

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

## UNDERGRADUATE COUNCIL Minutes for March 12, 2008

A meeting of the University of Houston Undergraduate Council convened at 3:05 p.m. on Wednesday, March 12, 2008, in room 220 of the E. Cullen Building.

Members Present: Josie Anderson, Betty Barr, Joel Bloom, Simon Bott, Elaine Charlson, Lawrence Curry, Agnes DeFranco, William Dupré, Lucus Faulkenberry, Sarah Fishman, Martha Haun, Natalie Houston, Nathan Jarvis, Richard Kasschau, Partha Krishnamurthy, Barbara Lewis, Iain Morrison, Charles Peters, Laurence Rapp, Maria Soliño, Rebecca Achee Thornton, Dalibor Torbica, George Trail, Lawrence Williams

Members Absent: Libby Barlow, Roger Blakeney, Nancy Graves, William Munson, Norma Olvera, Barbara Snelling, John Zemanek

Guests: Brooke Durbin (Welcome Center), Sal Loria (Financial Aid), Kevin Simon (HRM), Lesley Sisk (ENGR), Veronique Tran ( Diana Velez (UADR/UScholars)

Staff: Marsha Daly, Heidi Kennedy

### **I Call to Order; Minutes for 2/20/08**

Council was called to order by Dr. Joel Bloom at 3:05 p.m. Minutes from 2/20/08 were accepted with one minor correction (George Magner Award for Excellence in Undergraduate Academic Advising).

### **II Announcements**

**A** NOTE: All meetings are held in the President's Boardroom, #220 E. Cullen, unless otherwise noted.  
**Spring 2008 Meetings:** 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)

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

**UC Appointments:** A reminder that after review of SCH several Colleges will need additional representatives to the UC. The letter about elections for UC was sent to Deans and Associate Deans, it included the need for these additional representatives.

**UC 9738 08S: Admissions Acceptance Packet:** the packet was well received by members. Suggestions for the acceptance letter were made and will be shared with University Marketing, who designed the packet.

### **IV PeopleSoft update: no report**

Web address: <http://www.uh.edu/peoplesoft/>

### **V Nominating Committee Selection:**

**Committee Members:** Simon Bott, chair, Rodger Blakeney, Luke Faulkenberry

**Nominees for UC Chair:** Charles Peters and Lawrence Williams. Additional nominations may be made from the floor in April.

**Voting** will take place at the April meeting.

### **VI QEP Overview:**

**UC 9739 08S: Quality Enhancement Plan Executive Summary February 2008**

**UC 9740 08S: Discovery-Based Learning: Transforming the Undergraduate Experience Through Research: Quality Enhancement Plan (QEP) February 2008, section 3.4**

**Curriculum Development Grant:** to encourage development of course. RFPs will go out this summer.

**Travel Fellowship Program:** will provide monetary aid to students that present their research at conferences.

### **VII UC input for the 100 Days Campaign:** questions should be given to Drs. Bloom or Williams. Chairs of the UC Committees will meet to compile the list and share with Dr. Khator before she visits a UC meeting.

Dr. Khator has been invited to the April meeting. We are still awaiting her response to the invitation.

### **VIII Committee Reports**

#### **A Academic Policies and Procedures Committee:**

**UC 9735 08S: Academic Policies and Procedures Report 3/10/08:** Approved as recommended.

**UC 9724 08S: Financial and Scholarship processing issues will replace UC 8857 06S: Scholarship processing issues**

**B Core Curriculum Committee: no report**

**C Degree Programs Committee:**

**UC 9736 08S: Degree Programs Report 2/27/08:** Approved as recommended.

**UC 9737 08S: Degree Programs Report 3/5/08:** Approved as recommended.

Dr. Williams reminded members that reports are usually not available until meeting day in order to give departments time to respond to Committee questions and be considered at the Council meeting.

**IX UC 9730 08S: FYI: Scholarships and Financial Aid Guide 2007-2008 (sample packet)**

**Key dates:** may be found on page 9 of UC 9730 08S

**UH Financial Aid TV** has been launched at [www.collegemediasolutions.com/otv/colleges/universityofhouston/](http://www.collegemediasolutions.com/otv/colleges/universityofhouston/)

**Financial Aid 101:** sessions were conducted for faculty and staff. Approximately 200 attended. More sessions will be held in the future.

**Financial Aid Advisory Committee** is meeting regularly. Major theme of these discussions is communication with students.

**Financial Aid Consultants** will be looking at everything from A-Z and making recommendations.

**Reminder:** peak time for Financial Aid begins next month. Changes must be made now if they are to have any impact for next year.

**X Old Business/New Business: none**

**XI Adjournment at 4:14 pm**