University of Houston Undergraduate Council Annual Report Fall 2006-Spring 2007

Submitted by:

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University of Houston Undergraduate Council
2006-2007

<u>University of Houston</u>
<u>Undergraduate Council</u>
<u>Annual Report- Fall 2006-Spring 2007</u>

The following document is a summary of the submitted course proposals, policies and procedures, changes in existing and development of new programs within the University of Houston Undergraduate Curriculum. Included in this document are the finalization of discussions and actions taken regarding the Drop Policy and the Undergraduate Grievance Policy. They are separated from the UC document listing because of their controversial nature and representative discussions that ensued. Each of these were vetted and worked for a period of nearly two years prior to submittal to council with recommendation to approve.

In reading the document, please keep in mind that the work of this council remains continuous and some of the proposals have been tabled for further review by any of the three permanent sub-committees.
1. **Items in boldface type are pending Undergraduate Council approval**
2. **Items in red boldface type are tabled for further discussion**
3. **Items in green boldface type are withdrawn from the agenda**
4. **Items in brown boldface type are documents that do not need Council action and are FYI only.**

In addition to regular council business, the meeting agenda often included presentations from campus units or programs that directly influence the Council's operation or that of the University of Houston campus. In 2006, we were presented with the University of Houston Ten-Year Developmental Plan, results of the NCAA-Five-Year Review of the academic standards and ever improving graduation rates for our student athletes, a report regarding campus security, emergency situation planning and the interactive relations with the City of Houston's police and fire departments, the purpose of the UCC and its non- decision making role in determining the best distribution of documents that directly affect faculty and staff across the UH community and we were kept up-to-date with the changes in technology regarding registration, the on-line catalogue, course scheduling, and the faculty ability to verify their course enrollments and administer semester grading. All of these presentations referred to the climate of operation and the ever-changing campus community.

Respectfully submitted,

Dr. Joel A. Bloom-Chair
University of Houston Undergraduate Council 2006-2007

2006 -2007 Undergraduate Council Documents

For Council Information Input or Consideration:

UC 8887 06F: Enrollment cancellation and "zapping"
UC 8888 06F: Grade changes and GPA for semester/cumulative calculations
UC 8889 06F: Incomplete grades (S/U credit only courses) which should lapse to "U"
UC 8893 06F: Student Athlete Academic Profile
UC 8894 06F: UH SACS Organizational Chart
UC 8895 06F: SACS Progress (upload of CV, Syllabi, IE Plans)
UC 8982 06F: On-line Catalog Updates
UC 9164 06F: TIGER Study Thank You
UC 9171 06F: Annual Security Report website
UC 9172 06F: PeopleSoft Project website
UC 9173 06F: PeopleSoft News and Announcements: Training
UC 9174 06F: Preliminary Results from The TIGER Study: Fall 2003-Spring 2006
UC 9191 06F: Quality Enhancement Plan (QEP): Making Students Feel at Home!
UC 9192 06F: Quality Enhancement Plan (QEP): Developmental Disciplinary Approach to
                Student Writing
UC 9193 06F: Quality Enhancement Plan (QEP): Undergraduate Research
UC 9200 06F: PeopleSoft Student Administration Sneak Peak
UC 9201 06F: University Coordinating Commission Mission
UC 9231 07S: UH Mission Statement
UC 9239 07S: Block Scheduling in the Core of USD FTIC Students
UC 9265 07S: PeopleSoft Basics
UC 9266 07S: Get Connected. (PeopleSoft)
UC 9281 07S: Documents Submitted to the University Coordinating Commission
UC 9282 07S: Nominations for Undergraduate Council Chair: 2007-2008

Academic Policies & Procedures Committee:

UC 8808 05F: Engineering Two Attempts & Off Campus Course Policies (memo)
UC 8851 06S: Academic Policies & Procedures Committee (re UC 8808 05F) 2/16/06
UC 8853 06S: Room Scheduling Procedures
UC 8856 06S: Computer Science change of major requirements
UC 8857 06S: Scholarship processing issues
UC 8865 06S: Construction Management Technology minimum grade requirement
UC 8867 06S: Readmission from Suspension in Spring Semesters
UC 8882 06S: TOEFL exemption for Associates degree holders
UC 8883 06F: Student Responsibility document
UC 8884 06F: Academic Policies & Procedures Committee Report (RE: UCC 8808 05F)
UC 8885 06F: Awarding Graduate Level Credit to Undergraduate Students
UC 8886 06F: Dean's List
UC 8890 06F: Midterm Drops/Withdrawals
UC 8891 06F: Graduation Application and Self-Service (Expected Graduation Term)
UC 8892 06F: No grade at fully graded date
UC 8930 06F: Credit by Exam in Spanish
UC 8942 06F: Proposed Drop Policy

