

Minutes
Undergraduate Academic Affairs Committee
October 12, 2017

Members in Attendance: C. Boyd, D. Barbeau, D. Lohe, E. Gockel-Blessing, G. Barker, J. Burwinkel, K. Thatcher, M. Baltus, N. Westhus, R. Wood, and W. Ebel

Call to Order: Rob Wood called the meeting to order at 9:00 a.m.

Approval of Minutes from the May 11, 2017 Meeting: Minutes from the May 11, 2017 were approved.

Old Business:

New Academic Program Proposals:

Emergency Management: It was determined that the committee would look at the proposal.

New Business:

A. Elimination of Drama Studies Minor:

This minor has been around about a decade and has had 1 graduate. There has been no one enrolled in this program for six years. The committee voted unanimously to eliminate this minor. It will now go to CADD as an announcement.

B. Proposed Review Rubric:

Beth, Robert, and Kathleen spent some time looking at the current form that people fill out when they are doing a full proposal and the current processes we are using to determine whether it will be accepted or not. There was not a rubric in the past to guide the discussion for the members of UAAC so that people would have something to look at before they came to the meeting.

A handout was distributed that contained the top things that should be considered when making a decision on a proposal. This is a new program proposal rubric and is meant to drive discussion in a more forward way. Also, this would provide a way to structure feedback so that we can give the units the information that they would need to make improvements on the proposal.

It was determined that in the second two columns on the document, the word “preliminary” should be should be changed to “UAAC”. One new column header needs to read “rejected”.

It was determined that the title of the document needs to be clarified, the word “preliminary” needs to be removed and replaced with “UAAC” from two columns, and an “unacceptable” column will be added.

The committee needs to define what is substantive and what is not. The lack of common language is a huge barrier to the process.

Programs are all courses within majors plus all required related courses, mandated to earn a specific degree in a specific concentration or area of study.

This group is collectively envisioning a set of changes that will streamline the process.

Meeting was adjourned at 10:32 am.