

# 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 October 2, 2013

A meeting of the University of Houston Faculty Senate Undergraduate Committee convened at 3:00 p.m. on Wednesday, October 2, 2013, in room 306, M.D. Anderson Library (Faculty Senate Office).

Members Present: Leonard Bachman, Roger Blakeney, Simon Bott, Andrea Burrige, Mary Dawson, Martha Dunkelberger, Christina Gola, Debbie Henry, Christine LeVeaux-Haley, Teri Longacre, Daniel Maxwell, David Mazella, Ognjen Miljanic, Michael Murray, Monique Ogletree, Raresh Pascali, Charles Peters, Trang Phan, Ruxandra Prodan-Boul, Janannatha Rao, Richard Scamell, Lori Selzer, Lesley Sisk, María Elena Soliño, Stephen Soutullo, Donna Stokes, Rey Trevino, Nina Tucci, Jerry Waite, Larry Williams, Djuana Young

Members Absent: Jyoti Cameron, Sarah Fishman, J. Leigh Leasure, William Munson, Melissa Pierson, Shishir Shah, Ron Singer, Jennifer Wingard

Guests: Bobbie Koen (Institutional Research/Institutional Effectiveness), Amy Ramirez (Registration & Academic Records)

Staff: Jeanette Morales, Heidi Kennedy

### **I Call to Order; Minutes for 9/4/2013**

The Committee was called to order by Dr. Larry Williams at 3:01pm. Minutes from 9/4/13 were approved.

### **II Announcements**

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

Fall 2013 Meetings: October 30, December 4

Spring/Summer 2014 Meetings: January 22, February 19, March 26, April 23, June 4, July 9

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

Core Curriculum Web Address: <http://catalog.uh.edu/content.php?catoid=3&navoid=624>

Undergraduate Catalog Web Address: <http://catalog.uh.edu>

**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-URGD-CATALOG@LISTSERV.UH.EDU

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

**D** FS President-Elect María Elena Soliño announced that the 15<sup>th</sup> Faculty Scholarship and Community Conference in faculty senate will be held October 4th. She encouraged UC members to register and attend. Registration and details can be found on the Faculty Senate website, <http://fs.uh.edu/>.

**II Undergraduate Admissions Review Committee – UC Representative Needed**

Larry Williams asked for volunteers to serve on this committee. Richard Scamell described his experience as a former UARC member and highly recommended volunteering. Dr. Jagannatha Rao decided to volunteer for the Undergraduate Admissions Review Committee.

**III Administration Representatives' Reports**

**A Debbie Henry, Registration and Academic Records**

Curriculog implementation began today. There are more enhancements made in Curriculog. The target implementation date is December 2013.

UC member Monique Ogletree inquired about the new catalog linking to and from their website. Web links were broken. Debbie mentioned that Google search was updated to help automate the redirect links on various campus websites.

**B Djuana Young, Office of Admission**

Freshman admission is down by 10% for spring 2014. New Student Orientation (NSO) registration has just opened. About 240 transfer students registered for spring. NSO freshman numbers are usually lower in spring. Admissions will have final numbers for past fall later.

**C Steve Soutullo, Enrollment Services**

Office of Admission is working on college enrollment profile. Profile by class is available.

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

**A Core Curriculum Subcommittee, Simon Bott, Chair**

**UC 12370 13F: Core Curriculum Subcommittee Report – 10/2/13**

Pending:

