

U N I V E R S I T Y *of* H O U S T O N

UNIVERSITY COORDINATING COMMISSION

Minutes

September 27, 2006

A meeting of the University Coordinating Commission convened at 12:01 pm on Wednesday, September 27, 2006, in room 311Q of the E Cullen Building.

Members Present: Carol Barr, Joel Bloom, Bruno Breitmeyer, Elaine Charlson, Steven Craig, Brian Knoll, Joseph Kotarba, Allen Warner

Members Absent: John Antel, Martin Melosi, Francisco Zelaya

Staff: Marsha Daly

I Call to Order; Minutes for 7/19/06

UCC Chair, Joe Kotarba called the meeting to order at 12:01 pm. Minutes for 7/19/06 were approved as written.

II Announcements

A Meeting Dates:

Fall 2006 Meetings: September 27, October 25, November 29, December 13.

B E-mail listserves:

UC-COORD-COMMISSION@LISTSERV.UH.EDU - Commission members

UCC-NEWS@LISTSERV.UH.EDU - Commission news: UH community members may subscribe by sending an e-mail request to madaly@uh.edu

C Website – www.uh.edu/ucc

III Final review of UCC forms

Receipt letter: No changes noted.

Notification of a Proposed Policy: Add that copies of dissenting opinion should be forwarded, in writing, to the originator and the UCC within 30 days.

Transmittal Letter: Change to “Letter of Certification”. Include the group(s) and any comments in the list. Send a copy to the President, Provost, and originator of the document.

Call for proposals: Dr. Kotarba will contact the President about a letter addressing importance of using the services of the UCC.

IV UCC 0002 06F: Policy of extension of probationary period:

Has not been approved by the Provost yet.

See the email from S. McNeil.

Faculty Senate has recommended approval pending minor changes.

Send to: GPSC

V UCC 0003 06F: Graduate Student Parking Policy:

No response from submitter on who has already seen the policy.

Send to: GPSC, Research Council, Faculty Senate, Staff Council.

Note: this policy came to the UCC during the moratorium on policy proposals (May)

VIII Old Business: none

New Business:

Faculty Handbook Revisions: Policy is not made via this document. Revisions are only to make sure that the Handbook is up-to-date with currently approved policy.

Staff Council Resolutions: There are three currently under consideration.

Councils will work through policy formation with the UCC handling only what is submitted to us.

Standing Committees: A note should be sent to remind them to submit policy to UCC. Urging them to send any policy under review.

Who do we report to? President and Faculty Senate

IX Adjournment at 1:00 pm