

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

## UNIVERSITY COORDINATING COMMISSION

### Minutes for May 20, 2009

A meeting of the University Coordinating Commission convened at 10am on Wednesday, May 20, 2009, in room 209 of the E.Cullen Building.

Members Present: Wynne Chin, Mark Clarke, Catherine Patterson, Dan Wells

Members Absent: Rigoberto Advincula, Sandy Coltharp, Elaine Charlson, Kenneth Fomunung, Jerry Waite

Staff: Jeanette Morales

#### **I Call to Order; Minutes for 4/29/09**

Dan Wells called the meeting to order at 10:07am. Minutes for 4/29/09 were approved.

#### **II Announcements**

**A The May 20, 2009 UCC meeting is the last meeting of the academic year. The UCC will convene in September 2009 (exact day and time to be announced).**

**B E-mail listserves:**

UC-COORD-COMMISSION@LISTSERV.UH.EDU - Commission members

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)

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

#### **III UCC 0100 09S: Request for Implementation of USD Task Force Recommendations**

This document was submitted by Undergraduate Council

This document was reviewed by Undergraduate Council

Submitter's recommendation for further review: none

Forwarded to: Dean's Council, Faculty Senate, Student Government Association, Asst. VP for Undergraduate Studies (advising community)

Replies due: 5/15/09

**Responses received:**

**UCC 0109 09S: SGA Response to UCC 0100 09S and UCC 0102 09S**

**Document is certified.**

#### **IV UCC 0102 09S: Undergraduate Drop Policy**

This document was submitted by Undergraduate Council

This document was reviewed by Undergraduate Council

Submitter's recommendation for further review: none

Forwarded to: Dean's Council, Faculty Senate, Student Government Association, Athletics Advisory committee, ISSO, SFA

Replies due: 5/15/09

**Responses received:**

**UCC 0107 09S: SFA Response to UCC 0102 09S**

**UCC 0108 09S: Athletics Response to UCC 0102 09S**

**UCC 0109 09S: SGA Response to UCC 0100 09S and UCC 0102 09S**

**UCC 0110 09S: ISSO Response to UCC 0102 09S**

**Document is certified with amendment as recommended by the Athletics Department.**

**V UCC 0111 09S: Course Withdrawal Procedures for Students in Graduate Programs**

This document was submitted by Graduate & Professional Studies Council

This document was reviewed by Graduate & Professional Studies Council

Submitter's recommendation for further review: none

**Tabled until fall 2009 (September).** However, the proposed policy will be sent to appropriate campus groups (i.e. graduate advising community) as a recommendation and for input.

**VI UCC 0105 09S: MAPP 14.01.01 Campus Sustainability**

**Tabled until fall 2009 (September).**

**VII UCC 0106 09S: MAPP 04.02.01B Travel Paid from Local Funds**

Returned to originator. Document not considered policy, but rather a clarification of procedure.

**VIII New Business**

**A Discussion of MAPP/SAM submissions to the Faculty Senate versus the UCC**

Procedure clarification on MAPP/SAM submission to campus groups was discussed. It was decided that MAPP/SAM documents should be routed to the UCC and that this group will ensure that these documents are vetted out to the appropriate campus constituencies (which is the original purpose of the UCC). Members discussed the need to communicate the UCC role to the administrators of the MAPP and SAM policies. Communication will also inform the administrators on UCC workflow and submission deadlines.

**B UCC members discussed their role in the university and ways to enforce their presence to the campus administration and community. It was suggested that a MAPP be created so that a specific structure is set in place to formalize the presence of the University Coordinating Commission. Chair Dan Wells plans to obtain input from the president and the provost.**

**VI Adjournment: 11:07am**