

**MINUTES**  
**UNIVERSITY OF HOUSTON UNDERGRADUATE COUNCIL**  
**September 3, 2003**

A meeting of the University of Houston Undergraduate Council convened at 3:00 p.m. on Wednesday, September 3, 2003, in the Boardroom, Room 220 E. Cullen.

Members Present: Ed Apodaca, Betty Barr, Roger Blakeney, Simon Bott, Elaine Charlson, Rodolfo Cortina, Luces Faulkenberry, Sarah Fishman-Boyd, Michael Friedberg, Morgan Geddie, Nancy Graves, Horace Gray, Richard A. Kasschau, Mario Lucchesi, Robert Mayes, William Munson, Lynn Simpson, Rebecca Achee Thornton, Larry Williams, John Zemanek

Members Absent: Margo Backus, James Conyers, Irma Guadarrama, Inderpreet Jalli William Monroe, Aaron Parazette, Richard Scamell, Barbara Snelling

Staff: Brian McKinney, Jeanette Morales

**I Call to Order**

Dr. Graves called the meeting to order at 3:02 p.m. Minutes from 7/16/03 were approved as written.

**II Announcements**

**A** Scheduled Meetings for Undergraduate Council, in the Boardroom, Room 220 E. Cullen, Fall 2003 Meetings: October 1, October 29, November 19 and December 10

**III Introduction of New Undergraduate Council Members**

**IV Appointment of Vice Chair, Committees Chairs and Committees**

**A** Chair Nancy Graves appointed Dr. Horace Gray as Council vice chair for the 2003-2004 academic year.

**B** Drs. Betty Barr, Larry Williams, and Sarah Fishman were appointed to chair the Academic Policies & Procedures, Degree Programs, and Core Curriculum committees respectively.

**C** Dr. Graves appointed Council members to the three committees and asked Drs. Barr, Williams, and McKinney to give a brief description of the committees.

**V Committee Agendas**

Dr. Williams announced that the Degree Programs committee will meet Wednesday, September 10, 2003 to discuss spring/summer 2003 pending items.

Drs. Barr and Fishman will contact their committee members for future meetings.

**VI New Business**

Associate Vice President for Enrollment Management Ed Apodaca presented to the Council the most recent registration figure for fall 2003. About 35,985 students registered for the fall 2003 semester (800 students are expected to drop). The growth of enrollment is a result of student retention and tightening the control over the admissions process (i.e., admit quality students and enforcement of admission deadlines).

Mr. Apodaca also mentioned that U of H on-line services has been successful. There were 7.8 million hits to the website last year. Students are also utilizing Ask Shasta to obtain general academic information. Responses are usually sent within 24 hours after receiving an inquiry

**VII Adjourned at 3:35 p.m.**