

Undergraduate Council Meeting Minutes (APPROVED)

January 27, 2016

2:30 PM-4:00 PM

Denton	Dallas - IHSD	Houston - IHSH
MCL 505	8720	5305

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1. Welcome/Introduction by 2014-2015 Chair, Dr. Karen Petty:
 - a. Review and approve minutes of the last Undergraduate Council Meeting held 11/18/2015 - Motion to approve the minutes as written was brought to the floor by Dr. Blosser and seconded by Dr. S. Scott. A vote was brought to the floor and the minutes were approved as written.

 2. Undergraduate Council Committee Updates – Dr. Karen Petty
 - a. Course Proposal Review Committee - Colby Parsons (Out of Town) – Dr. Buggs spoke on behalf of Mr. Parsons. There are a few proposals coming through the process and should be available for review before the next meeting.
 - b. Assessment Committee - Gray Scott – We currently have all spring dates set for assessment rating days and faculty workshops. The faculty members that are teaching core courses during this term should know which students will be sampled two weeks after the census date. Faculty will have until late May to submit their artifacts. Our assessment objectives for spring are Communication and Critical Thinking. The faculty workshops for the current assessment objectives are 2/10/16 and 2/18/16 (the entire list of dates and times are attached). We are still looking for raters. We have sent out request to staff, faculty, undergraduate honor students, and graduate students. We have had great participation from adjunct faculty and staff. We would like to have more full-time faculty. The rating days this year will only be half days. Applicants can sign up for the amount of time that they can provide. Dr. Buggs added that the application does not have a deadline. She asked that the council members forward the application out to their departments. Dr. Lerner added that our assessment is one of the most comprehensive in the state. Our assessment is related to the statewide initiative LEAP Texas. This also relates to the AAC&U LEAP model. LEAP Texas members have been asked to send anonymous student artifacts to AAC&U broaden the research and effectiveness of assessment nationwide.
 - c. Program Review Committee - Danielle Woolery - The committee will be meeting in a week with special guest Dr. Jeff Robb. Dr. Robb will be discussing Undergraduate Certificates and ideas on how to market the certificates to students.
 - d. Bylaws Review Task Force (ad-hoc) – Dr. Lerner explained that the policy has been completely vetted. We are currently waiting on General Counsel to approve. Could be approved by next month.
 - e. Academic Policy Advisory Committee (new 2015-2016) – Shannon Scott – The committee has not met. The committee could soon be reviewing a proposal from the Psychology department. Two members of the 5 person committee are from the Psychology department and the other members are from the College of Nursing. We feel that the committee needs to have better representation from other areas. Dr. Lerner added that the Psychology department wants transparency regarding this policy review. She also mentioned that the Undergraduate Council should have a word in new undergraduate academic policies. The Psychology department will be proposing a Fast-Track program. There is a policy written in the catalog explaining when graduate courses can be taken by an undergraduate student. We would be asking the committee to review the current policy for modification or review the policy and see if it is still applicable today. We want to be able to show marketability. To move the process along more quickly, we could ask for 2-3 volunteers from the council to join this committee. Dr. G. Scott, Dr. D. Marshall, and Dr. Senne volunteered for the committee. Dr. S. Scott and Dr. Rosen will stay on the committee to present their program and answer questions. The committee will make a recommendation to the council and the council will provide recommendations to Undergraduate Studies. At that time, it will be passed on to Dr. Neely for finalization.

3. TWU Undergraduate Updates – Barbara Lerner
 - a. At the Board of Regents meeting there will be 2 presentations: 1) accountability and 2) new higher education strategic plan known as the 60x30 Plan.
 - b. Accountability – Persistence rates and 6-year graduation rates are being reviewed. These numbers are important to the institution. The prediction for the next couple of years for the 6-year graduation rate will be down. It is important to remember that the cohort that is being reviewed started 6-7 years ago. The next two years will show that those numbers will improve. We will ask Dr. Hamner to speak next month to discuss the 6-year plan and the persistence rates.
 - c. 60x30 Plan - There are many components to the 60x30 plan. The item that will affect us the most is the requirement for all degree plans to identify marketable skills that students obtain upon completion of the program. This requirement will soon be for both graduate and undergraduate programs. Initially the THECB is focusing on undergraduate programs. Since this is a statewide program, there has been discussion on how to facilitate this process without duplicating what all the other universities are doing. At the THECB meeting in Austin there were discussions on how this process could work statewide. Initially, degree plans have been grouped together by CIP code. We will then be inviting representatives from institutions that have similar programs to discuss the commonalities of marketable skills for the program. Dr. Lerner requested feedback from council members regarding how TWU would like to participate.

4. Other Business –
 - a. Dr. Buggs mentioned that if there are any changes within your departments that need to be discussed or vetted, please call her at x3437. We can discuss whether changes should go through council, etc. If council members have thoughts or updates from their departments, please email them to Dr. Buggs (mbuggs@twu.edu) to be discussed at the UG Council Executive Committee meeting so that it can be added to the agenda. Dr. Lerner added that we can certainly bring in speakers from across campus to discuss items that pertain to Undergraduate Council.
 - b. Mrs. Land wanted to remind council members that 2016 updated degree plans were due last Friday. She has only received a few. With each updated degree plan, there does need a routing form signed by the chair for each plan.

5. Adjournment – The meeting was adjourned at 3:15pm.

Attachments:

Spring 2016 Assessment Faculty Workshops and Rating Days

NEXT MEETING: 2:30 PM Wednesday, February 24, 2016

Important Core Assessment Dates for Spring 2016

Artifact Submission Timetable for Core Classes

Notification of which students to sample (Likely within two weeks after Census)
Deadline for submitting artifacts May 20, 2016

Faculty Workshops on Core Objectives, Spring 2016

Communication & Critical Thinking (applies to the current academic year)

Wednesday, February 10 9-10:30 a.m. ACT 501
Thursday, February 18 2-3:30 p.m. ACT 601

Teamwork & Empirical/Quantitative Skills (looking ahead to next academic year)

Tuesday, April 5 1:30-3 p.m. ACT 601
Wednesday, April 13 10-11:30 a.m. ACT 501

Rating Days, Spring 2016

Feb. 5, 2016 1 pm - 4pm
Feb. 12, 2016 9am - 12pm
Feb. 19, 2016 1pm - 4pm
Feb. 26, 2016 9am - 12pm
March 4, 2016 1pm - 4pm
March 11, 2016 9am - 12pm
March 25, 2016 9am - 12pm
April 1, 2016 1pm - 4pm
April 8, 2016 9am - 12pm
April 15, 2016 1pm - 4pm