

Undergraduate Council Meeting Minutes
September 24, 2025
2:30 PM-4:00 PM

- I. Welcome to the Undergraduate Council 2025-2026
 - a. Welcoming Remarks: Dr. Brandi Falley: Welcome, I am the Interim Dean of the Undergraduate Studies Office.
- II. Introduction to 2025-2026 Dr. William Benner, Chair & Dr. Aimée Myers, Vice Chair
 - a. Welcome & Call to Order
 - b. Theme: Collaboration
- III. Welcome to New Members – Dr. William Benner, Chair, and Dr. Aimée Myers, Vice Chair
 - a. Dr. Stina Soderling – representing Women’s Studies
 - b. Dr. Shiru Lin – representing Life & Physical Science, Chemistry & Biochemistry
 - c. Dr. Jennifer Flanagan – representing the College of Business
 - d. Dr. Jeffrey Williams – representing the College of Nursing
 - e. Dr. Stephanie Woods – representing the Academic Council
 - f. Dr. Ashley Bender – representing Council of Chairs
 - g. Dr. Peggy Landrum – representing Faculty Senate
 - h. Lanika Reyna – student representative
 - i. Fyona Woldu – student representative
- IV. Review and approval of April Minutes – Dr. William Benner, Chair
 - a. Correct Aubri Thurmond’s name.
- V. 2025-2026 Undergraduate Council Meeting Dates

Undergraduate Council Meeting Dates	Time	Location	Deadline for Course and Program Proposals
Wednesday, September 24, 2025	2:30 pm-4:00 pm	Zoom	Tuesday, September 2 nd
Wednesday, October 22, 2025	2:30 pm-4:00 pm	Zoom	Tuesday, October 7 th
*Wednesday, December 3, 2024	2:30 pm-4:00 pm	Zoom	Tuesday, November 4 th
Wednesday, January 28, 2026	2:30 pm-4:00 pm	Zoom	Tuesday, January 6 th
Wednesday, February 25, 2026	2:30 pm-4:00 pm	Zoom	Tuesday, February 3 rd
Wednesday, March 25, 2026	2:30 pm-4:00 pm	Zoom	Tuesday, March 3 rd



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Wednesday, April 22, 2026	2:30 pm-4:00 pm	Zoom	Tuesday, April 7 th
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*UG Council will meet one week later due to the Thanksgiving holiday.

- VI. ADA and Title II Revisions – Allison Peterson, Director of Instructional Development & Learning Design
- [Slides](#) and [website link](#)
 - Overview of the changes and updates for course content and accessibility for students.
 - Question: Dr. Benner: For someone with a native language other than English, how does that factor into the services provided? Alli Peterson: Ally does have some language translation functionality that can help with that, but Tereasa can be a resource to help navigate that side of accessibility.
 - Next workshop – Thursday, 9/25 and Tuesday, 9/30
- VII. Sub Committee Introductions and Updates
- Dr. Benner: Theme of Collaboration and adding an Ad Hoc committee from the Assessment Sub-Committee and Academic Policy Advisory Sub-Committee as there can be some dry spells for these two committees every few years where there is not a lot of work from them or they are having to come up with their own ideas and tasks. We are thinking through ideas of interprofessional education with workshops by exploring what makes a great undergraduate program. I will be working with Dr. Matt Brown and Ms. Aubri Thurmond. We will continue with the awards and the expansion of the awards. Dr. Aimee Myers – the syllabi workshop that Dr. Bender and Dr. Myers developed will be shifting to a webinar style, which will be housed on the Undergraduate Council website.
 - Course Proposal Sub-Committee – Dr. Joy Spadachene, Chair: no update
 - Program Review Sub-Committee – Dr. Jerry Burkett, Chair: no update
 - Assessment Sub-Committee – Ms. Aubri Thurmond, Chair:
 - Workforce readiness + Benner's discussion
 - Need a better task long-term for this sub-committee
 - Academic Policy Advisory Sub-Committee - Dr. Matt Brown, Chair: no update
- VIII. TWU Undergraduate Studies Updates – Dr. Brandi Falley:
- This is being discussed and mentioned through each division/school that the course and content are aligned with what is being taught and what is in the course description. We want to get ahead and be up to date when the state implements the course description and content match.
- IX. Other Business: Small edits to the Undergraduate Council Bylaws will need to be updated due to the new leadership and office change. Will need two readings and a vote. We will start the first reading at the October meeting and the second reading and vote at the November meeting.



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- X. Adjourned at 3:10 pm
 - a. Motioned by Dr. Jackie Hoermann-Elliott
 - b. Seconded by Dr. Joy Spadachene

NEXT MEETING: Wednesday, October 22, 2025