

**Undergraduate Council Meeting Minutes (APPROVED 9/30/15)**  
**April 29, 2015**  
**2:30 PM-4:00 PM**

Denton	Dallas - IHSD	Houston - IHSH
MCL 505	8201	5305

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1. Welcome/Introduction by Chair, Dr. Karen Petty:
    - a. Review and approve minutes of the last Undergraduate Council Meeting held 3/25/2015 - Motion to approve the minutes as written was brought to the floor by Dr. James and seconded by Dr. Woolery. A vote was brought to the floor and the minutes were approved as written.
  2. 2014-2015 Undergraduate Council Committee Updates:
    - a. Course Review Committee Chair – Colby Parsons – The charges for this committee need to be reviewed. The committee brings 3 different areas that they would like to be considered:
      - i. Review and revision of the Core Course Proposal Form – the SLO section of the form is unclear for the committee. The SLO’s for a course have already been vetted by the time it comes to council for review by the curriculum committee. As a committee, we need to determine if the SLO’s that have been vetted are to be reconsidered as being good SLO’s for the core. Also, we have found in the proposal form that the assessment piece is an ongoing, changing process. We feel that the assessment portion is not a responsibility of this committee. Dr. Lerner added that a work flow process needs to be provided to this committee for it to move forward appropriately.
      - ii. Revision of the Global Perspective Objectives
      - iii. Creation of a form for Global Perspectives Proposal
    - b. Program Review Committee Chair – Danielle Woolery
    - c. Assessment Committee Chair – Gray Scott – to report with item #3.
    - d. Bylaws Review Task Force Chair – Derek Crews
      - i. Update on Undergraduate Council University Policy
      - ii. Approval of Bylaw Amendments regarding the Elections and Officer Requirements
  3. Assessment Academy Rater Training - Friday, May 22, 2015 - 8:00am-5:00pm, ASB 104-105
    - a. Upcoming Rating Dates –
      - i. Thursday, June 4, 2015: 8am-5pm
      - ii. Friday, June 5, 2015: 8am-5pm
      - iii. Thursday, June 11, 2015: 8am-5pm
      - iv. Friday, June 12, 2015: 8am-5pm
      - v. Thursday, June 18, 2015: 8am-5pm
  4. TWU Undergraduate Updates – Dr. Barbara Lerner
    - a. Undergraduate Council Task List
  5. Other Business –
    - a. Meeting Dates and Locations for 2015-2016
    - b. Undergraduate Council Membership Terms Ending
      - i. Gray Scott – FCA Communication
      - ii. Danielle Phillips – FCA Language, Philosophy, & Culture
      - iii. Danielle Woolery – FCA Creative Arts
      - iv. Kyle Biggerstaff – CAO Wellness
      - v. Claire Sahlin – CAO Women’s Studies
      - vi. Derek Crews – Core Objectives (Assessment) Communication
      - vii. Shannon Scott - Core Objectives (Assessment) Critical Thinking
      - viii. David Marshall - Core Objectives (Assessment) Empirical & Quantitative Skills
      - ix. Elizabeth McCarroll – COPE Family Sciences
      - x. Gay James – Academic Council Representative
      - xi. Connie Briggs – Council of Chairs Representative
      - xii. Linda Marshall – Faculty Senate Representative
      - xiii. Ahmyl Jaber – TWU Student Representative
      - xiv. Tabitha Howard – TWU Student Representative
    - c. Pending approval of the Undergraduate Council Bylaws Revision of Elections and Officers –
      - i. Vote for 2015-2016 Chair & Vice-Chair of the Undergraduate Council – Ballot sheets to be passed out.

6. Adjournment

Attachments:

Meeting Minutes for Approval – March 25, 2015

Updated Policy

Proposed Undergraduate Council Bylaws

Undergraduate Council Task List

2015-2016 Undergraduate Council Meeting Dates and Locations

**NEXT MEETING: 2:30 PM Wednesday, September 30, 2015**