TO: Karina Acuna, Mara Affre, Swati Basu, Alan Bruton, Whitney Breslin, Ruxandra Boul, Rachel Bush, Daniel Chang, Teresa Chapman, Kerry Creelman, Bret Detillier, Martha Dunkelberger, Medhat El Nahas, Julie Fix, Rebecca Forrest, Rebecca George, Dustin Gish, Kristen Hassett, Kelly Hopkins, Michelle Ivey, Briget Jans, Heidi Kennedy, Julia Kleinheider, Shonnita Leslie, Teri Longacre, Holley Love, Patrick Lukingbeal, Mardell Maxwell, Dan Maxwell, Olivia Miljanić, Michael Murray, Melissa Pierson, Miguel Ramos, Raul Ramos, Nouhad Rizk, Todd Romero, Scott Sawyer, Jinny Sisson, Lori Selzer, David Shattuck, Brent Spraggins, Patti Schrader, Giulia Toti, Chris Taylor, Jenna Tucker, Benjamin Tamber-Rosenau, Amber Thompson, Carrie Young

FROM: Martha Dunkelberger, Chair, Undergraduate Committee
David Shattuck, Chair Elect, Undergraduate Committee

I. Call to Order
   a) Review of Meeting Minutes from August 28, 2019

II. Welcome Back & Announcements

III. UC Business

   Proposal Status as of 09/17/19: https://uofh.sharepoint.com/sites/uc/SitePages/Home.aspx

   Proposals Submitted for the 2020-2021 UC Catalog Implementation Cycle to date:
   Total proposals: 209
   Course proposals: 159
   Degree program: 42
   Administrative: 0
   Policy: 7
   Credential: 1

IV. Administration Representatives’ Report(s)
   a) Financial Aid – Bridget Jans
   b) CAPS – Norma Ngo

V. Subcommittee Reports
   a) Breslin Subcommittee – HRM / AAS
   b) Creelman Subcommittee – HON / CCS - LS
   c) Forrest Subcommittee – MCL / SOC
   d) George Subcommittee – PS / ENG
   e) Ivey Subcommittee – EDUC / HIS
   f) Thompson Subcommittee – NURS/ Explor. / ECON
VI. Old Business
   a) UC review and approval of the: COMM 4371 American Cinema: The Directors proposal

VII. New Business
   a) Section 1 of the catalog language template – Subcommittee feedback (see catalog template development PPT)
   b) Section 2 of the catalog language template – Review, discussion and charge (see catalog language form WordDoc)

VIII. Adjournment

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

   b. Full Committee 2019-2020 Meetings:
      i. Fall 2019: August 28, September 25, October 30, November 20, December 11 (as needed)
      ii. Spring 2020: January 29, February 26, March 25, April 29, May 13 (as needed)

   c. Helpful Websites:
      iii. Undergraduate Committee: www.uh.edu/undergraduate-committee/
      v. UH Core Curriculum section: www.uh.edu/academics/corecurriculum/

   d. E-mail Listservs:
      i. UC General Membership: UNDERGRAD-COMMITTEE@LISTSERV.UH.EDU
      ii. UC Executive Committee: UC-EXEC@LISTSERV.UH.EDU
      iii. UC Subcommittees:
          – BRESLIN-SUBCOMMITTEE@LISTSERV.UH.EDU
          – CREEMLAN-SUBCOMMITTEE@LISTSERV.UH.EDU
          – FORREST-SUBCOMMITTEE@LISTSERV.UH.EDU
          – GEORGE-SUBCOMMITTEE@LISTSERV.UH.EDU
          – IVEY-SUBCOMMITTEE@LISTSERV.UH.EDU
          – THOMPSON-SUBCOMMITTEE@LISTSERV.UH.EDU
      iv. UC News (Sharing UC-related information with Campus Partners): UC-NEWS@LISTSERV.UH.EDU