

2025 - 2026 UNDERGRADUATE COUNCIL

November 11, 2025 | 3:30pm

Campus Commons 2200

MINUTES

Present: Couch, Cosio, Escudero, Karlin, Sonnentag

Zoom: Epperson, Etheridge-Woodson, Harris, James, Pepmeyer, Spivak-Perna

Absent: Guetler, Muralmanohar, Sedinger

Guest: Anna Green

Call to Order 3:31pm

Approval of Agenda approved without objection

Approval of Minutes from October 14, 2025 approved without objection

Chair's Report/Announcements (Karlin) – In APC, the committee is working on the S/U grading policy and Syllabus Statements address by the AI task force. At the last Faculty Senate meeting, Rebecca Thompson shared the Clery Campus Security Report. Undergraduate Commencement speeches have been sent to college representatives; they are due to Anna Green by November 20th.

Reports from Councils

- LAC (Etheridge-Woodson) – Transfer audit recommendations are still ongoing at the state level. Etheridge-Woodson believes UGC is good place to build a proposal regarding the structure of work-based learning. She can draft a charge that will share with Karlin.
- Assessment Council (Sonnentag) –The Assessment Council met yesterday and checked in on cross-functional high-impact practice work. Chad Bebee provided an update on college-level discussions related to AI. The Council also discussed assessment planning and results, with reference to the Power BI dashboard.
- Student Government Association (Escudero) – With current budget difficulties, SGA is reviewing its budget and exploring community sponsorship opportunities. They are also considering possible collaboration with the UGC. They will have present wrapping event and encourage everyone to stop by.

Special Reports

New Business

- Review of graduation forms
- Undergraduate Commencement Speakers Process (Green)
 - Green shared that she has been able to create a timeline for the spring commencement ceremony and emphasized that they have never been ahead of the schedule like this before.
 - Clarification points to add under the Notes:

- Office of Registrar will provide the targeted list of graduating seniors to the Director of Events announcing the opening of the Application and Nomination links.
 - Director of Events will provide printed material to all college advisors announcing the opening of the Application and Nomination links.
- Step 1
 - Deadline/Time Needed
 - Change “Ideally at least two” to “Seven”
 - Change “4” to “Eight”
 - Seven weeks for nominations and eight weeks for applications.
 - Winter Deadlines
 - Change “Sept” to “Aug”
 - The application will be on the website in August.
 - Spring Deadlines
 - Change “February” to “Jan”
 - The application will be on the website in January.
- Step 2
 - It was clarified that the Office of University Events will send the message inviting nominees to apply. In the description of step 2, change “Graduation” to “University Events”
 - Deadline/Time Needed
 - Change “Ideally two weeks” to “One week”
 - Students may not need a full two weeks to submit the application and it give more time for nominations to be entered.
- Step 3B
 - It was clarified that the Dean of Students (DOS) will be conducting the disciplinary checks.
 - Insert “and the Dean of Students” after “(and Grad School”
 - After the application deadline, the list of applicants can be sent to both the UGC chair and Dean of Students to conduct their roles in the process.
 - In cases where a student is ineligible due to conduct, the DOS will inform the UGC. The UGC will then notify Anna Green (Director of University Events) and, using the provided language, inform the student.
- Step 6
 - There were concerns that with the “Fourth week of March”, the process will be going into program deadlines causing delays.
 - Change to “End of second week of March”
- Commencement Speaker Email (Clavir)
 - “All applications will undergo a disciplinary review as part of the selection process”

- Sonnentag shared that there is no policy related to good community standing and although it may sound intimidating it is important to be transparent in the process.
- Before the email is sent, it can be reviewed for any other changes.
 - Dates will be updated,

Unfinished Business

Comments to the Good of the Order

Adjournment 4:22pm