

## Faculty Senate Undergraduate Council

### Year End Report (2014-2015)

Council Members: Michele Baer, Gennifer Furst, Sue Mankiw (co-chair), Diana Peck, Karen Phillips, Yvonne Roux (co-chair) Deborah Sheffield, Kenneth Wolf, Ge Zhang

The council convened and received charges on September 23, 2014 (Susan Dinan and Nina Trelisky were present). Susan Dinan read the 2014-2015 charges to the council.

The council decided that because there was not a quorum present at the first meeting, nominations for a chair would take place electronically. The council voted to elect Yvonne Roux and Sue Mankiw as co-chairs.

During the previous academic year (2013-2014) the undergraduate council reviewed the “blue form”. The council decided to invite Nina Trelisky to our first meeting in Fall 2014, to discuss potential changes to the forms. Nina joined us at the September 23, 2014 meeting. The following summarizes the discussions and actions that took place:

- Nina Trelisky demonstrated an upcoming electronic version of the course change proposal form. It was agreed that making this form available electronically would benefit all parties. The council shared their suggestions as listed in the final 2013-2014 council year-end report. Nina informed the council that Degree Works will be fully operational in Fall 2015.
- The council discussed how many credits constitute a minor. Since the undergraduate catalog states most minors consist of 18 credits, this was the minimum number. Also, one course can be a lower level course in keeping with currently approved minors in Psychology, Anthropology, Sociology and Philosophy. This question directly related to the proposal submitted for the Italian & Italian American Studies minor.
- The council discussed the maximum number of courses that can meet both UCC and major core courses in a major. Deborah Sheffield had reached out to Maggie Williams (UCC council) and in areas 1,2 and 3- three courses is the maximum number. This questions directly related to the program change in the B.A. Geography.

In addition, the Council met electronically on a regular basis through e-mail and the council Bb.

At the end of the 2013-2014 academic year, the following proposals were pending review by the UG Council:

- Italian and Italian American Studies minor (new program)
- Bachelor of Arts in Geography (program change)
- Minor in Geography (program change)
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During the 2014-2015 academic year, the Undergraduate Council recommended the following programs for approval by the Faculty Senate:

- Minor in Italian & Italian American Studies (new program)
- Bachelor of Arts in Geography (program change)
- Minor in Geography (program change)
- Minor in Urban Studies (program change)
- Interdisciplinary Minor in Spanish for Professionals (new program)
- Minor in Philosophy (program change)
- Africana World Studies Major (program change)
- Biology Honors track (University Honors program) (new program)
- Anthropology Major (program change)
- Liberal Studies Major (program change, addition of new minor tracks)
- Nursing, BSN Majors only (program change)
- Bachelor of Science Biology (all concentrations) & Bachelor of Science Biotechnology (program change)
- Bachelor of Science Public Health (program change)
- Bachelor of Science Exercise Science (program change)
- Minor in Public Policy & Administration (Department of Political Science) (new program)
- Minor in World Literature (new program)
- BA/MS Communications Disorders (program change)
- Bachelor of Fine Arts Animation & Multimedia (program change)
- Bachelor of Fine Arts Drawing, Painting & Printmaking (program change)
- Bachelor of Fine Arts Graphic & Interactive Design (program change)
- Bachelor of Fine Arts Interdisciplinary Arts (program change)
- Bachelor of Fine Arts Photography (program change)
- Bachelor of Fine Arts Sculpture & 3D Design (program change)
- Minor in Journalism (new program)

All of the above mentioned proposals were successfully approved by the FS.

There were no pending proposals awaiting the UG council's review at the end of the 2014-2015 academic year. We attribute this phenomena to the new proposal submission deadlines put in place for inclusion in the 2015-2016 catalog.

#### 2015-2016 Priorities

- The "Academic Program Change Proposal Process Flow" chart that is available on the web does not include the Undergraduate Council, <http://www.wpunj.edu/dotAsset/660d7141-973e-4e69-bcb2-7d0ad2660c4e.pdf>
- It is still unclear whether the "blue form" (used for new program and program changes) is available in an electronic form. The electronic format will benefit all parties. The council

considers the following a priority: communication about proposal due dates and an electronic system of tracking proposal submissions, contact information and multiple resubmissions (as is often necessary).

Respectfully submitted by Sue Mankiw  
September 23, 2015