



University
of Houston
Clear Lake

University Staff
Association

General Meeting Minutes

Date: Mar. 12, 2019

Room: SSCB Lecture Hall

Time: 2-3pm

Call to Order 2:03 pm

I. Business

a. Review of January General Meeting Minutes

- i. Correction to spelling of name of Scholarship awardee, Krista Buckmeister

b. Orgs vs. Offices donation drive competition

- i. Officially ends March 19
- ii. Current counts: 42 items donated by students vs. 15 donated by staff

c. Treasurer Report

USA SUPPORT (2064 C0062 F1135 NA) ST 16372

Fund Equity: \$3,211

UNIVERSITY STAFF ASSOCIATION (2078 C0062 F1136 NA) ST 16373

Fund Equity: \$2,469.06

USA SCHOLARSHIPS (4027 C0062 H0858 NA) ST 16374

Fund Equity: \$3,228.52

USA SUPPORT (9007 C0062 F1137 NA) ST 16375

Total Liability: \$5,682.33

d. USA Committee Reports

- i. Program Planning Committee – No updates
- ii. Professional Development Committee – Vanessa Cubides
 1. Approximately 50 attendees to Brown Bag Lunch session
 2. Another Brown Bag Lunch planned for April or May
 3. Working on Professional Development Conference
- iii. Fundraising Committee – Laura Moseley
 1. Easter tamale sale upcoming
 2. Email to be sent out
- iv. Scholarship Committee – No updates
- v. Welcome & Outreach Committee – No Update

e. Comments

- i. Call for feedback about public posting space for staff in Bayou Building
 1. Email USA@UHCL.edu with feedback; will be forwarded to VPAF, Mark Denney
- ii. USSEC meeting postponed due to Board of Regents
- iii. Working on adding new employees to USA email distribution list

f. Shared Governance Reports

- i. Facilities and Support Services Committee – Tonya Jeffery
 1. Only one subcommittee met this month: Signage
 2. designLab team completed walkthrough and added five more signs

3. President Blake approved a Go through Phase 2 on July 16, 2018
 4. Validation of Phase 1 only or Phase 1 and 2 will depend on specific costing with AVP Eric Herreras's budget
 5. Phase 1 only decision will be finalized at the April 4 meeting and associated purchase order(s) written
 6. Three future meetings are planned with FSSC Signage subcommittee and designLab
 - I. April 4, 2019, Presentation of Fabrication documents of all sign types with specifications for review
 - II. May 2, 2019, Completion and assistance with bid package
 - III. May 30, 2019, Completion of the directory map and graphic system content and face layouts for final approval
 7. Procurement, fabrication and installation expected to take approximately six months
 8. No electrical impacts with sign installation
 9. The UHCL logo and other identity questions are still being discussed; for now, the blue and green "Wave" or "Egret" icon will remain on the signage
 10. Map updates are in progress
 11. Phase 2 identifies Pedestrian signage which includes mapping locations of new buildings, etc.
 12. The new Residence Housing building has not been added to the UHCL Building list
 13. Pearland buildings signage will reflect the same naming as the UHCL Bay Area buildings, "University of Houston-Clear Lake" with the addition of "at Pearland"; the newly opened Pearland building is not on the Pearland Building list
 14. FSSC Parking Subcommittee chair, Dr. Leroy Robinson, must review the plans to confirm location of Parking signage
 15. Currently, Plan 2 indicates "2700" on all Entrances because "2700 Bay Area Blvd. is the official location of UHCL—Entrance 2 is on Bay Area but Entrance 3 is physically on Space Center Blvd (Middlebrook?)
 16. Each building has an address and a decision must be made on whether this physical address will be on the Building signage (Phase 2)
 17. The on-line CAD drawings from FMC were requested to be accessible on UHCL About Maps web page
 - I. UH Main uses UHGO for mapping
 - II. This application to be investigated by the committee
 18. Space Allocation and Utilization Subcommittee to meet next week and FSSC, the following week
 19. Parking subcommittee meeting cancelled this month
- ii. Planning and Budgeting Committee – Laura Wilder
1. VPAF, Mark Denney presented regarding budget cuts
 2. 3% budget cut necessary for FY20, resulting in \$1.6M cut
 3. There will still be a \$2.1M budgetary structural deficit after this cut with current projected numbers
 4. Every unit has been asked to submit to division Vice Presidents by 3/8/19 a budget showing a 3% cut with initiative justification if the budget cut had only been 1 or 2%
 5. Two paths to improve deficit: grow revenue or shrink expenditures

