

Undergraduate Council Meeting Minutes
January 28, 2026
2:30 PM-4:00 PM

- I. Welcome and Opening Remarks and Quorum Check: Dr. William Benner, Chair
Thank you all for attending this week during this week of winter weather. Good news, not a lot of items to do today.

- II. Review and approval of December Minutes: Dr. William Benner, Chair
Dr. Falley: I have one comment from last's months meeting that I want to make, there were a few questions from the program review for the Undergraduate Research Certificate in Chemistry that were not answered during the meeting but it did not prevent the certificate from being approved. I reached out to Dr. Yunxiang Li and he provided the answers and they were added to the minutes for record-keeping purpose. Strong opinions to either keep or remove the answers please speak up.
Minor misspelling of align in the section of the UG Research Certificate
Misspelling of Dr. Jennifer Danley-Scott's name at adjourn.
 - a. Motion to approve with the updates of misspellings: Dr. Ashley Bender
 - b. Seconded with updates: Dr. Joy Spadachene

- III. Sub Committee Introductions and Updates
 - a. Course Proposal Sub-Committee: Dr. Joy Spadachene, Chair – No updates at this time.
 - b. Program Review Sub-Committee: Dr. Jerry Burkett, Chair
 - i. B.B.A. in Human Resource Management
MAK COB benchmarked their program across eight other programs and decided to make some very good and systematic changes, including adding a human resources capstone course, advanced human resources management course, and one of the benchmark programs has a labor relations course requirement so they added some courses to make the program far more competitive. With these changes they strengthen the program to better prepare students with more relevant and in-demand skills. We thought this program was outstanding and passed out of committee with no questions or comments.
Approved by the Council.
 - c. Assessment Sub-Committee: Ms. Aubri Thurmond, Chair – No updates, but the committee will be meeting next Friday and will have updates at the next UGC meeting.
Dr. Benner: I will add that after our last executive with Dr. Hoermann-Elliott, there will be some collaboration across the Assessment and Academic Policy sub-committees. I saw the wheels starting to turn with Dr. Hoermann-Elliott's experience.



UNDERGRADUATE COUNCIL
TEXAS WOMAN'S UNIVERSITY

- d. Academic Policy Advisory Sub-Committee: Dr. Jackie Hoermann-Elliott, Chair – glad to be here, nothing to report this meeting, I am open to suggestions, but I won't be here long as this is my last term. I am looking forward to collaborating.
- IV. TWU Undergraduate Studies Updates: Dr. Brandi Falley
- a. Update on Course Reviews Process by Academic Components – I am sure that you all have been very busy in your component areas. We have had two forums for faculty, Dr. Gray Scott was there as well. Those that have attended the one in December and in January (when we returned from break) had really good questions. The goal is to have half of the courses submitted to the CIM system by February 1st, and as of this morning, 26% have been submitted. We have also heard that some courses have been reviewed at the faculty level but have yet to be submitted (a work in progress). We do appreciate all the work you are doing. The Provost will give an update to the Board of Regents in February.
- V. Other Business: Dr. Benner:
- a. The Service Award and the Innovative Program Award are scheduled for later in the semester.
 - b. Dr. Aimee Myers and Dr. Ashley Bender will wrap up their many years of work on the Inclusive Excellence Syllabi workshop. Dr Myers: Yes, we have worked for several years on the Inclusive Excellence Syllabi workshop, and we were trying to think of ways to help get this information across, and due to schedules and how busy we all get, it is hard to get the attendance up. So we are going to create a digital version of the training so it is easily accessible and they can do it on their own time. We are still exploring ways to make it interactive and hands-on, kind of like an online learning module with resources. If you were able to do the AI Literacy training with Dr. Daniel Ernst, it was great because you were able to pause and read through the documents and then apply what you were learning in real time. We hope to create something similar and upload it to the Undergraduate Council website, with the approval of Dr. Brandi Falley.
 - c. Some adjustments to the handbook (manual) that go with the bylaws, as both Dr. Myers and I are ending our terms on the Council.
- VI. Adjourn at 2:48 pm
- a. Motion to adjourn: Dr. Joy Spadachene
 - b. Second to adjourn: Dr. Jeffrey Williams

NEXT MEETING: Wednesday, February 25, 2026