UC 8948 06F: Academic Policies & Procedures Committee Report 10/9/06 (re: UC 8882 06S)
UC 8949 06F: Academic Policies & Procedures Report 10/9/06 (re: UC 8883 06F)
UC 8950 06F: Academic Policies & Procedures Committee Report 10/9/06 (re: UC 8867 06F)
UC 9112 06F: Math Placement Exam - Business
UC 9165 06F: Academic Policies and Procedures Committee Report (re UC 8856 06S) 11/7/06
UC 9166 06F: Academic Policies and Procedures Committee Report (re UC 8930 06F) 11/7/06
UC 9167 06F: Academic Policies and Procedures Committee Report (re UC 8892 06F & UC 8886 06F) 11/7/06
UC 9168 06F: Academic Policies and Procedures Committee Report (re UC 8885 06F) 11/7/06
UC 9176 06F: Hours in residence (30 hour rule)
UC 9177 06F: Engineering Probation and Suspension policy
UC 9181 06F: Credit by Exam: German
UC 9182 06F: Declaring a major in Sociology
UC 9183 06F: MAAP12.01.01: Scholarship Administration (UCC 0005 06F)
UC 9184 06F: Repeat policy
UC 9185 06F: Major and Minor GPA Requirements
UC 9186 06F: Midterm Drops/Withdrawals Catalog Language
UC 9187 06F: Math Placement Exam
UC 9189 06F: Engineering Transfer Admission Requirements
UC 9190 06F: Engineering Home School Admissions Requirements
UC 9195 06F: Math Placement Exam - CLASS
UC 9233 07S: Academic Policies and Procedures Committee Report (re: UC 8891 06F) 1/17/07
UC 9234 07S: Academic Policies and Procedures Committee Report (re: UC 9181 06F) 1/17/07
UC 9235 07S: Academic Policies and Procedures Committee Report (re: UC 9182 06F) 1/17/07
UC 9237 07S: Academic Policies and Procedures Committee Report (re: UC 9187 06F, UC 9195 06F, UC 9112 06F) 1/18/07
UC 9238 07S: Academic Policies and Procedures Committee Report (re: UC 9186 06F, UC 8942 06F) 1/18/07
UC 9243 07S: CLEP Credit for MATH courses
UC 9244 07S: Faculty Senate Textbook and Educational Materials Policy (UCC 0011 07S)
UC 9245 07S: Copyright in Works of Authorship (UCC 0012 07S)
UC 9248 07S: Engineering Transfer Admission Requirements
UC 9249 07S: Academic Policies and Procedures Committee Report (re: UC 8890 06F) 2/13/07
UC 9250 07S: Academic Policies and Procedures Committee Report (re: UC 9176 06F) 2/13/07
UC 9251 07S: Academic Policies and Procedures Committee Report (re: UC 9190 06F) 2/13/07
UC 9252 07S: Academic Policies and Procedures Committee Report (re: UC 9183 06F) 2/13/07
UC 9253 07S: Academic Policies and Procedures Committee Report (re: UC 9177 06F) 2/13/07
UC 9254 07S: Academic Policies and Procedures Committee Report (re: UC 9243 07S) 2/13/07
UC 9255 07S: Academic Policies and Procedures Committee Report (re: UC 9189 06F) 2/13/07
UC 9258 07S: Academic Notice Policy (change)
UC 9261 07S: Undergraduate Grievance policy
UC 9263 07S: Computer Science Admissions requirements
UC 9272 07S: Computer Science AP and IB Credit by Exam
UC 9274 07S: Academic Policies and Procedures Committee Report 4/4/07
UC 9275 07S: Academic Policies and Procedures Committee Report (re: UC 9184 06F) 4/4/07
UC 9276 07S: Academic Policies and Procedures Committee Report (re: UC 9258 07S) 4/4/07
UC 9277 07S: Academic Policies and Procedures Committee Report (re: UC 9261 07S) 4/4/07

Core Curriculum Committee:
UC 8931 06F: SOC 2310: Social Problems (Soc/Behav Sci core)
UC 8932 06F: SOC 2325: American Minority Peoples (Soc/Behav Sci core)

UC 8933 06F: SOC 3330: Introduction to Social Psychology (Soc/Behav Sci core)
UC 8934 06F: SOC 3351: Social Class and Mobility in America (Soc/Behav Sci core)
UC 8935 06F: SOC 3357: Urban Sociology (Soc/Behav Sci core)
UC 8983 06F: Core/General Education Assessment
UC 9079 06F: PHYS 1321: University Physics I (Nat Sci core)
UC 9080 06F: PHYS 1301: Introductory General Physics I (Nat Sci core)
UC 9081 06F: PHYS 1302: Introductory General Physics II (Nat Sci core)
UC 9169 06F: Core Committee Report 11/9/06
UC 9170 06F: Faculty Questionnaire
UC 9199 06F: PHYS 1321: University Physics I (Nat Sci core)
UC 9246 07S: Core Curriculum Committee Report (re: UC 9080 06F, UC 9081 06F, UC 9199 06F) 2/5/07
UC 9247 07S: Core Curriculum Committee Report: Core and General Education Assessment 2/5/07
UC 9262 07S: MATH Core requirements

Degree Programs Committee:

