

Undergraduate Council Agenda
September 24, 2024/ 3-5 pm Main Building Room 009F

Members Present

Kristine Urschel- Chair
Steven Arthur
Sarah Cprek
Dustin Faulstick
Kate Field
Regina Hannemann
Shelita Jackson (via Zoom)
Jack Kirn

Alicia Modenbach
Justin Nichols
Mark O'Bryan
Katherine Paullin
David Stephenson
Ashley Vowels
Miranda Hines
Joe Lewis

Members Absent

Cory Curl
Jake Higgins
Nathan Congleton

Meeting Agenda

Meeting called to order at 3:04 PM.

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

Motion to approve by Mark O'Bryan; Seconded by Steven Arthur. All voted to approve

3. Approval of August 27 meeting minutes

Motion to approve by Katherine Paullin; Seconded by Ashley Vowels. All voted to approve

4. Approval of September 10 electronic vote minutes

Motion to approve by Steven Arthur; Seconded by Joe Lewis. All voted to approve

5. Proposal review

a) Consent Agenda

Faulstick, Higgins, Field

[MLS 120](#)- Change course (major)

Modenbach, Arthur, O'Bryan

[ESL 132](#)- New course (with Core)

Stephenson, Vowels, Curl

[NRE 201](#)- Change course (major)

b) Discussion Agenda

No courses on the discussion agenda.

6. Old Business

a) Questions regarding proposal review procedures

- Curriculum (Curriculog)
- Teams
- Checklists
- Timeline for review

New checklists for both course and program change proposals have been provided by the Provost's Office and are available on Teams. Ideally initial review by the primary reviewer should be completed within two weeks of being assigned the task on Teams, with the goal of moving proposals out of Undergraduate Council within a month (assuming proposers respond to questions in a timely manner). Any questions relating to the proposal review process can be directed to Kristine Urschel (or other reviewers assigned to the proposal).

7. New business

None

8. Adjournment

Motion to adjourn was made by Regina Hannemann; Seconded by Sarah Cprek. Meeting adjourned at 3:24 PM.

Members were encouraged to stay after the meeting to work through their current proposal assignments and Kristine Urschel was available to answer questions about the review process.