6. Smart Growth needed:
 - I. Addressing the budgetary structural deficit
 - II. Being strategic and deliberate in when and how to solve the deficit
 7. Mr. Denney's presentation included detailed slides to be presented to University Council 3/14/19
 8. Dr. Blake to give annual campus-wide presentation on budget priorities mid-April
 9. Strategic Hiring Committee—presented by Mark Denney
 - I. Mr. Denney presented a chart on Committee's decisions as of 2/22/19
 - II. Several positions approved, including Coordinator of Residential Life, Assistant Director of the Student Assistance Center, and several faculty positions
 - III. Committee is currently revamping—no upcoming meeting scheduled
 10. Legislative Session Update—presented by Deja Sero
 - I. House Appropriations Committee: Proposes increase in formula funding of 3%
 - II. Senate Appropriations Committee: Proposes a decrease in funds based on square footage reduction for online classes, however, still an increase of 2.4%
 - III. Both Committees: Propose performance-based funding (part of the Texas Higher Education Coordinating Board's 60x30TX Strategic Plan)
 - a. Universities would receive \$500 per non-risk student and \$1,000 per at risk student upon graduation
 - b. This has not proved to increase graduation rates in the 30+ states that have adopted this funding model
 - c. This also favors universities such as UT (over UHCL) that have high admissions standards (more non-risk students), but graduate more students overall due to a larger non-risk student enrollment
 - d. The Plan's goal is that by 2030, at least 60% of Texans ages 25-34 will have a certificate or degree
 - IV. Non-formula funding
 - a. House not proposing any cuts
 - b. Senate is proposing to cut our Downward Expansion by 10%. Their thinking is that the decrease would be offset by the increase in formula funding due to Freshman enrollment, however, no other institution has had their downward expansion decreased so early on
 11. Legislative Summary:
 - I. Worst case scenario: a little less than a \$1.4M increase
 - II. Best case scenario: \$1.8M increase
- iii. University Life Committee – Iliana Melendez
1. Meeting Friday, March 1
 2. Concerns about proposed Educational Credential Advancement Reward Policy
 3. Passed amendments to ULC by-laws; alternates will serve two years
 4. Recommended amendments to shared governance policy
 - I. UC to make edits

5. Campus Security Policy on hold
 6. Proposed Policy Coordinator position to go back to HR
 7. Next meeting March 28
 8. Will be reviewing Avery Award nominations
- iv. University Council
1. Meeting February 14th
 2. Vision, Mission, and Values accepted as a working document for strategic planning process
 3. Workforce Violence and Intimidation Policy unanimously approved
 4. Dr. Richardson recommended additional training on the policy, most likely to be provided by EEOC or HR
 5. Next meeting Thursday, March 14
- g. Open Forum**
- i. UHCL Bayou Theater, in conjunction with Bay Area Houston Ballet & Theatre presents “Roald Dahl’s Willy Wonka”
 1. Dates can be found on Bayou Theater website, along with link to purchase tickets
 - ii. Staff morale survey
 1. USA advised to collect data informally and brainstorm about what to do with it officially
 - iii. Create formal, non-biased survey with HR and Office of Institutional Effectiveness
- h. Information & Announcements**
- i. USA Newsletter
 - ii. Staff morale survey
 - iii. Volunteers needed for Spring Commencement, Sunday, May 19
 - iv. Kids U Camp registration open
 1. Discounts for staff
 - v. Hawk STEAM Academy for middle schoolers—registration open
 1. www.uhcl.edu/cep
- i. Motion to adjourn by Marlene Richards, seconded by Laura Wilder**

Meeting adjourned at 2:40pm