UC 7824 03F: Theatre Undergraduate Catalog Changes (Memo)
UC 8854 06S: HRMA 4323: Advanced Food and Beverage Management
UC 8855 06S: Name Change Geosciences to Earth and Atmospheric Sciences
UC 8864 06S: Delete Computer Drafting Design Minor
UC 8868 06S: Biology and Biochemical and Biophysical Sciences Degree Program changes
UC 8870 06S: Degree Programs Committee Report 4/27/06
UC 8872 06S: Delete BFA in Studio Arts-Interior Design program
UC 8874 06F: CUIN 4349: Teaching Geometric Concepts for Grades 6-12 (new course)
UC 8876 06F: MECT 3118: Fluid Mechanics Application Laboratory
UC 8877 06F: MECT 3318: Fluid Mechanics Applications
UC 8878 06F: MECT 4175: Design of Mechanisms Laboratory
UC 8879 06F: MECT 4350: Principles of Mechatronics
UC 8880 06F: MECT 4375: Design of Mechanisms
UC 8881 06F: MECT 4384: Manufacturing Systems Control
UC 8896 06F: Degree Programs Committee Report 9/13/06
UC 8897 06F: PHPS 3100: Careers in Pharmaceutical Sciences (new course)
UC 8898 06F: COMM 2320: Fundamental of Media Production
UC 8899 06F: COMM 2322: Television Production I
UC 8900 06F: COMM 2328: Broadcast and Film Writing
UC 8901 06F: COMM 3300: Health Communication
UC 8902 06F: PHPS 3101: Chemical Functional Group Analysis (new course)
UC 8903 06F: PHPS 3200: United States Health Care Systems (new course)
UC 8904 06F: PHPS 3201: Pharmaceutical Sciences and Community Health (new course)
UC 8905 06F: PHPS 3202: Drug Information (new course)
UC 8906 06F: ARAB 3305: Introduction to Arabic Culture, Language and Islam (new course)
UC 8907 06F: ARAB 3306: Introduction to Arabic Culture, Language and Islam (new course)
UC 8908 06F: ART 1320: 3-Dimensional Design Principles and Theory I
UC 8909 06F: ART 1397: Selected Topics in Fundamental Studio Art (new course)
UC 8910 06F: ART 2392: Selected Topics in Introductory Art (new course)
UC 8911 06F: ART 3320: 3-Dimensional Design Principles and Theory II
UC 8912 06F: ART 3360: Intermediate Sculpture
UC 8913 06F: ART 4300: Senior Painting Major I
UC 8914 06F: ART 4301: Senior Painting Major I
UC 8915 06F: ART 4302: Senior Painting Major I

UC 8916 06F: ART 4303: Senior Painting Major II
UC 8917 06F: ART 4304: Senior Painting Major II
UC 8918 06F: ART 4305: Senior Painting Major II
UC 8919 06F: ART 4360: Senior Sculpture Major I
UC 8920 06F: ART 4361: Senior Sculpture Major I
UC 8921 06F: ART 4362: Senior Sculpture Major I
UC 8922 06F: ART 4363: Senior Sculpture Major II
UC 8923 06F: ART 4364: Senior Sculpture Major II
UC 8924 06F: ART 4365: Senior Sculpture Major II
UC 8925 06F: ART 2380: Introduction to North American Indian Art &
               ARTH 3315 Native American Art 1900 to Present (memo)
UC 8926 06F: Degree requirements: BA in Art with Teacher Certification
UC 8927 06F: ARTH 2381: Classical Art
UC 8928 06F: ARTH 2394: Selected Topics in Art History (new course)
UC 8929 06F: Degree Requirements: BA in Spanish
UC 8936 06F: SOC 3400: Introduction to Social Statistics
UC 8937 06F: SOC 3401: Introduction to Sociological Research
UC 8938 06F: SOC 4383: Senior Seminar in Sociology
UC 8939 06F: Degree Requirements: BA/BS in Sociology
UC 8940 06F: SPAN 3305: Spanish Grammar Review
UC 8941 06F: SPAN 3375: United States Hispanic Culture and Civilization (new course)
UC 8943 06F: Communication Sciences and Disorders Minor
UC 8944 06F: COMM 3301: Doctor-Patient Interaction (new course)
UC 8945 06F: COMM 3302: E-Health and Telemedicine (new course)
UC 8946 06F: ILAS 1596: Selected Topics in Interdisciplinary Studies (new course)
UC 8947 06F: MUSI 4388: Piano Literature
UC 8951 06F: Degree Programs Committee Report 10/11/06
UC 8952 06F: PHPS 3296: Senior Research Project (new course)
UC 8953 06F: PHPS 3298: Special Problems in Pharmaceutical Sciences (new course)
UC 8954 06F: PHPS 3300: Human Physiology and Pathophysiology I (new course)
UC 8955 06F: PHPS 3301: Dosage Forms and Calculations (new course)
UC 8956 06F: PHPS 3302: Immunopharmacology (new course)
UC 8957 06F: PHPS 3303: Dosage Forms II and Biopharmaceutics (new course)
UC 8958 06F: PHPS 3396: Senior Research Project (new course)
UC 8959 06F: PHPS 3398: Special Problems in Pharmaceutical Sciences (new course)
UC 8960 06F: PHPS 3399: Senior Honors Thesis (new course)
UC 8961 06F: PHPS 3400: Human Physiology and Pathophysiology II (new course)
UC 8962 06F: PHPS 3401: Biochemical Principles (new course)
UC 8963 06F: PHPS 3498: Special Problems in Pharmaceutical Sciences (new course)
UC 8964 06F: PHPS 4100: Advances in Pharmaceutical Sciences I (new course)
UC 8965 06F: PHPS 4101: Advances in Pharmaceutical Sciences II (new course)
UC 8966 06F: PHPS 4200: Pharmacoepidemiology (new course)
UC 8967 06F: PHPS 4201: Pharmaceutical Systems Management (new course)
UC 8968 06F: PHPS 4202: Medicinal Chemistry II (new course)
UC 8969 06F: PHPS 4203: Toxicology (new course)
UC 8970 06F: PHPS 4298: Special Problems in Pharmaceutical Sciences (new course)
UC 8971 06F: PHPS 4300: Biostatistics and Experimental Design (new course)
UC 8972 06F: PHPS 4301: Medicinal Chemistry I (new course)
UC 8973 06F: PHPS 4302: Pharmaceutical Outcomes Management (new course)
UC 8974 06F: PHPS 4303: Healthcare and Pharmaceutical Marketing (new course)
UC 8975 06F: PHPS 4304: Pharmacokinetics (new course)

