

UUF Executive Committee  
Minutes of the First Meeting on Aug. 31, 2006  
Toepfer Room, Adelbert Hall

Attendance: Antonio Candau, Kimberly Emmons, Donald Feke, Lynne Ford, Atwood Gaines, Steven Garverick (**Secr'y**), Amy Hammett, Christine Hudak (**Chair**), Lynn Lotas, Vassilis Panoskaltzis, Larry Parker, Sheila Pedigo, John Ruhl, David Samols, Patricia Underwood, Peter Whiting and Jeff Wolcowitz

1. Don Feke provided a short welcome.

2. No minutes available yet to approve.

3A. Elect committee leadership

Chris Hudak was unanimously elected to be the 06-07 Chair.

Steve Garverick volunteered to serve as Secretary.

3B. Committee membership vacancies, etc

- Executive Committee: S. Garverick reported that J. McGuffin-Cawley will represent CSE Dean and CSEXC Chair in meetings of UUFXC. Faculty Senate liaison to UUFXC: Per the bylaws, those eligible are second year faculty senators, with involvement in undergraduate teaching. Profs. Landau and Morris were recommended by S. Garverick and C. Hudak who will contact them to determine interest.

Professor Hudak also volunteered to serve the role of UUF liaison on the Faculty Senate University Libraries Committee of which she is an elected member.

- Committee on Academic Computing and Information Resources:

C. Hudak: Should this committee exist? If so, they need clear direction from XC.

S. Garverick: noted that Shudong Jin replaces Cavusoglu from EECS.

Profs. Michel Avital and Focco van der Akker were approved unanimously as new volunteer members.

Replacements are also needed for M. Zagorski and for E. Youngstrom (from Arts and Sciences), but no selection was made today.

- Committee on Academic Standing:

Menachem Shoham was nominated by D. Samols to replace Prof. Kumar, but no decision was made as to a replacement for Heath Demaree from a number of suggestions submitted.

- Committee on Student Life, Services, and Environment:

Prof. Buchner has volunteered to serve as chair and was unanimously approved for reappointment. He will be asked to nominate a replacement for Prof. Cano.

- Committee on Undergraduate Admission:

Prof. Previts was unanimously approved for reappointment.

Replacements for Profs. De Haseth, Hovancsek, Oster, and White were not discussed.

- Committee on Curriculum: membership is elected by constituent faculties.

### 3C. SAGES Update (Peter Whiting)

There are 61 First Seminar and 1025 students in F06. There were 70 First Seminars in F05.

Transfer students are doing 1 CrH supplement to make up University Circle experience.

F05 students expressed interest in more choices. More topical FS are being offered in F06.

Course evaluations of S06 University Seminars are much better than for F05 FS, and evaluations are higher than average for 100-level courses.

Met with President Eastwood and Provost Anderson and, based on those conversations, he is recommending "full steam ahead" for SAGES. It would take a faculty vote to change the curriculum.

S. Garverick: (afterthought) Engineering students give lower evaluations than other majors, but still above 50% on all major questions.

Major declaration will start in November this year and major advisor will control PIN, once declaration is made.

J. Rohl asked about startup for the SAGES Oversight Committee. L. Parker noted need for a WSOM member but schools represented and members will soon meet. (Charge and membership to be sent to UUFXC.) P. Whiting noted this is a governance oversight committee, that he has several advisory committees which are active.

### 3D. Vice Provost Update (Donald Feke)

- Jeff Wolcowitz is the new Dean of Undergraduate Studies.

- Chris Munoz, Vice Provost for Enrollment Management, has left the university. The search for a replacement is on hold until the presidential search is well under way. New position may be vice president, not vice provost, and it may become a 50% position.

- Photos of students will soon be available on-line to instructors in their classes.

- Cross registration of undergraduate students with northeast Ohio schools administered by NOCHE which no longer wishes to run this program. Present system involves no exchange of funds. There is fear that we would be a net importer, but present data shows we are a net exporter (J. Wolcowitz). We have 20-30 students per semester at present.

- Authorization by Ohio Board of Regents expires this year. The state will not require a complete self study, and cost should be low. Some form of course standards and proficiency testing may be mandated.

- Board of Trustees may announce a technology fee for all students beginning F07.

Present fee for dormitory students is \$400/year.

### 3E. Agenda for 9/28 UUF Annual Faculty Meeting

L. Parker: Add SAGES Oversight Committee to Committee reports.

L. Ford: There will be a separate State of the University address given by the Provost in the same week on Tuesday, Sept. 26th

Agenda will be updated and reviewed again in next meeting.

3F. Held over from last year: tabled

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### 3H. New Course Evaluation Process (D. Feke)

In 2003, UUF voted to replace the process, but a new system was never implemented due to lack of resources. ITS is now devoting resources to implement an online system (not Blackboard).

Questions will be redesigned, and somewhat customizable by course. Results will be selectively available to students, faculty, and/or administration.

D. Feke: Who will choose the questions?

P. Underwood: Should student evaluations be used to evaluate faculty performance?

L. Parker: Will students complete an online evaluation - when they are not in a classroom?

P. Whiting: Should students do both (old and new) evaluations during a transition period? Can we do a pilot evaluation of the new system at end of F06?

J. Wolcowitz: Can present questions be used for online evaluations in F06, while new questions are being developed?

Conclusion: D. Feke will form a committee from UCITE et al and UGS reps from the schools will be asked to review the results. C. Hudak suggested that each UUFXC representative talk to their own schools and report back to D. Feke.

3I. Oversight of Writing Across the Campus (J. Ruhl and K. Emmons)

Goal is to coordinate efforts of English department with SAGES.

C. Hudak: UUFXC is asked to read the attached proposal, for discussion at next meeting.

4. No committee reports to examine.

5. No reports from Faculty Senate and UCITE.

Adjourned!

*Steven L. Garverick*

Associate Professor of EECS