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

UNDERGRADUATE COMMITTEE
OF THE FACULTY SENATE
Minutes for June 6, 2012
Room 306 (Faculty Senate Office), M.D. Anderson Library
3rd Floor
3pm – 5pm

A meeting of the University of Houston Faculty Senate Undergraduate Committee convened at 3:00 p.m. on Wednesday, June 6, 2012, in room 306, M.D. Anderson Library (Faculty Senate Office).

Members Present: Roger Blakeney, Simon Bott, Andrea Burridge, Carmen Carter, Mary Dawson, Agnes DeFranco, Martha Dunkelberger, Tamara Fish, Debbie Henry, Christine LeVeaux, Charles Peters, David Phillips, Ruxandra Prodan-Boul, Richard Scamell, Ron Singer, Nina Tucci, Jerry Waite, Larry Williams, Barry Wood, Djuana Young

Members Absent: Leonard Bachman, Preston Broom, Richard DeFrank, William Dupré, Luke Faulkenberry, Christina Gola, Reagan Herman, Richard Kasschau, Daniel Maxwell, David Mazella, William Munson, Bela Patel, Donna Pattison on behalf of Monique Ogletree, Melissa Pierson, Shishir Shah, Kevin Simon, María Elena Soliño, Stephen Soutullo

Guests: David Shattuck (ENGR – Dean's Office), Lesley Sisk (ENGR – Dean's Office), Trang Phan (ARCH), Ian Evans (NSM – Dean's Office), Jennifer Bloom (General Counsel), Stephanie Woods on behalf of Reagan Herman (CIVE)

Staff: Jeanette Morales, Heidi Kennedy

I   **Call to Order; Minutes for 4/18/2012**
     The Committee was called to order by Chair Simon Bott at 3:00pm. Minutes from 4/18/2012 were accepted.

II   **Announcements**

A   NOTE: All meetings are held in room 306 (Faculty Senate Office), M.D. Anderson Library unless, otherwise noted.
     Summer 2012 Meeting: July 11

B   Undergraduate Committee Web Address: http://www.uh.edu/undergraduate-committee/
     Core Curriculum Web Address: http://www.uh.edu/academics/catalog/policies/degree-reqts/current-core/index.php
     Undergraduate Catalog Web Address: http://www.uh.edu/academics/catalog/

C   E-mail listservs:
             UNDERGRAD-COMMITTEE@LISTSERV.UH.EDU
             UC-CORE-CURRICULUM@LISTSERV.UH.EDU
             UC-DEGREE-PROG_CB3_1@LISTSERV.UH.EDU

UC-DEGREE-PROG_CB3_2@LISTSERV.UH.EDU
UC-POLICIES-PROCEDURES@LISTSERV.UH.EDU
UC-STUDENT-SUCCESS@LISTSERV.UH.EDU
UC-NEWS@LISTSERV.UH.EDU (Agenda and Minutes)

D   Chair Simon Bott doesn't expect the UC to hold a July 11 meeting.

III   **Administration Representatives' Reports**

A   **Djuana Young, Office of Admissions**

The Office of Admissions has finished admitting transfer students. UH has surpassed registration of transfer students which is up by fifteen points from last year.

IV   **Subcommittee Reports**

A   **Ad Hoc Subcommittee on Communication Disorders Items – Charles Peters, Chair**

UC 11788 12S: Ad Hoc Subcommittee on COMD Items Report - 5/21/12

UC 11776 12S: COMD 5241: Applied Professional Ethics for the SLPA (New Course)
UC 11777 12S: COMD 5341: Competencies and Strategies for the SLPA I (New Course)
UC 11778 12S: COMD 5342: Competencies and Strategies for the SLPA II (New Course)
UC 11779 12S: COMD 5343: Aural Rehabilitation for the SLPA (New Course)
UC 11780 12S: COMD 5345: Speech and Language Disorders in Children for the SLPA (New Course)
UC 11781 12S: COMD 5346: Speech and Language Disorders in Adults for the SLPA (New Course)
UC 11782 12S: COMD 5348: Phonetics for the SLPA (New Course)
UC 11783 12S: COMD 5441: SLPA Externship I (New Course)
UC 11784 12S: COMD 5442: SLPA Externship II (New Course)
UC 11785 12S: COMD 5449: Speech and Language Development for the SLPA (New Course)
UC 11786 12S: Speech Language Pathology Assistant Certificate Program

Agenda items and report mentioned above were approved by the Committee.

Simon Bott thanked Charles Peters and the subcommittee for their hard work in reviewing these items expeditiously. Martha Dunkelberger on behalf of the Communication Sciences and Disorders department thanked the UC for their help in this task.

