

University of Houston Clear Lake

Academic Council Meeting
Thursday, May 2, 2024
2:30 p.m. – 3:30 p.m.
Minutes

Dr. Christopher Maynard

Approval of April 11, 2024 Minutes – Minutes were unanimously approved.

A. Action Items

1. **BS in Aerospace Engineering** – R. Phalen explained, if approved, this will be the fourth BA program in the state. Industry partners are supportive of the program. Performance core same as Mechanical Engineering program. Increase will be paid out of enrollment. Lab funding resources options include grant applications; legislative appropriations request; private company funding opportunities, exploring possibility of equipment sharing; grant collaboration with UTEP; and Spaceport partnerships. UHCL has begun meeting quarterly with NASA Admin. Provost shared he had added the Pro Forma and Hanover Study Assessment to the TEAMS folder.

Motion made to approve. Motion carried. Item will move to University Council, if passed, item will move to Provost Council; If passed, item will move to UHS BOR in August; once passed, to THECB and SACSCOC.

2. **Duolingo** - Adjustment: additional way for students to demonstrate English proficiency. Strategic Enrollment Management is requesting to add method of testing. Score equivalent of TOEFL score. If passed, will go into effect next cycle.

Motion made to approve. Motion carried. Item will move to University Council.

3. **Two Interim Policies Presented (no legal review required as Interim)** - K. Matthew need to be implemented due to auditor finding:

- **Interim ORSP Policy** – Passed by Faculty Senate as guidelines. Will go to University Council as an interim policy so Faculty Senate can have additional time for review.
- **Interim Data Management Policy** – OIT will build out with ISO. Timeline: Be ready before fall semester. Concern with infrastructure was discussed. Final form. Provide time and review to finalize.

Motion made to approve both interim policies. Motion carried. Items will move to University Council.



4. **Honors Program**– B. Stephens introduced the Honors program, sharing names of faculty that worked on the DRAFT. Pilot will start next spring; full honor program to begin next fall. Provost suggests the creation of two oversight groups, such as: advisory council and operations council. Further discussion included: honors credits, class structure, Canvas mastery paths, admission standards, training, NFO awareness and Honors Director role and functions: Existing faculty; receive course release; use office hours; have administrative support available. Provost confirmed the item would be placed on the Faculty Senate early in the fall in order to approve at the beginning of the fall semester. No concerns were stated with moving forward to develop the honors program. The program will require curriculum committee review and endorsement of the concept. Provost will send form to Faculty Senate.
5. **Draft Course Modalities** – Provost stated that K. Matthew will check with THECB to see how the proposed modalities will impact SUE scores and international students, etc. and share information received before Academic Council review.
6. **Minnie Piper Award** – (Faculty Handbook Info) Discussions included recommendations to reevaluate the award to make it more attractive at state level; include a history of national recognition; formation of a committee to look at adding additional recommendations tied to the award. Discussion to be continued.
Motion made to approve. Motion carried. Catalog item will not move to University Council.

B. Information Items

- Provost will be working on developing a DRAFT of the Academic Council Bylaws over the summer and run by Faculty Senate to then bring to first fall meeting of Academic Council.
- Catalog statement re: Deans List Requirements revision passed by the Deans Council was shared.

Policies tabled for Legal Review before routing through shared governance

1. **Summer Workload Policy**
2. **Faculty Development Leave**
3. **Academic Appeal Policy**
4. **Substantive Change Policy**

Roster Below



ACADEMIC COUNCIL 2023-2024
DATE: 5-2-2024

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
Council of Professors	Liwen	Shih	Laurie	Weaver
Council of Chairs	Lisa	Gossett		
Dean - COB	Ed	Waller	Troy	Voelker
Dean - HSH	Glenn	Sanford	Shreerekha	Subramanian
Dean - CSE	Robert	Phalen	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 (COB)	Ivelina	Pavlova-Stout		
FSEC - Chair, Curriculum (COE)	Sheila	Baker		
FSEC - Chair, Faculty Life (CSE)	Daniel	Imrecke		
FSEC - Chair, Teaching & Research (CSE)	Gene	Shan		
FSEC - Past President (HSH)	Christine	Walther		
FSEC - President (COB)	Steven	Cotten		
FSEC - President-Elect (COE)	Renée	Lastrapes		
FAAF Provost Office				
Guest:				
Secretariat: Charise Armstrong x 3004	60% Quorum		=PRESENT	