UC 11813 12F: HDFS 2317: Introduction to Human Development and Intervention

UC 11815 12F: HDCS 1300: Human Ecosystems & Technological Change

UC 11817 12F: TELS 3363: Technical Communications

UC 11837 12F: RELS 1301: Introduction to Religious Studies

UC 11855 12F: GERM 3363: Themes in German Drama

UC 12109 12F: POLS 2336: US & Texas Constitutions, Politics and Institutions

UC 12114 12F: POLS 3312: Introduction to Research Methods

UC 12134 12F: CLAS 3374: Women in the Ancient World

UC 12144 12F: PSYC 3301: Introduction to Psychological Statistics

UC 12148 12F: MUSI 1100: Marching Band

UC 12149 12F: MUSI 1102: Wind Ensemble

UC 12150 12F: MUSI 1110: Jazz Orchestra

UC 12151 12F: MUSI 1120: University Chorus

UC 12152 12F: MUSI 1121: Concert Chorale

UC 12153 12F: MUSI 1140: Orchestra

UC 12171 12F: FREN 3318: History of French Cinema

UC 12172 12F: FREN 3319: History of the French Cinema

UC 12300 13S: GEOL 1302: Introduction to Global Climate Change

UC 12301 13S: GEOL 1330: Physical Geology

UC 12303 13S: GEOL 1350: Introduction to Meteorology

UC 12345 13F: ARCH 1359: Design Since 1945

UC 12346 13F: ARCH 2350: Survey of Architectural History I

UC 12347 13F: ARCH 2351: Survey of Architectural History II

UC 12348 13F: INDS 2355: Design History I

UC 12349 13F: INDS 2356: Design History II

UC 12350 13F: ENGL 1370: Freshman Composition II - Honors

UC 12351 13F: ENGL 2361: Western World Literature II - Honors

UC 12352 13F: HON 2301: The Human Situation: Antiquity

UC 12352 13F: NUTR 2332: Introduction to Human Nutrition

UC 12353 13F: ANTH 3381: Global Hinduism

UC 12354 13F: CLAS 3366: Greek Art and Archaeology: In Search of the Trojan War

UC 12355 13F: COMM 1302: Introduction to Communication Theory

UC 12356 13F: GLBT 2360: Introduction to Gay, Lesbian, Bisexual, and Transgender Studies

UC 12357 13F: HIST 2348: U.S. Latino/a Histories

UC 12359 13F: HIST 2373: Introduction to African Studies

UC 12360 13F: ITAL 3307: Italian Renaissance

UC 12361 13F: ITAL 3309: Women Writers and Filmmakers of Modern Italy

UC 12363 13F: WOST 2350: Introduction to Women's Studies

UC 12364 13F: PHYS 1305: Introductory Astronomy - The Solar System

UC 12365 13F: PHYS 1306: Introductory Astronomy - Stellar and Galactic Systems

UC 12366 12F: PHAR 2362: Principles of Drug Action

UC 12368 13F: HIST 2366: Why Can't We Be Friends: Iran through its Films

Simon Bott mentioned that he inadvertently left out three core courses on the report: UC 12352 13F (HON 2301), UC 12346 13F (ARCH 2350), and UC 12347 13F (ARCH 2351). Also, there are still a few more core course pending approval and will be sent out as an electronic copy for email vote.

The Committee approved the report and the corresponding items as amended.

## **V FYI Items**

UC 12343 13F: Senior Vice President for Academic Affairs Approval Memo - 9/9/13

## **VI Old Business**

Teri Longacre expressed her gratitude to the Student Success Committee for their help in reviewing the degree plans and coming up with a standardized four-year degree plan to be eventually published. Also her office has created a graduation agreement (to help with the low graduation/retention rate at UH, 12%). The standardized four year degree plan is tool for students and advisors to help with planning. A few Committee members expressed their concerns regarding the four year degree plan and other issues related to it (i.e., course availability, etc.).

Jerry Waite feels that students should know when a class is offered and should be incorporated into Curriculog.

Simon Bott feels that advanced planning for offering classes is unrealistic on the faculty planning part (leaves of absences, etc.).

David Mazella feels that some type of budgeting and getting all resources in place to offer classes when they are scheduled (flexibility in classroom scheduling, summer classes, hiring more faculty) can help students graduate within a reasonable amount time.

Teri also mentioned that the Foundations of Excellence (first year experience initiative) is finalizing members of the steering committee. In the next couple weeks she will meet with dimension chairs and steering committee. Faculty and staff surveys will be going out regarding the nine dimensions.

Teri asked the UC to encourage their colleagues to answer the survey as their feedback is very important.

## **VII New Business**

Jagannatha Rao on behalf of his ENGR colleague (and former UC member), Reagan Herman brought forth the issue of late cancellation of classes. He mentioned that a policy should be created to inform the campus of the last day to cancel class due to under enrollment before the first week of class. It was recommended that the Academic Policies and Procedures subcommittee should be charged with reviewing this issue.

## **VIII Adjournment**

Meeting adjourned 3:43pm.