

**DRAFT** - These minutes are not official until they are approved at the May 1, 2008 General Meeting of the UUF

CASE WESTERN RESERVE UNIVERSITY  
University Undergraduate Faculty

Minutes of the UUF Annual Meeting

September 27, 2007  
11:30 a.m. – 1:00 p.m., Clapp Hall 108

Call to order

President Barbara Snyder called the meeting to order at 11:35 a.m.

Annual report on the state of undergraduate education

Interim Provost Jerry Goldberg called upon Liz Woyczynski, Director of Undergraduate Admission, to present the admission report. Ms. Woyczynski expanded on the “Admission Profile and Guide,” which had been sent prior to this meeting. The fall 2007 enrollment goal of 1050 was exceeded; the incoming class numbered 1133. For the second year in a row, 43% of the class are women (up from 40%). There was a net tuition revenue increase of approximately \$1.2 million over the previous two years. Among the challenges: The “discount rate” increased again to over 60%. The acceptance rate increased to 74%; in fall 2005, the acceptance rate was 62%. The SAT scores of admitted and enrolling students dropped for the second year in a row; for fall 2007 students, scores were lower by about 20 points.

Professor Goldberg asked Jeff Wolcowitz, Dean of Undergraduate Studies, to present enrollment and graduation statistics. Dr. Wolcowitz reviewed the material that had been distributed prior to this meeting, providing additional details and interpreting data on undergraduate retention, graduation rates, total numbers of graduates and degrees granted. He also provided detailed information on student retention by ethnicity and gender, and on transfer and binary student retention. He noted that the retention rate from first to second year is 91.2%. The four-year graduate rate is 62.8%; this is the first time that rate has risen above 60%. Due to two unusually large classes, there have been more graduates than usual, and more multiple degree recipients. Current undergraduate enrollment is 4133.

Provost Goldberg spoke briefly about the university’s strategic planning effort, which he is organizing and leading.

Approval of minutes

President Snyder asked for approval of minutes. Upon motion, duly seconded, minutes of the Spring 2007 UUF General Meeting were unanimously approved as distributed prior to this meeting.

Resolutions in memoriam

President Snyder asked that resolutions in memoriam be read. Professor Claire Rimnac read the resolution for Professor Emeritus Eugene Bahniuk of the Department of Mechanical and Aerospace Engineering in the Case School of Engineering, and Professor Timothy Fogarty read the resolution for Professor Emeritus David Bowers of the Department of Finance in the Weatherhead School of Management. Upon motion, duly seconded, these resolutions were unanimously approved.

Introduction of new members of the University Undergraduate Faculty

Professor Claire Rimnac introduced new members from the Case School of Engineering:

- LaShanda T. James Korley, Assistant Professor, Department of Macromolecular Science
- Mehmet Koyuturk, Assistant Professor, Department of Electrical Engineering & Computer Science

Professor and Associate Dean Jill Korbin introduced new members from the College of Arts and Sciences:

- Eileen Anderson-Fye, Assistant Professor, Department of Anthropology
- Carlos Crespo Hernandez, Assistant Professor, Department of Chemistry
- Anthony Jack, Assistant Professor, Department of Cognitive Science
- Barbara Lewis, Associate Professor, Department of Communication Sciences
- John Broich, Assistant Professor, Department of History
- Elizabeth Meckes, Assistant Professor, Department of Mathematics
- Mark Meckes, Assistant Professor, Department of Mathematics
- Xuan Gao, Assistant Professor, Department of Physics
- Elliot Posner, Assistant Professor, Department of Political Science
- Arin Connell, Assistant Professor, Department of Psychology
- Sandra Barnes, Associate Professor, Department of Sociology
- Jessica Kelley-Moore, Associate Professor, Department of Sociology
- David Warner, Assistant Professor, Department of Sociology

Professor Tim Fogarty introduced new members from the Weatherhead School of Management

- David Clingingsmith, Department of Economics
- Ankur Goel, Department of Operations Management
- Gary Hunger, Department of Marketing
- Gregory Jonas, Department of Accountancy
- Silvia Prina, Department of Economics

#### Report from the Executive Committee

Professor Gary Chottiner, Chair of the UUF Executive Committee reported that the committee met in late August. The September Executive Committee meeting was preempted by this Annual Meeting; the committee will begin a regular schedule of monthly meetings in October. Professor Chottiner spoke briefly on the UUF's responsibility for SAGES oversight, and on UUF plans and initiatives for 2007-08, which currently include the following items.

1. UUF Committees
  - Membership & chairs
    - Identify 4 faculty members (of 6 total) + Chair for Com. on Student Life, Services & Environ.
    - Identify 7 faculty members (of 12) for Committee on Undergraduate Admissions [CSE-1, CAS-2, BCHE-1, FPBSON-1, WSOM-2] Chair: Sean McDonnell
    - Need 2 faculty members for Committee on Academic Standing (CHAIR: Jeff Wolcowitz)
    - Executive Committee and Committee on Curriculum are fully staffed.
    - Committee on Academic Computing and Information Resources - fate TBD
  - Charges
2. Course Time Slot Grid; possible elimination of the Provosts Hour.
3. Tracking research experiences for undergraduates (Old Business tabled last spring)
4. Course evaluation questions
5. Organization and functioning of the UUF and its committee structure
6. SAGES Impact
7. SAGES Capstone & the Capstone Fair (SOURCE Undergraduate Symposium and Poster Session)
8. Outcome Assessment - Student Success Plan
9. PeopleSoft Student information System
10. Assist in university-wide planning initiatives

#### Report from the Curriculum Committee

Vice Provost Don Feke reported that Committee met once (September 6, 2007) to discuss its agenda for the year, and to handle one item of new business, recognition of Deans Approved Minors. The Committee was expecting to elect its chair at its upcoming meeting (October 4) and receive a report on an analysis of SAGES performed by Institutional Research.

#### Report from the Committee on Academic Standing

Dean Wolcowitz reported that the Committee on Academic Standing met nine times during the 2006-07 academic year. In addition to faculty members, the committee was joined by several members from the Office of Undergraduate Studies. He reported on the "academic status actions" taken by the committee after review of student performance at the ends of the fall 06, spring 07, and summer 07 semesters. The committee also reviewed scholarships, and engaged in policy discussions regarding commencement participation; dean's honors; course repeats, equivalencies, and withdrawals; summer courses; and merit scholarships

#### Report on SAGES

The report submitted by Professor Peter Whiting, SAGES Director, which was distributed prior to this meeting, was accepted with no questions or comments.

#### Report on UCITE

The report submitted by Professor Mano Singham, UCITE Director, which was distributed prior to this meeting, was accepted with no questions or comments.

#### Update on new Student Information System

Amy Hammett, University Registrar, provided a detailed update on the new Student Information System (SIS). She outlined the rationale for developing and implementing the new system, and explained the modules that are included in the scope of the project (such as student records, academic advising, and student financials), and those that are excluded due to budget constraints (financial aid, recruiting and admissions). Ms. Hammett reported on the project timeline, beginning with project funding in June 2006, continuing through additional phases of enhancement, and culminating with registration and class rosters (March 08), degree audit reports and official transcripts (June 08), and on-line grading (August 08). For more information, faculty were advised to visit the website at <http://www.case.edu/projects/erp/sis/>

#### Adjournment

There being no further business, the meeting adjourned at 1:00 p.m.

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Susan J. Zull  
Secretary of the University Faculty