

UUF EXECUTIVE COMMITTEE (UUFXC)

THURSDAY, JANUARY 29, 2009
11:30 AM - 1:00 PM
ADELBERT HALL, ROOM 352

MINUTES

ATTENDANCE

Catherine Albers	Julia Grant	Minh-Tri Nguyen
Gary Chottiner	Christine Hudak	Joseph Prah
Patrick Crago	Donald Hunt	John Protasiewicz
Steven Cummins	Jennifer Lhotsky	David Schiraldi
Gary Deimling	J. Adin Mann	Peter Whiting
Heath Demaree	Emilia McGucken	Jeffrey Wolcowitz

The meeting was called to order at 11:31 a.m. by Gary Chottiner, Chair of the UUF Executive Committee.

1. APPROVAL OF MINUTES

Upon motion, duly seconded, the minutes of the UUF Executive Committee meeting of Thursday, December 18, 2008 were unanimously approved.

2. REPORTS

With three meetings for the 08-09 Academic year remaining, time will no longer be spent filling the openings left on UUF committees. Chair Chottiner displayed committees with openings:

- UUFCC – SOM
- Student Life - SON, Greek & graduate students;
- UG Admissions – Undesignated: Julia Grant agreed to recruit committee member from WSOM

UUF Committee on Curriculum, Gary Deimling

The draft copy (not yet approved) of the UUFCC minutes dated 01/15/09 were distributed to the UUFXC committee members. Chair Chottiner reminded Chair Deimling that a report must be prepared and forwarded to the Faculty Senate, once each semester, regarding all business completed by the UUFCC. In addition to reviewing the Program Action Forms (PAFs) and Course Action Forms (CAFs), the primary discussion was the CSE Motion on SAGES requirements for engineering majors and their recommendation against the approval of the changes to the SAGES requirements for

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engineering majors, which will be discussed in more detail later during this UUFXC the meeting.

UUF Committee on Academic Standing, Jeffrey Wolcowitz

Dean Wolcowitz gave an update regarding the notification that went out to students who were eligible for separation. In order to complete the Committee's business in the available timeframe, all students eligible for separation are invited to write a letter of appeal before the committee meets. At this point in time, there are no statistics to share with the UUFXC, but Dean Wolcowitz will have them to report shortly.

UUF Committee on Admissions, Sean McDonnell

Chair McDonnell submitted a written report to the UUFXC; the report is available under addendums for review.

SAGES-Central, Peter Whiting

Director Whiting shared that the results of recent course evaluations, both university and SAGES-specific, are under review. It was noted that the participation in the in-class, SAGES-specific evaluation is much higher compared to participation in the university's online course evaluation process; therefore, these data are weighted differently, although both are serving to provide information. There is also discussion about including an additional track in the SAGES program to aid those domestic students who need further development in their writing skills.

SAGES Impact Committee, Peter Haas

The SAGES Impact Committee is planning to schedule a meeting for the week of February 16th. The committee is collecting information from the student surveys regarding CAPSTONES. The report will be provided to the UUFXC before their last meeting of the spring semester for distribution to the Provost and the Deans.

Constituent Faculty Executive Committees

CAS: the minutes from their meeting dated 12/11/2008 are available under addendum

CSE: Committee member J. Mann reported that the CSE still wants to move forward with their proposal on SAGES, although the UUFCC has recommended against the change.

WSOM: Julia Grant stated that the Executive Committee is awaiting the report from the Provost Committee regarding the SAGES evaluation.

SON: Lynn Lotas reported that the SAGES program is supported by the undergraduate faculty and there is an interest in maintaining it in their curriculum. SON will continue to participate in the SAGES program and likes the flexibility that it offers their students.

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Faculty Senate, Joe Prah

Professor Prah reported that the Faculty Senate passed the Conflict of Interest Policy (COI), voted to proceed with disbanding the UUF and have the governance body absorbed into the Faculty Senate, and set the budgetary priorities that the faculty wants reported back to the administration. Specifically noted was that the Faculty Senate plans to have a resolution regarding the UUF restructuring drafted and passed in time to be presented before the Board of Trustees in June.

Undergraduate Student Government

Steve Cummins, USG representative, reported that an analysis of the impact of '+' and '-' grades has been done and the pros/cons are being considered. There is an open forum with all undergraduate students to discuss this information on Thursday, February 12th at 11:30am with the location to still be determined. The concerns and questions from this forum will be reported back at the next UUFXC meeting.

3. MEDIAVISION ISSUES

Chair Chottiner expressed a concern of some faculty members regarding changes in attendance and other effects regarding the MediaVision recording of large enrollment classes. The committee members were interested in having a presentation by MediaVision as well as a statistical sharing regarding its impact at the February UUFXC meeting.

4. CSE PROPOSAL ON SAGES

The UUFCC has submitted their recommendation to UUFXC. The UUFCC voted 7 to 3, with 1 abstention, against the changes on CSE's proposed modifications to SAGES requirements for engineering majors. There was initial discussion among committee members about UUFCC and UUFXC bylaws regarding the appropriate channels for moving business through the UUF. After some lively discussion about the process regarding specifically this CSE modification, a motion was made for the UUFXC to accept the UUFCC action as proper and according to the UUF Bylaws, and that the matter now rested with the UUFXC. The motion was seconded, discussed, and voted upon with results reflected as 10 for accepting the recommendation, 0 against the recommendation, and 2 abstaining from the vote.

