

UNIVERSITY of HOUSTON

UNDERGRADUATE COMMITTEE OF THE FACULTY SENATE

Minutes for January 27, 2016
Faculty Senate Office (Room 306, M.D. Anderson Library)
3pm – 5pm

Members Present: Mara Affre, Leonard Bachman, Simon Bott, Andrea Burridge, Teresa Chapman, Kerry Creelman, Daniel Currie, Jose Guillermo De Los Reyes, Bret Detillier, Martha Dunkelberger, Sarah Fishman, Rebecca George, Debbie Henry, Catherine Horn, Michelle Ivey, Bruce Jones, Heidi Kennedy, Teri Longacre, Daniel Maxwell, Sandra McNeely, Raresh Pascali, Ruxandra Prodan-Boul, Amy Ramirez, Miguel Ramos, Jagannatha (JR) Rao, Jonathan Snow, Nina Tucci, Chad Wayne, Lawrence Williams, Djuana Young

Members Absent: Cheryl Craig, William Epling, Albert Flavier, Donald Foss, Maria Alejandra González-Peréz, Christine LeVeaux-Haley, Jeremy May, Susan Miertschin, Ognjen Miljanić, Andra Olivia Miljanić, Scott Moore, William Munson, Michael Murray, Maria Peden, Kamran Riaz, Hugo Salinas, Lori Selzer, Shishir Shah, Robert Shimko, Natalie Sumrow, D. Christopher Taylor, Len Trombetta

Guests: Emily Leffler, Imelda Rodriguez (OUR), Shaun Theriot-Smith (SGA)

Staff: Dina Galley

- I. **Call to Order** - The Committee was called to order by Dr. Dunkelberger at 3:01 pm
 - a. **Welcome of new Faculty Senate Leadership:** Jonathan Snow, President, and Catherine Horn, President-Elect
 - i. Jonathan Snow addressed the Undergraduate Committee members, urging participation in Faculty Senate meetings and participation in other committees. Also suggested the creation of a policy/strategy subcommittee in the UC, to replace a similar subcommittee that existed as part of Faculty Senate.
 - b. **Minutes from [December 2, 2015](#) were approved**
- II. **Announcements**
 - a. **NOTE:** All meetings are held in room 306 (Faculty Senate Office), M.D. Anderson Library unless, otherwise noted.
 - b. **Remaining 2015-2016 Meetings:**
 - i. Spring 2016 Meetings: February 24, March 23, April 20, May 11
 - c. **Helpful Websites:**
 - i. Undergraduate Committee: www.uh.edu/undergraduate-committee/
 - ii. Curriculog: <https://uh.curriculog.com/>
 - iii. Curriculog Training & "How Tos" (including Curriculog Support Team contact information): <https://ssl.uh.edu/about/offices/enrollment-services/registrar/curriculog-training/index.php>
 - iv. Undergraduate Catalog: catalog.uh.edu
 1. Core Curriculum: <http://catalog.uh.edu/content.php?catoid=8&navoid=1471>
 - d. **E-mail Listservs:**
 - i. General Membership: UNDERGRAD-COMMITTEE@LISTSERV.UH.EDU
 - ii. Subcommittees: UC-CORE-CURRICULUM@LISTSERV.UH.EDU
UC-DEGREE-PROG_CB3_1@LISTSERV.UH.EDU
UC-DEGREE-PROG_CB3_2@LISTSERV.UH.EDU
UC-POLICY-PROCEDURES@LISTSERV.UH.EDU

- iii. Sharing Agenda & Minutes with Membership & Campus Partners:
UC-NEWS@LISTSERV.UH.EDU

III. New Business

a. UC Meetings 2016-2017

- i. Fall 2016: August 24, September 28, October 26, November 30
- ii. Spring 2017 (tentative): January 25, February 22, March 22, April 12, May 10

b. Academic Calendar Task Force: volunteers to work with Academic Program Planning on identifying best practices for time band constraints, final exam schedules, etc.

- i. Volunteers: NSM – Simon Bott and Chad Wayne; Education – need representative; CLASS – need representative from History, Political Science, or English; Engineering – need representative; Business – need representative; Technology – Bret Detillier
- ii. Dr. Dunkelberger will forward these names to Dr. Jones

c. Teaching Evaluations: volunteers for Faculty Affairs committee of the Faculty Senate

- i. Volunteers: Teresa Chapman, Rebecca George, Michelle Ivey
- ii. Dr. Dunkelberger will forward these names to Faculty Affairs chairperson

d. Education Course Reactivation – FYI to committee, memo attached

IV. Administration Representatives' Reports

a. Admissions (presenting in person)

