenter: Auxiliary and Procurement Updates**

- RICOH – Mail and Print Services
  - UHCL has contracted with Ricoh to bring modern mail and print services to UHCL
  - The new print center, named via popular student vote as "The Copy Cove" will be in the same location as the current one, with a new look and updated equipment and more services
  - Ricoh will manage both mail and print operations
  - We are installing mail lockers that students, faculty, and staff can use to conveniently retrieve packages mailed to them 24/7
  - Possible upgrade of the student ID cards to enable students to use them to purchase mail or print products.
- Spirit Store
  - UHCL will have a new store on the 1<sup>st</sup> floor of the Bayou building where students can purchase general merchandise
  - The current bookstore will have a smaller footprint
  - This project is still under development!
- CTAP – Campus Textbook Access Program
  - We have a Campus Textbook Access Program pilot that has been in place for 3 semesters. It enables students to purchase digitized learning materials in time for their first day of class, and usually at a less expensive rate than hardcopy texts.
    - Faculty adopts this into specific courses, and each course may have a separate CTAP fee associated with the materials.
  - The program will expand to ALL courses by Fall 2025!
    - There will be a \$30 + tax fee per semester credit hour [a change from pilot pricing]
    - The fee will be capped at 12 SCH for undergrad and 9 SCH for grad courses.
    - Students who wish to opt out must do so by the census date each semester.
- Addition to Hunter Hall
  - Hunter Hall residents have a terrific new food option.
  - We installed a "Just Baked" unit in the vending room area.
    - Equipment delivered – November 8
    - Installation – November 11
  - Students can purchase freshly baked goods for late night snacks, or any time!

## USA Committee Reports

- **President and Vice President Update**

- Updates from President Walker
  - Board of Regents Meeting – Today
  - Holiday Reception – December 17th @ 2pm
- USA Board Position Openings
  - University Life Committee Alternate
  - Dining Advisory Board Committee Alternate

## University Staff Association

- University Council Updates
  - Commercialization of Space Graduate Certificate
  - Administrative Policies
  - No November meeting
- **Fundraising Committee, Chair Erin Haynes**
  - BAHFL cards
    - \$25/each
- **Program Planning Committee, Chair Mary Shelley**
  - Hot Chocolate Bar – Sponsored by Welby Financial
    - Thursday, January 9 | 10am-12pm | Forest Room
- **Professional Development Committee, Chair Shannon Samuelson**
  - The Multigenerational Team Workshop
    - Pearland campus | December 13, 2024 | 9am-4pm
    - Management approval required prior to registration to make sure all campus functions are covered.
    - Lunch will be provided
- **Scholarship Committee, Chair Lupita Hernandez**
  - Scholarship deadlines:
    - Fall 2024: January 10, 2025
    - Spring 2025: May 30, 2025
- **Welcome & Outreach Committee, Chair Bernie Streeter**
  - 6 new employees for November 2024
  - Onboarding team volunteers
  - Swag items to welcome the new employees
- **Treasurer's Report, Chair Megan Bearden**
  - Current Account balances were given regarding the USA Support fund, USA fund, and the USA scholarships fund.

## Shared Governance Reports

- **Facilities & Support Services Committee, Shelly Matejka & Debra Ross (Alternates, Bernie Streeter & Miriam Qumsieh)**
  - FSSC met October 15 with the following updates:
    - No meeting in November
  - FSSC Sub-Committee:
    - Space Allocation and Utilization (SAUS):
      - No meeting in November
    - Parking and Transportation (PTS):
      - No major items to report
    - Environmental Health and Safety (EHS):
      - No updates

# University of Houston Clear Lake

## University Staff Association

- **Planning & Budgeting Committee: Kurt Lund & Dolce Perez (Alternates: Bianca Schonberg & Karen Neira)**
  - October Meeting was an informational presentation on proposed tuition and fee increases
  - November Meeting is scheduled for tomorrow and will address the "FY26 Budget Planning & Reduction Principles and Process"
  - We will ask how the Governor's recent letter to all Texas BORs will affect the tuition increase request
- **University Life Committee: Luisa Beck & Stephanie Holleran (Alternates: Miguel Venegas & Dr. Johna McClendon)**
  - Our Updates from October Meeting
    - No new policies presented
    - Chief Miller and David Brittain talked about how UHCL Police and Title IX intersect and communicate regarding assault cases
  - SFAC Meeting with President Walker – Monday, December 2nd @ 2:00pm
  - University Life Meeting, Today @ 2pm
  - Governor Greg Abbot Executive Order prohibits tuition, and fee increases for the 2025 – 2026 & 2026 – 2027 academic school years.
  - [Full Letter Here](#)

## Campus Committee Updates

- **Campus Recreation Advisory Board: Rebekah Gonzalez & Johnathan Davis**
  - Halloween Fest | 5:30pm-8pm | Between Hunter Hall and Rec Center
- **Campus Bookstore Advisory Board: Stephanie Holleran & Caye Trahan**
  - Holiday Closings: Nov. 27 - 29; Dec. 18 – Jan. 2
  - Events: Dec 3 - COE Teacher Induction Ceremony; Dec 5 - Ring Ceremony – Open Late Until 8:30pm
  - Grad Fair: Oct 10 – Low Turnout; working to improve next year
  - UHCL Logo Polo Shirts: XS - 3XL; Royal Blue, Black, Grey, White (\$35.95 after 10% discount)
  - Follett is seeking affordable brands, fresh/fun graphics, vendors w/ plus sizes
  - Bookstore to retain half of existing space for storage after the OIT move in 2025
- **Dining Advisory Committee: Salma Salazar & Carmen Conley (Alternate: Juliana Espinosa)**
  - Discussed possible reduction in weekend hours by closing one hour, 4:00 pm instead of 5:00 pm; Saves \$1,459 annually.
  - Discussed possible closure of dining services during the holiday break.
    - No action to implement
  - Met with Food Services Consultant
  - Please email the USA email account with Dining Services experience, comments, issues or speak with Carmen or Salma after the meeting.

## Hawk Spirit Award!

- Presented to Carol Pruitt, Administrative Assistant IV, Marketing & Communications, Congratulations.

## Open Forum/Announcements

- **Fall 2024 Commencement**
  - Saturday, December 14, 2024 | NRG Arena
  - Volunteer needed
- **Healthy Hawks Committee**
  - Winter Break Promotion
    - Free Access to the Recreation & Wellness Center
    - December 9, 2024 – January 12, 2025
    - Signup: [https://uhcl.co1.qualtrics.com/jfe/form/SV\\_4Jx5eCuc2BokFcG](https://uhcl.co1.qualtrics.com/jfe/form/SV_4Jx5eCuc2BokFcG)
- **Lighting at the Letters**
  - Monday, November 25, 2024 | Alumni Plaza | 5-7pm
- **Interested in presenting at a USA meeting? Email USA@uhcl.edu**

*Meeting concluded at 10:55 am*

**Next USA general meeting is December 19, 2024 at 10:00am**