

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

UNDERGRADUATE COUNCIL Minutes for September 22, 2010

A meeting of the University of Houston Undergraduate Council convened at 3:00 p.m. on Wednesday, September 22, 2010, in the Faculty Senate Office (room 306), M.D. Anderson Library.

Members Present: Betty Barr, Roger Blakeney, Simon Bott, Dennis Bozeman, Elaine Charlson, Agnes DeFranco, William Dupré, Lucas Faulkenberry, Sarah Fishman, Christina Gola, Debbie Hermann-Henry, Stephen Huang, Richard Kasschau, Peter Lam, Christine Leveaux, Syed Mehdi, Charles Peters, Melissa Pierson, Jarron Saint Onge, Richard Scamell, Kevin Simon, John Snyder, María Elena Soliño, George Trail, Jerry Waite, Barry Wood, Djuana Young

Members Absent: Joel Bloom, Martha Dunkelberger, Christina Hughes, Williams Munson, Laurance Rapp, Michelangelo Sabatino, Ron Singer, Nina Tucci, Larry Williams, Louis Williams

Guests: Diana Velez (UScholars), Lawrence Curry (History), Lesley Sisk (ENGR)

Staff: Jeanette Morales

I Call to Order; Minutes for 9/1/2010

Council was called to order by Dr. Simon Bott at 3:04 p.m. Minutes from 9/1/2010 were accepted.

II Announcements

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

Fall 2010 Meetings: October 20, November 17, December 8

Spring 2011 Meetings: January 26, February 23, March 23, April 20, June 1, July 6

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 Council Chair Simon Bott announced that next Wednesday, September 29th the Fall Faculty Senate Assembly meeting will take place at 12pm in the Rockwell Pavilion (M.D. Anderson Library). Also, the Faculty Senate open retreat will be held on October 8, 2010.

III Administrative Reports

Elaine Charlson informed the Council that the total enrollment (according to the Office of Institutional Research) as of fall 2010 is 38,758. This enrollment figure exceeded the target enrollment of 37, 878. The university SCH's increased by 5% and by 4.8% with regard to

enrollment. The average SAT for UH FTICs in 2005 was 1055, 1070 for 2009 FTIC's and 1088 for fall 2010 FTIC's.

Djuana Young mentioned that the Office of Admissions continues their recruiting efforts.

Agnes Defranco informed the Council that students are applying earlier: ATA figures are 500 plus which is doubled from last year.

IV Tara Boyle, Assistant Director of New Orientation, Office of Admissions

Tara Boyle presented information from 2010 New Student Orientation sessions (NSO) that began this past April 2010. Tara prefaced the Council on the timeline of how NSO began and made its way to final fruition. She mentioned that the Office of Admissions, colleges (advisors), and many other departments collaborated in this large undertaking in such a short time. As a result of this collaboration, the University of Houston had a successful fall 2010 new student orientation and many newly-admitted students had a much smoother transition into UH.

Student and advisor feedback was gathered (via Survey Monkey) to help improve orientations in the future. Also, new initiatives (i.e., transfer, involving family members, new admissions/enrollment publications, etc.) are being created to help recruit/admit prospective students and help them transition to the university. Tara encouraged questions and comments from the Council during her presentation.

V Undergraduate Council Bylaw Amendments

Council member Larry Williams is finalizing the bylaw revisions. Simon Bott announced that Jeanette Morales will send out the finalized amendments to the Council, members may review these changes, and that all eligible voting members can vote via email.

VI Committee Reports

A Academic Policies & Procedures Committee, Richard Scamell, Chair – No Report

UC 10831 10F: University of Houston Grading System: Inclusion of A+ Grade Recommendation

Richard Scamell & Peter Lam are currently researching which public and private institutions of higher learning have the A+ grade in their grading system. Richard Scamell expects to have information ready to present by the next Council meeting.

B Degree Programs – CBM3 Committee will meet next Wednesday. DPC-CB3 chair Luke Faulkenberry will send out an email regarding meeting confirmation will be sent out this week.

VI Old Business - Undergraduate Council Projects

A Unification of Faculty Governance

Council chair Simon Bott invited comments from the Council regarding the four options of the unification of faculty governance. The unification issue will be discussed at the fall Faculty Assembly meeting next Wednesday. Further discussions will also take place during the Faculty Senate retreat on October 8, 2010.

During the discussion, several members expressed their concerns and asked questions about the unification.

A motion was brought forth to vote: 1) to continue the unification discussion which would be signified by an “aye” or 2) to discontinue the unification discussion which would be signified by a “no”.

Results: Majority of Council votes were affirmative to continue the unification discussion. There was one abstention.

B Faculty and Advising Accountability - Faculty Advisor Taskforce Update

Charles Peters created a preliminary questionnaire and distributed it to the colleges regarding faculty advisors and their job descriptions. Council member Christina Gola volunteered to create a Survey Monkey account to gather data and create a formal questionnaire for this task.

C. Removal of course catalog punctuation – Kevin Simon, Chair, CBM2 Committee

UC 10840 10F: CB2 Committee Report: Proposed Special Problems and Course Punctuation

It was recommended by the CBM2 Committee to implement the previously UC-approved item (as brought forth by Dr. Lawrence Curry) to change all undergraduate special problems course titles to Independent Study.

Course Catalog punctuation: The CBM2 Committee recommended that course catalog punctuation joining two or more courses be removed and that courses be separated with certain prerequisite course descriptions. Courses with no course descriptions (i.e., honors thesis) can be changed by memos. Courses with course catalog punctuation and course descriptions need separate forms.

Committee will contact departments to encourage them to change their courses that contain the course catalog punctuation.

A motion to approve 10840 10F was brought forth. Dr. Lawrence Curry suggested a friendly amendment to change the last sentences of the comma and hyphen paragraphs of UC 10840 10F.

Approved by Council.

VII New Business

Council member Richard Kasschau recommended that the Council use their influence to ask for a schedule change in when the UH President holds her state of address speeches so that most of the UH community won't miss it (due to classes, teaching, etc.). Some members suggested referring to the UH website to download the highlights from the address.

VIII Adjournment – 4:40pm