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

UNIVERSITY COORDINATING COMMISSION
Minutes
March 28, 2007

A meeting of the University Coordinating Commission convened at 12:10 pm on Wednesday, March 28, 2007, in room 311Q of the E Cullen Building.

Members Present: Carol Barr, Bruno Breitmeyer, Elaine Charlson, Wynne Chin, Katy Greenwood, Brian Knoll, Joseph Kotarba, Lawrence Williams for Joel Bloom

Members Absent: John Antel, Francisco Zelaya

Staff:: Marsha Daly

I   Call to Order; Minutes for 2/28/07

UCC Chair, Joe Kotarba called the meeting to order at 12:10 pm. Minutes for2/28/07 were approved.

II   Announcements

    A   Meeting dates:
    All meetings are from 12 noon – 1:00 pm in the President's Boardroom, E. Cullen room 220 unless otherwise noted.
    Spring 2007 Meetings: March 28 *E Cullen 311Q,* April 25, May 16 (optional)

    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: http://www.uh.edu/ucc/

III   Documents still pending:

UCC 0014 07S: Policy on Research Misconduct – Certify

IV   How do we improve the process?

Better tracking of who has seen the document before being submitted to UCC. We will ask what groups have already seen the proposal. We will also ask for recommendations of other groups that should review the document.

At what point should we receive a proposal? They should be submitted after the campus group (i.e., Senate, Council, administrative unit, etc.) has approved it.

Should submission of policy proposals be mandatory? The President and Provost would have to insist that submission to UCC has been done before they approve the policy.

If the UCC Chair receives information with a proposal that the document has been widely reviewed before submission to UCC, he may decide to expedite the document without the 30 day review. The UCC members would be notified that the document has been expedited.

V   **Old Business/New Business:**
Old:
Annual report to the Faculty Senate Executive Committee: Due September 1, 2007
         Dr. Kotarba will outline the report and send it to the membership, via e-mail, for comments.

New:
Governance Policy Proposal from Information Technology. This proposal will be submitted to UCC, Councils and Faculty Senate soon.

X   **Adjournment at 1:05 pm**