

MEMORANDUM

DATE: November 4, 2019
TO: Undergraduate Assembly Members
FROM: Pranesh Aswath
Vice Provost for Academic Planning and Policy
SUBJECT: Agenda for November 5, 2019 Undergraduate Assembly

The Undergraduate Assembly meets in regular session on Tuesday, November 5, 2019 at 2:15 p.m. in the **Carlisle Suite in the E.H. Hereford University Center**. The agenda for the meeting is as follows:

Welcome Remarks	Pranesh Aswath, Senior Vice Provost for Academic Planning and Policy & UA Chair
Approval of October 1, 2019 Minutes (attached)	
Submissions from the UCC*	Diane Lange, UCC Chair
Adjournment	

**Details regarding agenda items have been posted online for Assembly members to review.*

Minutes of the Undergraduate Assembly

October 1, 2019

The University of Texas at Arlington

Called to order – Pranesh Aswath at 2:16 pm

Welcome and Introductions

Pranesh Aswath, Chair of the Undergraduate Assembly, welcome the members to the first meeting of the new academic year, 2019-20. He invited the members to introduce themselves and what area they represented.

Minutes

Minute ratification – Question raised if calendar was part of previous minutes. It was but the revised 2020-21 calendar will be addressed at today's meeting.

Motion to approve minutes as presented by Kay-Yet Chen; Seconded by Regina Praetorius.

Minutes unanimously approved.

No secretary at this time. Will elect one for 2019-20 at end of meeting

Submissions from the UCC

Diane Lange gave brief overview what the UCC is responsible for. The UCC is a standing committee that meets 7 times throughout the year. They approve courses, look at cross listings and catalog change requests. Also discussion the timeline for submissions to the UCC.

Gave brief summary of the Sept. 17, 2109 UCC meeting. There are a stack of courses to be approved with one exception, AREN 2211. This course approval would be contingent on success conversations between Math and Engineering. All documents for approval can be viewed in the Box folder.

Discussion on **Credit for Military Transfer Experience Recommendation** – Sonja Watson (see handout)

- Proposal was developed by a university-wide ad hoc committee
- Course credit given for relatable military experience.
- Credit(s) to be given will be decided by Admissions and program experts who can judge what is comparable.
- Credit will be given at front end of admission – when they first apply to UTA. Applicant needs to tell at admissions level of military experience.
- Up to 12 hours of credit can be granted. No grade will be assigned so no GPA impact.
- If approved, will start in Spring 2020.

Motion to approve UCC submission including AREN 2211 contingent on successful conversations and Military Transfer Experience by Ruth Gornet; seconded by Nancy Michael. Unanimously approved.

Academic Calendar

At previous Undergraduate Assembly the calendar was approved with overlaps between finals and commencement for the Spring 2021 calendar. The revised calendar presented have no overlaps for either semester. Discussion on the calendar.

- Concern raised regarding final exam schedule last Spring. Schedule did not have room assignments and there was significant confusion. Will make every effort this doesn't happen again.
- Standard and AO courses are included in revised calendar. Will have 3 5 week terms and 2 week terms.
- Discussion on revised calendar and number of instruction days. New calendar will result in loss of one week of instruction in the Spring semester. Conroy Kydd and Kimberly Tate explained how weeks were counted and the rationale behind it. Explained that many other issues besides academic have to be considered when preparing the calendar.
- No decision on intersessions yet. Data still being collected.
- Charge given by the President that finals and commencement do not overlap.
- Discussion on all the above ensued. It was reminded that whatever was decided by the Undergraduate Assembly was just a recommendation. In the end, the final decision is made by the President.
- Motion to accept the revised 2020-21 as presented was made by Grace Hao; seconded by Paul Conrad. Move passed with 9 in favor and 7 opposed. Motion passed.

Timeline for Core Course Submission

In Sergio Espinosa's absence, Pranesh Aswath went over the timeline for core course submissions. (See handout)

- Reminder that if want to add a new course to the core you need to plan early.
- If changing a course in the core (#s, title, content) you have to resubmit the change to the THECB but it has to go through the Curriculum Committee first.
- Rebecca Lewis in IER should be used as a resource.

Other

- Election of new secretary for Undergraduate Assembly. Primary duties are taking minutes. Pranesh Aswath made a request for volunteers. Regina Praetorius agreed to serve.

Adjournment

Motion was made by Kay-Yut Chen to adjourn the meeting; seconded by Ruth Gornet. Meeting adjourned at 3:10 p.m.