

UNIVERSITY of HOUSTON

**UNDERGRADUATE COMMITTEE
OF THE FACULTY SENATE
Minutes for September 27, 2017
Faculty Senate Office (306 M.D. Anderson Library)
3pm – 5pm**

Members Present: Mara Affre, Carolyn Boone, Whitney Breslin, Kerry Creelman, Shea Culpepper, Dan Currie, Bret Detillier, Medhat El Nahas, Sarah Fishman, Rebecca Forrest, Rebecca George, Kristen Hassett, Debbie Henry, Michelle Ivey, Brijet Jans, Heidi Kennedy, Julia Kleinheider, Sandy Lee, Teri Longacre, Lorianne Mapps, Dan Maxwell, Mardell Maxwell, Jeremy May, Michael Murray, Amy Ramirez, Miguel Ramos, Lori Selzer, Shishir Shah, David Shattuck, Chris Taylor,

Members Absent: Swati Basu, Rachel Bush, Martha Dunkelberger, Julie Fix, Don Foss, Cathy Horn, Bruce Jones, Dan O'Connor, Donna Pattison, Shafik Rifaat

Guests Present: (voted in as members) Dustin Gish, Holley Love, Susan Miertschin, Olivia Miljanic, Brian Metrovich, Raresh Pascali, Marina Sebastijanovic

- I. **Call to Order** - The Committee was called to order by Shishir Shah, Chair, at 3:03 pm
- a. Meeting Minutes from May 17, 2017 were approved

II. **Announcements**

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

- i. **Scheduled meetings for 2017-2018:**

- Fall 2017: ~~August 30~~, September 27, ~~October 25~~, November 29;

- Spring 2018: January 31, February 28, March 28, April 25, May 16 (as needed)

- b. **Helpful Websites:**

- i. Undergraduate Committee: www.uh.edu/undergraduate-committee/
 - ii. Current (2017-2018) Undergraduate Catalog: www.uh.edu/catalog-undergraduate
 - UH Core Curriculum section: www.uh.edu/academics/corecurriculum/

- c. **E-mail Listservs:**

- i. UC General Membership: UNDERGRAD-COMMITTEE@LISTSERV.UH.EDU
 - ii. UC Executive Committee: UC-EXEC@LISTSERV.UH.EDU
 - iii. UC Subcommittees:
 - UC-CORE-CURRICULUM@LISTSERV.UH.EDU
 - UC-DP_CBM_1@LISTSERV.UH.EDU
 - UC-DP_CBM_2@LISTSERV.UH.EDU
 - UC-POLICY-PROCEDURES@LISTSERV.UH.EDU
 - UC-STUDENT-SUCCESS@LISTSERV.UH.EDU
 - UC-UGRD-CATALOG@LISTSERV.UH.EDU
 - ii. UC News (Sharing UC-related information with Campus Partners): UC-NEWS@LISTSERV.UH.EDU

III. **UC Business**

- a. Membership Election (6 nominees accepted) – **APPROVED**
Dr. Susan Miertschin (College of Technology) - UC member for 2016-2017

Dr. Raresh Pascali (College of Technology) - UC member 2014-2017
Dr. Marina Sebastijanovic (College of Business) - UC member 2016-2017
Dr. Holley Love (College of Engineering)
Dr. Brian Metrovich (College of Engineering)
Dr. Dustin Gish (Honors)

- b. UC Status report
 - 1. Subcommittee memberships – in progress
 - 2. New member orientation – rescheduled
- c. Proposal deadline October 1 – possible case by case exceptions for late submissions

IV. Administration Representatives' Reports

- a. Student Success, Teri Longacre – Provost Summer Read, October 3, 2017 film screening and author event
- b. Office of University Registrar, Debbie Henry – legislative updates
 - SB537 – required disclosure of course fees
 - SB810 – open educational resource identification
- c. Financial Aid, Briget Jans – Cougar Emergency Fund; reduced default rate
- d. Enrollment Services, Lori Mapps – response to Harvey impacted student referrals, 44 term withdrawals, 176 completed add/drop referrals
- e. The following reports will be provided in writing:
 - i. Admissions
 - ii. Office of the University Registrar

V. New Business

VI. Adjournment at 4:15 p.m.