

UCC COUNCIL  
Meeting Minutes  
September 21, 2012

Present: Giuliana Andreopoulos, Diane Falk-Romaine, Rebecca Fegeley-Baird, Kathy Malanga, John Malindretos, Ian Marshall, Rob McCallum, Murli Natrajan, Lynne Orr, John Peterman, Kara Rabbitt, Karen Swanson, Hideo Watanabe, Nancy Weiner, Mel Zeleke

1. Agenda adopted
2. Minutes from May 4, 2012 meeting approved.
3. Co-Chair Election Fall 2012
  - a. UCC Co-chair Jean Levitan is on medical leave during fall 2012. The suggestion was made to have a committee member serve as temporary co-chair during Jean's absence but it was decided that Kathy Malanga would serve solo as co-chair during the fall semester.
4. Co-Chair's Report
  - a. Kathy reviewed the Council's standing charges as well as relevant points from the University's Strategic Plan. Senate Vice-chair, Diane Falk-Romaine, distributed additional Council charges for 2012-2013 pending Senate approval. The Council reviewed the four additional charges and the word "developing" in the first charge was requested to be changed to "implementing". Diane also reiterated Kathy's point about making it clear the connection between the UCC Charges and the Strategic Plan.
  - b. Diane noted that the Council would continue at its expanded size for this year and that the Review Panels would continue their work on approving courses as well. Diane noted that there are a few vacancies on the Review Panels and that a call will go out to the campus seeking volunteers. Kathy noted that Rebecca Fegeley agreed to serve as the UCC representative (and convener) to the Diversity/Justice Panel. Post meeting, Kathy announced that Kate Makarec agreed to serve as the UCC representative to the Global Awareness Panel.
    - i. A question as to the number of courses awaiting approval was posed and it was noted by Dean Rabbitt that there were about 20 courses awaiting approval by the HSS College Curriculum Committee. Kathy noted that courses were being prioritized and that the Registrar will assist in ensuring courses are offered although courses will need to be in by mid-October.
    - ii. Concerns were also expressed regarding how student transcripts will reflect a course where some sections are writing intensive and some are not, but it was noted that the Registrar will have a way to make this distinction.
  - c. Kathy reviewed the proposed meeting schedule and indicated that meetings would be held from noon-2:00pm on the following dates: October 19, November 16 and December 14. Room locations will follow. Kathy also noted that if there are many courses submitted for approval we may need to review and approval via email or possibly arrange for a second meeting in October.
  - d. The poster session proposal was accepted for the AACU Conference, "General Education and Assessment: A Sea Change in Student Learning" that will be held February 28-March 2 in Boston. The poster is titled : Writing Intensive Courses: Integrating Writing throughout a New University Core Curriculum.
5. Old Business
  - a. The Council revisited some ideas that were discussed at the February 24 meeting which included spotlighting individual faculty and highlighting model UCC courses, developing promotional materials as well as establishing William Paterson on the national general education scene.
  - b. Discussion ensued and Murli Natrajan noted that a graduate assistant is working with him in his capacity as UCC Director and that the GA could possibly interview faculty as well as students about

the UCC. The Council may wish to suggest courses to highlight to get started and to offer ideas on developing promotional materials.

- c. Kathy also noted that former Council member Jennifer DiNoia suggested developing a faculty survey and it was decided that it would be better hold some type of faculty forum to identify and discuss UCC issues and then develop a survey. This would occur in February or March and John Peterman and Lynne Orr will work with Jennifer to organize the forum and develop the survey.

6. New Business

- a. Kathy noted that a Writing Intensive Teaching Circle, organized by CTE (Center for Teaching Excellence) and UCC is scheduled for October 9 and will be led by Chris Weaver and Jim Hauser. Kathy also noted that in reviewing courses with a WI designation, there are nearly 90 unique faculty members teaching these courses.
- b. A workshop focused on Area 5, Community & Civic Engagement, is tentatively scheduled for October 31. There was much discussion regarding the workshop since there are not many classes in Area 5 for students to take and concern was expressed that some faculty may not fully understand what Area 5 is about and may hesitate to submit courses for this area. It was suggested that the workshop should focus on what courses are in Area 5, what it does and provide examples. It was also suggested that clarification is needed since there appears to be a gap between idea and application and that a Teaching Circle focusing on Area 5 would be a good idea. Everyone was encouraged to send suggestions and ideas to Kathy.
- c. The possibility of Inviting a speaker for a program in November was discussed and ideas were bandied about as to what the program content should focus on and Douglas Thomas (?) was mentioned as a potential speaker.
- d. It was also noted during the discussion that Student Activities is interested in tying into the UCC Outcomes through events and other programs, taking a student oriented approach and perhaps that some type of annual event involving faculty and students that focuses on the UCC should be held. Including information in the student writing handbook about the UCC was mentioned as a possible way of providing information to students.

7. Supporting Events Related to the UCC Themes

- a. Rob McCallum's proposal to sponsor some type of programming that would focus on the November Presidential Election was discussed next. Kathy reported that she and Jean reached out to Political Science and Student Activities and that a few events are in the works to have viewing parties for one or two of the presidential debates with discussion following. It was also reported that HSS would be holding an all-day conference on the election.
- b. Rob is going to pursue ADP (American Democracy Project) and Political Science as possible co-sponsors with UCC to hold a debate that features a student outreach component. Becky reported that it may be possible to collaborate with the Freshman Connection Program that seeks to increase faculty involvement with students. Becky also mentioned that her office would be able to provide some funds for refreshments and would work with Rob to organize.

8. Course Approvals

- a. The following courses were approved:
  - i. ACCT 3200 Accounting Information Systems TI 14 approve
  - ii. ARTS 2800 Computer Paint and 3D TI 14 approve
  - iii. MGMT 3150 HR Planning & Development WI 14 approve
  - iv. NUR 320 Nursing Practice I TI 14 approve
  - v. RPS 3200 Sales Information Systems TI 13 approve, 1 abstention

9. Meeting adjourned at 2:05pm

Respectfully submitted,  
Nancy Weiner