The recommendation was discussed among the committee members and Chair Chottiner stated the bylaws provide three options for the UUFXC regarding the next steps on this particular piece of business.

- 1) Return the recommendation to the UUFCC, requesting reconsideration or consultation

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- 2) Call a Special Meeting of the Undergraduate Faculty to discuss and vote on the recommendation from the UUFCC
- 3) Forward the recommendation to the Faculty Senate for further action

It was shared with the committee that Provost Baeslack stated at the UUFCC that he will work with the Faculty Senate to create a committee to examine the SAGES program, consider changes in the program, and the consequences if a school should allow students an option to not participate in all aspects of SAGES. This ad hoc group will include key members who have been associated with SAGES and know its history, and this committee will move quickly with the assistance of an outside consultant group to provide a report to the Faculty Senate and the Provost. At that time, it would be more appropriate for him and the Faculty Senate to initiate action regarding CSE's modifications to the SAGES program for its engineering majors. The UUFXC discussed the Provost's plan and a motion was made to forward to the Faculty Senate the report from the UUFCC regarding their action on the CSE SAGES proposal. The motion was seconded, discussed, and voted upon with results reflected as 10 for forwarding UUFCC action to the Faculty Senate, 0 against forwarding UUFCC action to the Faculty Senate, and 2 abstaining from the vote.

Chair Chottiner will forward to the Chair of the Faculty Senate, Glenn Starkman, the UUFXC decision on CSE SAGES proposal per the recommendation from the UUFCC, which is against approving the CSE proposed changes to the SAGES requirements for engineering majors.

The meeting adjourned @ 12:56 p.m.
Minutes by Jennifer Lhotsky.

NEXT MEETING:
THURSDAY, February 26, 2009
11:30 a.m.-1:00 p.m.
Adelbert Hall, Room 352

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ADDENDUM

UUF Committee for UG Admission Report

The committee met on December 11. Below are notes from that meeting:

- Jonathan Wehner reported to the committee regarding the current state applications for Fall, 2009
- Jonathan and Rae Ann DiBaggio informed us about the strategy for both merit-based & need-based financial aid for the incoming class
- There was no news to report on the search for a new Director of UG Admission
- We discussed the applicant pool(s) that our committee will be reading and the dates that those readings will take place
- We discussed the Spring Open House events for admitted students and how the faculty can be more involved/helpful with recruitment

College of Arts and Sciences Executive Committee Report

EXECUTIVE COMMITTEE, Minutes, December 11, 2008

Members Present: K. Beckwith, C. Cullis, M. Davis, W. Deal, A. Helmreich, S. Hinze,
K. Ledford, J. Orlock, J. Protasiewicz-Chair, C. Taylor

Members Absent: J. Ruhl

Also attending: M. Berger, R. Greene, C. Stilwell

Approval of Minutes

The minutes of the meeting held November 13, 2008, were approved as distributed.

Announcements

This was the final meeting for Professor Mary Davis who will assume department chair duties January 1. The committee thanked Professor Davis for her service.

Dean's Report – *Cyrus Taylor*

The dean provided a very brief report consisting of a budget and strategic planning update.

Report from the Representative to the Chair Council – *William Deal*

Professor Deal reported that the December 4 meeting of the A&S Chair Council included many of the topics just mentioned by Dean Taylor. There was a lengthy discussion regarding the university's and college's strategic planning initiatives and the ways those impact upon departmental decisions.

Report from the Senate Representative to the Executive Committee – *Susan Hinze*

Professor Hinze provided an update on the recent Senate meeting which included approval of a new degree in the School of Dental Medicine, a report on the university's Charity Choice Campaign, and a university fundraising report from Bruce Loessin and Kaye Ridolfi.

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Professor Hinze also reported on the current draft of the revised Conflict of Interest policy. Several open forums were held, but those apparently were poorly attended due to scheduling conflicts. Many on the Executive Committee felt that the current draft policy seemed extremely far-reaching and, in many respects, could also prove to be a disincentive to faculty members. A motion was made to authorize Professors Protasiewicz and Beckwith to draft a resolution to be sent to the President of the Faculty Senate to highlight several areas that should be exempt from reporting requirements. The motion passed unanimously.

Report from the A&S Budget Subcommittee and CSPSC – Christopher Cullis

Professor Cullis reported briefly that the committees continue to discuss relevant budget issues and possible impacts on areas of interest (faculty hiring, department programs, etc.). The committee has also had a meeting with Randy Deike, Vice President for Enrollment Management. Professor Cullis also reported that the university review of academic advising is still on schedule.

Old Business

UUF SAGES Task Force and A&S SAGES Task Force

The committee's recommendations for members of the UUF SAGES Task Force have been communicated. Dean Taylor reported that he feels it is wise to hold off on implementing the A&S SAGES Task Force at this time pending more work by the college's strategic planning task force.

UUF Admissions Committee

Associate Dean Stephen Haynesworth will be the dean's office liaison with this committee.

New Business

Grade Inflation and Distribution

The members began a discussion of this matter and quickly decided that the available data was very limited in that it didn't provide distinction between introductory courses and those required for a degree, did not include consideration of the use of plus/minus grades, and did not take into account the student course load, which averages five per semester but often may be more. It was agreed that this topic will be carried over to the January agenda for further discussion.