

Undergraduate Council Minutes
August 25, 2026/ 3:30-5 pm Main Building Room 009F

Members Present

Kristine Urschel, Chair
Steven Arthur (Zoom)
Joseph Benitez
Arryn Blaine
Dustin Faulstick
Kate Field
Shelita Jackson (Zoom)
Kaitlin Key
John Kirn

Justin Nichols
Alicia Modenbach
Mark O'Bryan
Katherine Paullin
Tim Taylor
Sarah Vos
Ashley Vowels
Timothy Ebner
Miranda Hines

Members Absent

Jessica Barfield
Joe Lewis
Julie Schmidt

Meeting Agenda

1. Welcome/Introductions

Meeting called to order at 3:30 PM.

Members went around the room introducing themselves, their college affiliations and previous experience on this committee.

2. Approval of agenda (including consent agenda items)

Motion to approve by Ashley Vowels; Seconded by Kate Field; All approved.

3. Approval of April 28 minutes

Motion to approve by John Kirn; Seconded by Alicia Modenbach; All approved.

4. Approval of May 12 electronic vote minutes

Motion to approve by Alicia Modenbach; Seconded by Katherine Paullin; All approved.

5. Approval of June 9 minutes

Motion to approve by Mark O'Bryan; Seconded by John Kirn; All approved.

6. Proposal review

a) Consent Agenda

Urschel, Modenbach

[FIN 330](#)- New course

b) Discussion Agenda

7. Old Business

8. New business

a) Overview/review of Undergraduate Council procedures

- Curriculum (Curriculog)- anticipated new forms
- Teams
- Checklists

General discussion: Members reviewed the procedures for proposal review, including how assignments are organized in Teams, how to navigate Curriculum (Curriculog), the use of the appropriate checklists, documenting contact with proposers, and how to add proposals to meeting agendas. Relevant handouts are available in 'Files' in Teams and will also be emailed to all members.

9. Adjournment

Motion to adjourn by Mark O'Bryan, Seconded by Alicia Modenbach. Meeting adjourned at 4:37 PM.