

University of Houston Clear Lake

Academic Council Meeting
Thursday, February 13, 2025
2:00 p.m. – 3:30 p.m.

MINUTES

Dr. Christopher Maynard

Welcome and Introduction: Dr. Matthew Reichert, Associate Provost for the Office of Research and Sponsored Programs.

Approval of January 9, 2025 Minutes – Minutes were approved unanimously.

A. Items

1. **Faculty Dismissal Policy** was reviewed. Discussion included additions to policy, committee membership, removal of non-tenure section; separating tenured and non-tenure processes.
Motion was made to approve. Motion carried. Item will move to Legal before being presented at University Council.
2. **Intercollege Teaching Policy** (Retired) now covered in Workload Policy.
Motion was made to approve retirement. Motion carried. Item will move to University Council as Information Item.
3. **Direction of Theses and Master's Projects** (Retired)
Motion was made to approve retirement. Motion carried. Item will move to University Council as Information Item.
4. **Political Science Minor** Discussion included course levels, placement on student transcripts, and impacted students.
Motion was made to approve. Motion carried. Item will move to University Council.
6. **COB: Healthcare Leadership Graduate Certificate** Developed to enhance HADM leadership credentials and skills. Students earning certificates without being enrolled in a master's degree program may request permission to apply certificate courses to a degree program at a later date. All graduate grading standards apply to students enrolled in a certificate program. Graduate standards apply to students enrolled in the certificate program.
Motion was made to approve proposal. Motion carried. Item will move to University Council as Information Item.



7. **COB: Healthcare Data-Driven Decision-Making Graduate Certificate** Designed for healthcare professionals to enhance their administration decision-making credentials. Goals are to understand cost methods in hospital and practice settings, gaining knowledge in marketing and strategic planning. Graduate standards apply to students enrolled in the certificate program.
Motion was made to approve proposal. Motion carried. Item will move to University Council as Information Item.

7. **COE: ECI Clinical Certificate for School Counselors**
Tabled (incorrect item) will return to Academic Council March 13, 2025

8. **CSE: Project Management Tech Leadership Certificate** Created around three engineering management courses. UG certificate for degree and non-degree seeking.
Motion was made to approve retirement. Motion carried. Item will move to University Council as Information Item.

B. Discussion

1. Can we provide Accessibility Support Services with scantrons? Discussion included proceeding as faculty members instructs, department/colleges providing scantrons to the Testing Center and resources, challenge with distribution and multiple types of tests.

2. Provost emphasized that all policies require Legal approval and should be processed as follows:
 - Faculty Senate/Committee submission to Deans Council 3-4 weeks prior to meeting (Deans Council meets every two weeks) for review/feedback (include Marie Best on email submission for accreditation purposes)
 - Return to Faculty Senate for vote and correct formatting of document
 - Faculty Senate approved policy sent to Legal for review and approval
 - Legal approved items returned and sent to Academic Council
 - Academic Council sends approved to University Council

3. Discussion of government holds and effects on grant funding, student impact and necessary adjustments. Provost directed to proceed as normal unless a stop order is received. Dr. Reichert will share UHS website link with AC member via AC TEAMS. Letters of support requests are to be sent to Charise Armstrong in Lexi Herrera's absence.

4. Provost recommended faculty contact the registrar through Vice Provost regarding recommendations of any academic changes, procedures directed to the Registrar or VPSEM. For process issues such as grade rosters, etc. please contact the Associate Dean. Provost shared that the hope is to use CANVAS next year for grade processes and attendance.



5. Provost provided updates on recent visits to Austin with the Texas Legislature and the UHCL Budget. He stated both he and President Walker will share more as they receive more guidance and details. He added that UHS's website is current for reference but subject to change.

Meeting adjourned.

ACADEMIC COUNCIL 2024-25		DATE: FEBRUARY 13, 2025		PRESENT	
Title	Member		Alternate		
Senior V.P. for Academic Affairs & Provost (Chair)	Christopher	Maynard	Kathryn	Matthew	
Vice Provost	Kathryn	Matthew	Pam	Shefman	
AVP - Student Success and Initiatives	Tim	Richardson	Maria	Ramos	
Associate Provost ORSP	Matthew	Reichert			
Council of Professors	Liwen	Shih	Laurie	Weaver	
Council of Chairs	Heather	Kanenberg			
Dean - COB	Ed	Waller	Troy	Voelker	
Dean - HSH	Glenn	Sanford	Shreerekha	Subramanian	
Dean - CSE	Jennifer	Irvin	David	Garrison	
Dean - COE	Joan	Pedro	Terry	Shepherd	
Snr Assoc VP - OIT/CIO	LeeBrian	Gaskins	Lee	Hilyer	
FSEC - Senator At Large (COB)	Kathleen	Garland			
FSEC - Chair, Budget & Facilities (HSH)	Neal	Dugre			
FSEC - Chair, Curriculum (COE)	Sheila	Baker			
FSEC - Chair, Faculty Life (CSE)	Daniel	Imrecke	Roberta	Raymond	
FSEC - Chair, Teaching & Research (HSH)	Christine	Walther			
FSEC - Past President (COB)	Steven	Cotten	Yvette	Bendeck	
FSEC - President (COE)	Renée	Lastrapes			
FSEC - President-Elect (COB)	Ivelina	Pavlova-Stout			
Guest:	Mike	McMullen			
Secretariat: Charise Armstrong x 3004	60% Quorum		=PRESENT		

