

CASE WESTERN RESERVE UNIVERSITY  
University Undergraduate Faculty

Minutes of the UUF Executive Committee Meeting  
August 30, 2007

Committee members in attendance

Gary Chottiner, Chair (elected during this meeting)	K. Emmons
Christine Hudak	D. Samols
	L. Parker

Ex-officio committee members in attendance

Don Feke, Vice Provost for UG Education	Ken Ledford, CAS Executive Committee
Tim Fogarty, WSOM UG Exec. Committee	Jeff Wolcowitz, Dean, UG Studies

Regular guests in attendance

Peter Whiting, Assoc Dean and Director, SAGES  
Susan Zull, Secretary of the University Faculty  
Sheila Pedigo, Director of Undergraduate Research

Call to Order

The meeting was called to order and run by Don Feke.

Elections

Gary Chottiner was elected chair by acclamation. Christine Hudak volunteered to record the meeting

Reports

Update on Undergraduate Admissions and other Undergraduate Issues - Don Feke

Enrolled 1140 new students; the target was 1100-1150. This number does not include 50-60 transfer students. Peak admission was 1211 with a melt away of 5%. The melts were a result of students getting a better offer from another school. The discount rate in May was 57.5 %; in August, it was 60%. The final discount rate of 06-07 was 56.8%. It has decreased over the last four years. There was an increased enrollment this year with net tuition revenue in excess of last year. Average SAT's this year decreased 5-8% over last year but they are higher than 4-5 years ago. The average SAT score this year was 1306. The new VP of Enrollment is Randall Deike. He will involve President Snyder in the undergraduate enrollment process. His goal is to increase the yield on inquires for admission.

Tom Geaghan is a new Senior Research Analyst who will help with outcome assessment. He will begin with the multitude of collected but unanalyzed data.

The Ohio Board of Regents has created a "student success plan" that is mandated for public universities. A web site will be created that will indicate 1) How general education requirements are being met; 2) how topics in various majors are being addressed; 3) points of distinction for the universities. The Board is asking private universities to do the same.

The teaching grid reorganization is being driven by the lack of classrooms during the midday period. The new proposal converts the provost's hour into a period for common exams but would not restrict classes from being taught during that time. The new grid would apply starting Fall 08.

#### Update on SAGES - Peter Whiting

There are 72 FSEM's and 37 USEM's this semester accommodating a total of 1800 students. Reviewed the process of assigning students to FSEM's. The goal was to create balance for diverse learning groups. A new writing course, ENGL 183 has been added for additional support for first year students. It is a P/NP course for those who need it. 700 writing portfolios have been reviewed to date. The English department is pleased with the writing being done by our students. In the AACU report, SAGES has been highlighted. USEM's continue to be evaluated strongly. President Snyder wants the SAGES Oversight Committee to begin meeting for regular evaluation of cost benefit of the program. Capstone projects require about \$500 per students. This will necessitate fundraising. Questions around this endeavor include control of funds. Capstones are the constituent school's responsibility. With regard to departmental seminars, there is some confusion on the part of students about the necessity of taking them in the junior year. Though this is a requirement of SAGES, it is sometimes not a major requirement. There is anxiety and confusion among the students regarding the departmental seminars.

#### SOURCE report - Sheila Pedigo

SOURCE archives all abstracts of research projects by undergraduates. Would this office be a repository for all capstone projects abstracts? SOURCE will have a research day near the Research Showcase for undergraduate projects including capstones. Should a day be set aside for presentation of undergraduate research? Should it be part of the Research Showcase?

#### Academic Standing Committee - Jeffrey Wolcowitz

The Committee on Academic Standing recommends that, once the new Student Information System is implemented, students who are in good standing be allowed to withdraw from courses other than SAGES First Seminar through an on-line process that does not require advisor or dean approval, but not below the number of credit-hours that in combination with the previous semester would total 24 (required for maintaining good standing) and never below 12 credit-hours for the current semester (required for NCAA eligibility and visa status). Advisors and deans would be notified of any change the student makes through the on-line process. The Executive Committee approved the recommendation.

Last spring, the Executive Committee approved a recommendation from the Committee on Academic Standing that, beginning with the implementation of the new Student Information System, when a student repeats a course, the new grade in a repeated course will supersede the previous grade unless it is an "F"; if it is an "F" then the old grade will stand since we do not want to take credit away from a student that was already earned. At the request of those building the new Student Information System, the Committee on Academic Standing considered whether the new system might be designed to automatically handle all past course repeats according to the future rules, while allowing students who benefited from the old rules to come forward and have this changed back. The Committee on Academic Standing rejected this proposal, preferring that the system incorporate the rules in effect at each point in time.

Several other issues remain under discussion by the committee: (1) the anomaly that students may receive Dean's High honors one semester while simultaneously being placed on academic probation; (2) the treatment of course equivalencies; (3) how to treat summer courses in academic standing determinations.

### UUF Annual Meeting

Scheduled for September 27. Question arose about resolutions in memoriam and the reading within the meeting. It was moved by K. Ledford and seconded by C. Hudak that the full text of the resolution will be in the consent agenda and announced within the meeting. Agenda will be finalized via email.

### Old Business

Tracking of research credits on transcript has been tabled. This issue will be investigated by S. Pedigo and her advisory board. It will then be forwarded to the Executive Committee and then to the full undergraduate faculty.

### New Business

SAGES Oversight Committee needs to meet and elect a chair.

Status of Academic Computing Committee

Student life committee has not met but 3 students have been identified as potential members.

Status of UUF

The next meeting of the UUFXC on September 27 has been canceled to due overlap with the UUF Annual Meeting.

The meeting was adjourned at 1:00 PM.

*These minutes were composed by Christine Hudak & edited by Gary Chottiner.*