

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 September 3, 2014

A meeting of the University of Houston Faculty Senate Undergraduate Committee convened at 3:00 p.m. on Wednesday, September 3, 2014, in room 306, M.D. Anderson Library (Faculty Senate Office).

Members Present: Leonard Bachman, Simon Bott, Andrea Burridge, Jyoti Cameron, Teresa Chapman, Kerry Creelman, Daniel Currie, Jose Guillermo De Los Reyes, Bret Detillier, Martha Dunkelberger, Sarah Fishman, Rebecca George, Christina Gola, Maria Alejandra Gonzalez-Perez, Debbie Henry, Michelle Ivey, Christine LeVeaux-Haley, Teri Longacre, Daniel Maxwell, Andra Olivia Miljanic, William Munson, Michael Murray, Raresh Pascali, Trang Phan, Ruxandra Prodan-Boul, Lori Selzer, Shishir Shah, Robert Shimko, Lesley Sisk, Nina Tucci, Chad Wayne, Lawrence Williams, Djuana Young

Members Absent: Roger Blakeney, Cheryl Craig, Ognjen Miljanic, Jagannatha Rao, Donna Stokes, Jennifer Wingard

Guests: Wynne Chin, DISC/BUS; Melissa Pierson, Exploratory Studies; Amy Ramirez, RAR; Bruce Jones, Academic Affairs; Andy Startz, SFS; Mara Affre, Enrollment Services; Jeff Morgan, Academic Affairs; Don Yackley, Student Housing & Residential Life

Staff: Jeanette Morales and Heidi Kennedy

I Call to Order; Minutes for 4/23/2014

The Committee was called to order by Dr. Martha Dunkelberger at 3:01pm. Minutes from 4/23/14 were approved.

II Announcements

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

Fall 2014 Meetings: October 1, October 29, December 3

Spring/Summer 2015 Meetings: January 28, February 25, March 25, April 22, June 10, July 8

B Undergraduate Committee Web Address: <http://www.uh.edu/undergraduatecouncil/index.html>
Core Curriculum Web Address: <http://catalog.uh.edu/content.php?catoid=3&navoid=624> (or Google search "UH Core Curriculum")

Undergraduate Catalog Web Address: <http://catalog.uh.edu/> (or www.uh.edu/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

III 2014 – 2015 Undergraduate Committee Membership

A Welcome New and Current UC Members

New and former members introduced each other.

B Nomination and Approval of Ruxandra Prodan-Boul as Undergraduate Committee Vice Chair

UC Chair Martha Dunkelberger appointed Ruxandra Prodan-Boul as vice chair. The appointment was approved by UC majority vote.

C Subcommittee Assignment Announcements

Subcommittee assignments can be found on the UC web site, <http://www.uh.edu/undergraduate-committee/membership.html>.

D Degree Programs/CBM003 Subcommittees

The Degree Programs/CBM003 Subcommittees shall divide their work as follows: one subcommittee shall receive documents from Colleges of Architecture, Business, Education, Hotel and Restaurant Management, Natural Sciences and Mathematics, Pharmacy, and Liberal Arts and Social Sciences (departments and programs to include Comparative Cultural Studies, Communication Sciences and Disorders, Economics, Political Science, Psychology, Sociology, Military Science, Naval Science, and Air Force ROTC); one subcommittee shall receive documents from the Colleges of Engineering, Honors, Technology, and Liberal Arts and Social Sciences (to include all departments and programs not listed for the first Degree Programs/CBM003 Subcommittee) and Exploratory Studies.

Martha Dunkelberger announced that training for Curriculog will be scheduled over the next three Wednesdays, (September 10, 17, and 24) in room 306 MDA Library. She reminded the UC that this is a transition/learning curve year for this new automated workflow system. The goal of the UC is to try to review all proposals by the new deadline in order to publish the undergraduate catalog and have the class schedules finalized earlier.

E Report on Distribution of Faculty Representatives

Chair Dunkelberger gave a brief summary of the number of UC representatives per college. Representatives from the Hilton College and the Student Government Association are still pending.

IV Administration Representatives' Reports

A Andrew Startz, Bursar for Student Financial Services

UC 12807 14S (TEC 54.2001 – Continued Receipt of Exemptions or Waivers).

He gave a brief explanation of the new state law regarding tuition/fee exemptions and waivers.

