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Undergraduate Curriculum Council Minutes

4-27-2022

2022 April 27 - Undergraduate Curriculum Council Minutes

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**Undergraduate Curriculum Committee
Meeting Notes
April 27, 2022**

Members Present Julie Bowers, Rhonda Brodrick, T. Jason Davis, Tabitha Fair, William Flora, Colin Glennon, Stacie Hill, Drew Howell, Sookhyun Kim, Jill LeRoy-Frazier, Gina Osborne, Evelyn Roach, Laurie Schroder, Jonathon Taylor, Beth Thompson, Jennifer Young

Members absent Scott Contreras-Koterbay, Myra Jones, LeAnn Olson

Guests Present

The UCC meeting was called to order at 2 p.m. by Jason Davis. The meeting was conducted virtually using Zoom. Roll was taken by Rhonda Brodrick.

Old Business:

Jill LeRoy-Frazier moved to approve the March 23 and April 13, 2022 minutes. Tabitha Fair seconded. The motion passed.

Jill LeRoy-Frazier moved to approve the March 23 and April 13, 2022 minutes. Jonathon Taylor seconded. The motion passed.

New Business

-Establish New Certificate 9-23 credits – C3 Undergraduate Certificate in Brewing and Distillation Studies

Jill LeRoy-Frazier provided an overview of the proposed certificate which provides a way for members of the community to take courses in brewing and distillation without having to pursue a bachelor's degree.

Prior to the meeting, all members were asked to review the proposal. Jill LeRoy-Frazier was contacted to clarify the number of hours required for a certificate. Dr. Flora explained the minimum number of hours for a certificate was lowered from 12 to 9 by Academic Council.

Confirmation from UCC Members

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Cross Disciplinary Studies, College of Graduate & Continuing Studies, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Jonathon Taylor motioned to approve the proposal as written. Tabitha Fair seconded. The motion passed; Jill LeRoy-Frazier abstained.

Other Discussion:

Jason Davis thanked the committee for its work this academic year.

Nomination and electing of Chair and Secretary

- Chair – Jason Davis was nominated by Colin Glennon; Jill LeRoy-Frazier seconded; motion passed
- Secretary – Rhonda Brodrick was nominated by Jason Davis; Tabitha Fair seconded; motion passed

Discussion of UCC Name and Purpose

- The university does not have an identified body that reviews policy related to undergraduate education. At the graduate level, the Graduate Council charge includes curriculum and policy related to graduate education.
- The committee discussed changing the name of the committee to Undergraduate Curriculum Council and expanding the charge of the committee to include review of policy related to undergraduate education.
- Jason Davis will work with William Flora to change the name and charge of the committee. This document will be sent to committee members prior to the end of the semester for review and approval. Once approved, it will go to the Provost for approval.

Discussion of who is rotating off and who would like to remain on the UCC – members rotating off the committee were asked to e-mail Jason Davis and copy Rhonda Brodrick

- Kason O'Neil will be the faculty senate representative.
- Jill LeRoy-Frazier will be rotating off; Julie Fox-Horton will be returning for Continuing Studies.

Jason Davis adjourned the meeting at 2:30 pm.

Respectfully submitted,

Rhonda Brodrick

approved by e-mail 5/10/22