

UNDERGRADUATE COUNCIL

March 8, 2022 | 3:40pm

UC Council Room

MINUTES

Present: Couch (Beyers), Denny, Dineen, Franklin, Henson, Klein, Matchett, Park, Rose, Sonnentag, Welsh

Absent: Benavidez, Fulton, Somero, Weber, Zukiewicz

Guests: Cauffman, Clavir, Crow, Henderson, Wieben

Call to Order

The meeting was called to order at 3:40pm.

Approval of Agenda

Approved without objection.

Approval of Minutes 02-08-22

Approved without objection.

Chair's Report/Announcements (Franklin)

Reports from Councils

- **LAC (Denny)** – The Council made recommendations for the Summer Bridge program. Indirect assessment is ongoing.
- **Assessment Council (Dineen)** – There is continuing work to develop assessment policies/procedures.

Special Reports

- **Commencement speaker update**
 - The following UG students have been selected as commencement speakers for the May commencement ceremonies:
 - Justin Venman, NHS
 - Bailey Walder, PVA
 - Josie Walter, HSS
- **Emphases to Concentrations (Matchett)**
 - We are updating the terminology from emphases to concentrations for the AY23 catalog. Using the term “concentration” is consistent with how the information is already presented on transcripts and in Degree Works. The updates are being completed by Registrar staff; academic units do not need to submit anything in the curriculum workflow.
- **Curriculum committee role/process (Matchett)**
 - UGC serves as the curriculum committee to all undergraduate programs not housed in a college. UGC’s role is to review proposals to ensure any changes are appropriate.
 - Matchett asked the Council how they would like to manage the curriculum process.
 - Curriculum workflow notifications go to Betsy, who will alert the Council to any items in need of review.

- Send a link to the proposal in the workflow.
- Download/save any documents as needed.
- Council members will review and act on curriculum proposals.
 - Record the information in the workflow and move the proposal to the next appropriate stage of the workflow.
- As curriculum review may occur year-round and UGC only meets once a month during Fall/Spring semesters, there may be times when review/approval will need to occur virtually/via email to ensure timely review.

Priority New Business

• **McNair Program curriculum updates**

- Information about the McNair Scholars Program:
 - McNair is a federal program designed to provide undergraduate students with effective preparation for graduate-level study through research and scholarly activities, summer internships, seminars and workshops, mentoring, and assistance with graduate school admission processes.
 - McNair participants are either first-generation college students with financial need or members of a group traditionally underrepresented in graduate education who have demonstrated strong academic potential.
 - McNair serves 30 students a year: 15 in the Junior cohort and 15 in the Senior cohort.
- Wieben and Kaufman presented a revised catalog narrative for the McNair Scholars Program.
 - The primary change is to add LIB 251 as a required course.
- While the update today is purely narrative, there are plans next year to submit the McNair program through the curriculum review process as a program.
 - UGC will review the program proposal when ready.

• **Mind curriculum course changes**

- Life of the Mind no longer exists as a program. Yet MIND courses are still in the catalog, and some are required for the Honors program.
- Wieben asked the Council to consider the impacts if MIND courses were to be cut or consolidated.

DISCUSSION:

- Some but not all MIND courses could perhaps be folded into the Honors program.
 - The Honors program could be revised to remove MIND courses.
- While MIND courses tend to be interdisciplinary in nature, some courses may roll into other departments.
 - Some are already cross-listed with the prefix of their home departments.
 - Perhaps some could be converted to an Interdisciplinary Studies (INDS) prefix.
- Many MIND courses hold LAC/gtP status.
 - They provide a way for Honors students to double-dip Honors and LAC requirements.
- Data is needed to see which MIND courses are in regular rotation; it might become difficult to offer MIND courses on a regular basis.
- The Honors Faculty Advisory Board is also working on feedback.

- **Interdisciplinary Studies: Student Designed BA program plan for Jamie Alexander**

- The Council reviewed Jamie Alexander's student designed major: Religious Studies in Pre-modern Europe.
- Faculty advisors Tom Smith (PHIL) and Corinne Wieben (HIST) have signed in support of the plan.
- The plan follows the appropriate template and meets all requirements.

MOTION: Dineen – It is moved to approve the degree plan as presented.

VOTE: Approved by voice vote.

- **AS 101 revised course form**

- The AS 101 course description is being updated to maintain compliance with Air Force ROTC standards.

MOTION: Rose – It is moved to approve the AS 101 proposal as presented.

VOTE: Approved by voice vote.

- Approval will be documented in the curriculum workflow.

Unfinished Business

- **Summer Bridge program** (Matchett and Henderson)

- Matchett and Henderson presented the revised Summer Bridge proposal with recommendations from Academic Affairs and LAC.
- As currently written, the SAASC Director, LAC Chair, and Libraries Teaching & Outreach Head will review nominations and make recommendation to AVPUGS.
- Matchett asked whether UGC would like for the UGC Chair to also sit on the selection committee.
 - Council members agreed that UGC representation is not needed on the selection committee.

- **Prior UNC degree credit applicability**

- The Council reviewed the most recent draft that incorporates UGC's prior recommendations.

MOTION: Denny – It is moved to approve the revised language as presented and move it to APC.

VOTE: Approved by voice vote.

- **S/U grading policy**

- Dineen and the sub-committee presented an initial draft of the S/U grading option policy proposal and asked for feedback.
 - The format is based on CSU's S/U grading policy.
 - Key policy points:
 - Available to all UG students
 - Applicable to any letter graded UG course
 - Can be applied to up to two courses per semester
 - Can be applied to a maximum of 15 semester hours
 - Can be applied to courses up to the drop deadline and removed up to the withdrawal deadline

- Includes notes encouraging students to work closely with their academic advisors and consult the Office of Financial Aid

DISCUSSION:

- Consider whether to add a mechanism to require advisor and/or Financial Aid approval for S/U selection.
 - If signatures will be required, a process will need to be developed for selection after registration (i.e., Students wouldn't be able to select S/U at the time of registration through URSA.).
- A robust FAQ will need to be developed once policy parameters are finalized.
- Perhaps strike the clause "... will not count toward credit for requirements in your major or minor."
 - Whether S/U graded courses count toward major/minor requirements could be at the discretion of the academic program.
- Consider whether the S/U grading option should be available to students on academic probation.
- Matchett will send the policy draft to Stephanie Torrez for feedback.
- The Council will continue review next time.

- **Policies surrounding expectations for Canvas use – on hold**

- **Short term loans for students – on hold**

Other New Business

- **UGC Chair and Vice Chair elections**
 - 2022-2023 UGC officer slate of nominees:
 - Marilyn Welsh as chair
 - Phil Klein as vice-chair
 - The nominees were approved by acclamation.

Comments to the Good of the Order

Adjournment

The meeting was adjourned at 5:03pm.

Scott Franklin
Chair

Betsy Kienitz
Recording Secretary