|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Present** | **Excused** | **Absent** | **Alternate** |
| Ronald Elsenbaumer  | x |  |  |  |
| Carla Amaro-Jimenez | x |  |  |  |
| David Arditi  | x |  |  |   |
| Anne Bavier  |  |  | x |  |
| Barbara Becker |  |  | x |  |
| Khosrow Behbehani  |  |  | x |   |
| Bradley Bell  |  |  | x |  |
| Rebecca Boles  |  |  | x |  |
| Jeanean Boyd |  |  | x |  |
| Yvonne Butler  | x |  |  |  |
| C. Y. Choi  |  | x |  | Mike Ward  |
| Lynn Cope  | x |  |  |   |
| Venkat Devarajan  |  |  | x |  |
| Angela Dougall  | x |   |  |  |
| James Epperson | x |  |  |  |
| Sergio Espinosa  | x |  |  |  |
| Norma Figueroa  | x |  |  |  |
| Cecilia Flores  | x |  |  |  |
| Jeanne Gerlach | x |  |  |  |
| Laura Gough  |  |  x |  | Eric Smith  |
| James Grover  |  |  | x |  |
| Anne Healy | x |  |  |  |
| Jongyun Heo  | x |  |  |  |
| Loan K. Ho  | x |  |  |  |
| Patrick Kelly \*\* | x |  |  |  |
| Dean of the Graduate School \*\*  |  |  | x |  |
| Richard Jimmerson \*\* | x |  |  |  |
| Mary Jo Lyons \*\* | x |  |  |  |
| Joohi Lee  |  | x |  |  |
| Steve Mattingly \*\* | x |  |  |  |
| Madan Mehta  | x |  |  |  |
| Janet Melton  | x |  |  |  |
| Karl Petruso \*\* | x |  |   |  |
| Ericka Robinson  | x |  |  |  |
| Jaime Rogers | x |  |  |   |
| Scott Ryan |  |  | x |  |
| Brent Sasley |  |   | x |  |
| Barbara Shipman  | x |  |  |  |
| Antoinette Sol \*\* |  |  | x |  |
| Chunke Su | x |  |  |  |
| Chandra Subramaniam  | x |  |  |  |
| Amy Tigner | x |  |  |  |
| Saibun Tjuatja | x |  |  |  |
| Mark Tremayne | x |  |  |  |
| Kim vanNoort  | x |  |  |  |
| Ram Venkataraman |  |  | x |  |
| Jingguo Wang  | x |  |  |  |
| Larry Watson | x |  |  |  |
| Pam White  | x |  |   |  |
| Beth Wright |  | x |  | Eric Bolsterli  |
| Gergely Zaruba | x |  |  |  |
| Jie (Jennifer) Zhang  | x |  |  |  |

Meeting called to order at 2:20 p.m. for the September 16th Undergraduate Assembly.

**Comments by Provost** **Ronald Elsenbaumer**

Welcome to the first Undergraduate Assembly meeting of the 2014-2015 Fall semester. I would

like to thank everyone for coming, and for the wonderful job everyone has done in welcoming our new

students. I would also like to thank everyone for expanding many of our course offerings this year. We have had an incredible year of growth; 4.8% in our overall enrollment, and almost 3.5% in credit hours. I recognize the strain it has put on many of your departments and programs with the addition of many additional sections.

Many of you know there was quite a bit of talk in the legislature about going to performance base funding, which is all about at least 3 metrics or more, possibly 5 metrics now that performance base funding relates to undergraduate student success. So, 30 hour progressions, 60 hour progressions, 90 hour progression of our students are our metrics by which we can earn additional resources for the institution. So I ask that we all pay attention to student success. It relates to the programs you all are currently representing.

I would also like to let everyone know that the new legislative year is starting in February and although the official session starts after the first of the year there are many pre-legislative meetings going on right now in Austin. Periodically we will be called to come down and provide testimony on different subjects, like performance base funding, or they are asking us to come down and consult on a variety of issues. For this academic year 2014-2015 there will be times certainly when the President will be called to go to Austin and I will be accompanying him. So I am notifying everyone that there will be times when I will not be able to preside over the Undergraduate Assembly. I have asked Kim van Noort if she would step in and preside on my behalf.

**Approval of Minutes.**  The minutes of the regular meeting on April 1, 2014, were approved as published.

**Election of Parliamentarian Ronald Elsenbaumer**

The next order of business was to elect a new parliamentarian for the 2014-2015 year of Undergraduate

Assembly. This position is a one year term, and the responsibility of this elected official is to make sure the committee is following the proper procedures put forth by the HOP and the bylaws. With that the floor was open for nominations. There were no nominations brought forth.

Sergio Espinosa had volunteered to be a nominee. Sergio Espinosa from the Department of Music was elected by majority vote.

**New Program Proposals**  **Kim van Noort**

We are currently in the process for developing a new program proposal in conjunction with the department of Institutional Effectiveness and recording. If you have a new certificate program a new minor, a new bachelor’s degree, or any new undergraduate program of any type, it must receive approval through the regular curricular approval processes. There are also additional approval processes which must also simultaneously happen. We will send you notification as soon as the website is up, but we will have a new website dedicated so you won’t have to propose a new program without help. This website will have, “here are the steps you will need to take” and,- “forms that need to be filled out for the coordinating board”. There will also be notification of the Southern Association of Colleges and Schools our accreditation body. The most important thing you should know if you think your College or School is going to be thinking about a new program is to please contact Kim van Noort.

**Other Business**

**New Successor for the Curriculum Committee Chair Kim van Noort**

I am pleased to announce that the Undergraduate Curriculum committee met last week and elected

a new chair for the committee, Dr. Kevin Gustafson. Dr. Gustafson will be taking over for the next term and I (Kim van Noort) will be assisting when needed.

**Provost’s Request Kim van Noort**

The Provost has charged Kim van Noort and the Undergraduate Curriculum Committee with discussion and a review of the role of Undergraduate Assembly as put out in the HOP (Handbook of Operating Procedures) and the Bylaws. There will be a sub-committee put in place to review the HOP and bylaws. If anyone would be willing to serve on this committee please contact Kim van Noort.

Question was raised: Who has the right to change the bylaws and the HOP? There is a University HOP Committee. Any corrections, edits, or modifications are given to the President’s Office. They then forward them down to general counsel at the UT System. The UT System will review the proposed changes, and if they don’t have any corrections then we can insert them into the HOP “Handbook of Operating Procedures”. The bylaw changes are handled by the Undergraduate Assembly, and by consensus would be adopted. If anyone would like to serve on this committee please let the Provost’s Office know.

Gergely Zaruba volunteered to be part of the HOP and bylaw sub-review committee.

**Thank you Karl Petruso**

Karl Petruso would like to introduce into the minutes a resolution of the Undergraduate Assembly thanking Dr. Kimberly van Noort for her many years of capable leadership of the Undergraduate Curriculum Committee. Thank you.

If we have no other business this will conclude our official business today. I would like to thank everyone for the wonderful things you are all doing here at the University and the wonderful start to the fall semester.

Meeting adjourned at 2:50 p.m.

rle;dr