

**Undergraduate Council Meeting Minutes**  
**October 26, 2022**  
**2:30 PM-4:00PM**

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

Link to Google Documents: [October Council Meeting Documents](#)

1. Welcome/Introduction by 2022-2023 Chair, William Benner:
  - a. Review and Approve minutes of the last Undergraduate Council Meeting held 09-28-2022
  - b. Kyle Biggerstaff motion to approve minutes from the 09-28-22 UG Council Meeting.
  - c. Sarah Gamblin seconded the motion for approval.
  - d. The minutes are approved at 2:41 P.M.
  - e. One of the main goals to achieve this academic year is to best serve and improve TWU's curriculum, and incorporate the important concept of inclusive excellence.
2. Guest Speakers- Dr. Aimée Myers "What is Inclusive Excellence and Why is it Important?"
  - a. Inclusive Excellence focuses on institutional capacity change as well as emphasizes improving the student's learning environment. - AACU
  - b. Our overall goal is to support excellence with our students.
  - c. Building a foundation
    - i. What? What does inclusive excellence mean?
      1. Diversity – Sex, Disability, Age, Race, Ethnicity, Gender Identity, etc.
      2. Equality – Students are provided the same tools despite their different advantages/disadvantages
      3. Equity – Students are provided different tools in order to be on the same page when it comes to barriers.
      4. Justice – Removing/recognizing all barriers
      5. Inclusion – Validation and Sense of Belonging must be there in order for students to feel included.
    - ii. So What? Why is this important?
      1. Students from marginalized backgrounds express lower sense of belonging, validation, and inclusion.
      2. We are able to retain students longer when they feel included and have a sense of belonging.
    - iii. Now What? Our action.
      1. How can TWU's Undergraduate Council develop and support inclusive excellence within our undergraduate programs?
      2. Practical things to be considering
        - a. Syllabus – Sets the tone for your course.
        - b. Meet students where they are – Not all of our students received the same K-12 education.
        - c. Course Content – Encourage underrepresented voices (scholars not statistics).
        - d. Assessment – Ensure the major summative assessments align with your learning objectives and what you are teaching.
  3. Introduction of Undergraduate Council Committees and Chairs- William Benner, Chair & Brandi Falley, Vice Chair

- a. Course Proposal Committee- Ana Louise Keating
  - i. Who notifies departments or programs that their syllabi need to be looked at and their objectives checked?
  - ii. Assessment Summit – Brandi Falley’s findings:
    - 1. Pinpoints learning opportunities
- b. Program Review Committee- James Lytle
  - i. Recommend for Approval-
    - 1. Environmental Chemistry.BS – Nasrin Kohan & Richard Sheardy - Making efforts to get the chemical industry 100% sustainable in 150 years. We are now at a position to move forward making this a formal B.S. degree rather than a track.
      - a. Career paths students can take after receiving this degree:
        - i. Environmental Chemist
        - ii. Field work
        - iii. Environmental remediation
        - iv. Toxicology
        - v. Geochemistry
      - b. Recommended for approval by 20
      - c. Abstained by 4
    - 2. Public Health.BS – Rhett Rigby – Proposing this program to align with the Master’s degree in Public Health offered. A few new courses to be created with a different PUBH domain (Public Health Research, Cultural Literacy, etc.) The majority of the students that will enroll in this program will most likely be transfers. Part of the curriculum requires students to do internships. This provides the potential of being hired right out of said internship. Will require additional faculty.
      - a. Career paths students can take after receiving this degree:
        - i. Government Agencies
        - ii. Hospitals
        - iii. Health Insurance Companies
      - b. Recommended for approval by 18
      - c. Abstained by 2
    - 3. Education.BS (EC-6 Core Subjects w/Special Education Accelerated Master’s) Randa Keeley – This program will prepare educators to go out into the field in an area in which there is a huge shortage. This master’s degree would provide additional stipends or salary increases. This course is provided online as well as in person.
      - a. Recommended for approval by 17
      - b. Abstained by 2
- c. Assessment Committee- Jennifer Flanagan
  - i. Assessment Summit – Building teamwork and basic interaction skills for students. Have not met as a committee yet. Next month will have a better idea of where to focus.
- d. Academic Policy Advisory Committee- Matt Brown
  - i. Bylaws – Project for this semester is to read through our bylaws and look for ways to improve them. Working on revisions to the general council bylaws

first then drafting new bylaws to help with our institutional memory issues. Also will be fixing some of the out of date terms and names for academic components. Update on the progress in November.

4. TWU Curriculum & Strategic Initiatives Updates- Rachelle Land and Dr. Jorge Figueroa – Rachelle Land: Three CSI representatives (Rachelle Land, Tanisha Johnson & Stephen Davila) will be presenting at NTCC/ESC 11 Conference on Thursday, 10.27.22. North Texas Regional Testing Collaborative will be hosted by TWU on Friday, 10.28.22. Dr. Figueroa: CSI department will be monitoring the local community college's baccalaureate degrees. Congratulations to the three programs recommended for approval today.
5. Other Business- William Benner
  - a. Updates on Initiatives-Workshop on Inclusive Excellence hosted by Ashley Bender and Aimée Myers. November 18<sup>th</sup> 12:00 P.M. – 1:30 P.M.
    - i. Part II to Inclusive Excellence presentation we received today.
    - ii. Focused workshop so coordinators can get expertise to look over syllabi, course materials and receive answers to any questions concerning inclusive excellence.

Meeting Adjourned at 4:05 pm

**NEXT MEETING: Wednesday, November 16, 2022**