UUF Executive Committee
Minutes of the Meeting of November 18, 2004

Present: Antonio Candau (Chair), Corbin Covault, David Deeds, Jessica DeQuach, Timothy Fogarty, Lynne Ford, Amy Hammett, Christine Hudak, Uziel Landau, Marshall Leitman, J. Adin Mann, David Matthiesen, Kelly McMann, Stephen Previs, Roy Ritzmann, Ashraf Sabe, Christoph Weder

1. The meeting was convened by Professor Candau at 11:38 a.m., November 18, 2004.
2. The minutes of the last meeting were approved as circulated.
3. Standing committees:
   A. Academic Computing & Information Resources:
      Topics that were discussed included: the new help desk arrangement, Blackboard, technology classrooms, concern about equipment. The multimedia center in the Smith Library is scheduled to start working next semester.
      The policy of upgrading computers for the teaching faculty was discussed. Apparently there has been a commitment voiced by the administration but not yet funded. The UUFXC asks for the status of this program.
   B. Academic Standing. No report.
   C. Curriculum:
      The committee focused on the Capstone course criteria with an emphasis on retaining flexibility. The Task Force Report allows for flexibility to adjust the Capstone for different departments. Accountability for the Capstone Courses: hands-on experience and a public presentation for each student; team work is appropriate but each student must contribute and individually accountable. An issue is whether a student may elect to do a Capstone in a minor field rather than the major. The discussion is moving toward a policy that the department chair is the "go to" person. The DPR tracks the Capstone condition. Other points discussed include: the composition of the SAGES committee that writes the letter of support for University Seminars; and a document of guidelines from SAGES which apparently exists.
      The question of SAGES for binary and transfer students was discussed. The students transferring in 3/2 program will probably have the course work equivalent of SAGES. Transfer students may not have the equivalent of SAGES courses. Peter Whiting is working on the policy for these students.
   D. Student Life, Services, and Environment: No Report
   E. Undergraduate Admissions: No Report

4. A. Faculty Senate.
   New benefits package, benchmarked with peer institutions, is coming out and will add a vision benefit. A faculty retirement option package is coming out shortly. A reduction in the planned 10% tuition increase to 7% is being considered. Faculty compensation was discussed: long-term disability insurance under review with provider company. A plan of merit pay in the School of Engineering and the School of Medicine is not "in tune" with the Faculty Handbook and will be reviewed. Faculty compensation is below peer aspirant group of institutions, and it is felt that the rate of change of compensation is behind what it should be.
   A question on the change to Benelect for married couples employees at Case was explained but noted that it does not support efforts to hire couples. Other concerns noted, including the fact that communications are thought to be lacking.
   B. UCITE: No report.

5. Faculty Executive Committees
   A. Case School of Engineering:
      CSE discussed SAGES with the following proposals:
      1. CSE will no longer require the three-course sequence in the Humanities and Social Sciences; the depth requirement will be removed.
      2. CSE will accept the SAGES courses for the breadth requirement.
      3. CSE will accept the protocol for course approval as outlined by the UUFCC. The Faculty will
vote on these proposals during the fall meeting of the CSE.
   B. College of Arts and Sciences: No additional report beyond Attachment #6.
   C. Weatherhead School of Management:
      The proposition that courses for career preparation including resume writing is valid was
      discussed.
   D. School of Medicine: No report.
   E. School of Nursing: The nursing doctorate ND will be replaced by the Doctor of
      Nursing Practice, DNP.

6. Old Business
   A. Course Evaluation Project is on track.
   B. UUF Bylaws: J. Mann is studying revisions that may be required for SAGES oversight.
   C. SAGES Governance and Assessment: see item B.

7. New Business
   An issue for the future is the apparent under utilization of faculty in our teaching function
   and the impact on our SAGES obligations.

Respectfully Submitted
J. Adin Mann, Jr.
Secretary, UUF Executive Committee.