

University Undergraduate Council

Meeting Minutes

September 13, 2019

Present: Carol Danehower (Academic Affairs), Karen Weddle-West (Student Academic Success), Ashley Connolly (AAN), Lisa Beasley (LCON), Carl Chando (ACC), Russell Deaton (ENGR), Susan Elswick (A&S), Ryan Fisher (CCFA), Joanne Gikas (CPLS), John Haddock (A&S), Kenneth Haggerty (Libraries), Matt Haught (JOUR), Michael Hutchinson (KWS), Bridget Wells (for Joseph Jones A&S), Melinda Jones (Honors), Jennifer Nelson (COE), Charles Pierce (FCBE), Martha Robinson (FCBE), Ron Serino (CPLS), Terra Smith (Faculty Senate), Laurie Snyder (CFA), Deb Tollefsen (A&S), Lawrence Weiss (SHS), Victoria Tardugno (CAS-Curriculog), Laura Casey (ICL)

Absent: Alletha Davis (Registrar), Alfred Hall (COE), Sean Holden (Inst. Research), Claudio Meier (ENGR), Graciela Servin (SGA Rep)

Meeting called to order at approximately 1:05 pm, by Carol Danehower, when a quorum was achieved.

New Members

Matthew Haught, Assistant Chair and Associate Professor, Department of Journalism and Strategic Media, CCFA; Martha Robinson, Department of Management, FCBE.

Minutes

May minutes will be available for review at October meeting.

Old Business

Curriculog

Dr. Danehower reminded all that Curriculog will be utilized for the October curriculum proposals. Tori Tardugno has held numerous training sessions over the summer and in recent weeks since Fall semester start-up.

Proposals will be available in Curriculog for UUC member review but the actual votes on proposals will be taken as rollcall vote during the UUC meeting.

Comments and questions can be made in Curriculog which will hopefully promote more UUC member engagement with the proposals as well as actual discussion during the UUC meetings.

At this time Colleges and Departments are encouraged to utilize Curriculog for their committee meetings and processes, but it is up to the academic unit as to how they want to handle review as we transition to full use of Curriculog in the coming months.

Tori Tardugno provided a demo of Curriculog, reminder of the processes covered in training, and responded to questions.

Best practices of Curriculog use will be developed and shared with the academic units as we gain more experience with the system.

Proposal status update

BS in Public Health was approved by the Board of Trustees in June and the Letter of Notification is under review by THEC.

Academic Renewal Policy

This policy regarding limited grade forgiveness for students when they change majors was passed by the UUC in November 2018. It has been implemented with some minor changes per Provost and VP of Student Academic Success review. The policy is online at

<https://catalog.memphis.edu/content.php?catoid=14&navoid=526&hl=academic+renewal&returnto=search#academic-renewal>.

We will review and evaluate how the policy is working in April/May.

New Business

General Education Update

In August the Provost, Deb Tollefsen, and Carol Danehower attended a Gen Ed Summit at MTSU, organized by THEC. THEC is not proposing any particular guidelines re: Gen Ed at this time except the need to maintain transferability with TBR schools in particular and other LGI schools generally. At this time MTSU, UT Knoxville, Austin Peay, and ETSU are going through some renewal/revisions of their Gen Ed program (while maintaining transferability).

At UofM we have been "on hold" with Gen Ed for approximately four years (no new courses proposed or added to list of Gen Ed course options). Deb Tollefsen has agreed to chair a Gen Ed subcommittee of the UUC to have a limited scope initially (accept proposals for new Gen Ed courses). Deans will be asked to nominate faculty for the committee, with other members being Carl Chando from Academic Counseling Center and Colton Cockrum, Institutional Effectiveness. (SACSCOC has had changes to Gen Ed requirements). Committee guidelines will

be developed with input from the committee and shared with UUC members, Colleges/Schools. The goal is for the committee to meet for the first time in November. This year we will continue to retain the TBR Gen Ed categories and learning outcomes.

Undergraduate Certificates

THEC has recently given the Locally Governed Institutions (LGIs) permission to propose and offer undergraduate certificates (these have been the purview of only community colleges in recent years). Proposals for UG certificates may be made starting Fall 2020 with one exception. The Kemmons Wilson School may move forward with a proposal for a culinary certificate that is supported by the recent lease of the L'Ecole Culinaire facility in Cordova and the establishment of the Kemmons Wilson Culinary Institute. We will be developing guidelines for UG certificate proposals for Fall 2020.

Announcements

- UUC Bylaws need minor revision (include Schools of Public Health and Communication Sciences and Disorders as voting members of UUC; revise language from Vice Provost to Vice President, etc.). Other revisions may be proposed by members, please send to Carol Danehower. Note that bylaws are proposed in one meeting and voted on the next month.
- Vice-President of Student Academic Success, Dr. Karen Weddle-West commended everyone for the work they've done to facilitate student success. She shared that in the last 4 years, we have increased enrollment by 10 percentage points, with 42 % to 53% 6 yr graduation rate, 15% to close to 30% 4 yr graduation rate. In addition, THEC requires reporting of students who start with us but graduate elsewhere else and that number is approximately 58%. We are making great progress toward our 2025 goal of 61% 6 yr graduation rate, 51% 5 yr, 41% 4yr. It appears that we will reach that goal much sooner than expected. She encouraged all to pay particular attention to engaging and involving the 2014 cohort, working toward the 2020 goal of 55%.

Our UG enrollment stands at 22,000 which is larger than MTSU and second in the state only to UT Knoxville. Freshman class entering GPA is at its highest, 3.5. We have grown in number and quality at all levels.

- All were reminded that we would be considering proposals from Kemmons Wilson School and Communication Sciences and Disorders next month, using the Curriculog platform.

Meeting adjourned at 2:05pm