Student Financial Services is working through enrollment cancellation. His office is contacting students to pay their tuition bill. Official Reporting Day is September 10. October 8th is the Short-Term Tuition 90 day deferment deadline.

B Jeff Morgan, Associate Provost for Education Innovation and Technology: Mini Sessions

He provided comparison data (by enrollment, grades) regarding the success of the 2014 spring sessions. UC members asked about more specific data (i.e., college demographics, by course). Dr. Morgan said he can forward the requested data to any of the UC members.

C Other Department Administrative Reports (RAR, ADMIS, SFA)

Debbie Henry, University Registrar, RAR: There were 59 NR grades at the end of summer 2014 (compared to over 200 NR grades in summer 2013). As of the beginning of the 2014 fall semester, 41,053 students have enrolled (3.6% increase). Graduation processing is 57 percent complete (59% of the 57% completion are undergraduate students). Data is available in the Enrollment Dashboard: UC members may contact Susan Moreno for access.

Djuana Young, Executive Director, Admission: Freshmen acceptance was 3,911 (18.3% increase). The average SAT for fall 2014 is 1143. Transfer students acceptance was 4,706 (37.9% increase). Final enrollment data will be available after ORD. This past summer, her department has been accepting students late into the admissions process. Admissions is looking into why students wait so late to apply. She also mentioned that they have begun the recruiting process for spring semester. Office of Admissions has opened applications for fall 2015 on August 4 for freshman and will open application for transfer students on Jan. 2, 2015.

V **Bruce Jones, Vice Provost for Academic Programs, Academic Affairs:** New Degree Programs Development Process

Dr. Jones informed the UC that the Coordinating Board is expecting Texas public universities to offer high quality degree programs by rigorously reviewing new degree program requests before submitting them for final state approval. To help meet this expectation, he explained to the UC the new workflow process for creating new degree programs. The finalized documents will be posted on the Provost web site in a few weeks.

VI **Teri Longacre, Vice Provost & Dean for Undergraduate Student Success and Melissa Pierson, Assistant Vice Provost for Undergraduate Student Success:**

A Teri Longacre

Larry Williams will oversee the new advising office for pre-health profession students.

The Office of Academic Program Management is now called Undergraduate Academic Affairs. This office is overseen by Heidi Kennedy, Assistant Dean.

To help UH improve the retention of undeclared students, the newly established Exploratory Studies Program offers a new model aimed at helping students finding a path to a “best fit” major. It’s a mix of academic advising and career counseling. There will be student advocates to help guide undeclared students. Exploratory Studies headed by Melissa Pierson will be located under the Undergraduate Student Success Center.

CORE 1101 – College Success is being redesigned. Melissa Pierson and Martha Dunkelberger will be co-chairing a committee to revise this freshman seminar to be taught by faculty. Teri mentioned that she would like the Student Success Subcommittee to help.

B Melissa Pierson

UScholars was restructured to the newly established Exploratory Studies Program. Her department is hiring student advocates help advise undeclared students. Exploratory Studies will be housed in Cougar Village II. Learning Supports Services will still be located in Cougar Village I.

The TSI requirement process is being streamlined also. There will be a pilot TSI checklist program for spring 2015. If anyone has TSI questions, they should contact tsi@uh.edu.

C UH in 4

Tara Boyle, director of graduation and retention, oversees UH in 4, the summer read program, and an extended orientation program.

VII Daniel Maxwell, Associate Vice President for Student Affairs: MapWorks (Making Achievement Possible)

MapWorks is an early warning system of student progress. It documents how students perceive themselves and if this perception is congruent with their academic progress. Don Yackley, Executive Director of Housing and Residential Life gave a presentation on MapWorks. Resident advisors work with residential students. The Dean of Students staff advises commuter students who utilize MapWorks.

Martha Dunkelberger announced that she is looking for UC volunteers to find how their students are successful using MapWorks.

VIII FYI Items

A UC 12803 14S: Senior Vice President for Academic Affairs Approval Memo (UC 12753, UC 12755, UC 12787) - 6/17/14

B UC 12804 14S: Memo regarding transfer of Energy and Sustainability Minor

C UC 12808 14F: Coordinating Board Approvals: August 18, 2014

IX Old Business

This academic year the UC will consider the last 30 hours in residence rule.

X Meeting adjourned at 4:45pm.