UC 8976 06F: PHPS 4305: Regulatory Affairs (new course)
UC 8977 06F: PHPS 4396: Senior Research Project (new course)
UC 8978 06F: PHPS 4398: Special Problems in Pharmaceutical Sciences (new course)
UC 8979 06F: PHPS 4399: Senior Honors Thesis (new course)
UC 8980 06F: PHPS 4400: Pharmacology I (new course)
UC 8981 06F: PHPS 4401: Pharmacology II (new course)
UC 8984 06F: ACCT 3371: Accounting Information Systems
UC 8985 06F: ACCT 5302: Introduction to Managerial Accounting (new course)
UC 8986 06F: ACCT 5331: Federal Income Tax-Individual
UC 8987 06F: ACCT 5337: Management Accounting
UC 8988 06F: ACCT 5350: Certified Public Accounting Examination Preparation
UC 8989 06F: ACCT 5367: Intermediate Accounting I
UC 8990 06F: ACCT 5371: Accounting Information Systems
UC 8991 06F: ACCT 5377: Government and Nonprofit Accounting
UC 8992 06F: DISC 3300: Introduction to Computers and Management Information Systems
UC 8993 06F: DISC 3331: Statistical Analysis for Business Applications I
UC 8994 06F: DISC 3369: Information Technology in Organizations
UC 8995 06F: DISC 3370: Information Systems Development Tools
UC 8996 06F: DISC 3371: Transaction Processing Systems I
UC 8997 06F: DISC 3376: Business Data Base Management Systems
UC 8998 06F: DISC 3380: Systems Analysis and Design
UC 8999 06F: DISC 4371: Interactive Systems
UC 9000 06F: DISC 4373: Transaction Processing III (new course)
UC 9001 06F: DISC 4374: Information Technology Project Management
UC 9002 06F: DISC 4375: Information Technology Management and Control (new course)
UC 9003 06F: DISC 4478: Administration of Computer-Based Management Information
                Systems
UC 9004 06F: GENB 5304: Business Ethics for Accountants
UC 9005 06F: MARK 3339: Marketing Strategy and Planning
UC 9006 06F: MARK 4179: Sales Practicum
UC 9007 06F: MARK 4338: Marketing Research
UC 9008 06F: MARK 4368: Pricing (new course)
UC 9009 06F: Engineering Program Educational Objectives for Academic Programs
UC 9010 06F: Biomedical Engineering Degree Plan changes
UC 9011 06F: Chemical Engineering Degree Plan changes
UC 9012 06F: Technical Electives for Industrial Engineering
UC 9013 06F: Petroleum Engineering Minor (new)
UC 9014 06F: BIOE 2350: Biomechanics (new course)
UC 9015 06F: BIOE 3340: Quantitative Physiology (new course)
UC 9016 06F: BIOE 3366: Introduction to Digital Signal Processing (new course)
UC 9017 06F: ECE 3366: Introduction to Digital Signal Processing
UC 9018 06F: BIOE 3440: Biothermodynamics and Fluids (new course)
UC 9019 06F: BIOE 4312: Computational Fluid Dynamics I (new course)
UC 9020 06F: MECE 5312: Computational Fluid Dynamics I (new course)
UC 9021 06F: BIOE 4323: Fundamentals of Tissue Engineering I (new course)
UC 9022 06F: CHEE 5323: Fundamentals of Tissue Engineering I
UC 9023 06F: MECE 5323: Fundamentals of Tissue Engineering I (new course)
UC 9024 06F: BIOE 4324: Advanced Biomechanics (new course)
UC 9025 06F: MECE 5324: Advanced Biomechanics (new course)
UC 9026 06F: BIOE 4325: Application of Engineering Principles Applied to Biological Systems
                (new course)

