



Committee approved via email  
Sent to ACC: 2/27/2018  
ACC Approved:

**COMMITTEE ON UNDERGRADUATE EDUCATION  
Meeting Minutes of 22 February, 2018**

**Meeting Location:** Old Main 340

*CUE Chair* Donna Qualley called the meeting to order at 4:05 pm, welcoming a total of 15 attendees (roster attached).

Meeting minutes of 15 February 2018 were approved as written.

**DISCUSSION ITEM**

**Draft Writing Proposals for Priority Area 1:** CUE members discussed a draft executive summary for the Writing Proposal. Members discussed whether there should be more or less detail in the document and suggested that the executive summary could include links to specific sections of the larger document to give the reader more explanation if necessary. A revised executive summary will be discussed at CUE's next meeting of March 8, 2018.

CUE members discussed the latest draft of the writing proposal including how Teaching Assistants (TAs) could be utilized in the implementation of the proposal. Members agreed that the new writing courses should be taught by faculty who could go through the faculty development requirements, but discussed the possibility of allowing TAs to support writing courses. Members agreed to add a footnote saying that TAs could support writing infused courses, but that the cost breakdown for this is not included in the proposal.

CUE members discussed adding a statement regarding the minimum passing grade for the new writing courses. Members agreed that all writing courses (ENG 101, W2, W3, and W4) will have a minimum requirement of C-. This will be explicitly added to the proposal.

Members also discussed adding an appendix item to explain "Washington 45" and expect to discuss Appendix F at the next CUE meeting.

**ACTION ITEMS**

**Review of Curriculum Proposals:** 1 curriculum proposal reviewed and discussed via [Curriculog agenda](#) (individual proposals linked in summary below).

- 1 proposals approved:
  - 1 proposal approved and sent to the Academic Coordinating Commission (ACC)
    - 1 Dance course revision:
      - [DNC 231](#): Introduction to Dance ~~in Western Cultures~~ [History](#) (title, course description)

Note: WGSS 212 was approved as a BCGM at the CUE meeting of February 15, 2018. The course originator agreed to revise the GUR designation from CCOM to BCGM. WGSS 212 was approved in Curriculog to ACC on February 20, 2018.

**Meeting adjourned at 5:26 pm.**

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

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