

Undergraduate Council
Faculty Senate Committee – 2008-2009

10/13/08
Meeting Minutes

In Attendance: Terry Finnegan, Mark Sandford, Lynne Orr, Lauren Razzore, Alison Dobrick, Rosa Soto

Meeting Topics:

1. Terry Finnegan, Vice-Chair of Faculty Senate
 - a. Visited our meeting to introduced himself as a contact and gave the committee feedback concerning the undergraduate council charges
 - o Review and follow the Academic Plan (once it is passed)
 - o Reach out to the General Education Council concerning item #1 (reducing the graduation requirements to 120 credits)
 - o Investigate budget concerns regarding the credit reduction of graduation requirements
 - o When submitting a proposal, include a one page synopsis of background information which supports your decision
 - o Speak with the assessment council regarding the change in the submission requirements for new/modified programs
 - o Review the potential issues and present a basic criteria concerning the 500-level courses taken by undergraduates
 - o Send a periodic update to him
2. Council Chair Elected
 - a. Lynne Orr was elected council chair for 2008-2009 academic year
 - b. October 25th luncheon with faculty senate
3. Graduation Credit Requirements
 - a. Additional charge for council: Prepare a recommendation for the Senate on whether the graduation requirement should be reduced to 120 credit hours.
 - b. Ask a representative from the GE Committee to attend the next meeting (Lynne)
 - c. Discuss budget concerns with Steve Boyai (Mark)
4. Change in Submission Requirements
 - a. Additional charge for council: Work with the Assessment Committee to change the submission requirements for new/modified programs to include “program level” outcomes, a matrix showing where a skill or knowledge outcome item will be covered in the curriculum, and an assessment plan for those outcomes.
 - b. Mark will email draft to committee and assessment committee (Mark)
5. Proposal
 - a. Mark will investigate where the Special Education proposal is from Peter Griswald
 - b. New proposals will be placed on the K drive under the shared files (FacSenateUndergrad)
 - c. May Chabayta, Senate Secretary, Hunzinker 203, ext. 2136
6. Upcoming Schedule
 - a. Oct. 30th, Nov. 20th, Dec. 11th at 11:00