

Undergraduate Council Meeting Minutes
October 31, 2018
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 9/26/2018 - Motion to approve the minutes as written was brought to the floor by Lisa Rosen and seconded by Cathy Banks. The minutes were approved.
 2. Undergraduate Council Committees – Brandi Falley
 - a. Course Proposal Review Committee – Colby Parsons – No report at this time.
 - b. Assessment Committee – Kim Mory – The committee is finalizing a survey that will be sent to faculty at the end of the semester or the beginning of the spring semester. The committee will also be contacting Career Services and Student Life to begin the process of a student preview day.
 - c. Program Review Committee – Jim Williams – The committee will meet and begin reviewing the definitions of a minor, a track, a concentration, an emphasis, a focus, and a certificate.
 - d. Academic Policy Advisory Committee – Claire Sahlin - Dr. Sahlin met with Derek Crews to discuss the 2 standing issues for the committee.
 - i. Marketable Skills Guidelines – The guidelines have been completed by this committee. The guidelines will be moving forward on a pilot basis in the spring.
 - ii. Bylaws – The committee will review the current bylaws in regards to the undergraduate council membership. The review of the bylaws membership includes the colleges as well as considering to include adjunct faculty and lecturers on the council.
 3. TWU Undergraduate Updates – Barbara Lerner
 - a. Innovative Programs – The Provost has sent an invitation to the deans to submit ideas for innovative academic programs or updates for current programs. They are due in 2 weeks.
 - b. Strategic Planning Initiatives – The next round includes transfer. The Chancellor invited Dr. Lerner, Amy O’Keefe, and Linda Murphy to begin the process of reviewing student success and the transfer student experience. Dr. Lerner mentioned that the group will expand to include faculty from all of the colleges.
 4. Other Business – Brandi Falley
 - a. Updates: Council representatives for Academic Council, Council of Chairs, and Faculty Senate – No report at this time.
 - b. Marketable Skills – Michelle Buggs – Dr. Buggs attended the Academic Council to provide information regarding the recommended guidelines for TWU’s Marketable Skills process. The next step is to ask departments if they would be interested in beginning the process gathering information to establish the marketable skills for their programs.
 5. Adjournment – Meeting adjourned 3:02pm.