

**Undergraduate Council Meeting Minutes**  
**September 27, 2023**  
**2:30 PM-4:00PM**

- I. Welcome to the Undergraduate Council 2023-2024: Dr. William Benner, Chair
  - a. Welcoming Remarks: Dr. Jorge Figueroa
  
- II. Introduction to 2023-2024 Dr. William Benner, Chair
  - a. Theme: Belonging
  
- III. Welcome to New Members – Dr. William Benner, Chair, and Dr. Elisa Na, Vice Chair
  - a. Dr. Wen Xu – representing College of Arts and Sciences
  - b. Dr. Aubri Thurmond – representing College of Arts and Sciences
  - c. Dr. Jennifer Danley-Scott – representing College of Arts and Sciences
  - d. Dr. Rebecca West – representing College of Arts and Sciences
  - e. Dr. Deborah Testerman– representing College of Health Sciences
  - f. Dr. Christopher Ray – representing Academic Council
  - g. Dr. Erika Armstrong – representing Council of Chairs
  - h. Dr. Peggy Landrum – representing Faculty Senate
  - i. Emily Gonzalez – student representative
  - j. Armoni Smith – student representative
  
- IV. Review and approval of April Minutes First: Dr. Elisa Na Second: Dr. Kyle Biggerstaff - Minutes approved by council.
  
- V. 2023-2024 Undergraduate Council Meeting Dates (all meetings for fall are being held by Zoom)

<b>Undergraduate Council Meeting Dates</b>	<b>Time</b>	<b>Location</b>
Wednesday, September 27, 2023	2:30 pm-4:00 pm	Zoom
Wednesday, October 25, 2023	2:30 pm-4:00 pm	Zoom
Wednesday, November 29, 2023	2:30 pm-4:00 pm	Zoom
Wednesday, January 24, 2024	2:30 pm-4:00 pm	Zoom

Wednesday, February 28, 2024	2:30 pm-4:00 pm	Zoom
Wednesday, March 27, 2024	2:30 pm-4:00 pm	Zoom
Wednesday, April 24, 2024	2:30 pm-4:00 pm	Zoom

- VI. Introduction of Undergraduate Council Sub-Committees & Sub-Committee Chairs–Dr. William Benner, Chair, and Dr. Elisa Na, Vice Chair
- a. Course Proposal Committee – Dr. Ana Louise Keating, Chair
  - b. Scott Martin- Programs Sub Committee - All programs will now be managed via the updated CIM system. Please coordinate with how you wish to receive program proposals.
  - c. Program Review Committee – Dr. Jerry Burkett, Chair
  - d. Assessment Committee – Dr. Jennifer Flanagan, Chair
  - e. Academic Policy Advisory Committee - Dr. Matt Brown, Chair
- VII. TWU Curriculum & Strategic Initiatives Updates – Dr. Jorge Figueroa and Mr. Scott Martin
- a. Scott Martin gave an overview of new guidelines and updates from Texas Higher Education Coordinating Board (THECB).
  - b. CIM System is complete and all course proposal both new and revisions are going through the CIM workflow.
  - c. Embedded Associate Degrees can be proposed. Would require a SACSCOC approval and a site visit. If interested, please contact Dr. Figueroa.
  - d. Lynda Murphy: Distance education certificates require approval by the Distance Education Advisory Committee.
- VIII. Introductions of New Members – Dr. William Benner, Chair, and Dr. Elisa Na, Vice Chair
- a. Dr. Wen Xu – representing College of Arts and Sciences
  - b. Ms. Aubri Thurmond – representing College of Arts and Sciences
  - c. Dr. Jennifer Danley-Scott – representing College of Arts and Sciences
  - d. Dr. Rebecca West – representing College of Arts and Sciences
  - e. Ms. Deborah Testerman– representing College of Health Sciences
  - f. Dr. Christopher Ray – representing Academic Council
  - g. Dr. Erika Armstrong – representing Council of Chairs Gina Anderson as a proxy
  - h. Dr. Peggy Landrum – representing Faculty Senate
  - i. Armoni Smith – student representative

IX. Other Business – No other new business today.

Motion: Dr. Na Second: Dr. Keating

**NEXT MEETING: Wednesday, October 25, 2023**