

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 April 22, 2015

Room 306 (Faculty Senate Office), M.D. Anderson Library

3rd Floor

3pm – 5pm

Members Present: Mara Affre, Roger Blakeney, Simon Bott, Andrea Burrige, Cheryl Craig, Kerry Creelman, Bret Detillier, Martha Dunkelberger, Sarah Fishman, Donald Foss, Rebecca George, Maria Alejandra González-Peréz, Michelle Ivey, Christine LeVeaux-Haley, Teri Longacre, Daniel Maxwell, Andra Olivia Miljanić, Michael Murray, Raesh Pascali, Trang Phan, Ruxandra Prodan-Boul, Jagannatha Rao, Lori Selzer, Shishir Shah, Robert Shimko, Lesley Sisk, Jonathan Snow, Donna Stokes, David Christopher Taylor, Chad Wayne, Djuana Young

Members Absent: Leonard Bachman, Jyoti Cameron, Teresa Chapman, Wynne Chin, Daniel Currie, Jose Guillermo De los Reyes, Christina Gola, Debbie Henry, Clint Kirchhoff, Ognjen Miljanić, William Munson, Hugo Salinas, Nina Tucci, Larry Williams

Guests: Sal Loria (Scholarships & Financial Aid), Elizabeth Kessler (ENGL/CLASS), Lin Crowson (Student Housing & Residential Life), Amy Ramirez (OUR), Imelda Rodriguez (OUR)

Staff: Jeanette Morales and Heidi Kennedy

I Call to Order; Minutes for 3/25/15

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

II Announcements

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

Summer 2015 Meetings: 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 Jonathan Snow, Faculty Senate President-Elect: FS Leadership Updates

Dr. Snow reminded FS senators that the FS Retreat will be held on April 23, 2015 (Monday) at La Colombe D'Or Hotel and Restaurant. This is a strategic planning retreat in which "big picture" topics will be discussed. Eighty four senators have RSVPed so far. He encouraged those who can't stay all day to attend part time (morning or afternoon session).

The college budget process was presented by the Provost at the April 15th Senate meeting. The presentation was well-received and the Senate is pleased that the budget process has gotten more transparent. College deans should be contacting their faculty about budget process. The deans will also present to the Provost during the budget hearings starting this summer.

Policies currently in discussion in the Senate are the Promotion and Tenure policy, the Work Load policy, and the Non-Tenure Track policy.

III Administration Representatives' Reports

A Sal Loria, Executive Director, Scholarship and Financial Aid Update

For fall 2015, 5500 students were offered over \$21 million in financial aid. About 4800 students have been packaged for financial aid. There have been improvements to the myUH system since last year. For example, students can upload their required documents electronically. Transfer students' financial aid has been packaged. Continuing students' financial aid will be packaged soon. Financial aid for graduate students will be packaged next week.

B Djuana Young, Executive Director, Admissions Update

The Office of Admission is gearing up for student orientation. Approximately 160 freshmen have registered for NSO so far. 103 transfer students have registered for ART. The first orientation will be the Honors college students this Friday. The deadline to sign up for orientation is May 1st. The Office of Admissions had a successful calling campaign. Admissions is encouraging faculty to help call students in their respective colleges. Instructions and a script will be available. Please contact Djuana if interested.

Spring 2016 application information: Applications open September 2, 2015. December 18 is the deadline to accept applications. The credential deadline will be accepted until January 7, 2016.

Shishir Shah inquired about the number of students who have signed up for UH in 4

C Teri Longacre, Vice Provost and Dean, Student Success

UH in 4 went up online today and about 110 have enrolled so far. Students receive UH in 4 information at orientation: about one third sign up. The rest of the students enroll after orientation.

D Amy Ramirez, Assistant Registrar, Office of the University Registrar

Bret Detillier asked when the final exam schedule will be posted. Amy mentioned that the schedule was recently posted yesterday on the OUR web site.

IV Daniel Maxwell, Associate VC/VP for Student Affairs: MapWorks Update

Lin Crowson, Assistant Director for Student Housing and Residential Life presented the MapWorks update to the Undergraduate Committee.

This was the second year that UH has used the program. It is an early intervention tool to help predict students' intent to leave the university. MapWorks was used for over 5700 students this academic year. Resident Advisors and Residential Life Coordinators use this tool to connect with potential residential students needing help (high intent to leave UH) and refer them to appropriate resources. RAs and RLCs triage the situation. Students do have someone to talk to within 24 hours of the survey results.

Lin Crowson presented several slides of MapWorks use in 2014-2015 (i.e., snapshot of contact interaction with first year students, risk indicator assessment, use of data, updates and innovation).