- i. Spring 2016: 40,3000 total students enrolled (up 3.1%), including 2,340 new students, 95 of whom are freshmen
- ii. Fall 2016:
 - 1. Application update - 22,292 submitted applications (up 12% from this time last year), with 13,751 decisions released (up 18.9%) and 8,240 students admitted (up 10.6%)
 - 2. Yield initiatives – starting soon, with orientation sign-up opening on 2/20, and calling projects starting in March. Will ask UC members for faculty volunteers to call students from their major. First orientation session: 4/22, will send additional dates out soon.

b. The following reports are provided in writing:

- i. **Financial Aid:** Mara Affre followed up on 10/28/15 presentation regarding changes in reporting failing grades in PeopleSoft. This project is now on hold due to some new findings. Rather than requiring instructor or student action, Enrollment Services will be in charge of following up on any required information at this time.
- ii. **Office of the University Registrar:** nothing at this time
- iii. **Student Affairs:** nothing at this time
- iv. **Student Success:** nothing at this time

V. Subcommittee Reports

a. Curriculum 1 Subcommittee Report: Andrea Burrige, Chair

- i. Report enclosed; subcommittee recommends approval for all; all items approved by UC, no objections

b. Curriculum 2 Subcommittee Report: Jagannatha Rao, Chair

- i. Report enclosed; subcommittee recommends approval for all, including BTEC 3302, which was previously reviewed without explicit approval from Biology, but now have approval; all items approved by UC, no objections. Dr. Rao mentioned that a few courses are still lagging, specifically new courses not previously taught as special courses, for which the subcommittee needed more information. Should be wrapped up soon!

c. Core Curriculum Subcommittee Report: Simon Bott, Chair

- i. Simon Bott, Rebecca George, and Ruxandra Prodan-Boul will continue working on History language for catalog and TCCN; Sarah Fishman and Bret Detillier will temporarily move over to APP subcommittee in order help with wrap up of outstanding proposals
- d. **Student Success Subcommittee Report:** Larry Williams, Chair – will contact committee regarding meeting, possibly next week
- e. **Academic Policies & Procedures Subcommittee Report:** Daniel Currie, Chair
 - i. Sent out email of meeting dates to subcommittee so that all outstanding proposals can be wrapped up
- f. **Undergraduate Catalog Subcommittee Report:** Michael Murray, Chair
 - i. Michael Murray not present, but Dr. Dunkelberger requesting that Good Academic Standing language be reviewed by each UC member and any edits, comments, and/or concerns be sent back to her by close of business on Wednesday, February 3. Please see language and discussion below (item VI. b.).

VI. Old Business

- a. **Discussion of rolling deadlines** for next UC submission cycle
 - i. Attached (pg. 5) is a chart of *proposed* rolling deadlines for upcoming submission cycle (2016-2017 academic year; 2017 UG Catalog). The pal at this time is for Dina Galley, UC Coordinator, to work with departments during their allotted time, and assist them in planning and organizing their submissions before their deadlines, to ensure timely and accurate submission. Once these proposed deadlines are reviewed and approved, and once some more outstanding items regarding submission process are ironed out, more information will be shared regarding how and when departments can get started on their submissions.
 - ii. Concerns about faculty availability in summer – can the review process begin earlier? Yes, can always get started earlier, but Dr. Dunkelberger needs to first finalize submission process
 - iii. CLASS: Dr. Dunkelberger and Dr. Fishman will discuss before next UC meeting some possible changes based on size of department
 - iv. Education: Curriculum committees starting to meet, so may contact Dina earlier than 5/1
 - v. Technology: Would like to change from 7/1-9/1 to 4/1-5/1
 - vi. Engineering: seven departments now, including Petroleum Engineering, not six.
- b. **Good Academic Standing**

Language proposed by Catalog Subcommittee:

Good academic standing is defined as an overall grade point average of 2.00 or the minimum established by the college in which the student is enrolled as a major, whichever is higher, or in the case of transfer students in their first semester of enrollment the minimum academic standards established by the college in which they are enrolled as a major. Students who fall below minimum standards may return to good academic standing when their overall grade point average is 2.00 (or the minimum established by their college), and they have fulfilled the terms of any academic suspension or probation. The college maintains final authority to determine academic status.

Disciplinary actions and certain circumstances may impact or prevent enrollment or academic progress regardless of academic standing. Such actions may include but are not limited to, violations of academic honesty, conduct code violations, or payment default of financial responsibility to the university.

Language, for consideration, from Heidi Kennedy:

Good academic standing is defined as an overall grade point average of 2.00 or higher. Students who fall below minimum standards may return to good academic standing when their overall grade point average is 2.00 or higher.

Colleges may have their own limits and definitions of good academic standing. The dean of the college maintains final authority to determine academic standing for student majors under a college.

Disciplinary actions and certain circumstances may impact or prevent enrollment or academic progress regardless of academic standing. Such actions may include but are not limited to, violations of academic honesty, conduct code violations, or payment default of financial responsibility to the university.

