

Undergraduate Council Meeting Minutes
September 26, 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 4/25/2018 - Motion to approve the minutes as written was brought to the floor by Cathy Banks and seconded by Jo-Ann Stankus. The minutes were approved as written.
 - b. Welcome to New Members/Representatives – Brandi Falley – Each council representative stood and introduced themselves.

 2. University Policy for Undergraduate Council – Michelle Buggs – Dr. Buggs explained the purpose of the Undergraduate Council. The council is there to review and recommend any items regarding to undergraduate education, course proposals, program changes, assessment, and policy changes.

 3. Discussion of 2018-2019 Undergraduate Council Committees – Brandi Falley
 - a. Course Proposal Review Committee Chair – Colby Parsons – Mary Williford-Shade explained that the committee is responsible for core course proposals and global perspective proposals.
 - b. Assessment Committee - Kim Mory – the committee was originally designed to look at the assessment of the core curriculum. Last year the committee focused more on student retention and student assessment. The committee will be sending out a survey to all programs asking what their best practices are within the program to help with retention.
 - c. Program Review Committee Chair – Jim Williams - the committee is responsible for reviewing new proposals for new programs or changes to existing programs, reviewing new proposals for undergraduate certificates, and periodically re-evaluating the program review policy and process.
 - d. Academic Policy Advisory Committee Chair – Claire Sahlin – the committee is responsible for reviewing and making recommendations regarding existing and proposed academic policies that impact undergraduate education. Last year the committee discussed the Undergraduate Council Bylaws and the Marketable Skills policy for TWU. These items will continue to be discussed this year by the committee.

 4. TWU Undergraduate Updates – Barbara Lerner
 - a. Undergraduate Council - is a vehicle to share information across programs. I will periodically bring information to the council, from across campus, that effect undergraduate education so that you can share with your department.
 - b. SACS - SACS is the accrediting body of the university. Our fifth year interim report is due March 15, 2019. There are two elements that will go into the interim report:
 - i. The impact and results of the Quality Enhancement Plan at TWU – experiential learning has been fully institutionalized throughout TWU. The initiative is now handled by Josh Adams, Assistant Provost of Student Success Initiatives, and Kurt Krause, Director of Internships & Experiential Learning.

- ii. There are 22 standards that we will also be responding to in the report.
 - c. THECB – The main initiative of the THECB is the 60x30 plan. The 60x30 plan states that 60% of the population in Texas, between the ages of 25-34, will hold a certificate or degree by the year 2030. The THECB divided the state into regions and TWU is in the metro region that includes 22 institutions of higher education and 2 regional service centers. As a region, there were 3 meetings held over the summer to discuss how we would all work together to meet the 60x30 plan.
 - d. Strategic Plan –The strategic plan timeline lists imperatives that are already underway across TWU. These imperatives include innovative programs, visibility of TWU, the Center for Women’s Leadership, health and wellbeing, purposeful partnerships, talent, and the master space utilization plan. Starting tomorrow, there will be 5 new imperatives that include research culture, process efficiencies, financial vitality, competitive sports, and transfer student success.
5. Other Business – Brandi Falley
- a. Updates: Council representatives for Academic Council, Council of Chairs, and Faculty Senate – no report at this time.
6. Adjournment – Meeting was adjourned at 3:29pm.