Members Present: Duff Wrobbel (Chair), Zenia Agustin, Riza Demirer, Mary Ettling, Anne Flaherty, Kay Gaehle, Bryan Jack, Stacie Kirk, Hoo Sang Ko, Greg Littmann Yvonne Mitkos, Jeffrey Sabby, Tyler Shearrow, Carl Springer, Laura Strom, Cheryle Tucker, Quinn Vaughn

Announcements:
1. Bachelor of Integrative Studies: Packet is in the UPC
2. OMA paperwork submitted
3. Meeting times: end at 4:30. Items slated for vote will be moved forward on the agenda
4. Tablets: are available for the UCC and UPC committees via checkout

Minutes Approved: Minutes of the September 19, 2013 meeting were approved with editorial changes.

Unfinished Business:
1. Fast track process for 120-hour conversion: (from 9/19/13) 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. Motion passed at 10/17/13 meeting.
2. Extra program review meetings: the group agreed that additional meetings during the spring program review cycle would help expedite the business of the committee. Duff requested that the committee consider meeting patterns prior to the next meeting.

Reports:
1. Standing Committees and Operations
   a. Undergraduate Programs Committee (UPC): See attached/posted on Sharepoint
   b. Undergraduate Courses Committee (UCC): See attached
   c. General Education: See attached
   d. Academic Standards and Policies Committee: No report
   e. Assessment: No report
   f. Graduation Appeals Committee: No report
2. Additional Reports
   a. Enrollment Management: No report
   b. Registrar: Laura suggested changes to the Guidelines for Evaluating Transcripts for Students Who Lack Credit in One or More General Education Areas to better suit the Lincoln Program. The committee acknowledges the changes.
c. Educational Outreach: Mary reported that the University has signed a contract with SSM Healthcare in St. Louis to provide the RN to BS online under a corporate partnership program. This is the first online, undergraduate corporate partnership established at SIUE.
d. Academic Advising: Cheryle reported that fall 2013 is the first semester where the Office of Academic Advising is using a caseload approach. Searches are underway for an Assistant Director and 2 academic advisors
e. Instructional Services: Yvonne reported that the office is working in partnership with academic departments to provide tutoring for QR 101 and RA 101.

New Business:
1. Process Streamlining: Possibilities for making the process more efficient include
   a. Removing form 90B and 90C from the UCC process if the changes are only to general education
   b. Data entry changes to the form 90s online
   c. Ensure that operating papers reflect ability to either add members or split the workload into two subcommittees for UCC and UPC
2. Request from the Department of Historical Studies (Jason Stacy) and Educational Outreach (Mary Ettling) to extend the dual credit pilot program currently being offered by the Math Department at Edwardsville High School to the Department of Historical Studies: The committee discussed, and will request that the Department of Historical Studies send a copy of the HIST 201 proposal to the committee for review.

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

Meeting adjourned at 4:15 pm.