

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 5, 2012

A meeting of the University of Houston Faculty Senate Undergraduate Committee convened at 3:00 p.m. on Wednesday, September 5, 2012, in room 306, M.D. Anderson Library (Faculty Senate Office).

Members Present: Simon Bott, Andrea Burridge, Mary Dawson, Agnes DeFranco, Martha Dunkelberger, Luces Faulkenberry, Christina Gola, Debbie Henry, Reagan Herman, J. Leigh Leasure, Christine LeVeaux, Daniel Maxwell, David Mazella, Marcella Norwood, Donna Pattison, Charles Peters, Trang Phan, Melissa Pierson, Richard Scamell, Ron Singer, Lesley Sisk, María Elena Soliño, Stephen Soutullo, Donna Stokes, Nina Tucci, Larry Williams, Barry Wood, Djuana Young, Jim Zebroski

Members Absent: Leonard Bachman, Roger Blakeney, Rachael Bush, Richard Kasschau, William Munson, Ruxandra Prodan-Boul, Ron Singer, Stephen Soutullo

Guests: Sal Loria (Scholarships & Financial Aid/Enrollment Services), Libby Barlow (Institutional Research/Academic Affairs)

Staff: Jeanette Morales, Heidi Kennedy

I Call to Order; Minutes for 6/6/2012

The Committee was called to order by Dr. María Elena Soliño at 3:01p.m. Minutes from 6/6/12 were approved.

II Announcements

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

Fall 2012 Meetings: October 3, October 31, December 5

Spring/Summer 2013 Meetings: January 23, February 20, March 27, April 24, June 5, July 10

B Undergraduate Committee Web Address: <http://www.uh.edu/undergraduate-committee/index.html>

Core Curriculum Web Address: <http://www.uh.edu/academics/catalog/policies/degree-reqts/current-core/index.php>

Undergraduate Catalog Web Address: <http://www.uh.edu/academics/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

UC-STUDENT-SUCCESS@LISTSERV.UH.EDU

UC-NEWS@LISTSERV.UH.EDU (Agenda and Minutes)

D Important Dates

CBM003 form submission deadline to the UC is October 12, 2012 (Friday)

UC submission deadline for changes to academic policies/degree programs is March 1, 2013 (Friday).

III 2012 – 2013 Undergraduate Committee Membership

A Chair María Elena Soliño welcomed the UC members and asked them to introduce themselves.

B Reagan Herman was appointed as the vice chair for the Undergraduate Committee.

IV Administrative Reports

A Sal Loria, Executive Director, Scholarships & Financial Aid

The Office of SFA awarded 213 million dollars of financial aid for this academic year (this amount was about twenty seven million dollars over last fall semester's disbursement). SFA has been evaluating their processes because of the change in Pell grant and loan limits (ten semester rule limit). UC members inquired about the delay of Pell grant disbursement until ORD. Sal explained that this change allows students to modify their enrollment status without negatively affecting their financial aid status.

Customer service online chat sessions have been successful. Chat session schedules were adjusted (i.e., reduced hours, no weekend service, etc.).

B Djuana Young, Executive Director, Office of Admissions

UH admitted over 7600 students: the largest group of incoming students ever. The average SAT score is 1134. The Office of admissions is focusing on selectivity. MELTS from orientation went down by 6.56 %. Counselors are currently out of the office and traveling to recruit prospective students for next academic year.

C Debbie Henry, Registrar, Registration & Academic Records

Enrollment is up by 4800 students. The number of students who are not paying is decreasing. There are ninety nine NR grades leftover from summer.

The fall grading timeline will change because the semester closing date falls close to the winter break. RAR will generate grade rosters on December 8. Deadline for faculty grade submission is scheduled for December 21st at 10am.

RAR is encouraging colleges to certify graduation earlier to RAR. Q and A session followed.

Classroom scheduling (UC 11796 12S): clarification on class pairing & classroom utilization was discussed.

D Libby Barlow, Assistant Vice President, Academic Affairs: Core Curriculum Assessment

Colleges are working on reviewing their core courses. Libby and her staff will be working closely with the Core Curriculum subcommittee.

E UC Member Larry Williams asked Heidi Kennedy about general purpose classroom maintenance issues. Encouraged by this inquiry, other UC members mentioned to Dr. Kennedy a few other GP classroom concerns.

V **Subcommittee Reports** – Late reports will be available the day of the Committee meeting.

A **Academic Policies & Procedures Subcommittee – No Report**

Pending Items:

UC 11797 12F: Grade Replacement Policy

UC 11798 12F: NSM Admission Requirement Change

UC 11799 12F: Proposed Change in NSM Major Requirements

B **Core Curriculum Subcommittee – No Report**

C **Degree Programs/CBM003 Subcommittee #1- No Report**

D **Degree Programs/CBM003 Subcommittee #2 – No Report**

E **Student Success Subcommittee – No Report**

F **Undergraduate Catalog Subcommittee – No Report**

VI **FYI Items**

A UC 11792 12S: Executive Associate Vice President for Academic Affairs Approval Memo

UC 11793 12S: Executive Associate Vice President for Academic Affairs Approval Memo

UC 11795 12S: Executive Associate Vice President for Academic Affairs Approval Memo

B UC 11794 12S: HB 3025 – Filing of Degree Plan

UC 11796 12S: Classroom Scheduling

VII **Old Business**

Simon Bott mentioned that UC ex officio members need to be included in the subcommittees.

VIII **Adjournment**

Meeting adjourned at 3:58pm.