

UNDERGRADUATE COUNCIL MEETING

June 10, 2003

Members present: Deborah Baumgold, Colleen Bell, Hilary Gerdes, Herb Chereck, Sherrie Barr, Mark Thoma, Lowell Bowditch, Tyler Neely, John Nicols, Kathy Roberts, Karen Sprague, Malcolm Wilson, Steve Ponder

Members absent: Paul Engelking, John Postlethwait, Nora Ahmed, Wendy Mitchel, Jim Imamura

Thank you Departing Members

Karen Sprague individually thanked the following Undergraduate Council members whose terms end this June: Craig Hickman, Wendy Mitchell, John Nicols, Steve Ponder, Lowell Bowditch (one year off for Senate President duties), Sherrie Barr, and Nora Ahmed.

The Undergraduate Council members newly-elected for three-year terms from June 16, 2003 to June 15, 2006 are: Deborah Exton (Chemistry), Mark Thoma (Economics), John Lysaker (one-year replacement-Humanities), Laura Vandenburg (Art), Ron Severson (Business Communication), Julianne Newton (News/Editorial), Kathy Roberts (CoE-Communication Disorders).

Lower-division Group-satisfying Motions

Two motions were proposed based on the survey of lower-division group-satisfying courses that the council has completed so far.

1. Faculty or departments are required to post Web syllabi for all group-satisfying courses prior to registration.
2. Proposed general education courses that are to be offered in an online format should be reviewed for instructional design and delivery method, in addition to being reviewed for content through the regular approval process for new courses. This is to ensure that technology is used appropriately and that students are offered an educational experience similar to that in a classroom. The same procedure should be used during the cyclical 5-year review of established general education courses, if they are offered online. An appropriate committee will be designated or created to carry out the extra review of online course.

Both motions were seconded and passed unanimously by the Undergraduate Council.

Student Records Policy

A draft of the revised Student Records Policy was distributed to the council for consideration. Although slightly outdated, the draft contained the key changes, and the most recent draft is posted on the Undergraduate Council website. Melinda Greer and Herb Chereck have been working on revisions to the Student Records Policy for two years and have proposed these changes:

New items to be included in directory information:

- a. Email address
- b. Enrollment status – full-time, half-time, less than half-time
- c. Graduate teaching fellow status and teaching assignment

There will be a formal hearing on the revisions to the Student Records Policy on June 20, 2003.

Chairmanship of the Undergraduate Council

Karen Sprague asked for nominations or volunteers to chair the Undergraduate Council. There were no volunteers or nominations by council members. Karen proposed that Deborah Baumgold continue to chair the Undergraduate Council. There was unanimous acceptance of this idea by the council.

Next Meeting

Undergraduate Council meetings will resume in the fall. Council members will be contacted regarding fall teaching obligations so a mutually convenient day and time can be selected.

10/6/2003