UC 9027 06F: MECE 4325: Application of Engineering Principles Applied to Biological Systems
UC 9028 06F: BIOE 4334: Capstone Design
UC 9029 06F: BIOE 4366: Biomolecular Engineering Fundamentals (new course)
UC 9030 06F: CHEE 4366: Biomolecular Engineering Fundamentals
UC 9031 06F: BIOE 4393: Cellular and Biological Transport Phenomena
UC 9032 06F: CHEE 5393: Cellular and Biological Transport Phenomena
UC 9033 06F: BIOE 4389: Transport Phenomena in Physiological Systems
UC 9034 06F: CHEE 5389: Transport Phenomena in Physiological Systems
UC 9035 06F: BIOE 4455: Bioanalytics
UC 9036 06F: BIOE 4458: Bioinstrumentation (new course)
UC 9037 06F: ECE 4458: Bioinstrumentation (new course)
UC 9038 06F: CHEE 4300: Physics and Chemistry of Engineering Materials
UC 9039 06F: Changes to International Area Studies Minor
UC 9040 06F: Changes to Global Energy Management Track
UC 9041 06F: Changes to Marketing Minor
UC 9042 06F: CHEE 5368: Chemical Process Economics I
UC 9043 06F: CHEE 5369: Chemical Process Economics II
UC 9044 06F: CHEE 5374: Reaction Kinetics for Industrial Process
UC 9045 06F: CHEE 5376: Solid/Liquid Separation Environmental Process
UC 9046 06F: CIVE 4337: Transportation Engineering
UC 9047 06F: ECE 5314: Introduction to Design and Fabrication of Nanoscale Devices (new
               course)
UC 9048 06F: ECE 5346: VLSI Design
UC 9049 06F: ECE 5354: Digital Video
UC 9050 06F: ECE 5356: CMOS Analog Integrated Circuits
UC 9051 06F: MECE 5300: Applied Magnetics (new course)
UC 9052 06F: MECE 5331: Machine Design
UC 9053 06F: PETR 5304: Evaluation of Petroleum-Bearing Formations I (new course)
UC 9054 06F: PETR 5328: Petroleum Fluids Properties and Phase Equilibria (new course)
UC 9055 06F: PETR 5361: Introduction to Petroleum Engineering
UC 9056 06F: PETR 5362: Reservoir Engineering I
UC 9057 06F: PETR 5364: Origin and Development of Oil and Gas Reservoirs
UC 9058 06F: Computer Science Major: Science Option, Business Option, Software Design
               Option
UC 9059 06F: COSC 1320: Introduction to Computer Science II
UC 9060 06F: COSC 1410: Introduction to Computer Science I
UC 9061 06F: COSC 2410: Computer Organization and Programming
UC 9062 06F: COSC 3319: Web Development (new course)
UC 9063 06F: COSC 3320: Algorithms and Data Structures (new course)
UC 9064 06F: COSC 3351: Software Design (new course)
UC 9065 06F: COSC 3380: Design of File and Database Systems
UC 9066 06F: COSC 3430: Computer architecture
UC 9067 06F: COSC 4211: Computer Scientists and Society
UC 9068 06F: COSC 4352: Software Development Practices (new course)
UC 9069 06F: COSC 4353: Advances in Software Development (new course)
UC 9070 06F: COSC 4377: Introduction to Computer Networks
UC 9071 06F: PHYS 1101: General Physics Laboratory I
UC 9072 06F: PHYS 1102: General Physics Laboratory II
UC 9073 06F: PHYS 3113: Advanced Laboratory I (new course)
UC 9074 06F: PHYS 3114: Advanced Laboratory II (new course)
UC 9075 06F: PHYS 3315: Modern Physics I

