

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

## UNIVERSITY COORDINATING COMMISSION

Agenda for January 25, 2013

M.D. Anderson Library, room 306

12:00pm – 2:00pm

**TO:** Cedric Bandoh, Elaine Charlson, William Fitzgibbon, Ron Gonyea, T. Randall Lee, Dmitri Litvinov, María Elena Soliño, Karl Titz, Steven Wallace

**FROM:** María Elena Soliño, Chair, University Coordinating Commission

**DATE:** January 23, 2013

### **I Call to Order**

### **II Announcements**

#### **A E-mail listserves:**

[UC-COORD-COMMISSION@LISTSERV.UH.EDU](mailto:UC-COORD-COMMISSION@LISTSERV.UH.EDU) - Commission members

[UCC-NEWS@LISTSERV.UH.EDU](mailto:UCC-NEWS@LISTSERV.UH.EDU) - Commission news: UH community members may subscribe by sending an e-mail request to [ucc@uh.edu](mailto:ucc@uh.edu)

#### **B Website: <http://www.uh.edu/ucc/>**

### **III UCC Documents for Consideration**

#### **A UCC 0286 13S: MAPP 02.02.01 – Family and Medical Leave**

This document was submitted by Human Resources and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).

UCC Forward to: **to be determined**

Replies due: February 25, 2013

#### **B UCC 0287 13S: MAPP 02.02.02 – Parental Leave**

This document was submitted by the Office of Human Resources and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).

UCC Forward to: **to be determined**

Replies due: February 25, 2013

#### **C UCC 0288 13S: MAPP 02.04.02 – Hours of Work**

This document was submitted by the Office of Human Resources and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).

UCC Forward to: **to be determined**

Replies due: February 25, 2013

- D UCC 0289 13S: MAPP 02.04.03 – Discipline and Dismissal of Staff Employees**  
This document was submitted by the Office of Human Resources and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- E UCC 0290 13S: MAPP 02.04.05 – Termination Clearance**  
This document was submitted by the Office of Human Resources and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- F UCC 0291 13S: MAPP 02.04.09 – Exit Interviews**  
This document was submitted by the Office of Human Resources and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- G UCC 0292 13S: MAPP 02.04.10 – Flexible Workplace Initiative**  
This document was submitted by Human Resources and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- H UCC 0293 13SF: MAPP 02.04.11 – Workplace Lactation/Breastfeeding**  
This document was submitted by the Office of EOS, Women’s Resource Center, Legal Affairs/General Counsel, and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- I UCC 0294 13SF: MAPP 03.01.05 – Posting Flyer Information On Outside University Kiosks**  
This document was submitted by the Office of Plant Operations and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- J UCC 0295 13SF: MAPP 04.02.01A – Travel Paid from State-Appropriated Funds**  
This document was submitted by the Office of Finance (Procurement) and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013

- K UCC 0296 13SF: MAPP 04.02.01B – Travel Paid from Local Funds**  
This document was submitted by the Office of Finance (Procurement) and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- L UCC 0297 13SF: MAPP 05.01.01 – Cash Handling**  
This document was submitted by the Office of Finance (Accounting) and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- M UCC 0298 13SF: MAPP 06.05.03 – Motor Vehicle Record Evaluation**  
This document was submitted by the Office of Risk Management and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- N UCC 0299 13SF: MAPP 07.02.02 – Tobacco-Free Campus Policy**  
This document was submitted by Division of Student Affairs, Academic Affairs, Tobacco Task Force (TTF), and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- O UCC 0300 13SF: MAPP 08.01.01 – Sponsored Research Activities**  
This document was submitted by Division of Research and Technology Transfer and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- P UCC 0301 13SF: MAPP 09.03.01 – Event Reservation and Rental of University Facilities**  
This document was submitted by the Offices of University Services/Student Affairs/Academic Affairs, and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013
- Q UCC 0302 13SF: MAPP 10.03.05 – Acceptable Use of Telecommunications Resources**  
This document was submitted by University Information Technology (UIT) and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).  
UCC Forward to: **to be determined**  
Replies due: February 25, 2013

**R UCC 0303 13SF: MAPP 12.03.03 – Procedures for Establishing and Operating Academic Institutes and Centers**

This document was submitted by Academic Affairs/Research and forwarded by University Policies & Procedures for quarterly campus review (deans, college/division administrators, Internal Audit, Administration & Finance leadership, & UCC).

UCC Forward to: **to be determined**

Replies due: February 25, 2013

**IV Old/New Business**

**V Adjournment**