

Undergraduate Council Meeting Minutes (APPROVED 4/27/2016)

March 30, 2016

2:30 PM-4:00 PM

Denton	Dallas - IHSD	Houston - IHSH
MCL 505	8720	5305

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1. Welcome/Introduction by 2015-2016 Chair, Dr. Karen Petty:
 - a. Review and approve minutes of the last Undergraduate Council Meeting held 2/24/16 - Motion to approve the minutes as written was brought to the floor by Dr. Jacob Blosser and seconded by Dr. Cathy Banks. A vote was brought to the floor and the minutes were approved as written.
 - b. Upcoming nominations for Chair & Vice-Chair for the 2016-2017 Undergraduate Council – Undergraduate Studies will be accepting the Chair & Vice-Chair Nominations forms until April 15th.
 2. Undergraduate Council Committee Updates
 - a. Course Proposal Review Committee - Colby Parsons
 - i. Updated Core Course Proposal Form – The form has been updated to reflect minor editorial changes to make the process easier.
 - ii. Core Course Proposal: BIOL 1013 – Human Biology - Motion to accept BIOL 1013 as a core curriculum course was brought to the floor by Dr. Gamblin and seconded by Dr. McCarroll. A vote was brought to the floor and the course was accepted as core curriculum.
 - iii. Core Course Proposal: BIOL 1023 – Environmental Biology - Motion to accept BIOL 1023 as a core curriculum course was brought to the floor by Dr. Blosser and seconded by Dr. Mirsaleh-Kohan. A vote was brought to the floor and the course was accepted as core curriculum.
 - b. Assessment Committee – Michelle Buggs for Gray Scott
 - i. Artifact System – The IT department is working on a way to upload bulk artifacts from faculty.
 - ii. Rating Days – The Core Assessment Academy Rating Days will probably continue through the summer to complete rating for Fall 2015 and Spring 2016.
 - iii. Teamwork & Empirical Thinking Objectives – The next objectives being assessed are Teamwork & Empirical Thinking. The committee is working on small, informal experiments for the Teamwork objective.
 - c. Program Review Committee - Danielle Woolery –
 - i. Our committee received a proposal for 2 concentrations in Sociology: 1) Criminology and 2) Social Inequality. They have grouped electives together in these concentrations to make the degree more marketable. There are no additional hours with these concentrations. Members were not aware of the concentrations being recommended. Undergraduate Studies will email to all members for review. It will be discussed and voted on at the April meeting.
 - d. Bylaws Review Task Force (ad-hoc) - Michelle Buggs – Dr. Neely has the final University Policy. It will be completed by the end of the semester.
 - e. Academic Policy Advisory Committee (new 2015-2016) – Shannon Scott – No updates.
 3. TWU Undergraduate Updates – Michelle Buggs
 - a. THECB Marketable Skills Conference – April 12-13, 2016 – There are 5 attending the conference. We will keep the council updated on what was discussed at the conference.
 4. Other Business
 - a. Bobby Lothringer – Update on new Degree Audit System – TWU is working on a new Degree Audit System currently that runs through Colleague. The second module will be Student Planning. The data entered first was the 2014 catalog. The 2015 catalog is almost complete. We will be working on the 2013 catalog next. The degrees are based in Colleague per academic plan. We did create variations for each plan. This provides a means for students to pull their DAS and the reports will be on their specific track. Special Topic courses are hard to see in Colleague. Departments might want to consider turning them into courses. We will be targeting departments to roll out the DAS. Over the next week we will be contacting them for training: Family Sciences, School of Management, Math, and Kinesiology. We are planning

that by May or June the Student Planning module will be running. (Demo of the DAS provided by Mr. Lothringer.)

- b. Rachelle Land – Undergraduate Catalog Update – The catalog opened this week for revisions. It will close on April 30, 2016. Some departments will need to add new pages and we will assist you with that. After the catalog closes, Rachelle will be working with Scott Martin to input the degree plans on-line into the CEM system. This will allow degree plans to be updated electronically instead of routing paper plans.
5. Adjournment – The meeting was adjourned 3:45pm.

FINAL MEETING FOR 2015-2016: 2:30 PM Wednesday, April 27, 2016
Denton: MCL 505 – Dallas: IHSD 8201 – Houston: IHSH 5305