

**MINUTES**  
**UNIVERSITY OF HOUSTON UNDERGRADUATE COUNCIL**  
**December 8, 2004**

A meeting of the University of Houston Undergraduate Council convened at 3:00 p.m. on Wednesday, December 8, 2004, in the Boardroom, Room 220 E. Cullen.

Members Present: Ed Apodaca, Betty Barr, Roger Blakeney, Simon Bott, Elaine Charlson, Sarah Fishman-Boyd, Michael Friedberg, Morgan Geddie, Horace Gray, Martha Haun, Richard A. Kasschau, Ross Lence, Mario Lucchesi, Richard Scamell, Barbara Snelling, Rebecca Achee Thornton, Larry Williams

Members Absent: Margot Backus, Joel Bloom, James Conyers, Luces Faulkenberry, Robert Mayes, William Monroe, William Munson, Charles Peters, Lynn Simpson, John Zemanek

Guests: Susanna Finnell, ADMIS; Jeff Fuller, ADMIS; Jyoti Cameron, CLASS/Academic Affairs

Staff: Brian McKinney and Jeanette Morales

**I Call to Order**

Council Chair Larry Williams called the meeting to order at 3:01 p.m. Minutes from 11/17/04 were approved as written.

**II Announcements**

**A** Scheduled Meetings for Undergraduate Council, in the Boardroom, Room 220 E. Cullen, Spring and Summer 2005 Meetings: January 26, February 23, March 23, April 20, June 8, and July 13.

**B** Council chair Larry Williams announced that interim provost Jerald Strickland had asked him to share the UH's current and proposed mission statement with Council members. Dr. Strickland would like input by January 21, 2005.

**C** Dr. Larry Williams expressed his thanks to the Council for their concerns and well-wishes during his brief stay at the hospital.

**III Committee Agenda**

**A Degree Programs Committee (Report UC 8470 04F)**

The Council approved the following documents:

UC 8416 04F: WCL 4398: Special Problems (New course)  
UC 8417 04F: GENB 1001: Bauer Experience (New course)  
UC 8440 04F: HON 3301: Readings in Medicine & Society (New course)  
UC 8441 04F: THEA 4357: Alley Theatre in Production (New course)  
UC 8442 04F: BIOL 1161: Introduction to Biological Science Laboratory (Course change)  
UC 8443 04F: BIOL 1162: Introduction to Biological Science Laboratory (Course change)  
UC 8448 04F: INDE 4334: Engineering Systems Design (Course change)  
UC 8449 04F: Biomedical Engineering Degree Plan  
UC 8453 04F: Proposal for Sales Minor & Changes to Degree Requirements in Accounting  
UC 8454 04F: Changes to Hotel & Restaurant Management Degree Plan (Memo)  
UC 8455 04F: HRMA 1340: Systems of Accounts in the Hospitality Industry (Course chg)  
UC 8456 04F: HRMA 1345: Safety, Sanitation, and Security In The Hospitality Industry (Chg)  
UC 8457 04F: HRMA 2140: Uniform Systems of Accounts in Hotels and Restaurants (New)  
UC 8458 04F: HRMA 2382: Introduction to Club Management (New course)  
UC 8459 04F: HRMA 3160: Hospitality Practicum II (Course change)  
UC 8460 04F: HRMA 3321: Contract Food Service Management (Course change)  
UC 8461 04F: HRMA 3341: Hospitality Managerial Accounting (Course change)  
UC 8462 04F: HRMA 3343: Hospitality Cost Controls (Course change)

UC 8463 04F: HRMA 4373: Current Issues in Convention Services (New course)  
 UC 8465 04F: Deletion of MARK 4396 (Memo)  
 UC 8466 04F: NAVY 4302: Leadership and Ethics (Course change)

**B Academic Policies & Procedures Committee (Reports: UC 8467 04F, UC 8468 04F, & UC 8469 04F)**

The Council approved the following documents:

UC 8344 04F: Changes to Requirements for the Bachelor of Science in Engineering  
 UC 8349 04F: Dept. of Chemical Engineering: Changes to fall 2005 catalog: GPA criterion  
 UC 8446 04F: BS in Biomedical Engineering: Major GPA Criterion

After Dr. Richard Scamell's brief summary of report UC 8471 and the Council discussion that followed, Council members approved **UC 8471 04F: Final Report: Proposed Freshman Admission Policy & Recommendations**. Before the approval of UC 8471 04F, Dr. Betty Barr had expressed her concern that catalog language regarding that some colleges and departments require higher admission standards in addition to the general admissions policy should be retained. Council members assured Dr. Barr that this paragraph will be retained in the catalog so that students will be informed about higher admission standards for certain majors.

**IV New Business**

**A** Chair Richard Scamell and the Academic Policies and Procedures committee recommended that a committee be created to discuss the open position of Assistant Vice President for Undergraduate Studies before it is filled. The committee feels that the Enrollment Task Force recommendations would be successfully implemented if "an effective coordinator of undergraduate affairs with decision making authority over a wide spectrum of decisions at the University" were hired. A motion was made to approve the recommendation. In addition, Dr. Rick Kasschau made a motion to amend the recommendation by inserting "(Dean of Undergraduate Studies)" after the title of Assistant Vice President for Undergraduate Studies. Thus, recommendation to form a committee to discuss the open position for Assistant Vice President for Undergraduate Studies (Dean of Undergraduate Studies) was approved by Council.

**B** Council member Ross Lence applauded Dr. Richard Scamell for dedicating his time and effort on the Proposed Freshman Admission Policy report. Furthermore, Dr. Lence laid forth a motion to recommend Richard Scamell to be appointed to the Enrollment Task Force. Council members approved the recommendation.

**V Adjourned at 4:33 p.m.**