UC 9076 06F: PHYS 3316: Modern Physics II
UC 9077 06F: PHYS 4321: Intermediate Electromagnetic Theory I
UC 9078 06F: PHYS 4322: Intermediate Electromagnetic Theory II
UC 9082 06F: PHYS 1100: Physics Problem Solving Techniques (new course)
UC 9083 06F: MATH 2331: Linear Algebra
UC 9084 06F: GEOL 3372: Petrography (new course)
UC 9085 06F: GEOL 3373: Igneous and Metamorphic Petrogenesis (new course)
UC 9086 06F: GEOL 3374: Sedimentary Petrogenesis (new course)
UC 9087 06F: GEOL 3345: Structural Geology
UC 9088 06F: GEOL 3350: Stratigraphy
UC 9089 06F: GEOL 3340: Geologic Field Methods
UC 9090 06F: GEOL 3370: Mineralogy
UC 9091 06F: GEOL 3330: Paleobiology
UC 9092 06F: BCHS 4304: Biophysics (new course)
UC 9093 06F: BIOL 2333: Elementary Microbiology
UC 9094 06F: HRMA 2115: Dean's Leadership Series (new course)
UC 9095 06F: HRMA 4344: California Wine Experience (new course)
UC 9096 06F: ARCH 3348: The American City Observed
UC 9097 06F: ARCH 3354: The Culture of Architecture
UC 9098 06F: INDS 2340: Visual Communication I
UC 9099 06F: INDS 2341: Visual Communication II
UC 9100 06F: INDS 2355: Design History I
UC 9101 06F: INDS 2356: Design History II
UC 9102 06F: INDS 2361: Materials and Methods II
UC 9103 06F: INDS 2500: Industrial Design Studio III
UC 9104 06F: INDS 2501: Industrial Design Studio IV
UC 9105 06F: INDS 3341: Design Interface
UC 9106 06F: INDS 3500: Industrial Design Studio V
UC 9107 06F: INDS 3501: Industrial Design Studio VI
UC 9108 06F: INDS 4180: Design Internship
UC 9109 06F: INDS 4280: Design Internship
UC 9110 06F: INDS 4360: Design Issues
UC 9111 06F: INDS 4361: e-Portfolio
UC 9113 06F: BS in Biotechnology (new degree program)
UC 9114 06F: Computer Engineering Technology Degree requirements
UC 9115 06F: Electrical Power Engineering Technology degree plan changes
UC 9116 06F: Electrical Power Engineering Technology degree plan change
UC 9117 06F: Mechanical Engineering Technology degree plan change
UC 9118 06F: Construction Management Technology/Surveying and Mapping degree plan change
UC 9119 06F: BTEC 2320: Biotechnology Regulatory Environment (new course)
UC 9120 06F: BTEC 2321: Good Manufacturing Practices (new course)
UC 9121 06F: BTEC 3100: Instrumentation and Measurement Laboratory
UC 9122 06F: BTEC 3301: Principles of Genomics/Proteomics and Bioinformatics (new course)
UC 9123 06F: BTEC 3320: Introduction to Quality Control/Quality Assurance (new course)
UC 9124 06F: BTEC 4101: Principles of Bioprocessing Laboratory (new course)
UC 9125 06F: BTEC 4198: Special Problems in Biotechnology (new course)
UC 9126 06F: BTEC 4300: Principles of Bioinformatics (new course)
UC 9127 06F: BTEC 4301: Principles of Bioprocessing (new course)
UC 9128 06F: BTEC 4350: Biotechnology Capstone Experience (new course)
UC 9129 06F: BTEC 4397: Selected Topics in Biotechnology (new course)
UC 9130 06F: BTEC: Special Problems in Biotechnology (new course)

UC 9131 06F: CNST 2365: Site Development
UC 9132 06F: ELET 1100: Electrical Circuits I Laboratory
UC 9133 06F: ELET 1101: Electrical Circuits II Laboratory
UC 9134 06F: ELET 1300: Electrical Circuits I
UC 9135 06F: ELET 1301: Electrical Circuits II
UC 9136 06F: ELET 3312: Programmable Logic Controllers and Motor Control Systems
UC 9137 06F: ELET 4326: Power Converter circuits
UC 9138 06F: MECT 3341: Computer-Aided Drafting I
UC 9139 06F: MECT 3342: Computer-Aided Drafting II
UC 9140 06F: MECT 4275: Senior Design Project I (new course)
UC 9141 06F: MECT 4276: Senior Design Project II (new course)
UC 9142 06F: MECT 4350: Principles of Mechatronics
UC 9143 06F: SURY 2371: Global Positioning System (new course)
UC 9144 06F: SURY 2461: Surveying I
UC 9145 06F: SURY 3205: Surveying Safety (new course)
UC 9146 06F: SURY 3342: Computer-Aided surveying (new course)
UC 9147 06F: SURY 3363: Surveying III
UC 9148 06F: SURY 3373: Subdivision Planning and Design (new course)
UC 9149 06F: SURY 3462: Surveying II
UC 9150 06F: SURY 4170: Ethics in Professional Surveying (new course)
UC 9151 06F: SURY 4198: Special Problems in Surveying Engineering Technology (new
               course)
UC 9152 06F: SURY 4361: Surveying Practicum
UC 9153 06F: SURY 4363: Legal Aspects of Surveying
UC 9154 06F: SURY 4364: Surveying IV
UC 9155 06F: SURY 4369: Surveying analysis
UC 9156 06F: SURY 4397: Selected Topics in Surveying Engineering Technology (new course)
UC 9157 06F: SURY 4398: Special Problems in Surveying Engineering Technology (new
               course)
UC 9158 06F: GRTC 3351: Graphic Production process Control I
UC 9159 06F: GRTC 3352: Graphic Process Control II
UC 9160 06F: GRTC 4373: Graphic Production Process Control III
UC 9161 06F: HDCS 4397: Selected Topics in Human Development and Consumer Sciences
               (new course)
UC 9162 06F: TECH 4397: Selected Topics in Technology (new course)
UC 9163 06F: TRDE 4397: Selected Topics in Training and Development (new course)
UC 9175 06F: SOC 3300: Introduction to Sociological Theory
UC 9178 06F: BS in Pharmaceutical Sciences (new degree program)
UC 9179 06F: BA Art History Degree plan changes
UC 9180 06F: Health Communication Concentration and Minor (new plans)
UC 9188 06F: Corporate Communication Concentration degree plan changes
UC 9194 06F: Dance degree plan changes
UC 9196 07S: BS in Pharmaceutical Sciences (new degree program)
UC 9197 06F: Degree Programs Committee Report 11/29/06
UC 9198 06F: Visual Studies Minor (new minor)
UC 9232 07S: Degree Programs Committee Report 12/06
UC 9236 07S: Biotechnology Degree Plan (new degree program)
UC 9240 07S: BIOE 2350: Continuum Biomechanics (new course)
UC 9241 07S: BIOE 4324: Advanced Continuum Biomechanics (new course)
UC 9242 07S: MECE 5324: Advanced Continuum Biomechanics (new course)
UC 9256 07S: Degree Programs Committee Report 2/19/07

