Members Present: Duff Wrobbel (Chair), Kay Gaehle, K. Tunney, Hoo Sang Ko, Zenia Agustin, Anne Flaherty, Laura Strom, Carl Springer, Jeffrey Sabbey, Stacie Kirk, Bryan Jack, Cheryle Tucker, Denise Cobb, Riza Demirer

Announcements: Announcement of member appointments to committees. Carl Springer volunteered for Academic Standards and Policies, Hoo Sang Ko appointed to Undergraduate Course Committee

Minutes Approved: Minutes of the May 2013 meeting were approved with no changes.

Reports:

Undergraduate Programs Committee - Stacie Kirk reported that material was approved over the summer. Duff Wrobbel thanked committee for working over the summer.

Undergraduate Courses Committee - Kay Gaehle submitted courses that were reviewed over the summer. (See report). There are twenty courses up for review. Of the courses that have been approved, UPC still needs to review 91As.

Discussion over the time it takes from proposed changes to approval. Curricular innovation is being slowed by the system.
Seeking solutions to streamline process. Committee discussed having extra meetings dedicated to program review. Because he might have scheduling conflict, Duff Wrobbel will check operating papers to make sure that an acting chair can chair those extra meetings.

General Education Committee - See report

Committee on Assessment - Denise Cobb reported they completed approvals.

Grad Appeals - No report

Registrar - Laura Strom reported that the University Calendar Committee has proposed changes to the summer calendar in order to better organize summer class schedules. Until full approval of the calendar changes, the changes are recommendations, not mandates to the departments. However, the registrar is asking departments to schedule as much “on the grid” as possible and justify class schedules that are not on the grid.

Educational Outreach - No report

Advising – Cheryle Tucker reported that Advising has gone to a caseload system. This means students will get much more personal attention from advising.

Unfinished Business:

Duff Wrobbel reported that the operating papers need to be revised to comply with the Open Meetings Act and to add the Open Meetings Act language. The language is standardized, so committee approved for him to add the language. Any other changes he will bring to the committee.
Denise Cobb reported that the University is behind in having a general education assessment plan. Senior assignment has been used for assessment, but it is not sufficient; there is too much indirect data. The assessment plan should connect with the Lincoln Program; also, our accrediting body requires an assessment plan. The committee discussed various ways of developing an assessment plan. (See attached PowerPoint)

Kay Gaehle reported that the Dual Credit subcommittee is meeting and having an open forum in October.

Zenia Agustin reported that the 120 hour minimum was approved by the President and then was put on the website in June. Current students began saying they were covered by the new policy. Zenia Agustin made a motion that if the only change programs are making is to drop free electives to reach 120 hours that the committee could give blanket approval. All other changes would still need to go through the usual approval process. Kay Gaehle seconded the motion. Because of the number of committee members who had left the meeting, Bryan Jack inquired about a quorum. Duff Wrobbel determined that there was not a quorum to conduct the vote. A vote is scheduled for the next meeting.

Zenia Agustin made a motion to adjourn the meeting, seconded by the committee.

Meeting adjourned at 4:30 pm.