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 March 25, 2015
Room 306 (Faculty Senate Office), M.D. Anderson Library
3rd Floor
3pm – 5pm

Members Present: Roger Blakeney, Simon Bott, Andrea Burridge, Teresa Chapman, Wynne Chin, Cheryl Craig, Daniel Currie, Jose Guillermo De los Reyes, Bret Detillier, Martha Dunkelberger, Sarah Fishman, Rebecca George, Maria Alejándra González-Peréz, Debbie Henry, Michelle Ivey, Andra Olivia Miljanić, Ognjen Miljanić, Michael Murray, Raresh Pascali, Trang Phan, Ruxandra Prodan-Boul, Jagannatha Rao, Lesley Sisk, Jonathan Snow, Nina Tucci, Chad Wayne, Lawrence Williams, Djuana Young

Members Absent: Mara Affre, Leonard Bachman, Jyoti Cameron, Kerry Creelman, Donald Foss, Christina Gola, Christine LeVeaux-Haley, Teri Longacre, Daniel Maxwell, William Munson, Hugo Salinas, Lori Selzer, Shishir Shah, Robert Shimko, Donna Stokes, David Christopher Taylor,

Guests: Sandra McNeely (Nursing)

Staff: Jeanette Morales and Heidi Kennedy

I   Call to Order; Minutes for 2/25/15

 The Committee was called to order by Dr. Dunkelberger at 3:02p.m. Minutes from 2/25/15 were approved.

II   Announcements

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

Spring/Summer 2015 Meetings: April 22, June 10 (tentative), July 8 (tentative)

B   Undergraduate Committee Web Address: http://www.uh.edu/undergraduatecouncil/index.html
Core Curriculum Web Address: http://catalog.uh.edu/content.php?catoid=8&navoid=1471 (or Google search "UH Core Curriculum")
Undergraduate Catalog Web Address: http://catalog.uh.edu/ (or www.uh.edu/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   Wynne Chin and Jonathan Snow, FS Leadership Updates

President Wynne Chin informed the UC that Dr. Carl Carlucci presented UH's Budget Process on the March 25th at the Spring Faculty Assembly and Faculty Senate meeting. College deans are working on their budgets. The Budget & Facilities Committee is working on a list on guidelines and it will be sent out to the senators in the near future.

Dr. Chin encouraged senators to attend the April 27th (Monday) Faculty Senate strategic planning retreat. It will be held at La Colombe D'or Hotel and Restaurant from 8am-4pm. The agenda is to focus on strategic thinking to strengthen FS operations. He asked UC senators to think about other items to discuss during the retreat.

$10 million will go to faculty merit raises this fall. The budget presentation during today's senate meeting was presented in a global, overall perspective. As for a more specific budget presentation, Dr. Carlucci has agreed to work on a budget presentation in which there are "drill down" details (i.e. Budget 102) and present at a later meeting. The goal is transparency.

CLASS senators were sent email asking for comments to take to the Provost. NSM senators were asked to do the same task. FS leadership will talk to the College of Engineering senators next.

III   Administration Representatives' Reports

A   Djuana Young, Office of Admissions

Fall 2015 freshman applications are up 2%. Transfer student applications are down by 4%. Numbers in admitted students will increase around May and end of summer when transcripts are submitted.

1166 freshmen registered for orientation (registration up by 300%). 515 transfer students enrolled for ART. The Office of Admissions is encouraging students to attend earlier orientations. The fall 2016 recruiting process is underway. Over 600 juniors attended UH Admission's first recruiting event this past Saturday.

UC member, Jagannatha Rao inquired if student orientations have a maximum attendance limit. Djuana said that there's a 575 maximum seat limit for orientation. Daniel Currie asked if there are informal campus tours (without having to go through formal recruiting events). Djuana said that informal tours are available and that students can go online and sign up for a morning or afternoon session, Monday through Saturday.

B   Debbie Henry, Office of the University Registrar

Enrollment appointments are ready to view in the myUH system. March 27, 2015 is the deadline for late graduation application.

Debbie asked that anyone who attended the online class schedule online demo to email her feedback.

IV   Subcommittee Reports

A   Degree Programs/CBM003 Subcommittee #1 Report – 3/24/15: Andrea Burridge, Chair

HDFS 2317: Human Development and Interventions

This course request and the corresponding report were approved by the Committee. Effective fall 2015.

B   **Degree Programs/CBM003 Subcommittee #2 Report – 2/22/15: Jagannatha Rao, Chair**

B.F.A. in Theatre – Theatre Education track (Decrease total SCH from 124 to 120)

New Course Requests:

  AAS 3345: History of Black Education
  DAN 1112: Introduction to Pilates Mat
  MAS 3343: Latino Psychology
  THEA 3301: Introduction to Performance Studies
  WCL 3374: Jewish Film
  WCL 1101: Introduction to the Study of Languages
  WCL 1102: Introduction to World Cultures
  WCL 3369: Science Fiction in Literature and Film
  WGSS 4360: Capstone Internship Course
  HDCS 4304: Fashion Brand Direction
  HON 3335: Leadership: The Classic Texts
  SPAN 2610: Intensive Intermediate Spanish
  SPAN 2615: Intermediate Spanish for Heritage Learners

Dr. Rao's subcommittee had a concern about SPAN 2610/2615 credit hour model but approved after receiving department clarification. UC senator Guillermo De Los Reyes gave a brief explanation of the credit hour model.

