Undergraduate Council  
November 11, 2014  3:30-5:00 pm; 645 POT

Members Present:  
Chana Akins  
Mary Arthur  
Karen Badger (Chair)  
Ruth Beattie  
Dennis Bender  
Jim Fackler  
Rebecca Freeman  
Michael Goodin  

Members Absent:  
Anne Marie Kirk  
Gia Mudd  
Randa Remer (Ex-Officio)  
Tony Roccanova  
Eric Skipworth  
Bill Smith  
Amy Spriggs  
David Timoney (Ex-Officio)  

Guests Present:  
Chris Thuringer  

1. Approval of minutes from 10/28 meeting  
Approved.  

2. Proposal reviews  
   ART 301-new – approved-pending: clarify when a student will be counted as tardy and what the penalty will be, clarify the penalty for cell phone usage  
   
   A-S 547-new – approved  
   
   A-S 387-new – Hold: instructor should clarify how student preparedness will be determined and penalized, an alternative assignment should be listed for students who miss the mandatory clean-up date with an excused absence, other revisions have already been requested but not made  
   
   A-S 587-new – Hold: instructor should clarify how student preparedness will be determined and penalized, an alternative assignment should be listed for students who miss the mandatory clean-up date with an excused absence, other revisions have already been requested but not made  
   
   ICT 395 (in eCATS under ICT 495)-new – approved-pending: note on the syllabus that course goals will be determined by the student and instructor, leave space on the learning contract for these goals to be outlined, the learning contract lists “ICT major” as a prerequisite but the eCATS form does not, the learning contract should outline the components of the final grade and the weight of each component, learning contract should record the agreed-upon meetings between the student and instructor  
   
   ICT 490-new – approved  
   
   Food Sciences BS-change – approved  
   
   CSD 424-new – approved-pending: revise make-up policy to allow students one week following an excused absence to contact instructor  
   
   COM 252-change – approved  
   
   DHN 318-new – approved-pending: revise Student Evaluation policy to allow students one week following an excused absence to contact the instructor regarding missed graded work  
   
   TOX 350-new – approved-pending: prerequisites should match on the eCATS form and syllabus, revise language under make-up policy (suggest that “additional” assignment be revised to “substitute” assignment), clarify the consequences if a student is asked to leave class (under Classroom Behavior policy), recommend the proposers
consider who will be writing and grading the exam questions since much of the lecture material will be provided by guest speakers

COM 317-new (Social Science) – approved-pending: add midterm grading statement

IS 200-change (Arts & Creativity) – approved-pending: add midterm grading statement, the instructor should state the boilerplate policies explicitly instead of just providing a link to them (only if students will not be receiving an electronic copy of the syllabus)

3. Meeting adjourned at 4:40 pm.

Prepared by Joanie Ett-Mims on November 12, 2014