

CASE WESTERN RESERVE UNIVERSITY
University Undergraduate Faculty

Minutes of the UUF Executive Committee Meeting
October 25, 2007

No record of attendance is available for this meeting.

Agenda - as announced in advance of the meeting

1. Approve minutes of August 30 meeting (not available yet)
2. UUF Committees
 - Membership & chairs - fill empty slots and vote on new members
 - Charges
3. Organization and functioning of the UUF and its committee structure
4. SAGES Impact/Oversight
5. SAGES Capstone & the Capstone Fair
6. Course Time Slot Grid; possible elimination of the Provosts Hour.
7. Course evaluation questions
8. Forced course withdrawals
9. Outcome Assessment (deferred for future discussion)
10. Tracking research experiences for undergraduates. (deferred for future discussion)
11. PeopleSoft student system
12. Assist in university-wide planning initiatives

2. UUF Committees

The UUFXC will not elect a vice chair. New appointments to the Committee on Academic Standing were unanimously approved. The UUFXC unanimously approved a motion to make no new appointments to the Committee on Academic Computing. The UUFXC discussed possible chairs of the Committee on Student Life, Services and Environment and authorized Gary Chottiner to offer the chair to selected current members of that committee. The UUFXC also discussed how to identify new members for the Committee on Admissions.

Charges to the UUF committees were discussed. The Committee on Curriculum was charged to concentrate on issues that cross school boundaries. John Blackwell, the chair of that committee, and Jeffrey Wolcowitz will decide which course and program actions will be discussed by the entire committee. The UUF Committees will be involved in a review of the UUF and asked to report back to the UUFXC on this issue by January 12, 2008.

The Impact of SAGES Report was discussed in terms of the involvement of the various UUF committees in this report. No subcommittees of the UUFXC or UUFCC are currently looking at SAGES except for approval of individual classes. Nothing is being done about finances or staffing. The UUFXC discussed how to handle this report, perhaps by forming (another) subcommittee but did not resolve the issue and there were no volunteers to take up this task. The committee did affirm the importance of such a report. Peter Whiting suggested the UUFXC devote a meeting to examining the issues of SAGES.

3. Organization and functioning of the UUF and its committee structure

William Deal described the Faculty Senate's interest in this topic. Members of the UUFXC expressed confusion about the responsibilities and structure of the UUF and UUFXC and its relation to the Faculty

Senate and the Constituent Faculties. A request was made for a one page description of the UUF and UUFXC. Gary Chottiner volunteered to produce this document for the committee. John Blackwell and Larry Parker provided some historical perspective. The UUF was formed at the same time as the CSE, to restrain individual schools from making unilateral decisions about curriculum that would affect other parts of the University and to provide a forum for discussions of issues that affect all undergraduates.

4. SAGES Impact/Oversight

Questions were asked about the objectives of SAGES, which should be established before deciding if we are meeting those objectives. It was pointed out that implementation issues are the concern of Peter Whiting's advisory committee and the CAS; the UUFXC's mandate is to examine the impact of SAGES on the University. The question of a new CAS Sages Oversight Committee came up and will be researched before the next UUFXC meeting. The UUFXC discussed what sorts of questions should be asked for our report, what issues should be addressed and how tradeoffs should be handled.

The meeting was adjourned at 1:00 PM.

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