

UNDERGRADUATE COUNCIL MEETING

Minutes of November 29, 2001

Members present: John Nicols, Karen Sprague, K.J. Parks, Wendy Mitchell, Gail Unruh, Scott Pratt, Herb Chereck, Kathy Roberts, Bob Zimmerman, John Postlethwaite, Kate Kranzush, Amanda Stocker, Priscilla Southwell, Hilary Gerdes, Faye Chadwell, Steve Ponder

Members absent: Paul Engelking, Wayne Gottshall, Craig Hickman, Anne Leavitt, Marian Smith

Meeting began at 8:07

Revised Proposal

Paul Engelking did not provide the council with the revised proposal. In addition, the other three sub-committee members did not receive word from him. John Nicols will circulate to Herb Chereck and Bob Zimmerman the four-page document that Paul submitted to the committee at the November 15 meeting. John, Herb and Bob will reduce and clarify the document and distribute it before the next council meeting on January 8, 2002.

Agenda Items for Next Term

1. Complete Three hour/Four credit Document

John, Herb and Bob will present the document to the council for discussion at the January 8 meeting.

2. American Sign Language

Kathy Roberts and Kate Kranzush and possibly two other faculty in the language area will form a sub-committee. Kathy has been requesting curriculum documents from other institutions that accept American Sign Language for the language requirement. Hilary Gerdes will provide the documents from past Undergraduate Council work in 1994 regarding this issue. Herb will contact Jim Boren to obtain past minutes from council meetings regarding these discussions. Donna Schimmer will assemble these items and distribute them to council members for review before discussion begins during council meetings.

3. Participation in Graduation Ceremony

Herb asked that the current procedure for allowing students to be included in the spring commencement program as a ceremony only applicant be reviewed. Currently, students are allowed to be listed on the program and walk in cap and

gown without completing the necessary requirements. Herb will bring current language to the appropriate meeting for the council to review.

4. Shadow Grades

Herb would like the council to review and make a recommendation regarding the use of shadow grade replacement for pass/no pass grades in satisfying major requirements for graduation. The Scholastic Review Committee has been dealing with this issue because one department will no longer accept shadow grades to satisfy graduation requirements.

Online Availability of Course Evaluations and Course Syllabi

Within the next week, course evaluations will be available on Duck Hunt. Response to the standard four questions on course evaluations will be available with a 1-10 rating.

Day and Time Change

At the November 15 meeting the council approved a change in day and time for the winter term council meetings. Meetings will be held every other Tuesday from 8:30 to 9:30. There will be an option for the meeting to extend to 9:50 if there is a need for further discussion.

Craig Hickman is unable to attend council meetings at 8:30 on Tuesday or Thursday. John Nicols asked the council if it was possible to meet on Wednesday. There are members who have Wednesday conflicts. John proposed that Craig would need to withdraw and find a replacement from AAA.

This is the last meeting for this term. There will be no meeting on December 13. The first meeting for the Winter term will be on January 8, 2002, in Collier House, meeting room A, at 8:30 a.m.

Meeting adjourned at 8:40

Minutes by Donna Schimmer