

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

## UNDERGRADUATE COUNCIL Minutes for September 23, 2009

A meeting of the University of Houston Undergraduate Council convened at 3:00 p.m. on Wednesday, September 2, 2009, in the Elizabeth D. Rockwell Pavilion, M.D. Anderson Library (2<sup>nd</sup> floor).

Members Present: Betty Barr, Amanda Baumle, Miranda Bennett, Roger Blakeney, Joel Bloom, Simon Bott, Agnes Defranco, Martha Dunkelberger, William Dupré, Luces Faulkenberry, Sarah Fishman, Debbie Hermann, Stephen Huang, Richard Kasschau, Iain Morrison, William Munson, Charles Peters, Melissa Pierson, Laurence Rapp, Richard Scamell, Kevin Simon, Ron Singer, John Snyder, María Soliño, Rebecca Achee Thornton, Jerry Waite, Lawrence Williams, Louis Williams

Members Absent: Bill Barnes, Amanda Baumle, Dennis Bozeman, Elaine Charlson, Martha Haun, Randy Hayden, Christina Hughes, Nina Tucci, Djuana Young, Mariam Zakaria, John Zemanek

Guests: Frank Kelley (BAUER), Lesley Sisk (ENGR), Diana Velez (UScholars)

Staff: Jeanette Morales, Heidi Kennedy

### **I Call to Order; Minutes for 9/2/09**

Council was called to order by Dr. Lawrence Williams at 3:08 p.m. Minutes from 9/22/09 were accepted.

### **II Announcements**

**A** NOTE: All meetings are held in the Elizabeth D. Rockwell Pavilion, M.D. Anderson Library (2<sup>nd</sup> floor), unless otherwise noted.

Fall 2009 Meetings: 10/21/09, 11/18/09, 12/9/09

Spring 2010 Meetings: 1/27/10, 2/24/10, 3/24/10, 4/21/10, 6/2/10, 7/7/10

**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)

**D** The University of Houston vs. Texas Tech University football game will be held this Saturday evening, September 25, 2009.

### **III PeopleSoft update: Debbie Hermann, Registrar**

Web addresses: <http://www.uh.edu/peoplesoft/>

<http://my.uh.edu>

A Registrar Debbie Hermann informed the Council that RAR is working with Hershey Imaging to create a process that would post transfer credit quickly. Debbie is also reviewing fall 2009 General Purpose classroom capacities vs. historical GP room capacities.

**VI Discussion of UC Bylaws**

Council chair Larry Williams decided to postpone the discussion of changes to the UC Bylaws to later date.

**V House Bill 2504 Compliance, Brian McKinney**

Dr. Brian McKinney, Assistant Vice President for Academic Program Management discussed the possible administration of student course evaluations on-line in order to be in compliance with House Bill 2504, Sec. 51.974 – Internet Access to Course Information. The house bill mandates institutions of higher education make available certain kinds of information regarding classroom courses (i.e., syllabi, faculty CV, etc.) via the institution’s website to the public. Administering course evaluations and posting results on-line would ensure that such information is made readily available to the public in a transparent manner as much as possible. The target date of on-line course evaluation implementation would be spring 2010 around spring break and results posted by the end of the spring semester.

Following a brief introduction of HB 2504, a Q and A discussion between Brian McKinney and the Undergraduate Council developed. Council members expressed their concern that administering course evaluations on-line would result in a low student response rate (in-class paper evaluations vs. on-line forms filled outside of class), low student response rates results in skewed statistical data, and that course evaluations tie in with faculty tenure reviews. For example, Dr. Charles Peters informed the UC that the Mathematics department has utilized on-line course evaluations for many years, but historically received low student response rates (15%). Basically, paper evaluations filled out in the classroom is easier rather than reminding students to do the evaluations on-line on their own time. This is especially true for larger lecture courses vs. smaller lecture courses. Also, a few members mentioned that many departments customize their own course evaluations which reflect the type of class instruction (i.e., lecture, lab, practicum, etc.). Customizing course evaluations to fit the mode of instruction better assists faculty in improving/enhancing course instruction. Brian McKinney said that he would meet with departments to discuss customized course evaluations and how to incorporate them into the process. However many Council members expressed that the current course evaluation system is fine the way it is.

After further discussion, Council member Jerry Waite made a motion to move that “The Undergraduate council makes a statement of non-support of the University of Houston’s decision to move the administration of course evaluations on-line and allow the departments the choice to administer course evaluations themselves.” The motion was seconded by Vice chair Simon Bott.

Larry Williams asked Jerry Waite to create a statement that expands upon the motion which in turn will be submitted to senior administration. Council member Richard Kasschau recommended that suggestions and possible resolutions should be included in this statement.

**VI Adjournment at 4:05pm**