

UUF Executive Committee  
Minutes of the Meeting of September 22, 2005

Present: Julie Amon, Antonio Candau (Secretary), Kimberly Emmons, Don Feke, Lynne Ford, Atwood Gaines, Steve Garverick, Uziel Landau, Kelly McMann, Larry Parker (Chair), Sheila Pedigo, and Peter Whiting

1. Announcements:

Chair Parker reported that he had recently met with Provost John Anderson at which they talked generally about UUF. The budget concerns had not come up at that time. The chair's concern is how these developments will impact any proposed undergraduate initiatives, and he noted that individual efforts will be required to keep initiatives going. Also, he was pessimistic about money being available for UUFXC's activities.

Professor Parker noted the next steps in the approval process for the bylaws changes, approved by the UUF faculty last spring, are for review by the Senate.

He would like each standing committee chair to report on a couple of the charges to their committees.

The UUF Annual Faculty Meeting will be held later than usual this semester - on Thursday, November 17 at 11:30 a.m. in Room 102 Clapp Hall. He asked that any suggested agenda items be forwarded to him.

The bylaws call for this committee to have a vice chair, a secretary and a parliamentarian. The informal practice of rotating leadership among the represented schools would call for the vice chair (chair-elect) to come from the School of Nursing.

2. Approval of Minutes:

The minutes of the August 30 meeting were approved as circulated with a minor change in wording: ". . . determine also if there is a ban on ROTC activities on campus."

3. SAGES Update:

Peter Whiting said that all is good. Peet's Café is open in the Crawford Hall lobby. SAGES is offering 84 seminars this semester - 70 First Seminars and 14 University Seminars. Many more are being approved for Spring with more than 70 expected in all. Fall Convocation was well attended with the first-year class represented by about 800. Henry Louis Gates, Jr.'s lecture had 700 undergraduates in attendance at the Anisfield-Wolf/SAGES Lecture.

Questions:

What is the role of the Provost Hour and is it permitted to schedule exams during it?

What is the petition against SAGES about? Dean Whiting said that it is OK that students are thinking about educational options and opportunities. The Art & Science Group (consultants) report that SAGES is attracting many students, some of whom think that the seminar style is broader than even the SAGES program.

Are we surveying students on their satisfaction with SAGES? He said that the usual evaluations and some specific SAGES surveys will be done at the end of each semester, there will be a mid-term evaluation, that the university continues to participate in standard surveys such as NSSE, and we still have the Student Advisory Board which is a self-formed student group from the first year of the SAGES pilot and is not a part of his office.

Dean Julie Amon noted that she had asked the residence leaders to inquire of students about SAGES; and also that because SAGES provides the only common unifying experience for a large number of students it is a logical topic for student complaining. She will continue to gather information, and Peter Whiting said that he is listening to what students say.

Some advising concerns have been aired at CSE and WSOM meetings; some CSE faculty think there should be engineering advisors. Dean Amon is continuing to work with advisors; she explained that each school has been asked to provide departmental first-year advisors and that all students are told to seek out the first-year departmental advisors. Peter noted that first-year students are being encouraged to seek out faculty in their departments of choice and that much effort has gone into planning the students' schedules. Julie noted the

November Choices Fair that students are “required” to attend which provides many opportunities for them to sign up in interest areas; faculty are then expected to make the contacts. Some said they would still like to have a more formal process and suggest this be an item of future business for this committee. Perhaps some activities should be brought back such as summer meetings with first-year students and advisors, even if the advisors don’t now have a PIN # to give students.

**N.B.** Chair Parker promised to contact the executive committee faculty representatives from each school with the advice that they need to be in contact with Dean Amon for program assistance. Professor Landau suggested this be addressed as an item of [new] business, perhaps even have a subcommittee with that charge.

#### 4. Undergraduate Education Vice Provost’s Update:

Don Feke reported that we have visiting from Tulane University 25 undergraduate students, one M.B.A. student, and one Law School student; most here at no cost to them; all are in regularly scheduled classes; 13 are in university housing and are paying our room and board charges. There was discussion on the tuition payment issue; some federal government assistance of \$1,000 per student might be available.

At this time each year the tuition costs for the next year come up for discussion; though we are reaching the \$30,000 figure, this is still low in our companion group of schools. The university next looks at needed assistance/financial aid to our first year class. Some possible changes in tuition structure and financial aid packages are being studied by Admissions, Financial Aid and the budget offices, including offering different financial aid packages for first-year students. There was discussion on whether this should be looked into further by the UUF Undergraduate Admissions Committee and be the subject of further reports. D. Feke noted that this is part of that committee’s charge.

**N.B.** Chair Parker thought it would be timely to remind each committee chair of their charges in the bylaws.

There was discussion on “migration” numbers, students who change majors along the way. Dean Amon noted that the most significant change is from engineering to management. It was suggested that this would be an interesting report to have.

A question was asked on the significant drop in number of transfer students to only a third of past numbers and suggested that this be another subject for the UUFUAC.

D. Feke said that the provost will be talking with deans on more central control over classroom spaces which now are often under the scheduling of various departments; more to come on this topic later.

The search for the next Dean of Undergraduate Studies has been put on hold; Julie Amon will continue in the capacity of Acting Dean.

Chair Parker noted that Provost Anderson has referred to a steady state student body of 4,000. What does that mean in admission numbers, considering coop students, among other issues? It was noted that the Master Plan was based on 800 new students annually.

#### 5. New Business:

##### A. Report on Discussion of Air Force ROTC

D. Feke recapped the issue as the Air Force having changed this year how their scholarship money is distributed. These students are required to take certain [military leadership] courses which Case does not recognize for transfer credit, so the students have been required to pay their own tuition for these courses. University Archives has provided much history from 1952 to the 1970s: our Faculty Senate removed the academic status and the faculty for the Department of Aerospace Studies; we cannot give academic credit for courses taught in a non-academic department; no academic departments willing to take over the courses so the Air Force pulled out their teachers in 1972.

He said that we now think we have a way to save our AFROTC students from having to pay their own tuition costs, but the question remains of whether we can give transfer credit for the

additional 12 credits of ROTC courses and have those be part of the 120 required hours. Various options are available, among them trying to find a department to accept this credit, or reviewing course descriptions for a “match” with some of our current offerings which would allow for transfer credit.

**N.B.** The motion was made, and seconded, that Case make every effort to resolve the financial issues. None present were opposed to this solution

Chair Parker also said that this issue should be referred to the UUFCC with the suggestion that Case try to find a fit for these courses into our current offerings. D. Feke suggested that he first ask the Faculty Senate if they would be willing to consider reversing the old resolution.

B. Steady State Freshman/First Year Enrollment issue was not addressed.

6. Old Business:

Items A, B and C will be addressed when more information is available.

D. SAGES Governance and Assessment: The chair suggested that various groups on campus can and do do assessments; we can gather further suggestions and make our report.

E. Service Learning: to be addressed at the October meeting.

A final announcement is that Professor Edith Lerner from the Department of Nutrition has agreed to be the UUF/Faculty Senate liaison.

Minutes of the meeting as recorded by Antonio Candau and Lynne Ford