Academic Council Meeting Minutes – June 17, 2020


Absent: K. Akins, A. Bigby, B. Lagal

I. Minutes

The May 6, 2020 minutes were approved unanimously.

II. Business

a. Reopening UHV process

Dr. Glenn will be having another meeting before he officially sends out a message to the faculty regarding the fall and reopening. Phases can move forward or backward depending on the conditions in Victoria and Katy. The faculty must be prepared to be fully online, but have the capability to teach some face-to-face. We are in our second phase (15%) now; third phase planned for August 3. We have committed to a level of synchronous delivery of lectures with some face-to-face. These courses are designated as either face-to-face or hybrid in the schedule. Mr. Faulk said IT has recently been working with Dr. Tomek on how Arts & Sciences will be delivering their classes. Currently, IT is working to get classrooms equipped with wall-mounted microphones so students can interact. This will allow the faculty to teach from the classroom to the face-to-face and remote students. If recording in Teams, lectures will be available in Office 365 or Panapto. There is plenty of space for handling this. Mr. Faulk said they have looked into the possibility of the instructor doing their lectures from home into the classroom and to the remote students, in the event that an instructor would need to quarantine.

b. Local Administrator Password Solution demo (R. Faulk)

Mr. Faulk shared that in the past when someone needed administrator access to their computer, IT gave them access but it was not possible to monitor where the access came from. The System put LAPS into place to manage access. UHS Security made a recommendation to BOR for LAPS to be implemented. The four universities met and selected a model that UHD already has in place. This simplifies the request process, improves security and gives faculty and staff the access they need. IT will no longer give direct administrator permissions to computers. Users will complete a form to grant user name and password they can use when administrative function is needed. It gives another account on the computer that allows access to what is needed. This will take effect August 1.
c. **Home Offices (K. Akins)**
   Dr. Akins was not present due to a bad connection. Dr. Teixeira reported that some faculty are receiving a home office stipend in Katy, but not all Victoria faculty are receiving one even though they are working from home and have printing costs. Dr. Glenn will review the number of faculty/cost, then present to the Executive Committee.

d. **Course delivery for fall (K. Akins)**
   Dr. Teixeira said this has already been resolved.

e. **Faculty Manual access (K. Akins)**
   Dr. Teixeira said the faculty manual is no longer available on the Provost website because it is not accessible. He shared that the faculty want a copy of it on the Provost webpage. Dr. Bailey said the manual is now on the UHV intranet. Dr. Glenn asked for a link to be placed on the Provost webpage.

f. **Academic appeals**
   The Provost stepped out for the Council to review and discuss the six academic appeals: two from School of Education, Health Professions & Human Development, three from School of Arts & Sciences, and one from School of Business Administration. The results will be summarized and forwarded to the Provost. The decision to bring in the student to let them make their case will be made and the Provost will make the final decision on the appeal.

III. **Unit Updates**

IV. **Announcements**

As recorded by:
Kendra Matthews