

UNDERGRADUATE COUNCIL MEETING

March 13, 2006

Rowe Conference Room, the Knight Library

Present:

Andrew Bonamici, Herb Chereck, Deborah Exton, Hilary Gerdes, Anne Laskaya, Martha Pitts, Dorothee Ostmeier, Steven Pologe, Kathy Roberts, Ron Severson, Karen Sprague, Mark Thoma, and Kate Wagle

Absent:

Kelsea Feola, Dave Hubin, Julie Newton, Margarita Smith, Mary Ann Beecher, Malcolm Wilson, Paul Engelking, and Glenda Utsey

Guests:

Deborah Carver, Librarian, University of Oregon

James Crosswhite, Associate Professor, English

Minutes:

The minutes of the February 27 meeting had been distributed electronically to the members of the Undergraduate Council. The Chair asked if there were any amendments needed to the minutes and then called for a motion.

The motion was made to accept the minutes from the February 27, 2006 meeting.

Moved: Ann Laskaya

Seconded: Steve Pologe

The motion to accept the minutes passed unanimously.

Introductions:

The Chair introduced Deborah Carver, Librarian for the University of Oregon, who was to present a follow-up report on Educational Technology and Classroom Support.

Agenda

Educational Technology and Classroom Support

Deborah Carver explained that Educational Technology has developed a plan to distribute technology monies in different phases; one of those phases is to invest in classroom support. The primary focus is on larger, University controlled classrooms. For example, Media Services will be installing phones in the large classrooms that will link directly with the help desk. The secondary focus will go to the top priority requests from department heads for departmental classrooms. Media services is reviewing technology needs site-by-site. The plan is to improve classrooms over the summer.

A working group has been formed to investigate problems of service for classroom technology. One challenge is coordination with other campus services involved in classroom support. Phones in the general classrooms will help. A remote network diagnostic system will also be installed so that Media Services can detect equipment failure centrally. Satellite equipment carts will be positioned nearby for general use classrooms. Preventive maintenance will also be improved.

Media Services and Educational Technology have heard concern about technology services and support in departmental classrooms and are exploring possibilities for more flexible classroom scheduling, e.g., occasionally having rooms available for small group video showings or for longer period showings (more than an hour).

Media Services has also recently reclassified internal positions to assure that the right level of service is provided. A peer coaching program for students in the apprenticeship program is being initiated. The availability of these apprentices as technology helpers for faculty needs to be better known.

- **Discussion**

The Council observed that great progress has been made in addressing the issue of classroom technology support. There are several issues with which the Council may be able to assist Media Services:

- How is “full usage” of a classroom defined and how can the use of departmentally controlled classrooms be increased (if necessary)?
- How can faculty communicate more effectively about classroom problems, and how can Media Services alert faculty who must teach in a classroom when an equipment defect has been reported, but before it can be repaired?
- How can the University get more value out of the Media Services apprenticeship program?

- How can gaps in communication among the different groups responsible for classroom equipment and maintenance (Media Services, EMU, Facilities, etc.) be filled?

The Chair said that the Undergraduate Council will take time to further discuss these issues in future meetings.

Proposal for addition of New Minor and New Certificate in Writing, Public Speaking, and Critical Reasoning from CAS Department of English

(See: [Motion on English Department proposal for minor and certificate](#))

The Chair introduced Jim Crosswhite, Associate Professor of English, to present the proposal to add a New Minor and New Certificate program in the Department of English. Jim presented the history of the development of the proposal. He noted that the proposal was thoroughly studied and approved by the CAS Curriculum Committee.

The Council questioned how the new proposal would affect the distribution of current writing courses: WR 121, 122, and 123. The Council also wondered how five new courses could be added for the program without incurring expense, as stated in the proposal. The Council was enthusiastic about the goal and design of the program, and wanted assurance only on technical matters. The Chair called for a motion.

A motion to endorse the proposal for a New Minor and New Certificate in Writing, Public Speaking, and Critical Reasoning in the English Department was made. Suggestions for clarification were appended.

(See: [Proposal for New Minor and New Certificate in Writing, Public Speaking, and Critical Reasoning in the English Department](#))

Moved: Herb Chereck

Seconded: Kate Wagle

The motion with draft suggestions passed unanimously, with the understanding that a polished version of the suggestions would be circulated to Council members by e-mail for final approval.

Approved by the Undergraduate Council

Motion with final suggestions

March 20, 2006

Motion:

The Undergraduate Council strongly endorses the proposal presented by the Department of English in cooperation with the Department of Philosophy for a new minor and a new certificate program in "Writing, Public Speaking, and Critical Reasoning."

Suggestions:

The Council also offers the following suggestions for refining and strengthening the proposal:

- 1) Explain more precisely how the creation of five new courses has no budgetary impact.

More specifically (perhaps in an appendix) show how many sections of each course are planned each year to meet anticipated demand, who will teach those sections, and which courses or other duties these persons will no longer offer or no longer offer as often due to their reassignment. Council members with questions referred specifically to David Frank's two GTFs and to Suzanne Clark's teaching assignment, but there will probably be other zero-impact resource issues to clarify as well (i.e., faculty teaching, program support, program administration).

- 2) Clarify that the budget required to operate the program throughout the first four years does not depend upon the statement on p. 14 of the proposal, "to seek foundation grants in the future as the need arises."
- 3) Clarify how the English Dept. will both control demand and ensure that those students who declare the minor or who intend to complete the certificate will be able to do so in a reasonable amount of time. (Some Council members suggested adopting a cohort model, but the Council understands this may not be possible.)

4) Clarify whether Writing 123 will be a requirement or a choice for students in the minor and the certificate program and, in either case, explain how including Writing 123 impacts the UO general education requirement for writing and the already tight enrollments in Writing 121, 122, and 123.

5) Include all pre-requisites for all courses in the minor and certificate programs.

Additional Issue:

The Undergraduate Council identified a broader issue raised by this proposal that needs further discussion but does not prevent the Council from strongly endorsing the proposal.

Relation of Minor Programs to Major Programs

Students typically cannot earn a minor in the area of their major. While the Undergraduate Council strongly supports the development of interdisciplinary programs, several members of the Council recommended that the University set an upper limit on the number of courses that could count both toward a major and a minor for students majoring in fields included within an interdisciplinary minor. It would not be optimal, for example, if a student only needed to take two courses beyond his or her major requirements (including upper-division electives) to earn a minor. In general, the Council did not object to allowing a very low number of courses to count for a major and a minor but emphasized rigor and breadth rather than overspecialization at the undergraduate level.

The Council asks the English Department and the Philosophy Department to consider this issue as they move forward with this proposal but offers no recommendation at this time pending further discussion.

Since the above issue will present some complications for the DARS system and, therefore, for advising more generally, the Council also encourages the English Department to meet with the DARS staff to work through difficulties in the ways courses in this minor and certificate program would count for a major, a minor, a certificate requirement, and/or a general education requirement.

The meeting was adjourned.

The next UGC meeting is scheduled for Monday, April 10, 2006, 1:00pm at Rowe Conference Room, the Knight Library.