Course Change Requests:

  DAN 2217: Introduction to Music Video Dance
  ENTR 3313: Social Entrepreneurship
  HDCS 3303: Retailing and Consumer Science
  HDCS 4386: Communication Strategies for Retailing and Supply Chain
  HDCS 4393: Internship in Retail and Consumer Sciences
  HDCS 4394: Internship in Retailing and Consumer Sciences
  MECT – 3331: Applied Thermodynamics
  MECT – 4275: Senior Design Project I
  MECT – 4276: Senior Design Project II
  MECT – 4372: Materials Technology
  TECH – 3366: Applications of Numerical Methods in Technology
  ECON 3370: Introduction to Econometrics

The Committee approved the degree program, course requests, and corresponding report. Effective fall 2015.

C   Core Curriculum Subcommittee Report – 3/25/15: Simon Bott, Chair

1.   Core Course Requests

ECON 2370 Math Reasoning
ENGL 3324 (Language, Philosophy and Culture)
ENGL 3327 (Language, Philosophy and Culture)
ENGL 3350 (Language, Philosophy and Culture)
GIS 2364 (Language, Philosophy and Culture)
HIST 2364 (Language, Philosophy and Culture)
HIST 2368 (Language, Philosophy and Culture)
WCL 3351 (Language, Philosophy and Culture)

2.   Core Course Requests from 2013 – 2014

PHYS 1306 (Life & Physical Sciences)
ILAS 2360 (Language, Philosophy and Culture)

3.   Core Component Area Double-Listing

DAN 3310 (Writing in the Disciplines); Core Curriculum Subcommittee recommended this core course to be considered as a Creative Arts core (in addition to the existing WID component area option).

The Committee approved items 1 – 3 of the corresponding report. Effective fall 2015.

Chair Martha Dunkelberger inquired about the MATH core requests. Simon Bott informed her that core MATH courses will be ready for CB approval before May 2015.

4.   Courses that change core status

The Core Curriculum Subcommittee decided that students are subject to the rules regarding core according to the catalog year in which he/she plans to graduate. The subcommittee also recommended allowance for petitions that are associated with core classes that changed status as a result of the fall 2014 core curriculum.

5.   HIST and GOVT Core Courses

The Core Subcommittee recommended for approval that under the core HIST and GOVT sections in the catalog, lower level courses approved for that specific core category should have the state legislature language inserted (Section 51.301. Government or Political Science and Section 51.302. American or Texas History).

Chair Martha Dunkelberger asked the UC ACT representatives (Trang Phan and Lesley Sisk) on how many petitions they see regarding upper course core substitutions. Trang said the number received is very small. UC members agreed that policy shouldn't be made for exceptions.

Heidi Kennedy had mentioned that the state language was lengthy and suggested to insert a directional web link instead.

The Committee approved items 4 and 5 on the subcommittee report. Effective fall 2015.

D   **Undergraduate Catalog Subcommittee Report: Michael Murray, Chair**

Dr. Murray presented a brief summary of catalog subcommittee report to the UC. Issues mentioned were that catalog information is presented in various ways. There's not a single consistent form of information presentation (i.e., degree information is displayed in different formats). The second issue is that information is sometimes difficult to find.

The subcommittee recommended some next steps in solving these issues.

UC member, Daniel Currie mentioned about the specific niche of information architecture that may be helpful in the subcommittee's next task. Dr. Dunkelberger asked Dr. Currie to help the catalog subcommittee find an ad hoc member with this type of expertise. Dan Currie agreed to help.

E   **Ad Hoc CBM003 and Proposal Rubric Subcommittee Report: Ruxandra Prodan Boul, Chair**

Vice Chair Ruxandra Prodan-Boul announced that she is creating an ad hoc subcommittee to implement the degree program rubric. The subcommittee will meet next week.

V   **UC Charge: Review the updated parallel Academic Honesty Policy, Martha Dunkelberger, Chair**

The joint academic honesty project with the Graduate & Professional Studies Committee is almost completed. The policy will be available for feedback on a Sharepoint link.

VI   **Old Business**

Dr. Rao asked Chair Dunkelberger if there's an idea of how many proposals have been gathered so far for the Fall 2016 cycle. He was asking because many faculty leave for the summer break.

Martha Dunkelberger mentioned that there has been a major issue with the Curriculog software and that new proposals for the fall 2016 cycle haven't been uploaded yet. She will be meeting with the vendor Digital Architecture's president tomorrow to discuss the issues at hand.

VII   **Adjournment**

Meeting adjourned at 3:52pm.