It was mentioned that Alison Wells in the Dean of Students office manages Mapworks for commuter students.

Jagannatha Rao asked how often are diagnostic surveys are sent out? Lin said surveys are sent out twice a semester (after ORD and after the semester ends).

Raresh Pascali asked if other students besides freshmen are in the MapWorks? All students except graduate students are tracked in MapWorks. The system is based on classification of the students. However there's isn't a way to manipulate the system to a certain cohort.

Donald Foss asked what is considered a MapWorks success? It would be nice to know what worked and what didn't. Lin answered that response rates were very good (about 90% responses). Dr. Foss suggested to maybe look back at data of those students who used MapWorks and those who didn't.

It was mentioned that if the UC is interested, Alison Wells from the Dean of Students Office can be invited to do a presentation for MapWorks for commuter students.

V Subcommittee Reports

A Degree Programs/CBM003 Subcommittee #2 Report – 4/1/15: Jagannatha Rao, Chair

Dr. Rao gave a brief summary of his report. He thanked his subcommittee for their hard work.

1. Department of Engineering Technology: Electrical Power Engineering Technology (EPET) Major
2. Department of Human Development and Consumer Sciences: Retailing and Consumer Science Major
3. Department of Engineering Technology: Bioprocessing in Biomedical and Biopharmaceutical Sciences Minor
4. Department of Engineering Technology: Bioinformatics in Biomedical and Biopharmaceutical Sciences Minor
5. Department of Information and Logistics Technology: Computer Applications Technology Minor
6. Accelerated B.S./M.S. program in Computer Information Systems with specialization in Information Systems Security
7. Course Revisions:
HRD 4303: Measuring Performance Outcomes
HRD 3351: Instructional Design for Human Resource Development

HRD 3346: Needs Assessment in Human Resource Development

The Committee approved the items mentioned and the corresponding report.

B Academic Policies & Procedures Subcommittee Reports: Christine LeVeaux-Haley, Chair

1. English IB Credit by Examination Report – 4/17/15

Christine LeVeaux-Haley gave a brief summary of her report. Dr. Elizabeth Kessler gave more clarification on the proposal and made an amendment to the proposal (change ENGL 2301 to ENGL 2316).

The Committee approved the proposal and report as amended.

2. ASLI Credit by Exam – 4/17/15

Christine LeVeaux-Haley briefed the UC on the report. The Committee approved this item.

3. Music PB Certification Plan: Admission Requirement Change – 4/22/15

Andrea Burridge asked that language be amended to add completion of College of Education requirements (applications are reviewed in the College of Education).

The Committee approved the item and corresponding report as amended.

C Core Curriculum Subcommittee Oral Report – 4/22/15: Simon Bott, Chair

All core MATH courses were reviewed and are recommended for approval by the Core Curriculum subcommittee.

The Committee approved the oral report.

D Undergraduate Catalog Subcommittee Report – 4/1/15: Michael Murray, Chair

Focus on groups of users who are most engaged with the catalog; Plans to interview these groups and get broader input. Continue best practice of catalog presentation; Look at process of college web sites information v.s. catalog. Simon Bott, mentioned that the UC approved that college web sites should just link to the catalog for information. S. Fishman said the associate deans can send the communication to the chairs. A. Ramirez provided APIs & other tools to program into their web sites to directly link to the catalog. Trang Phan offered the ACT to help collaborate with this subcommittee.

E Student Success Subcommittee Report: Larry Williams, Chair

Donald Foss informed the UC that this subcommittee is actively meeting. Subcommittee will meet with Dr. Melissa Pierson this Friday to have proposal ready.

V Academic Honesty Policy, Martha Dunkelberger, Chair

Chair Martha Dunkelberger asked the UC for further comments on the Academic Honesty Policy.

Dr. Simon Bott said that good work was done on the preventative measures section (i.e., spacing of students during exams, etc.)

Amy Ramirez (OUR) mentioned that the Registrar's office is doing an audit on departmental exams and classrooms. Simon Bott said the problem is scheduling regular exams and those people who reserve the rooms for just in case scenarios. Amy Ramirez said she would pass on this issue to Truman Glenn who oversees classroom utilization.

The Committee approved the policy.

VI New Business: Course/Program Rubric Proposal

Chair Martha Dunkelberger informed the UC that the Course/Program rubric proposal needed more fine-tuning. She asked that the Ad Hoc Subcommittee on Course/Degree Rubrics (Ruxandra Prodan-Boul, chair) present to the UC during a special session meeting on May 6, 2015. Light refreshments will be served.

VII Adjournment

Meeting adjourned at 4:10p.m.