

## **TWU Undergraduate Council**

**October 26, 2009**

### **Minutes**

#### **Members Present**

Karen Dunlap	Stoerm Anderson	Jordan Fuchs
Allen Waldo	David Rylander	Don Edwards
AnaLouise Keating	Penelope Hanstein	Roger Shipley
Pat Devereaux	Joni Jensen	Gloria Byrd
Terry Senne	Susan Eitel (Rhonda Buckley)	Margaret Compton
Sarah Adams	Kim Wilson-Booker	Bobbie Ferrell

#### **Ex Officio Members Present**

Judith Bean	Carol Kominski	Heather Speed
Laura Rocchio	Kieth Restine	

#### **Members Not Present**

Guy Litton	Brian Harding	Sharon Vincent
Mahmoud Sadri	Peggy Landrum	
Patricia Holden-Huchton	Lybeth Hodges	

#### **Guests**

Ann Huestis  
Sandra Westmoreland

#### **1) Review and Approve Minutes**

The meeting was called to order at 2:30 p.m. by Dr. David Rylander, Chair of the Council. September 28,2009 minutes were unanimously approved.

#### **2) Discuss committee membership and adjust as needed.**

Members were given the opportunity to move (or be removed from) committees. Dr. Jensen was removed from the Program Committee as she was serving on two committees and acting as Vice Chair of the Council. No other changes were made.

### **3) Update from Dr. Judith Bean**

Dr. Bean reminded everyone to get grades in early and to remind students to register early as there will be a major overhaul of the Colleague system during the winter break. Some general discussion followed about which systems would be down, but no one knew for certain.

Dr. Bean discussed the fact that there is mounting pressure from the state to complete core assessments and use the results for positive change. She indicated that workshops were being planned. She also informed members that the state has mandated cost effectiveness studies which put additional pressure on low producing programs.

Finally, Dr. Bean reminded members that faculty will soon be required to post abbreviated versions of their vitas and syllabi. Templates are available to assist with this.

### **4) Update from Dr. Rylander**

Dr. Rylander had no update, and so he turned the floor over to the committees.

### **5) Committee Reports**

#### Program Committee

Dr. Hanstein, the Program Committee chair, reviewed the revised policy guidelines for the Undergraduate Certificates. These guidelines will come up for approval next month. Dr. Kominsky suggested that programs include principle learning outcomes and assessment plans for assessing these.

#### Course Review Committee

- No report

#### Retention Committee

- Dr. Bean reported that the committee has yet to elect a chair. She then reported on the most recent retention data, noting that the transfer graduation rate has decreased. Dr. Hanstein asked if part-time students might be impacting that statistic and Dr. Bean confirmed that as a possibility.
- Dr. Huestis reported on the progress of two mentoring pilot programs started in response to CSI results. Two GTAs are working with 10+ students identified as high-risk, and eight honors students are working with eleven UNIV1011 students who elected to participate. All UNIV1011 students were invited to participate regardless of whether or not they had taken the CSI. Dr Hanstein and Dr. Compton agreed that chairs would be interested in knowing which of their students had mentors and, more generally, which of their students were identified by the CSI to be at-risk.

- Dr. Bean reported that Dr. Litton and Dr. Huestis are working on a grant proposal designed to incentivize students at-risk to get help. She also reported that Undergraduate Studies is working on a way to get all incoming freshman to complete the CSI before or during orientation.
- Finally, Dr. Bean reported that the Universal Recruitment and Retention Survey is due 12/31 and that, this year, they will be graded. Doing poorly now will make it more difficult to get funding in the future.

## 6) Other Business

### 120+ Degree Plans

- Dr. Westmoreland asked if the 120+ degree plans had been reviewed. Dr. Edwards then reported on a dilemma over 120+ degree plans discussed by the deans. COPE would like to make two one-hour course a three-hour course, but that would put many education degree plans over 120 hours, and so other that have struggled to keep their plans at 120 hours object. He sought the council's guidance in resolving this issue, and it was decided that the 120+ degree plans would be voted on at the November meeting.
- Dr. Bean confirmed that the Provost is committed to keeping all programs within the 120 hours if at all possible. General discussion about the importance of some programs, composite science for example, exceeding the 120 limit followed.
- Dr. Westmoreland asked how she should advise her students in the interim, and she was advised to use the old degree plans.

### Importance of Attendance

- Dr. Rylander reminded the members of the importance of attendance and requested that they send a proxy if they could not attend.

The meeting was adjourned at 3:20 p.m.