



Committee approved: 1/11/2018  
 Sent to ACC: 1/16/2018  
 ACC Approved:

**COMMITTEE ON UNDERGRADUATE EDUCATION**  
**Meeting Minutes of 30 November, 2017**

**Meeting Location:** Old Main 340

*CUE Chair* Donna Qualley called the meeting to order at 4:02 pm, welcoming a total of 13 attendees (roster attached).

Meeting minutes of 26 October 2017 were approved with an added explanation about the numbering of the writing proficiency courses. Meeting minutes of 9 November 2017 were approved as edited.

**ACTION ITEMS**

**Review of Curriculum Proposals:** 14 curriculum proposals reviewed and discussed via [Curriculog agenda](#) (individual proposals linked in summary below):

- 15 proposals approved, 2 provisionally approved, and 2 tabled:
  - 15 proposals approved and sent to the Academic Coordinating Commission (ACC)
    - 1 new American Cultural Studies course approved:
      - [AMST 252](#): Arab American Experience
    - 5 new Chemistry courses approved (these replace the existing General Chemistry series CHEM 121, 122, 123 and the General Chemistry, Honors series CHEM 125 and 126):
      - [CHEM 161](#): General Chemistry I
      - [CHEM 162](#): General Chemistry II
      - [CHEM 163](#): General Chemistry III
      - [CHEM 175](#): General Chemistry I, Honors
      - [CHEM 176](#): General Chemistry II, Honors
    - 1 English course revision approved:
      - [ENG 235](#): Native and Indigenous Literatures of North America (title and description to more respectful and accurate terminology);
    - 1 Math course revision approved:
      - [MATH 157](#): Calculus with Applications to Business and Economics (prerequisite changes);
    - 1 International Studies course revision approved:
      - [INTL 336](#): The Holocaust (credits changed from 4 to 5);
    - 1 History course cancellation approved:
      - [HIST 152](#): Being Human
    - 5 Chemistry course cancellations approved:
      - [CHEM 121](#): General Chemistry I
      - [CHEM 122](#): General Chemistry II
      - [CHEM 123](#): General Chemistry III
      - [CHEM 125](#): General Chemistry I, Honors
      - [CHEM 126](#): General Chemistry II, Honors
    - 1 East Asian Studies course proposal tabled:
  - 2 proposals provisionally approved. Courses will be approved once CUE receives confirmation that faculty in the Geology department have been notified and approve of changes, competencies are checked, and a syllabus is added to the Curriculog proposal:

- 2 Geology course revisions:
  - GEOL 101: Introduction to Geology
  - GEOL 211: Physical Geology
- 2 proposals tabled:
  - 1 INTL new temporary course: INTL 397C
  - 1 EAST course revision: EAST 271

**DISCUSSION ITEM**

**Draft Writing Proposal:** CUE continued discussion about their edits and comments to ACC in their draft writing proposal. Members discussed the resources necessary to deliver this type of program. Some members suggested including more specific financial information in the document. Committee members expressed concern about moving current faculty from courses they already teach to new writing proficiency courses, how shifts in teaching would be handled, and how the University would replace faculty who were leaving behind substantive courses. Members also discussed the issue of adhering to the NTT and TT faculty ratio requirements as outlined in the current UFWW [Collective Bargaining Agreement](#) when addressing any new hires.

**Meeting adjourned at 5:30 pm.**

**COMMITTEE ON UNDERGRADUATE EDUCATION – ROSTER 2017-18**

VOTING ATTENDEES				NON-VOTING ATTENDEES		
Faculty				Ex Officio, Non-Voting		
1	Donna Qualley, Chair	At-Large	P	17	David Brunnemer, Registrar	--
2	Javier Berzal de Dios	D ~ Art	P	18	Terri Clarke, Admissions Office	--
3	Rick Bulcroft	B ~ Sociology	P	19	Holly Diaz, University Residences	--
4	Paul Chen	ACC Representative	--	20	Meagan Bryson, Academic Advising	P
5	Brandon Dupont	E ~ Economics	P	21	Lizzy Ramhorst, Shared Gov Ops Mgr	--
6	Michael Medler <i>for Aquila Flower</i>	G ~ Environmental Studies	P	22	Carolyn Swinburne, Registrar's Office	P
7	Sarah McDaniel	I ~ Wilson Library	P	<b>Recorder</b>		
8	Robert Stoops	C ~ Liberal Studies	P	23	Sophie Miller, Recorder	P
9	Andrew Good	A- Math	P	<b>Guests</b>		
10	Jianna Zhang	A ~ Computer Science	--	24	Kylee Swift, Faculty Senate Office	P
11	<i>Vacant</i>	H	--			
12	<i>Vacant</i>	At-Large	--			
<b>Voting Ex Officio</b>						
13	Steven VanderStaay, VP for Undergraduate Education		--			
14	Julie Dugger, Director of Writing Instruction Support		P			
<b>Students</b>						
15	Hunter Eider, AS VP for Academic Affairs		--		<b>Voting attendees</b>	<b>9</b>
16	<i>Vacant</i>		--		<b>Non-voting attendees</b>	<b>4</b>
<b>Voting members in attendance</b>						<b>TOTAL ATTENDEES</b>
						<b>13</b>