

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

## UNDERGRADUATE COUNCIL

### Minutes for January 24, 2007

A meeting of the University of Houston Undergraduate Council convened at 3:02 p.m. on Wednesday, January 24, 2007 in the Boardroom, room 220 E. Cullen.

Members Present: Libby Barlow, Betty Barr, Roger Blakeney, Joel Bloom, Simon Bott, Agnes DeFranco, Sarah Fishman, Lane Gauthier, Martha Haun, Kyne Homerstad, Natalie Houston, Richard Kasschau, Barbara Lewis, Matthew Nicol, Charles Peters, Laurence Rapp, Maria Soliño, Rebecca Achee Thornton, George Trail, Lawrence Williams, John Zemanek

Members Absent: Elaine Charlson, William Chernish, Luces Faulkenberry, Partha Krishnamurthy, Bill Monroe, William Munson, Irving Rothman, Barbara Snelling, Francisco Zelaya

Guests: Sandy Frieden (PeopleSoft Change Management), Cathy Hatfield (PHARM), Rupa Iyer (TECH), Kevin Simon (HRM), Louis Williams (PHARM), Shara Zatopek (PHARM)

Staff: Marsha Daly

#### **I Call to Order; Minutes for 12/6/06**

Council was called to order by Dr. Joel Bloom at 3:02 p.m. Minutes from 12/6/06 were accepted as written.

#### **II Announcements**

**A** NOTE: All meetings are held in the President's Boardroom, #220 E. Cullen, unless otherwise noted.  
Spring 2007 Meetings: February 21, March 21 (Hilton, room 183), April 18, June 6, and July 11.

**B** Undergraduate Council Web Address: <http://www.uh.edu/undergraduatecouncil/index.html>  
Core Curriculum Website Address: <http://www.uh.edu/academics/corecurriculum/>  
Undergraduate Studies Catalog Web Address: <http://www.uh.edu/academics/catalog/>

**C** E-mail listserves:

UNDERGRAD-COUNCIL@LISTSERV.UH.EDU  
UC-DEGREE-PROGRAMS@LISTSERV.UH.EDU  
UC-POLICIES-PROCEDURES@LISTSERV.UH.EDU  
UC-CORE-CURRICULUM@LISTSERV.UH.EDU  
UC-NEWS@LISTSERV.UH.EDU (Minutes only)

#### **III Administration Representatives Reports: Dr. DeFranco**

Spring enrollment is currently down 1.3% (in comparison with this time last year).

With the implementation of PeopleSoft students it is currently planned that students be dropped for non-payment of tuition and fees the Friday before classes begin. Unlike in the current system, the seats will not be held for them, they will have to attempt to re-register for open classes.

#### **IV PeopleSoft update: Sandy Frieden, Executive Director, Change Management**

The project is on schedule for GoLive on March 1, 2007. With the first transactions being application/packaging of Financial Aid for 2007-2008.

In April they will begin registering for Summer 2007 on the old ADMIN system and in PeopleSoft for the Fall 2007 semester.

The second round of integration testing will begin February 5<sup>th</sup>.

Approximately 90 power users in the colleges and administrative units have been identified and trained. If you do not know your area's power user, contact S. Frieden.

Faculty who do not have administrative assignments will have training by demo and on-line tutorial. That will take place in November.

The student roll-out campaign is being planned. Contact S. Frieden if you wish to view the current draft. Students will be trained via on-line tutorial. There will be several stations across campus to help students during registration.

The project's website is <http://www.uh.edu/peoplesoft/>.

## **V Committee Reports**

### **A Academic Policies and Procedures Committee:**

The following documents were approved by Council:

- UC 9233 07S: Academic Policies and Procedures Committee Report (re: UC 8891 06F) 1/17/07
- UC 9234 07S: Academic Policies and Procedures Committee Report (re: UC 9181 06F) 1/17/07
- UC 9235 07S: Academic Policies and Procedures Committee Report (re: UC 9182 06F) 1/17/07
- UC 9237 07S: Academic Policies and Procedures Committee Report (re: UC 9187 06F, UC 9195 06F, UC 9112 06F) 1/18/07
- UC 9238 07S: Academic Policies and Procedures Committee Report (re: UC 9186 06F, UC 8942

#### **NOTES:**

UC 9237 07S: The Committee will ask the Enrollment Management Task Force (EMTF) to report back when they have an implementation plan for the Math placement testing.

**B Core Curriculum Committee:** The Committee has been meeting and will have a report for the next Council meeting.

### **C Degree Programs Committee:**

#### **UC 9232 07S: Degree Programs Committee Report (1/24/07)**

UC 8904 06F: PHSC 3201: Introduction to Community Health (new course) was tabled. The remainder of the report was approved by Council.

**VI FYI Documents:** Members were asked to review documents and forward comments to the appropriate individuals.

**VII Old Business/New Business:** No Old/New Business to report.

**IX Adjourned at 4:24 p.m.**