

University of Houston Clear Lake

Academic Council Meeting
Thursday, September 12, 2024
2:00 p.m. – 3:30 p.m.
B2237
MINUTES

Dr. Christopher Maynard

Provost Maynard welcomed the FY25 Academic Council members. He noted that several policies are on the agenda that have been reviewed and approved by UHS General Counsel. A few had minor edits that will be highlighted and discussed.

Policy review cycle: Provost has noticed policies are not consistent, some are showing three- or five-year review. He would like to move to a 5 year; UHS policy says 5 year. Non-substantive change: remove Faculty Senate as responsible party in policy – and keep Provost only (approver/signer).

Provost directed members to view policies on the UHCL Policy webpage; online searches often result in outdated items.

Approval of May 2, 2024 Minutes - Minutes were unanimously approved.

A. Items

1. Promotion and Tenure Policy – UHS *Legal Approved* - Policy review of promotion increases and expedited tenure included:
 - Added 7.11 Board of Regents
“The Board of Regents is ultimately responsible for awarding tenure”.
 - XII. PROMOTION AWARDS - no recommended changes from Legal.***Motion was made to approve the policy. Motion carried. Item will move to University Council.***
2. Annual Review Policy – UHS *Legal Approved*
Legal revised, adding wording for formatting and to comply with SB18 still reflecting research based on 3-year window to comply with the new system policy. Group discussion: Section III., 2, A: journal articles published or accepted for publication criteria; issues with journal publication delays; annual review vs. P&T impact; avoiding/checking for double counts.
Motion was made to approve the policy. Motion carried. Item will move to University Council.
3. Emeritus Faculty Policy – UHS *Legal Approved*
TABLED: Distinguished Emeritus is being held by legal to verify with UHS BOR.
4. SACSCOC Substantive Change Policy – UHS *Legal Approved*
Motion was made to approve the policy. Motion carried. Item will move to University Council.



5. Faculty Development Leave Policy – *Legal Approved*. Revised application to a three-page limit.
Motion was made to approve the policy. Motion carried. Item will move to University Council.
6. Academic Appeals Policy – Legal Approved. Added ability of instructor to appeal.
Motion was made to approve the policy. Motion carried. Item will move to University Council.
7. Summer Workload Policy – NEW. Applies to those teaching courses. Goal is to be in effect next summer. Human Resource policy will then be deleted.
Motion was made to approve the policy. Motion carried. Item will move to University Council.
8. Academic Council Bylaws – NEW. For Presentation only, to be considered at October Academic Council. Discussion, each of the shared governance members are noted in the bylaws. First -Draft in TEAMS. Non-red text is from new shared governance policy.
 - *Change SACS to SACSCOC.*
 - *Add Associate Provost Research and Sponsored Programs.*
 - *Update AVP Academic Affairs to Vice Provost*
 - 2.1 paragraph non-voting statement added: *AC is to make recommendations to the Provost, the Provost will not serve as a voting member.*
 - 3.1 Subcommittee: Faculty Senate membership and course releases for FSEC positions as follows:
 - 3.2.1 *Course Releases as recommended by Academic Council*
 - *The President will receive two course releases each long semester.*
 - *The President-Elect will receive one course release per academic year, typically in the Spring semester.*
 - *The Immediate Past President will receive one course release per academic year, typically in the Fall semester.*
 - *Standing Committees: The chairs of the Teaching and Research Committee, the Curriculum Committee, the Faculty Life Committee, and the Budget and Facilities Committee will each receive one course release per academic year, typically in the Spring semester.*
 - 4.1 two-thirds (12) of voting membership

B. Discussion

Department/Program Chairs: All full-time faculty are on 9-month contracts. If there are significant administrative duties in addition to their faculty role (Department Chair, Program Director, etc.), those will be defined in the appointment letter and will be in addition to the base 9-month contract. Currently, in some colleges, department chairs also have program director duties as part of their chair workload. The compensation will be defined in the appointment letter.

Roster Below



ACADEMIC COUNCIL 2024-25			DATE: 9-12-24	
Title	Member		Alternate	
Senior V.P. for Academic Affairs & Provost (Chair)	Christopher	Maynard	Kathryn	Matthew
Vice Provost	Kathryn	Matthew	Pam	Shelman
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	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:				

Guests