- i. **Issue of wording:** *Good Academic Standing* or *Academic Good Standing*? Should be *Good Academic Standing* throughout catalog – proper English. Approved by UC.
- ii. **Proposed language:** Heidi Kennedy clarified that her proposed language (below) was intended for the definition section of the catalog, not the policy section regarding academic standing
- iii. **Type of Academic Standing:** Also need to come up with clear definitions for *University Good Academic Standing* and *Good Academic Standing within Major*.
- iv. **Academic Notice vs. Academic Warning:** Need to clear up discrepancy between UG catalog and PeopleSoft. Proposed to change catalog language to *Academic Warning*. Approved by UC.
- v. Please email any edits, comments, and/or concerns to Dr. Dunkelberger by EOD 2/3/16!

Items to Consider:

1. Definitions to include on **Definition and Course Numbering** section
(<http://publications.uh.edu/content.php?catoid=14&navoid=3715>)
 - ❖ *Good Academic Standing, University Good Academic Standing, and Good Academic Standing within Major*
2. Language to include in **Academic Standing** section
(<http://publications.uh.edu/content.php?catoid=14&navoid=3520>)

VII. Adjournment at 4:00 pm

Proposed Rolling Deadlines for 2016-2017 Submissions

College	Schools/Departments	Begin Review	Submission Deadline
Architecture and Design	x	4/1/2016	5/1/2016
Honors	x	4/1/2016	5/1/2016
Nursing	x	4/1/2016	5/1/2016
Exploratory Studies	x	4/1/2016	5/1/2016
Technology	College + 4 departments	4/1/2016	5/1/2016
Education	College + 3 departments	5/1/2016	7/1/2016
Hotel and Restaurant Management	x	5/1/2016	7/1/2016
(Liberal Arts & Social Sciences)	x	x	x
--Liberal Arts and Social Sciences	African American Studies	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	Air Force ROTC	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	American Cultures Program	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	School of Art	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	School of Communication	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	Communication Sciences and Disorders	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	Comparative Cultural Studies	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	Economics	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	History	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	Latin American Studies	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	Mexican American Studies	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	Military Sciences	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	School of Music	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	Naval Science	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	Sociology	5/1/2016	7/1/2016
--Liberal Arts and Social Sciences	School of Theatre & Dance	5/1/2016	7/1/2016
Business	College + 5 departments	7/1/2016	9/1/2016
Engineering	College + 7 departments	7/1/2016	9/1/2016
Technology	College + 4 departments	7/1/2016	9/1/2016
Liberal Arts & Social Sciences	x	8/1/2016	10/1/2016
--Liberal Arts and Social Sciences	English	8/1/2016	10/1/2016
--Liberal Arts and Social Sciences	Geography	8/1/2016	10/1/2016
--Liberal Arts and Social Sciences	Health and Human Performance	8/1/2016	10/1/2016
--Liberal Arts and Social Sciences	Hispanic Studies	8/1/2016	10/1/2016
--Liberal Arts and Social Sciences	Modern and Classical Languages	8/1/2016	10/1/2016
--Liberal Arts and Social Sciences	Philosophy	8/1/2016	10/1/2016
--Liberal Arts and Social Sciences	Political Science	8/1/2016	10/1/2016
--Liberal Arts and Social Sciences	Psychology	8/1/2016	10/1/2016
--Liberal Arts and Social Sciences	Women's, Gender & Sexuality Studies	8/1/2016	10/1/2016
Natural Sciences and Mathematics	College + 6 departments	8/1/2016	10/1/2016

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To: Martha Dunkelberger, Chair,
Undergraduate Studies

From Andrea Burrige
College of Education

Subject: College of Education Course Reactivation

Date: January 15, 2016

In Fall 2013, courses in the College of Education were mistakenly deactivated administratively. The College requests that the following courses be reactivated:

CUST 3310 Asian Americans in Popular Culture

CUST 3315 Asian American Experience of Migration

CUST 3390 Vietnamese American History

CUST 3397 Selected Topics: Cultural Studies I

CUST 4320 Asian American Literature and Identity

CUST 4321 Vietnamese American Community and Culture

EDUC 4322 – Student Teaching: Theater - Elementary

EDUC 4323 - Student Teaching: Theater - Elementary

UNIVERSITY of HOUSTON

To: Martha Dunkelberger, Chair,
Undergraduate Studies

From: Andrea Burr ridge, Chair
Degree Programs–Curriculog 1 Subcommittee

Subject: Subcommittee Report

Date: January 15, 2016

The Degree Programs/Curriculog 1 Subcommittee met on December 9, 2015. The committee met in 112P Farish Hall. Subcommittee members present were Andrea Burr ridge, Albert Flav ier, Michelle Ivey, Susan Miertschin, and Len Trombetta. Guests attending included Jerry Waite from the College of Technology

