

## **TWU Undergraduate Council**

**September 22, 2008**

### **Minutes**

Members present: Stoerm Anderson, Gloria Byrd, Kendyll Castles, Pat Devereaux, Karen Dunlap, Don Edwards, Bobbie Ferrell, Jordan Fuchs, Penny Hanstein, Lybeth Hodges, Patricia Holden-Huchton, Joni Jensen, AnaLouise Keating, Sally Lambert, Peggy Landrum, Guy Litton, Kay Marsh, David Rylander, Terry Senne, Richard Sheardy, Roger Shipley, and Allen Waldo.

Ex Officio members present: Judith Bean, Carol Kominski, Lynda Murphy, Laura Rocchio, Heather Speed and Sharon Vincent.

Guest: Barbara Lerner.

Members not present: Ronald Fannin and Mahmoud Sadri.

1. Welcome from David Rylander. Overview of Council's work so far.
2. Received minutes of April 28, 2008 meeting; no revisions were made.
3. Guest Barbara Lerner, Coordinator of P-16 Initiatives, spoke on a Dual Credit Proposal. She explained P-16 Initiatives: efforts to create a seamless education within the state, facilitating students moving between levels of education or transferring between schools. Dual Credit is when a high school student participates in and receives credit for both high school-level and college-level credit. This differs from concurrent enrollment. At the Provost's urging, a two-step proposal has been made: (1) Reduce tuition to a flat rate of \$225.00 and (2) Raise the eligibility requirements for students to include ACT or SAT scores which are indicator of success and allow students to matriculate automatically.

Several questions were raised by Council members with concerns about the qualifications required of the faculty, targets in terms of enrollment, and state-funding. Dr. Lerner assured the Council that SACS requirements would guide the minimum levels of qualifications for faculty and that the courses would meet the TWU minimum standards for freshman-level coursework. Dr. Clayton insists on taking a slow-growth, strategic, measured approach in growing the program, and the funding issues will be resolved at the state and local level at a later date.

4. Dr. Judith Bean addressed several upcoming issues:
  - a. The Commissioner wants the Coordinating Board to start reviewing programs. There are no criteria yet and this will begin in spring 2009. CIP codes may be used for program selection.
  - b. General catalog revision occurs this year. Dr. Bean asked that Council members notify their departments to get any changes in to the Office of Undergraduate Studies.

- c. There is a new Undergraduate Council committee for Retention. Dr. Bean suggested a few ideas and areas on which the committee might focus:
      - i. Freshman Convocation – A&M Kingsville and Sam Houston State already have this ceremony.
      - ii. NSSE Results could be reviewed in retention efforts
      - iii. Dr. Bean will bring Freshman Retention rates, overall retention rates and course pass rates to the next Council meeting.
    - d. Critical thinking and writing standards of assessment need to be assigned and considered more in depth. This may require university-wide involvement. Dr. Bean provided three assessment handouts which should be consulted. A decision with regard to this issue should be made soon.
5. David Rylander, Chair, called for nominations for the new Undergraduate Council Chair. David Rylander was nominated.  
Motion to vote: 1<sup>st</sup> Lybeth Hodges, 2<sup>nd</sup> Roger Shipley  
Motion passed by unanimous vote by committee members present. David Rylander is new Undergraduate Council Chair for 2008-2009 year.
6. David Rylander, Chair, called for nominations for the new Undergraduate Council Vice Chair.  
Joni Jensen was nominated.  
Motion to vote: 1<sup>st</sup> Don Edwards, 2<sup>nd</sup> Pat Devereaux  
Motion passed by unanimous vote by committee members present. Joni Jensen is new Undergraduate Council Vice Chair for 2008-2009 year.
7. Committee Membership  
  
Dr. Rylander asked that if anyone would be willing to serve on a second committee to let him know. Council members should look into a university-wide retention committee chaired by Dr. Richard Nicholas. Dr. Rylander explained committee actions and noted that if you are on a course-review committee, rubrics should be filled-in and turned into Dr. Bean's office.
8. Course Review Committee, Dr. Lybeth Hodges, Chair.
  - a. The Oral Competency committee recommends FT: 2403 Production Techniques, FT 4033: Fashion Portfolio Development, FT 4213: Seasonal Collections, READ 4463: Reading Assessment & Instruction EC – 6 and READ 4563: Reading Assessment & Instruction 4 – 8 for approval. The council ratified the recommendations.
9. By-Laws Revision is moved to the October 2008 meeting agenda.

10. Break into New Committees

**Program Review Committee**

Lynda Murphy  
Richard Sheardy - Chair  
Roger Shipley  
Allen Waldo  
Kim Wilson Booker

**Assessment Committee**

Judith Bean  
Ronald Fannin  
Bobbie Ferrell  
Carol Kominski  
David Rylander - Chair  
Terry Senne  
Tanaka Denenga

**Student Retention Committee**

Gloria Byrd  
Kendyll Castles  
Donald Edwards - Chair  
Joni Jensen  
Peggy Landrum  
Guy Litton  
Teresa Mauk  
Mahmoud Sadri  
Heather Speed

**Global Perspectives – Course Review Committee**

Pat Devereaux  
Jordan Fuchs  
Lybeth Hodges – Chair (Also, Chair of Course Review Committees)

**Multicultural Women’s Studies – Course Review Committee**

Stoerm Anderson  
Patricia Holden-Huchton  
AnaLouise Keating - Chair  
Kay Marsh

**Oral Communications – Course Review Committee**

Karen Dunlap - Chair  
Penny Hanstein  
Sally Lambert

Committee chairs will serve on the Undergraduate Council Executive Committee for 2008-09.

With no further business, the meeting was adjourned at 3:40 p.m.