

Undergraduate Council Meeting Minutes APPROVED

April 24, 2019

2:45 PM-4:00PM

Denton	Dallas - IHSD	Houston - IHSH
MCL 505	8201	5305

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1. Welcome/Introduction by 2018-2019 Chair, Brandi Falley:
 - a. Review and approve minutes of the last Undergraduate Council Meeting held 3/27/19 - Motion to approve the minutes as written was brought to the floor by Jim Williams and seconded by Minkowan Goo. The minutes were approved as written.
 2. Undergraduate Council Committees – Brandi Falley
 - a. Course Proposal Review Committee – Colby Parsons
 - i. Global Perspective (GP) update – The committee presented a draft of the revised Global Perspective Course Proposal Form. They updated the definition, outcomes, and rubrics. These updates will also allow the course to be assessed for the core. The committee also proposed that the current GP courses be recertified to meet the new criteria. If a current course does not meet the new criteria they would stay on the list of GP courses for one year then submit an updated proposal for their course. The committee also suggests that GP courses be reviewed by another body, such as the Curriculum Committee. They feel that GP courses are outside the purview of this Undergraduate Council committee.
 - ii. SLO's – The committee also proposes that there should be faculty training on how to write SLO's that will meet with proposal form criteria. It was proposed that it could be online modules.
 - b. Assessment Committee – Kim Mory – No report at this time.
 - c. Program Review Committee – Jim Williams
 - i. BA English 7-12 Certification – Motion to approve BA English 7-12 Certification was brought to the floor by Leslie Koberna and seconded by Matthew Henley. The program was approved by the council unanimously.
 - ii. BSIS 4-8 Deaf, Hard of Hearing - Motion to approve BSIS 4-8 Deaf, Hard of Hearing was brought to the floor by Christopher Madden and seconded by Leslie Koberna. The program was approved by the council unanimously.
 - iii. Definitions – The committee presented a draft of definitions for a Minor, a Track, a Concentration, an Emphasis, a Focus, and a Certificate for further discussion in the fall.
 - d. Academic Policy Advisory Committee – Claire Sahlin
 - i. Bylaws – The committee proposed the final version of the updated bylaws for approval. A motion to approve the revised bylaws was brought to the floor by Jonathan Olsen and seconded by Cathy Banks. The bylaws were approved by the council unanimously.
 3. TWU Undergraduate Updates
 - a. Marketable Skills – An email was sent out to the chairs regarding the Marketable Skills guidelines that were established by the Academic Policy Advisory Committee. We held two meetings in January for directors and chairs to discuss the guidelines and how to prepare their information. We must respond to the Coordinating Board each year from 2018-2020 to fulfill the mandate. There are two deadlines for the departments to enter their Marketable Skills information into SharePoint: July 12th and August 30th. Each program that is in our inventory

must present 3-8 Marketable Skills and they should use language that students can use for a job search. By fall, there will be a webpage with all of TWU's Marketable Skills information.

- b. Legislative Updates –
 - i. There is a new addition that if a student applies to a program and is denied admission, the student can elect to share the application with other programs that they could be eligible for.
 - ii. Students will need to have a degree plan on file by 30 scheduled credit hours. This does apply to Dual Credit students.
 - iii. It is now required that each institution must have a course sequence for each undergraduate degree program. TWU has been doing this, thanks to Rachelle Land.
4. Nominations for Chair & Vice-Chair for the 2019-2020 Undergraduate Council – Secret ballots were passed out for voting to the council. Mr. Christopher Madden was the nomination for Chair and he accepted the nomination. Mrs. Kristine Morris was the nomination for Vice Chair and she accepted the nomination.
5. Other Business – Brandi Falley
 - a. Updates: Council representatives for Academic Council, Council of Chairs, and Faculty Senate – no reports at this time.
6. Adjournment – Meeting was adjourned at 3:58pm.

NEXT MEETING: Wednesday, September 25, 2019