New Courses

Subject to minor editorial changes, the subcommittee recommends approval of the following course changes

1. POLS - 3347 - Multiculturalism in Theory and Practice
2. POLS - 3361 - Politics and Literature
3. POLS - 3389 - Politics in Film and Television (re number)
4. CIS - 3357 - Cloud Computing Infrastructure
5. DIGM – 4387 – Mobile Application Design

Course Changes

Subject to minor editorial changes, the subcommittee recommends approval of the following course changes

1. DIGM - 2350 - Graphics for Digital Media
2. DIGM - 2353 - Page Layout and Design
3. DIGM - 3252 - Graphic Production Process Control II
4. DIGM - 3353 - Visual Communications Technology
5. DIGM - 3355 - Package Technology
6. DIGM - 3357 - Content Strategy and Development
7. DIGM - 3374 - Video Production 2

UNIVERSITY of HOUSTON

To: Martha Dunkelberger
Chair, Undergraduate Committee

From: J.R. Rao,
Curriculog-2 Subcommittee

Subject: Subcommittee Report

Date: Jan 26, 2016

Since our last report for the December 2, 2015 meeting, the Curriculog-2 subcommittee has discussed proposals by email conferences. The subcommittee also met in person in Room 202, Engineering Bldg. 1 from 2:30-4 pm on January 20, 2016.

Proposals for Course Revisions:

The Curriculog-2 subcommittee recommends that the following course revision proposals be approved:

HRMA 4328 - Restaurant Development
FREN - 3315 - Practical Translation
FREN - 4315 - Advanced Translation
IGS - 2350 - Introduction to International and Global Studies
IGS - 2396 - Selected Topics in Global Studies
IGS - 3300 - Interdisciplinary India: Study Abroad
IGS - 3321 - Gender & Transnational Studies
IGS - 3365 - Modern India Since 1600: Society, Culture, Religion, Politics
IGS - 3396 - Selected Topics in Global Studies
IGS - 4350 - Global Business Cultures: India and the U.S.
KIN - 3309 - Biomechanics
NUTR - 4312 - Nutrition Assessment and Planning
Art - 1360 - Fundamentals of Sculpture
Art - 3307 - Figure and Portrait Painting
Art - 3306 - Watercolor
Art - 4330 - Senior Graphic Design Major I
Art - 3335 - Junior Graphic Design Major
Art - 3303 - Color, Materials and Methods
Art - 3334 - Introduction to Typography

Proposals for New Courses:

The Curriculog-2 subcommittee recommends that the following new course proposals be approved:

JPNS - 2302 - Intermediate Japanese II
JPNS - 2301 - Intermediate Japanese I
FREN - 3340 - Contemporary French Society
FREN - 4315 - Advanced Translation
FREN - 4343 - Short Fiction
FREN - 4351 - French in North America
GERM - 4329 - Advanced Translation
GERM - 3329 - Introduction to Translation
ITAL - 2601 - Accelerated Italian Second Year
JWST - 3380 - American Jewish Culture
WCL - 3347 - Is Life Worth Living? A History of Nihilism
PHIL - 1334 - Minds and Machines
COMM - 3363 - Global & Multicultural Advertising
COMM - 4384 - Strategic Communication Applications
BTEC - 3302 - Molecular Genetics and Biotechnology
MECT - 4345 - Fundamental & Applications of Fuel Cell

Degree Program Revision

The subcommittee recommends that the following degree program revisions and changes be approved:

1. World Cultures and Literatures - World Cultures and Literatures B.A. (program no longer requires learning a second language)
2. Comparative Cultural Studies - Anthropology BA/BS (reduce SCH from 33 to 30 by removing CCS2350 from requirement so students can also minor in CCS).
3. Comparative Cultural Studies - Religious Studies Major (under B requirement, added 6 courses to Cluster I; added 6 courses to Cluster II; added 12 courses to Cluster III and removed 5 courses in this cluster (4 were added to other clusters), under C requirement, added study abroad in India for Practicum).
4. Art - Bachelor of Arts in Art (include ART 1360: Fundamentals of Sculpture under the mandated requirements for studio courses for this degree).

Minor Program Creation and Revisions

The subcommittee recommends that the following minor program creations or revisions (as stated) be approved:

1. Comparative Cultural Studies (change name from GIS to IGS).
2. Comparative Cultural Studies - Religious Studies Minor (added choices under section 3 and 4 for added course options)
3. Health and Human Performance - Human Nutrition and Foods Studies Minor (remove NUTR 4339 and replace with NUTR 4349, in line with major)
4. Health and Human Performance – Kinesiology (increase SCH from 15 to 18; added PHYS 1301 which serves as a prerequisite for KIN 3309)