Academic Council Meeting Minutes – August 5, 2020


Absent: K. Akins, B. Lagal

I. Minutes

The June 17, 2020 minutes were approved unanimously.

II. Business

a. ProofPoint & 2FA (R. Faulk)

Mr. Faulk said ProofPoint is an email security app that reduces spam, phishing and fraudulent emails. UH purchased it for all campuses and asked that it be in place by July 31. It is not perfect, but they are actively working on improving it. The 2FA or dual factor authentication is moving forward right now. They are trying to work out the bugs. There are four options: push (best method), text message, phone call and key fobs.

b. Katy Capacities (A. Bigby)

Ms. Bigby said she wanted to make the deans aware of what is happening in Katy and she has requested that Owen Campbell and Kristin Kenney be available and provide what UH is requiring. Mr. Campbell said the capacities for the courses exceed the capacities that UH has set for the classrooms and because of that, they will not book any rooms for any of their classes until it is resolved. Their numbers are larger than what the classroom capacities are. The solution is to readjust the capacities on the queries, so the requirements can be met and allow the advisors to go ahead and enroll students above the posted capacity.

c. Academic Appeal Conclusion

Continuation of last meeting’s discussion of one academic appeal. Dr. Tomek will send a summary to Dr. Glenn. Documents are in the students’ folder in Teams.

III. Unit Updates

Faculty Senate – Dr. Teixeira said he will be Faculty President in five days. Dr. Akins had an emergency and could not attend today. There are some faculty against returning to campus. He said any of the Academic Council members are welcome to attend one of the Faculty Senate or Council meetings. Dr. Glenn said he would like a town hall type meeting with the Faculty Senate as the semester begins.
Institutional Research and Effectiveness – Dr. Bailey said she believes UHV is a good model for other universities regarding how we have responded to COVID. There are quite a few new regulatory issues coming up this year, especially related to developmental education, placement of freshmen in first college level courses, analysis of transfer credits, formula funding for out-of-state students, and disclosures about licensing requirements in online programs.

Library – Ms. Locher said they are determining their library hours. There are some employees who have returned to work and some who haven’t been on campus since March.

Registrar’s Office – Ms. Bigby said yesterday was the deadline for catalog updates. She is working on the changes and plans to have the catalog published the week of August 16. She sent the approved 2020-2021 academic calendar to all faculty to help with planning purposes. She hopes to find an easier process for catalog updates in the future. The S/U grading option for summer will be available tomorrow and due on August 10. There will not be a S/U grading option for fall.

Research and Grants – Ms. Hartmann reported it is official that an award was received in collaboration with Alabama A&M, thanks to Dr. Glenn. The total award amount is approximately $300,000. She completed the report on the amount in foreign gifts received. They are still waiting on the Department of Education to announce the student support services awards. They continue to maintain the CARES act.

Student Affairs – Dr. Lambert reported 474 students are still signed up for housing, and in the past week 280 have signed up to move in. They have waived the housing requirement for students who live beyond 50 miles to live in housing for two years. They will re-exam for the spring. Student Affairs is hosting two upcoming sessions on August 17 and August 20 for managing disruptive student behavior. This will relate to students refusing to wear face masks. Faculty should see an email announcing the sessions.

Student Government – Ms. Duke said SGA is trying to gather information to help students with their questions. Dr. Glenn said we need to know how students are feeling and possibly a survey is in order. Ms. Duke said students have had some confusion with what they are supposed to be doing.

School of Arts & Sciences – Dr. Tomek said since the advisors’ offices are small, it is difficult to practice social distancing. They will continue to work from home. Enrollment Management had a workshop for their strategic plan last week. She is pleased and says the plans compliment each other. She, Dr. Lambert and others developed some cohorts to keep the students engaged.

School of Business – Dr. Colwell said he had a faculty meeting yesterday. They are working on new programs this summer. There is a 4+1 MBA program, a joint program with Arts & Sciences with a computer science for a MIS degree, construction management, and more.
School of Education – Dr. Martinez said they have scheduled a virtual faculty meeting. She hasn’t heard any complaints or issues from faculty. They will be back in the offices more consistently once they can return to West.

IV. Announcements

- Dr. Glenn walked through University West to show the Academic Council members the progress. There will be a graduated move in by the different departments.
- We are still under Phase 2 in reopening – 15% occupancy. If there is not an absolute need for someone to be in the office and they can do their job from home, let them do it from home. If faculty have a private space, they can work from their office.
- The search for the Associate Provost position will not take place until the spring. Dr. Lambert has stepped forward as the acting Associate Provost until someone is hired.

As recorded by:
Kendra Matthews