

## **Minutes of the Annual Meeting on October 14, 2004**

President Edward M. Hundert welcomed all, noting that this will be a very important year for SAGES and undergraduate education, with valuable dialogues taking place on how to channel resources to undergraduate education. Faculty are engaged in very fine discussions and made a bold move in approving SAGES. He thanked all for their efforts.

Minutes of the last meeting of April 28, 2004 were approved as distributed.

The Consent Agenda included reports on new faculty in each of the schools teaching undergraduate students and Reports from the Standing Committee and UCITE.

- For the Case School of Engineering: Kenneth Gustafson, Melissa Knothe-Tate, Dawn Taylor, Dustin Tyler, Xin Yu, Gary Wnek, Jing Li, Jiong Yang, Patrick Mather
- For the College of Arts and Sciences: Daniel Cohen, Deepok Sarma and Thomas Gray
- For the Weatherhead School of Management: none but for Dean Myron Roomkin
- For the School of Medicine's Departments of Biochemistry and Nutrition: none
- For the Frances Payne Bolton School of Nursing: Susan McGinnis and Celeste Alfes

The UUF Executive Committee's past chair, J. Adin Mann, reported that SAGES would be the primary focus for the year.

Academic Standing Committee: Dean Margaret Robinson reported as the chair of the committee that they have approved new scholarship standards of 2.5 to the end of the first year and a 3.0 thereafter.

Curriculum Committee: Chair Christopher Flint expects the committee to be handling many course approvals; streamlining the approvals process for all SAGES courses and developing guidelines for capstone courses.

Undergraduate Admissions Committee: Director Liz Woyczynski noted new writing requirements for both the SAT and the ACT, and the fact that we will require one of these standard tests.

Memorial resolutions for Professors Erminnie Bartelmez and Rose Kuerti were included with the written agenda.

The Provost's Annual Report included a report by Vice Provost Chris Munoz on Undergraduate Admissions. He noted the efforts of faculty talking with prospective students, a new SAGES brochure, and the students' touchpoints with Case, and noting that faculty are very important in establishing relationships.

Dean Robinson of Undergraduate Studies noted that statistics on retention, graduation and degrees granted were included with the agenda. Graduation stats are up to over 80%, from 70%, and 90% returning after their first year. Graduating this year were 761 students, with a significant increase in CAS degrees and steady growth for WSOM. It was also noted that Economics students do much of their work in WSOM though the degrees are counted with CAS.

Our students have very diverse interests indicated by the numbers of Honors.

The SAGES report, from Co-Director Peter Whiting, was part of the written agenda.

Deputy Provost Don Feke reported on the preparations for university accreditation in spring of 2005 which will include a self study and progress reports since the 1995 visit. Four areas of special focus are Undergraduate Student Development, Graduate and Professional Student Development, Interdivisional Collaborations, and External Partnerships. Reports will be posted on the web site.

Vice Provost Lynn Singer spoke about the establishment of an Undergraduate Research Office to coordinate activities and to inform and encourage students. This is an important part of SAGES.

Old Business items of revisions to the UUF bylaws, and new teaching and course evaluation process had update reports.

Provost John Anderson made a brief but comprehensive presentation on initiatives in Undergraduate Enrollment Issues. He said that a strategic planning process was underway addressing the issues of ideal enrollment, tuition revenues, recruitment and retention, with a goal to reduce the discount rate while increasing numbers and maintaining quality. We have a very low faculty/student ratio of 7:1 compared with the more usual 10:1 ratio at some other schools. Operating at capacity is an important factor in not adding costs. A larger number of graduates would have an important impact in the world. A larger undergraduate class would achieve a better ratio of undergrads to graduate students.

There were questions and discussion of the SAGES program, other non-traditional student populations who might increase our diversity, the concern that while there is capacity in some fields, we are at capacity in other areas already. The discussions and the work will continue.

The meeting adjourned at 1:05 p.m.