

Undergraduate Council Meeting Minutes
March 29, 2023 Zoom
2:30pm-4:00pm

Zoom Meeting Info: <https://twu-edu.zoom.us/j/88588494444>

March Google Documents: https://drive.google.com/drive/folders/1QzSMt9r_U10r7jbVaP9-330F_eTQD80K?usp=sharing

1. Welcome – Dr. William Benner/Dr. Brandi Falley
 - a. Review and approve minutes of the Undergraduate Council Meeting held on February 22, 2023
2. News:
 - a. Course Proposal Committee- Dr. Ana Louise Keating: No update, but heads up there will be some coming through.
 - b. Program Review Committee- James Lytle: No update, but there are at least two coming through and maybe more.
 - c. Assessment Committee- Dr. Jennifer Flanagan: No update. Working on the Workshop
 - d. Academic Policy Advisory Committee- Dr. Matt Brown: Question: Dr. Gumienny, some are not in a department, we are in division/academic component.
 - e. #2 Memberships: point A; does it need to be Multi Culture Women’s Studies? We can change that language.
 - i. Bylaws second read (see attached to email and in March Google Folder)
 - ii. Approved by UGC.
3. TWU Undergraduate Updates- Rachele Land and Dr. Jorge Figueroa
 - a. Notification of name change: current Bachelor of Science in Medical Technology to Bachelor of Science in Medical Laboratory Sciences. This request has been submitted to the coordinating board.
 - b. CSI – TSI team has uploaded to the Bridge training website for TSIA2 testing and requirements training for all new hires in that will be advising/interacting with students.
 - c. Bylaws: Once the changes have been updated, send to Dr. Figueroa so that he can present them to the Provost for approval.
4. Other Business- Dr. William Benner
 - a. Updates on Initiatives-
 - i. Workshop on Creating a Well Round Syllabus: We are planning/scheduling the workshop. This is how to create a well-rounded syllabus and assessment for our students. We are looking for coordinators and faculty to participate.
 - ii. Voting on Executive Committee for next academic year. I would advise for executive council to recruit for members to step into a role. If you receive an email from Michele Garcia please respond in a timely manner.
5. Motion to adjourn by Dr. Matt Brown
Second by Dr. Tina Gumienny
Adjourned at 2:54 pm

NEXT MEETING (FINAL MEETING): Wednesday, April 26, 2023