

UNIVERSITY UNDERGRADUATE COUNCIL

October 8, 2019, 3:45pm

Campus Commons 2300 Conference Room

MINUTES

Present:

Broghammer, Sean
 Couch, Charles
 Dineen, Rachel
 Fitzpatrick, Colleen
 Franklin, Scott
 Fulton, Jarae
 Garrett, Barbara
 Hawkinson, Ann
 Matchett, Nancy

McClatchey, Christine
 Park, Junpyo
 Somero, Marvin
 Tancayo, Michaela
 Terranova, Victoria
 Thompson, Susan
 Tucker, Gardiner
 Withrow, Nicole
 Zukiewicz, Adam

Call to Order

- The meeting was called to order at 3:45pm.

Approval of Agenda

- The agenda was approved without objection.

Approval of Minutes 9-10-19

- The minutes for 9-10-19 are approved without objection.

Reports

1. **LAC** – Fitzpatrick – No Report
2. **PEC** – Terranova – There is a new electronic system for curriculum workflow. There is further discussion regarding University learning outcomes.
3. **Assessment Council** – No Report

Old Business

1. **UGC representation at Grad Council**
 - GC occurs at the same time as PEC: Thursday afternoons, 4:00-5:30pm.
 - Terranova can volunteer, switching from attending PEC. UGC now needs a representative for PEC.
2. **UGC representation at Steering Committee for the Oversight of HLC and Legislative Academic Compliance:** <https://www.unco.edu/provost/compliance/>
 - The Steering Committee attempts to keep up with and adhere to mandates for academic compliance at multiple levels: State, HLC, and Federal.
 - Matchett attends as part of her IAP role.
 - There is agreement that specific UGC representation is not needed.

3. UGC Bylaws

- Since UGC cannot necessarily ensure compliance, language in Article V(A)(7) was adjusted to “recommend changes to help ensure”.
- Matchett suggests deleting the detail of the membership section in Article I(A) and instead referencing the BPM 2-3-107(1)(b), where UGC membership is defined.
 - Let’s also check Article I(B) and (C) for consistency with the BPM.
- Bylaws will need to be sent to Codification for review when revisions are ready.
- Garrett – Scott will look into it, and we’ll review next time.

4. Pruning Committee Task Force Report discussion

- Dineen, Terranova, and Zukiewicz created an Overview of Final Documents.
- The Provost has tasked Matchett/UGC and Cindy Wesley/GC with assisting efforts to improve program review policy to be done by the end of the academic year.
 - Matchett recommends review of three EAB reports: Academic Vital Signs, Rightsizing Program Portfolio, and Toolkit Annual Departmental Review
 - Kim Black has primary responsibility for drafting the policy
 - There is some ambiguity about whether program refers to degree programs (majors) or academic units (departments/schools/programs)
- The intention is to evaluate degree programs to ensure they are cost effective, serve the student body, and are staffed appropriately.
- Faculty input is crucial in developing meaningful metrics for program evaluation.
 - Example metric: student credit hour produced per FTE
 - Metrics to become part of annual program review
- UGC Subcommittee next steps:
 - Define ‘productive academic program’
 - Not directly tied to cost: what value a program brings to UNC
 - Determine metrics applicable to all academic programs to assess productivity
 - Use program cost model to identify profitable/unprofitable programs
 - Scrutinize programs using both quantitative and qualitative data
 - Consider further cost saving recommendations
 - Need suggestions from the UGC
- UGC Subcommittee - Academic Review Team: Dineen, Franklin, Terranova, and Zukiewicz
- The three EAB reports were shared with all UGC members.

5. UGC AY20 Role and Goals:

- *Items to be discussed at a future meeting*
 - UGC role in compliance and the Steering Committee for the Oversight of HLC and Legislative Academic Compliance
<https://www.unco.edu/provost/compliance/>
 - Recommendations regarding policies surrounding curricular decisions (duplication of programming, etc.)
 - Policies regarding recruitment, admission, and transfer
 - Policies regarding undergraduate program review & evaluation

New Business

1. Graduation Speaker Process and Timeline

- The Graduate Program goes to print 10/21/19. Fitzpatrick will take the lead in the review and selection process. Request for speakers sent to UNC Today and the Dean of Students website. We already have three applicants. The deadline for applications is this Friday, 10/11/19.
- Graduation Student Speaker ad hoc subcommittee: Fitzpatrick, Fulton, Hawkinson, Park, Thompson
 - Criteria/rubric for examination of student presentation is needed.
 - Students should prepare for a speech about 3-5 minutes in length.
 - Betsy will schedule a room for Tuesday (10/15) at 3:30pm.

Comments to the Good of the Order

- Thank-you Dineen, Terranova, and Zukiewicz for your work putting together the Overview and handouts.

Adjournment

- The meeting was adjourned at 5:00pm.

Barbara Garrett
Chair

Betsy Kienitz
Recording Secretary