



# TEXAS WOMAN'S UNIVERSITY™

## Undergraduate Council Meeting Minutes

January 25<sup>th</sup>, 2023

2:30 PM-4:00 PM

1. Welcome/Introduction by 2022-2023 Chair, Dr. William R. Benner:
  - a. Review and Approve minutes of the last Undergraduate Council Meeting held 11-16-2022. The minutes were approved.
    - i. Motion to approve the minutes: Dr. Kyle Biggerstaff
    - ii. Seconded by: Dr. Matthew Brown
    - iii. Minutes approved by the council
  
2. Introduction of Undergraduate Council Committees and Chairs- Dr. William Benner, Chair
  - a. Course Proposal Committee- Dr. Ana Louise Keating. We sent the Intro to Environmental Science to the committee and we should have a response in a week.
  - b. Program Review Committee- Dr. James Lytle - The committee has approved the programs, there were a few concerns but that was typo's.
    - i. Recommend for Approval-
      1. Mathematics BS MSMT 7-12 Accelerated - Dr. Brandi Falley - rotating schedule issue, and fixed the graduate course. We mapped four graduate classes to four undergraduate classes to meet the accelerated requirements. The council recommended approval for this proposal.
      2. Mathematics BS MS Accelerated - There were no issues, corrections or updates. The council recommended approval for this proposal.
      3. Mathematics BA MSMT 7-12 Accelerated - There was a catalog issue with non-math courses out of sync. COPE and Math will both make updates in the upcoming catalog to correct the sequence of the courses.

Questions: Do you have the personnel for the faculty? We have the faculty and have bracketed for the faculty workload. We do not have to hire anyone.

What is the workload for the students? We require students to have completed 72 hours in order to apply to accelerated programs. Students also have to remain a 3.0 GPA. The council recommended approval for this proposal.
      4. Food and Nutrition in Business and Industry BS - would like more elaboration on this. Dr. Shane BroughtonThe DFW metroplex area is the hotbed of the food industry. Texas A&M and Texas Tech have a food science program. The food industry is looking for students that are female and minorities which makes TWU the optimal choice. This program will lay the groundwork for what will eventually be the Bachelor in Food Science degree. We currently have a \$5 million grant

pending at the USDA. The council recommended approval for this proposal.

5. Professional & Public Writing Certificate - It does standard, technical writing as well as grants. It covers many different areas. It is a 15 hour certificate which meets the guidelines. This will help our students go into their workforce communicating effectively. The council recommended approval for this proposal.
  - c. Assessment Committee- Dr. Jennifer Flanagan - Our subcommittee is working on getting together questions that we can send out to particular faculty that we have identified who have bridged gaps between particular subgroups that we are looking at. Example, Minority groups vs. Non-minority groups. We are in the planning stages of how we are going to logistically carry this out.
  - d. Academic Policy Advisory Committee- Dr. Matt Brown - The committee is still working with the executive council in early February to review the bylaws. We are hoping to have a draft of the new undergraduate bylaws ready by the February meeting. The handbook is expected to be ready for review by the March meeting. The bylaws need two rounds of approval.
3. TWU Undergraduate Updates- Rachelle Land and Dr. Jorge Figueroa - No specific updates. We invite you to engage in conversation with your peers and component areas in how AI is evolving with ChatGPT. No need to worry, but becoming informed about the process and future is important.
  4. Other Business- Dr. William Benner
    - a. Updates on Initiatives-Workshop on Inclusive Excellence - Thank you Drs. Bender and Myers for assisting in this workshop. Thank you to the coordinators that participated, Drs. Elrod and Falley. My hats off to the faculty that teach the larger classes.
    - b. Dr. Falley and Dr. Myers had some great commentary and questions about the syllabi for these large classes. Very productive and great feedback on how to “yell” but not “yell”. Dr. Falley does not personally teach the large classes but she is the coordinator for Elementary statistics that can have 500 students a semester.
    - c. Dr. Benner - We will be holding another workshop. If you are interested, please let me know. If you do have interest you do not have to implement the suggestions.

Motion to adjourn meeting: Dr. AnaLouise Keating

Seconded by: Dr. Kyle Biggerstaff

Meeting adjourned at 3:15 pm

**NEXT MEETING: Wednesday, February 25<sup>th</sup>, 2022**

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