B   **Ad Hoc Subcommittee on Academic Honesty Policy Subcommittee – Larry Williams, Chair**

UC 11791 12S: Ad Hoc Subcommittee on Academic Honesty Policy Report – 6/5/12

UC 11775 12S: Academic Honesty Policy Revisions

Larry Williams gave a brief summary of the Ad Hoc subcommittee report and then Q & A discussion followed.

UC members began with concerns/comments regarding the term "visible possession" in section 3.02m. The Committee discussed the differences of actual possession v.s. visible possession of

electronic devices during class. The Academic Honesty Committee that revised the policy mentioned that this clause was made as general as possible and that it would leave it up to the faculty to be restrictive as they choose (i.e., ask students to leave cell phone turned off/face down on desks, place electronic device in backpack against a wall during class, etc.).

Dr. Williams asked that Jeanette Morales take notes of additional comments that would be added to the subcommittee report so that the UC will have all input in one place.

David Phillips suggested that further clarification on plagiarism is needed for students. Possibly adding a paragraph specifying what plagiarism includes would be helpful.

Charles Peters expressed his concern regarding section 5.01 (Reset clause: to give students reasonable time to review evidence, etc.). He felt that this clause implied adding another unnecessary level of appeal. Members of the Ad Hoc Committee clarified for him that this is not the intent. Dave Shattuck mentioned that resets are generally given at the discretion of the department. A few UC members thought the term "department chair" is not appropriate and may contribute to the confusion of who is in charge of resets of departmental hearings: possibly a "presiding office of the hearing" or "department hearing designee" would be a better term. Tamara Fish recommended that instructors be added to this reset clause. Instructors as well as students should also have the opportunity to make reset requests. Heidi Kennedy on behalf of the Ad Hoc Committee that revised the Academic Honesty Policy accepted this friendly amendment.

Simon Bott asked Heidi Kennedy and the Ad Hoc Committee that revised the Academic Honesty Policy to consider and make the appropriate edits as suggested by the UC in writing. A final copy of the revised academic honesty policy should be sent to the UC for email vote (in lieu of holding a formal UC meeting on July 11). Heidi Kennedy thanked the Committee on their hard work on reviewing this policy and for helping to expedite the request to have it placed in the fall 2012 – summer 2013 Undergraduate Catalog.

Simon Bott thanked Larry Williams and the subcommittee on a good job reviewing this important policy.

V   UC 11790 12S: Amendment to the Academic Fresh Start Policy

DjuanaYoung, Executive Director of Admissions informed the UC that the amendments to the Academic Fresh Start policy were mainly to align UH's Academic Fresh Start policy with the state's Academic Fresh Start. Also, the Office of Admissions would like to include the proposed Academic Fresh Start Policy into the ApplyTexas application system. The first change was made to reflect UH's current admission policies and procedures (i.e., readmitting students from suspension). Secondly, clarification was made as to who can pursue this option.

The Committee approved the above mentioned item.

VI   FYI Documents

A   UC 11787 12S: Removal of Pre-Engineering Program

Simon Bott asked David Shattuck to explain why the College of Engineering is deleting this program. The UC would like to keep the reasoning in mind for future reference when other departments decide to create "pre-programs" for their prospective majors.

Basically, the College of Engineering didn't want to use the pre engineering program as a measurement of retention/graduation and it wasn't financially viable to sustain.

B   **Provost Office Approvals**

UC 11769 12S: Executive Associate Vice President for Academic Affairs Approval Memo
UC 11770 12S: Executive Associate Vice President for Academic Affairs Approval Memo
UC 11771 12S: Executive Associate Vice President for Academic Affairs Approval Memo
UC 11772 12S: Executive Associate Vice President for Academic Affairs Approval Memo
UC 11773 12S: Executive Associate Vice President for Academic Affairs Approval Memo
UC 11789 12S: Executive Associate Vice President for Academic Affairs Approval Memo

VII   **Old Business**

Simon Bott informed the UC that he is still waiting for the Faculty Governance Committee to notify him of election of new college representatives to the Undergraduate Committee.

VIII   **New Business**

Ron Singer mentioned that he has a colleague concerned about the attempt to unify time bands (3 one hour classes?). Debbie Henry informed him that there's a university committee to review timeband effectiveness and that they came up with four timeband options. Dean David Shattuck added that he's chairing on one of the timeband subcommittees and that his subcommittee created four more options. He mentioned that he's unsure when the timeband resolution will be finalized. However, the next step is to send proposed options/ideas to faculty for input.

Barry Wood had mentioned his concern with off campus time bands. The Committee suggested that he contact the department of Distance Education.

IX   **Adjournment**

Meeting was adjourned at 3:50pm.