

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

## UNDERGRADUATE COUNCIL

### Minutes for January 23, 2008

A meeting of the University of Houston Undergraduate Council convened at 3:04 p.m. on Wednesday, January 23, 2008, in room 220 of the E. Cullen Building.

Members Present: Josie Anderson, Libby Barlow, Betty Barr, Roger Blakeney, Joel Bloom, Elaine Charlson, Luces Faulkenberry, Nancy Graves, Martha Haun, Natalie Houston, Nathan Jarvis, Richard Kasschau, Partha Krishnamurthy, Iain Morrison, Norma Olvera, Charles Peters, Laurence Rapp, Maria Soliño, Rebecca Achee Thornton, Dalibor Torbica, George Trail, John Zemanek

Members Absent: Simon Bott, Agnes DeFranco, William Dupré, Sarah Fishman, Barbara Lewis, William Munson, Irving Rothman, Barbara Snelling, Lawrence Williams

Guests: Debbie Hermann (Registrar's Office), Frank Kelley (Business), Kevin Simon (HRM), Lesley Sisk (ENGR Dean's Office), Cristina Villarreal (Daily Cougar)

Staff: Marsha Daly

#### **I Call to Order; Minutes for 12/5/07**

Council was called to order by Dr. Joel Bloom at 3:04 p.m. Minutes from 12/5/07 were accepted.

#### **II Announcements**

**A** NOTE: All meetings are held in the President's Boardroom, #220 E. Cullen, unless otherwise noted.  
**Spring 2008 Meetings:** 1/23/08, 2/20/08, 3/12/08, 4/16/08, 6/4/08, 7/9/08

**B** Undergraduate Council Web Address: <http://www.uh.edu/undergraduatecouncil/index.html>  
Core Curriculum Website Address: <http://www.uh.edu/academics/corecurriculum/>  
Undergraduate Studies Catalog Web Address: <http://www.uh.edu/academics/catalog/>

**C** E-mail listserves:

UNDERGRAD-COUNCIL@LISTSERV.UH.EDU  
UC-DEGREE-PROGRAMS@LISTSERV.UH.EDU  
UC-POLICIES-PROCEDURES@LISTSERV.UH.EDU  
UC-CORE-CURRICULUM@LISTSERV.UH.EDU  
UC-NEWS@LISTSERV.UH.EDU (Minutes only)

**D** **Dr. Williams and Prof. Bott have recently lost loved ones.**

**E** **SGA has been asked to appoint a new student representative to fill the open slot.** This student shall be from "C. T. Bauer College of Business or Natural Sciences and Mathematics" (UC Bylaws).

### **III Administration Representatives Reports: QEP**

The plan goes for printing on Friday. The Writing Center and Institutional Research were a great help in putting the document together.

### **IV PeopleSoft update:**

**Implementation:** The first round is almost complete. Graduation is the only major piece that is still in ADMIN.

**Transcripts:** are being run from PeopleSoft.

**Disenrollment due to non-payment:** Faculty noted that not all advisors have access to re-enroll students. They also noted that they had no warning that students were being sent to them so they could not prepare for the rush of students. Dr. Barlow noted that lists of students being disenrolled were sent to the colleges.

**Roster of Majors:** There appears to be a problem with running these at the present time. The cumulative GPA is noted as 0.

### **V General Education Assessment:** The timetable for this has been stepped up due to interest by SACS. Institutional Research has gathered a group of faculty to help in the initial process. More faculty will be recruited.

Looking at setting the standards for critical thinking. Cross disciplinary.

Presently looking at Fall 2007 WebCT archives for student work that may be appropriate for assessment and inclusion in the E-portfolio.

Baseline data being looked at: 4000-level; 50 or more students in class. Then included classes with fewer than 50, where writing assignments might prove more useful. Next they will likely look at 3000-level courses.

### **VI Debrief on Fall 2007 Grading Processes:**

Faculty present expressed that entering grades for large classes went smoothly. Noted that it took four keystrokes to enter one grade.

As of Wednesday, 1/16/08, there were 932 unreported grades.

298 were Undergraduate grades

433 were Graduate grades

176 were Law

4 were Optometry

21 were Pharmacy

Academic standing has not been run. The issues created by running it after the semester has started are being worked out with Financial Aid and the Bursar.

**VII Committee Reports**

**A Academic Policies and Procedures Committee: no report**

**B Core Curriculum Committee: no report**

**C Degree Programs Committee: no report**

**VIII UC 9720 08S: FYI Building Degree Plans for Degree Audit:**

These will not be new Majors or Minors, simply a “sub-plan” so that tracking of courses may be automated.

All degree plans will be automated in Degree Audit by the end of summer 2008.

**IX Old Business/New Business**

**Old:**

**English for non-native speakers:** Dr. Bloom has talked with those in charge and will write a report for the Council.

**New:**

**UC 9723 08S:** Deferred back to Academic Policies and Procedures for consideration and recommendation to full Council.

**Financial Aid and Scholarships:** The document will be forwarded to the Academic Policies and Procedures Committee for consideration and recommendation. It was noted that there is currently a similar document in Committee (UC 8857 06S).

**Document processing by UC:** It was noted that documents move slowly though the UC approval process.

**X Adjourned at 3:54 p.m.**