UC 9257 07S: Geosciences Degree Plan Changes
UC 9259 07S: Computer Science Major: Science Option, Business Option, Software Design
                Option
UC 9260 07S: C+ rule for prerequisites in COMM courses
UC 9264 07S: Degree Programs Committee Report 3/19/07
UC 9267 07S: B.S. Math-Option in Math Finance (new option plan)
UC 9268 07S: Math Degree Plan changes
UC 9269 07S: B.S. Kinesiology: Wellness-Fitness Track (new track)
UC 9270 07S: Air Force Science Minor changes
UC 9271 07S: B.A. American Sign Language Interpreting (new degree)
UC 9273 07S: Visual Studies Minor (new minor)
UC 9278 07S: American Humanics Certification degree plan change
UC 927907S: Degree Programs Committee Report 4/17/07
UC 9280 07S: Military Science minor name change to Military Leadership
UC 9283 07S: Chemistry degree plan changes

Items in boldface type are pending Undergraduate Council approval.
***Items in red boldface type are tabled for further discussion.**
****Items in green boldface type are withdrawn from the agenda.**
*****Items in brown boldface type are documents that don't need Council action (FYI only).**

TO: Joel Bloom, Chair   APPROVED JAN 24 2007
           Undergraduate Council

FROM: Rebecca Achée Thornton
           Academic Policies and Procedures Committee

SUBJECT   Drop Policy: UC 9186 06F and UC 8942 06F

DATE: January 9, 2007

The Academic Policies and Procedures Committee met several times during the fall semester of
2006 to discuss the proposed drop policy for the university. Committee members present at one
or more meetings: Lane Gauthier, Charles Peters, Maria Solino, William Munson, William
Chernish and Rebecca Achée Thornton. Agnes DeFranco, John Antel, Cassandra Heavrin, and
Libby Barlow attended as guests.

The Enrollment Management Task Force has proposed a new university wide drop policy. Given
new enrollment caps set forth by the state, a new policy is needed to help students stay on track
for graduation. The current policy, while allowing students maximum flexibility in terms of
dropping courses, is not in line with the state funding caps. In order to prevent students from
excessive drops, the task force recommends limiting the number of drops a student is allowed.

Proposal summary: Each student will be allowed 6 drops ("Ws") during their tenure at UH. Each
W will be initiated by the student ~~online~~, and will ~~not~~ require instructor signature. The deadline
for taking a W in a course will be the current last day to drop a course for each semester (i.e. four
weeks prior to the last class day of a fall or spring semester, six class days prior to the last class
day of a summer I, II, or IV, and three weeks prior to the last class day of a summer III.).

The Q grade can be discontinued since the proposed W is to be used regardless of whether or not
the student was passing or not passing the course.

Part of the proposal included a request that the W option be removed from the end of semester
grade forms. The committee does not recommend approval of this request. There may be
circumstances that warrant instructor assigned Ws at the end of the term. If this option is later
determined to be unnecessary a second proposal to remove it can be submitted.

The following section should be revised, as follows, on page 66 of the undergraduate catalog
    (new catalog language is indicated in bold type; language regarding Q grades and F drops has
    been removed):

Dropping Courses

**Beginning in the Fall 2007 Semester, all students (current, transfer and FTIC students)
will be allowed a total of 6 Ws (withdrawals). W's may be used at any time during their
college career to drop a course up through the last day to drop a course or withdraw
from all courses. When these 6 Ws have been used, the student must complete all**

[handwritten margin note: will be the last day to drop a course for each semester]

subsequent courses. When a class which includes a lab (or recitation) is taken concurrently, the dropping of such a class and lab (or recitation) will count as one withdrawal if dropped simultaneously.

The last day to drop or withdraw from a course without receiving a grade is before the Official Reporting Day (ORD). Please see the academic calendar for the exact date. www.uh.edu/academics/catalog/general/academic_calendar.html.

The last day to drop or withdraw from a course with a grade of W or U (in the case of S/U grade) is generally four weeks prior to the last class day of a fall or spring semester, six class days prior to the last class day of summer I, II, or IV, and three weeks prior to the last class day of summer III. Consult the academic calendar for specific dates, www.uh.edu/academics/catalog/general/academic_calendar.html.

Enrollment in a course may be terminated in any one of the following ways:

1. Undergraduate students who wish to drop a course must obtain the signature of the instructor.

2. An instructor may drop students for any one of the following reasons:

    a. Lack of prerequisites or corequisites for the course listed in the latest catalog, but only through the last day for dropping courses. Students who have not met the prerequisites will be dropped without a tuition refund if the drop date is after the refund date. (Students who enroll in a course for which they are not eligible and then remain in the course knowingly misrepresent their academic records or achievements as they pertain to course prerequisites or corequisites and are in violation of the university's academic honesty policy.)

    b. Excessive absences, but after the last day for dropping courses only with the approval of the dean of the college in which the course is being offered.

    c. Causes that tend to disrupt the academic process (except those actions involving academic honesty, which come under the jurisdiction of the academic honesty policy), but after the last day for dropping courses only with the approval of the dean of the college in which the course is being offered. Disruptive behavior includes the use of or the failure to deactivate cell phones, pagers, and other electronic devices likely to disrupt the classroom. Students may make timely appeal of charges through the office of the dean of the college in which the course is taught.

