

Undergraduate Council Agenda
October 8, 2024/ 3-5 pm Main Building Room 009F

Members Present

Kristine Urschel- Chair
Steven Arthur
Cory Curl
Dustin Faulstick
Kate Field
Regina Hannemann
Jake Higgins
Shelita Jackson

Alicia Modenbach
Justin Nichols
Mark O'Bryan
Katherine Paullin
David Stephenson
Nathan Congleton
Joe Lewis

Members Absent

Sarah Cprek
Jack Kirn
Ashley Vowels
Miranda Hines

Meeting Agenda

Meeting called to order at 3:06 PM.

1. Welcome/Introductions
2. Approval of agenda (including consent agenda items)

Motion to approve by Cory Curl; seconded by Alicia Modenbach. All voted to approve.

3. Approval of September 24 meeting minutes

Motion to approve by Steven Arthur; seconded by Katherine Paullin. All voted to approve.

4. Proposal review

- a) Consent Agenda
Paullin, Nichols, Vowels
[AFE 220](#)- New course

Higgins, Faulstick, Modenbach
[SPA 333](#)- New course

- b) Discussion Agenda
Curl, Kirn, Stephenson
[BS Human Nutrition](#)- Change degree

Rationale: They are updating the upper division admission requirements to those of the BS Dietetics program. Additionally, they are adding DHN 210 as the recommended UK Core course for Arts and Creativity and adding the language that CHE 109 and 110 can be taken in place of CHE 105.

Additional discussion: No additional discussion

Motion to approve by Cory Curl; seconded by Mark O'Bryan. All voted to approve.

Nichols, Paullin, Faulstick

Minor- Plant and Soil Sciences- Change minor

Rationale: The requirements of the minor have been updated and more guidance has been provided regarding the courses that can be used to meet the guided electives for the minor. They have also added a minor-specific description.

Additional discussion: No additional discussion

Motion to approve by Justin Nichols; seconded by Dustin Faulstick. All voted to approve.

Hannemann, Cprek, Higgins (tentative)

BS Dietetics- Change degree

Proposal tabled until next meeting. No vote taken.

Cprek, Field, Jackson (tentative)

HRT 240- Course change (major, with UK Core)

Proposal tabled until next meeting. No vote taken.

c) Proposals for general discussion

Arthur

CE 581 and CE 587

Discussion: There was general discussion regarding what the checklist was referring to regarding the midterm grading policy and the Prep Week assignments. Generally the syllabus should make reference to the posting of midterm grades in accordance with the Academic Calendar (a link to the calendar is how this is usually handled). For the Prep Week assignments, if there is no specific statement that there are no assignments due during Prep Week, look at the assignment due dates and confirm that only permissible assignments (outlined in a footnote on the checklist) are due during Prep Week. If the only edit that needs to be made to the syllabus is outdated website links, it is acceptable to just send a courtesy email to the proposer reminding them to update the links before using the syllabus for a course (but do not need to wait for this to move the proposal forward in the process).

5. Old Business

- a) Questions regarding proposal review procedures
 - Curriculum (Curriculog)
 - Teams
 - Checklists
 - Timeline for review

Discussion: We reviewed what information should be entered into Curriculum (record when you contact proposers) and Teams (make sure to change the label for stage of review, upload the checklist and tag in the next reviewer). The goal is to be through the primary review within 2 weeks of being assigned the proposal and have it on a meeting agenda within a month of reaching Undergraduate Council.

6. New business

- a) Course cross-listing: Cross-listing is for across prefixes, where a specific course might be relevant to multiple different disciplines. Cross-listing should not be done within a prefix and it is not permissible to cross-list a 300-level course with a 600-level course. Programs wishing to develop a course that can be taken by both graduate and undergraduate students should instead develop either a 400G or 500-level course where the differences in expectations and grading scale between graduate and undergraduate students can be clearly delineated.

7. Adjournment

Motion to adjourn was made by Regina Hannemann; Seconded by Mark O'Bryan.
Meeting adjourned at 3:34 PM.