

**MINUTES**  
**UNIVERSITY OF HOUSTON UNDERGRADUATE COUNCIL**  
**October 1, 2003**

A meeting of the University of Houston Undergraduate Council convened at 3:00 p.m. on Wednesday, October 1, 2003, in the Boardroom, Room 220 E. Cullen.

Members Present: Ed Apodaca, Margot Backus, Betty Barr, Roger Blakeney, Simon Bott, Elaine Charlson, James Conyers, Rodolfo Cortina, Luces Faulkenberry, Michael Friedberg, Morgan Geddie, Nancy Graves, Horace Gray, Irma Guadarrama, Mario Lucchesi, William Monroe, William Munson, Lynn Simpson, Rebecca Achee Thornton, Larry Williams, John Zemanek

Members Absent: Sarah Fishman-Boyd, Inderpreet Jalli, Richard A. Kasschau, Aaron Parazette, Richard Scamell, Barbara Snelling

Guests: Salvador Báez, NSM; Diana Velez, UADR-Academic Affairs; Glenn Cordúa, HRM; Ray Hafner, Daily Cougar; Ed Ziegler, Admissions; Jose Cantu, Admissions

Staff: Brian McKinney, Jeanette Morales

**I Call to Order**

Dr. Graves called the meeting to order at 3:02 p.m. Minutes from 9/03/03 were approved as written.

**II Announcements**

**A** Scheduled Meetings for Undergraduate Council, in the Boardroom, Room 220 E. Cullen, Fall 2003 Meetings: October 29, November 19 and December 10

**III Introduction of New Undergraduate Council Members**

**IV Appointment of Vice Chair, Committees Chairs and Committees**

**A** Dr. Jerald W. Strickland introduced himself to the Council as the interim Senior Vice President for Academic Affairs & Provost.

**B** Chair Nancy Graves announced that Mr. Inderpreet Jalli is the new CLASS student representative to the Council. Dr. Graves will work with college deans on recruiting two more student representatives to the Council.

**C** Council member Morgan Geddie volunteered to be the Undergraduate Council representative for the Teaching Excellence Award Selection Committee 2003-2004.

**V Committee Agendas**

**A Academic Policies & Procedures Committee (UC 7875 03S)**

Chair Betty Barr and the Academic Policies & Procedures committee recommended guidance from the Provost regarding Enrollment Management's position on revising admissions policies along with the implementation of the new SAT/ACT.

**B Degree Programs Committee (UC 7876 03S and UC 7943 03S)**

The Council approved the following documents:

UC 7766 03S: Wine & Spirits Certification (Memo)  
UC 7767 03S: HRMA 3131: Sales and Sales Management (New Course)  
UC 7768 03S: HRMA 3132: Standards of Alcoholic Beverages (New Course)  
UC 7769 03S: HRMA 3133: Marketing Segmentation and Consumer Target (New Course)

UC 7770 03S: HRMA 3136: Bar and Beverage Management (New Course)  
 UC 7771 03S: HRMA 3137: Wine and Spirits Logistics (New Course)  
 UC 7772 03S: HRMA 3138: Alcoholic Beverage Laws and Regulations I (New Course)  
 UC 7773 03S: HRMA 3144: Business Practices of Alcohol Beverage Sales (New Course)  
 UC 7774 03S: HRMA 3145: Sensory Evaluation of Alcoholic Beverages (New Course)  
 UC 7775 03S: HRMA 3335: Standards of Wine, Spirits, and Beer (New Course)  
 UC 7776 03S: HRMA 4131: Consultative Sales and Management Skills (New Course)  
 UC 7777 03S: HRMA 4134: Wine and Spirits Category Management (New Course)  
 UC 7778 03S: HRMA 4138: Alcoholic Beverage Law and Regulation II (New Course)  
 UC 7800 03S: Changes to Computer Science Undergraduate Degree (Memo)  
 UC 7802 03S: Commercial Beverage Manager Certificate/ Wine & Spirits Management Institute

Report UC 7943 03S Texas CIP Codes

Degree Programs committee chair Larry Williams informed Council members of the role of CIP codes (Classification of Instructional Programs) on CBM003 forms and how the codes relate to funding by the state legislature. Additional information can be found at <http://www.thecb.tx.us/UHRI/CIPchange.cfm>.

## **VI New Business**

Associate Vice President for Enrollment Management Ed Apodaca gave a presentation regarding student enrollment trends, freshman admission criteria, and UH Academic Excellence Scholarship criteria.

Dr. Diana Velez, director of Undergraduate Academic Development and Retention gave a presentation on Virtual Academic Portfolio. Virtual Academic Portfolio is a web-based resource designed to assist students, faculty, staff, and pre-collegiate institutions in academic advising and other information pertinent to the student's academic career and success. Dr. Velez also discussed the role that UADR has in Ask Shasta.

## **VII Adjourned at 4:39 p.m.**