3. After the last day for dropping courses, undergraduate students may drop or be dropped by their instructor from a course with a W or U , as determined by the instructor, only with the approval of the dean of the college in which the course is offered and only for rare, urgent, substantiated, nonacademic reasons.

Students are expected to commit themselves to courses as early as possible in order to succeed in their courses.

The effective date recorded for termination of enrollment for all matters relating to University of Houston records will be the date the student drops the course through the web site at http://www.uh.edu/enroll/rar or the date the **properly approved** current enrollment change request form, written request, or drop report is received by the Registrar's Office, **at the Welcome Center.**

Students are responsible for verifying that they have been dropped from a course with the Registrar's Office at the Welcome Center. (Students may also use the web site to check their enrollment status.) All F-1 and J-1 international students must see the International Student and Scholar Services Office before dropping courses. **Business majors must also secure permission from the Office of Undergraduate Business Programs in the Bauer College of Business.** Athletes must see the Assistant Director of Athletics before dropping courses.

Students may not receive a W for courses in which they have been found guilty of a violation of the Academic Honesty Policy. If a W is received prior to a guilty finding, the student will become liable for the Academic Honesty penalty, including F grades.

Students who find it necessary to request either a medical withdrawal or administrative withdrawal from the university before the end of the semester will not have to use their Ws for withdrawal. Likewise, financial withdrawals will not be included in the number of Ws used.

The committee recommends approval of the proposed drop policy.

UC 9277 07S
Received 4/4/07

TO: Joel Bloom, Chair   APPROVED APR 1 8 2007
        Undergraduate Council

FROM: Simon Bott
        Academic Policies and Procedures Committee

SUBJECT   **UC 9261 07S - Undergraduate Grievance Policy**

DATE: April 4, 2007

Committee members participating in the discussions (including email communication): Rebecca Achée Thornton, Charles Peters, Maria Solino, Lane Gauthier, William Munson, Kevin Simon for William Chernish, and Simon Bott.

The SACS team put forward this proposal to formalize the policy that is present in the catalog.

The UC considered this proposal at the last meeting for inclusion in the Student Handbook.

The committee recommends approval of this proposed policy with a slight modification. Rather than having two different deadlines for grade-related and non-grade issues, the 90 day deadline apply to both.

Thus, the proposal language would be as follows. It is best placed on page 64, under **Final Grade Reports** replacing the last paragraph.

> "Issues of grievance regarding grades, course requirements and classroom
> procedures can occur. The first and best source for resolving the problem is with
> the professor. The university expects most issues to be resolved amicably and
> informally with the professor. In the event that an informal resolution is not
> possible, students may file a written grievance on a General Petition form,
> available in departmental and college offices, and at Registration and Academic
> Records, 128 Welcome Center. These forms must be filed with the professor
> within 90 days of the posting of the final grades for the course. Appeals may be
> considered at the following levels, as necessary: Professor, Departmental Chair,
> College Dean, Senior Vice President (or designated representatives at all levels).
> Faculty are required to retain all evaluated student material for a six month period
> after the end of the last class of the semester evaluated." *not previously returned*

Calendar

Because assigning a grade or evaluating a student's work performance involves the faculty's professional judgment and is an integral part of the faculty's teaching responsibilities, disagreement with an instructor concerning a grade or evaluation is not a justifiable grievance to be considered under this policy unless a violation of university, college, or department academic policies or procedures can be shown to have affected that grade or evaluation.

Please note that appeals for decisions in the following areas are guided by separate appeal or grievance policies and procedures: Affirmative Action, Academic Honesty, Student Life, Financial Responsibility.

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our mission

The Undergraduate Council is the academic governance committee charged with the responsibility of advising the Office of the Senior Vice President for Academic Affairs and Provost about the qualitative development of undergraduate programs and activities, recommending changes in existing policies or suggesting the need for new ones, and approving new courses, course changes and/or deletions for final approval by the Texas Higher Education Coordinating Board.

Specifically the Undergraduate Council will work with the Assistant Vice President for Undergraduate Studies in advising the Senior Vice President about matters pertaining to:

1. The strengthening and assessment of undergraduate academic programs and curriculum offerings;
2. The setting of standards and priorities leading to academic excellence;
3. The monitoring of college and departmental requirements for baccalaureate degrees;
4. The stimulation and assessment of excellence in teaching;
5. The development and implementation of strategies for the recruitment and retention of undergraduate students;
6. The implementation of crucial recommendations from any campus level, and the impact on the undergraduate student;
7. The refinement and monitoring of admission criteria and process particularly for target populations;
8. Any other matters pertaining to or having an impact on undergraduate education.

Office of Senior Vice President for Academic Affairs & Provost

Comments to *Academic Program Management*

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