

# UCC Council

## Minutes of the September 10, 2010 Meeting

**Present:** Co-chairs: Jean Levitan and Kathy Malanga  
Giuliana Campanelli Andreopoulos, Lorra Brown, Sandra De Young, Jennifer Di Noia, Carol Granoff, Peter Griswold, Linda Hamalian, Dianna Hill, Ester Martinez, Rob McCallum, Balmurli Natrajan, Lynne Orr, John Peterman, Ron Verdicchio, Kathy Silgailis, Isabel Tirado, Nancy Weiner, Maggie Williams.

Meeting called to order by the co-chair Kathy Malanga at 12:30 p.m.

1. The 9/10/2010 **meeting agenda** as distributed was moved, seconded and approved unanimously. The **minutes** of the 6/1/2010 UCC meeting were unanimously approved.
2. **Co-chairs report.** Jean Levitan summarized the work that she did in collaboration with Kathy Malanga over the summer. In particular she presented the main outcomes of their visit to the different departments which were contained in a series of documents distributed to the UCC Council. She also reported some preliminary estimates on the number of course sections for areas 1, 2 and 3 of the UCC necessary to meet the demand of the fall 2011 freshmen. A discussion followed in which the important issue of the relationship between the UCC and basic skills was also raised. Kathy Malanga summarized the main issues and problems connected with the online course proposal and underlined the importance on the accountability and transparency of this process. She also mentioned some important issues related to the assessment and suggested to invite experts to help in the assessment plan for the spring.
3. **Overview of Fall Council Activities.** Jean Levitan recalled two important dates for the UCC: the UCC presentation to the Senate meeting of September 14 and the future meeting with the Provost and Murli Natrajan on September 23. Kathy Malanga illustrated the schedule of the Faculty development sessions. She informed the council members that the UCC Faculty development workshops are co-sponsored by the Center for Teaching Excellence, the Director of the UCC and the UCC Council. Kathy Malanga identified the main goals and objectives of these workshops which will be held in the following dates:

Friday, October 1 (Well Being)

Friday, October 8 (Expression and Writing Intensive)

Friday, October 15 (Ways of Knowing)

Friday, October 22 (Diversity and Justice, Community & Civic Engagement, and Global Awareness).

All the workshops will be from 9.30 to Noon.

The UCC members were encouraged to suggest questions for the workshops.

4. **Open Positions.** Kathy Malanga mentioned that the UCC council still has several positions opened and in particular one for the College of Education, one for the College of Business, one for the Professional Staff, one for the Adjunct Faculty members and one for the Writing Intensive Review Panel. In addition, three positions are still open for the UCC Council Liaisons to Review Panels and, in particular, one for Global Awareness, one for Community & Civic Engagements and one for Technology Intensive. Kathy Malanga urged Committee members to collaborate to fill these positions. Isabel Tirado volunteered to be the liaison for Global Awareness and Nancy Weiner for Technology Intensive.

5. **Issues to be addressed.** Kathy Malanga and Jean Levitan summarized the main issues to be addressed by the UCC council in the near future. First, Kathy Malanga recalled the standing charges for the UCC as well as the additional charges for the 2010-2011 set by the Senate. Jean Levitan mentioned the October 24 meeting in which review panel chairs and CTE will be invited to discuss the process and standards for the UCC. The problems related to the minimum credit number for UCC generated a vivid discussion at the end of which, a general consensus of the UCC council emerged: that 31 should be the minimum number of UCC credits outside the department. The council also agreed that spring 2011 should be the designed period to formally modify the language of any outcomes. Finally, the substitution policy for the Review panel was discussed and the council reached a general consensus on this issue according to which no substitution will be made for the review panel members.

Meeting adjourned at 2:00 PM.

Corrected - 9.24.10

Respectfully submitted,  
Giuliana Campanelli Andreopoulos