



University
of Houston
Clear Lake

University Council Minutes

April 12, 2018 10:15 a.m. (Forest Room) | Meeting Called to Order by Dr. Ira K. Blake, President

In Attendance

Elizabeth Beavers, Yvette Bendeck, Darlene Biggers, Kathy Dupree, Randy Garcia, Lisa Gossett, Glen Houston, Amanda Johnston, Heather Kanenberg, Raymond Khoury, Ward Martindale, Usha Mathew, Kathryn Matthew, Jennifer McMillin, Mike McMullen, Tim Michael, Justin Murphy, David Rachita for Carol Carman Bazlur Rashid, Mark Shermis, Rick Short, Marlene Richards, Brian Stephens, Rhonda Thompson, Ed Waller, Karen Wielhorski, Paul Withey

ABSENT: Ju Kim, Carol Carman, Denise McDonald, Randy Garcia

Approval of Minutes

The following minutes will be reviewed by members and voted on at the next University Council meeting scheduled for May 10, 2018:

November, 9, 2017

December 14, 2017

February 8, 2018

Academic Council

Promotion and Tenure Policy

The Promotion and Tenure Policy was discussed and tabled. The policy will go through additional review and revision at a special meeting that will include our legal representative to address any additional questions.

Proposal for Museum Studies Minor

Dean Rick Short proposed for the Museum Studies minor which is an interdisciplinary collaboration between the Art History and Anthropology Program of the United States with input from the History program. The minor prepares individuals to provide their content knowledge to collections and exhibits. The proposal confirms to all requirements set for minors by UHCL and UH System policies. The proposal was voted on and unanimously approved.

Proposal for BA/MS in Gaming and Simulation

The proposal is being presented together to eventually be designated 5-year degree. The Coordinating Board requires two separate degrees to allow students to complete a Bachelor's Degree without leaving the Master's Degree program. All four colleges are involved in this type of work. This is the first and only university-wide interdisciplinary collaboration to address significant 21st Century issues, and all four colleges are involved in this type of work. UHCL is currently collaborating with the University of Central Florida, a major gaming leader in this industry, to replicate programs and demonstrate their game development process. Area industries have given their support and contribution to assist in vetting the curriculum, specifically NASA

who has been a great help understanding the benefits of the program and offering suggestions and valuable input. After a lengthy discussion, it was determined that a plan and model needs to be in place to provide the appropriate information to the associated boards to ensure we are always preparing and presenting our best work. At this time, the proposal was tabled and will be addressed at special meeting for additional review and revision.

Non-Tenure Track Appointments

Dr. Kanenburg advised the proposal came from Faculty Life in consultation with General Counsel noting the current policy was updated with the addition of a research professor position as a non-tenured faculty member. This position is a replicated position from Central UH Campus and allows faculty to research and library access on campus. The Senior Lecturer position was also discussed to determine criteria, expectations, term requirement, and title description. After further discussion and clarification, the proposal was voted on and approved.

Teaching Relief Policy

This policy was tabled at the last University Council meeting and brought back for further review and discussion. Dr. Kanenburg noted that University Life is working with Human Resources on a parallel policy for staff. The goal of this policy is to have the support to allow for when there are significant family changes for family care giving that will provide relief from teaching responsibilities. It was noted that this policy is totally separate from FMLA. Further discussion followed, and it was determined that changes need to be made and brought back to University Council for final vote and approval.

Program Name Change – BS in Criminology to BS in Criminal Justice and Criminology

The name change for BS in Criminology to BS in Criminal Justice and Criminology as a result of interest in a more applied focus for identity as a Criminology program associated with Sociology and the sociological study of crime. After further discussion, the proposal was voted and approved with one opposition vote.

Information Items – University Shared Governance Reports

Academic Council

No report

Facilities and Support Services Committee

Dr. Rashid reported on the following:

Currently working on new LED lighting for the new buildings and street. HEAF funds have been allocated for this project. Phase I of the 5-year upgrading plan will consist of replacement of street lights and signage for streets and parking. Street light replacement is expected to be completed by the end of the year. Only the heads of the lights will require replacement, which will be more cost effective.

Dr. Rashid advised that a space reallocation survey has been sent out throughout the campus, and results are anticipated to be completed next week. Once information has been gathered, we will work on prioritization. Discussion followed related to expenses and upcoming projects for the campus. Next year will include department-wide changes as part of a multiyear plan for each of the buildings

University Life Committee

Currently working on the smoking cessation and no smoking policy campaign. The Communications Class is making this a class project by creating campaign messages, including computer monitor messages and screen

savers. The class will also be creating a public resource information center in Atrium I for the no smoking policy and smoking cessation. The Health Center and Human Resources websites now have information regarding smoking cessation resources. Next steps will include discussion on more publicity and signage. Recognition and thanks was given to the Human Resources department and Students Services for providing funding for the campaign. M.D. Anderson and St. John Methodist hospitals have been identified as potential healthcare providers for assistance in providing smoking cessation products.

The Policy Organization Project is ongoing. University Life is working with the UCT Project Management group to develop technical solutions to organize and manage policies, in addition to preventing potential delinquency.

Planning and Budget Committee

Timothy Michael reported the committee met with the Deans to discuss the FY 19 plans, which included a detailed breakdown and projections. Responses from the Suggestion Box for 2017 and “Doing our Part” solutions/ideas are being gathered with results to be summarized and reported back to the committee.

The Mission Vision and Values output is moving forward and will be incorporated into the Strategic Planning discussion.

The Budget Taskforce Committee is moving ahead with Dr. Houston scheduled to present to the group at their next meeting. .

President’s Report

Dr. Blake reported that individuals leading the search committees must have an affirmative action officer involved throughout all stages of the search process to assist and make any necessary adjustments.

Provost

Brian Stephens reported the search committee is in the semi-finalist stage, and individuals will be presented to Dr. Blake for review. The next step will include meeting with the consultants and affirmative action officer to make any adjustments, if needed.

Vice President- Administration & Finance

Dr. Houston reported the consultants met with several departments throughout the entire campus. The consultants will develop a leadership profile and job advertisement, which will be presented back to the committee for review. The search committee will then contact candidates and narrow down the list for Dr. Blake’s review. Dr. Blake stated the consultants had positive comments, which included the institution is shifting its focus from a budget taskforce to investing in opportunities. The consultants also stated every group they met with had a consistency in their message and a commitment to the institution.

AVP-Marketing & Communications

Dr. Waller reported the committee has met with the affirmative action officer and Dr. Blake to review and discuss details pertaining to the job description, interview questions and job posting sites. Additional job posting sites for diversity. The job position is currently waiting for approval from Dr. Blake and Corey Benson. A target start date of July 1, 2018 has been set for the candidates to visit the UHCL campus.

Director of Government Community and Business Engagement

Dr. Blake reported she met with the Chancellor to discuss details regarding the position. From a legislative standpoint there were concerns regarding the position and potential confusion with the other UH campuses. The position description has been approved and is now classified as external affairs. We are now ready to proceed with the search process.

Announcements

Dr. Biggers updated the Committee noting that *The Signal* reported the Texas State Scholastic Press Association awarded UHCL 24 awards on the state level, and 9 (nine) awards on the national level, which included 5 (five) first place awards.

The CCISD Robotics team is doing extremely well and are leading in the final robotics competition being held at the George R. Brown Convention Center on April 21, 2018. The robotics team is also slated to compete in a worldwide competition.

Next Meeting

May 10, 2018 | 10:00am, Forest Room

There being no further business, the meeting was adjourned at 12:00 p.m.