

Undergraduate Assembly Minutes: October 3, 2017  
Meeting called to order 2:15pm

### **Welcome remarks/Introduction**

Dr. Pranesh Aswath made introductions and asked for assembly members to introduce themselves.

### **Approval of April 11th Minutes**

The minutes from the previous meeting were reviewed. One bullet item was changed from reading the "10th day" to "the 10th week".

Dr. Andrew Kruzic made a motion to approve the corrected minutes. Andrew Gaupp seconded the motion. Minutes were approved unanimously.

Nominations were accepted for Parliamentarian of the UA. Dr. Kruzic nominated Ruth Gornet. The motion was seconded. Dr. Gornet accepted the nomination and her appointment was approved unanimously by the assembly

### **Introductions of Standing Committees**

Andy Kruzic provided a summary of the Academic Standards Committee and reviewed a handout (attached). Dr. Kruzic recommended that ASC representative should serve as a voting member of the UA.

Q: Are there any deadlines for approving ASC items for UA?

A: No set deadlines. The ASC meets once a year or as needed

Diane Lange provided information about the University Curriculum Committee. The UCC looks at course additions, changes, deletions, cross listings, descriptions, etc. as well as catalog changes. UCC will meet 7 times this year. The UA decides to approve or deny recommended changes made by the UCC. The UCC only reviews the curriculum proposed for new programs. It does not review or approve any other part of a new program proposal (e.g. budgetary considerations)

Dr. Aswath stated that the Graduate Assembly has a separate subcommittee that looks at the budget and viability of new programs. The undergraduate side has two parallel processes: course/curriculum branch and the policy/budget branch. Dr. Aswath pointed out that the policy side isn't as well defined. Dr. Aswath is implementing an Associate Dean's meeting 2x per semester to help better define the process.

Dr. Sergio Espinosa defined the role of the Core Curriculum Committee. The CCC reviews courses for submission to core curriculum. The body collects and reviews proposals and puts its recommendations forward to UA for approval

The deadlines for AY 17-18 are almost set: If everything goes correctly, proposals will be accepted starting October 15 via the new online portal. Submissions will be open for 1 month

and will close November 15. UCC will have three weeks to review and evaluate the submissions. Those with minor errors will be contacted to fix the proposal and resubmit by January 15. UCC recommendations will be presented at the January 30th UA meeting.

Richard Jimmerson discussed the Academic Calendar Committee which is made up faculty and staff around campus plus one undergraduate and one graduate student. Makes recommendations about the calendar to the UA. Dr. Aswath gave an update on the request to have the Wednesday before Thanksgiving as a student holiday. The President asked that we ask VPs about impact on schedule or cost. He has some concerns regarding move-in dates, parking, and housing. The proposal has moved to Lisa Nagy and Dr. Aswath for review. The final decision is expected by next committee meeting.

### **Provost introduction**

Teik Lim introduced himself to the Undergraduate Assembly. He emphasized student success at UT Arlington and challenged the UA to be innovative and think outside the box in terms of student success.

Dr. Lim discussed the Student Success Task Force made up of Dr. Lim, Dr. Aswath, Lisa Nagy, Troy Johnson, Ashley Purgason, and Liz Hannabas. The task force is mostly focusing on improving success of first-time, full-time freshman. One example included a partnership with COLA to reduce the DFW rate in an intro-level history course by adding tutorial section, adding peer leaders, and finding more good instructors. Dr. Lim said we need to change the culture and mindset to make sure that every student is successful. We should be looking inward to recognize where we might be the problem or where we can change to help students. We will start by identifying the group of students who are at risk for dropping after freshman year so we can start moving the needle from 48% retention rate closer to 60%. Please send ideas to Dr. Aswath or Dr. Lim.

### **UCC Submission Review**

The committee reviewed the list of courses for approval. Most on list are special topics courses being added as named courses. All but one course was for Fall 2018. One course was for Spring 2017.

Dr. Kruzic asked about the role of the UA in understanding these submissions and whether the UA needed to have more details before approving. Some discussion ensued regarding what should be voted on by UA versus delegated to UCC. Ramgopal Venkataraman made a motion to only bring substantive changes forward during the UA meeting, and all other details would be posted to a shared folder for committee members to review on their own time. Dr. Julianne Greer seconded the motion. The assembly approved unanimously.

Meeting was adjourned.

## Academic Standards Committee Summary

1. The ASC is a subcommittee of the Undergraduate Assembly

2. Charge in UA Bylaws:

Undergraduate academic issues concerning admissions; academic progress, deficiency or probation; and graduation requirements may be referred to the ASC by the University Committee on Undergraduate Curricula, the Undergraduate Assembly, or the Provost. The ASC may also consider and make recommendations to the Undergraduate Assembly on policies concerning these same issues without referral.

3. It is sometimes not clear what issues should/can be handled by the UCC or the ASC.

4. ASC members represent each major academic unit on campus and they are appointed by their academic units.

5. There is no definition of term length for members including the ASC Chair. Also no term limits. Members including the Chair are not required to be drawn from the UA.

6. A new ASC Chair is determined by a majority vote of the ASC when the old Chair resigns.

7. I have suggested that the ASC Chair be a regular member of the UA with voting privileges. I am currently a regularly appointed (by the COE) member of the UA. But for one or two years I was not a regular member appointed by my college and did not attend UA meetings. Perhaps the Chair should automatically be appointed to the UA by the College as long as (s)he is the Chair.

8. Previous issues considered by the ASC have included:

a. Grade replacement policies

b. Admission standards

c. Grade requirements for upper division admission

d. Minimum criteria for requesting a change in admission requirements

e. Plus/Minus grading