

Undergraduate Council Meeting Minutes
November 16th, 2022
2:30 PM-4:00 PM

1. Welcome/Introduction by 2022-2023 Chair, William R. Benner: Last meeting for 2022. Access to agenda and previous meeting minutes.
2. Comments by Dr. Jorge Figueroa, Vice Provost, Curriculum & Strategic Initiatives: Our office oversees and supports the process for this council.
3. Review and approve minutes for the last Undergraduate Council Meeting held 10-26-2022.
 - a. Motion to approve the minutes: Dr. James Lytle
 - b. Seconded by: Dr. Ana Louise Keating
 - c. Minutes approved by the council
4. Undergraduate Council Committee updates and Chairs – Dr. William Benner, Chair
 - a. Course Proposal Committee – Dr. Ana Louise Keating: No update
 - b. Program Review Committee – Dr. James Lytle
 - i. Recommend for Approval
 1. B.S. Environmental Science: Rachelle Land fixed the two missing educational credits.
 - a. Ann Davis: Dr. Spencer asked her to chair this committee. We only had to add three new courses for this degree plan.
 - b. Questions: What are some jobs that a student can pursue with this new degree? Government jobs, industrial sector, energy companies, public policies. Reminder: this is a new accreditation and the first step.
 2. Environmental Science Minor: Dr. James Lytle – The only issue was this was an extended minor. This minor would fit in with a major degree plan.
 - c. Assessment Committee – Dr. Jennifer Flanagan: No updates. We will meet the week after Thanksgiving to review data on three particular subgroups to see where we can adapt and intervene assessment practices. We hope these practices will help with retention and equity.
 - d. Academic Policy Advisory Committee – Dr. Matt Brown: Still working through the bylaws and a handbook. By February, we want to have the bylaws complete.
5. Office of Curriculum & Strategic Initiatives Updates – Rachelle Land and Dr. Jorge Figueroa: No updates.
6. Other Business – Dr. William Benner
 - a. Updates on Initiatives – Workshop to Inclusive Excellence this Friday, 11-18-2022. Dr. Benner will meet with Dr. Figueroa on how to grow this piloted workshop for the Spring Semester.

Motion to adjourn meeting: Peggy Landrum
Seconded by: Joy Spadachene
3:00 PM meeting adjourned

NEXT MEETING: Wednesday, January 25, 2023