

Minutes
Undergraduate Academic Affairs Committee
January 12, 2017

Members in Attendance: C. Boyd, D. Barbeau, A. Harkins (for E. Gockel-Blessing), G. Barker, J. Burwinkel, J. Langan, K. Thatcher, M. Allen, M. Sabick, R. Cole, R. Wood, and T. Gasmi

Guests in Attendance: I. Forrester

Call to Order: Rob Wood called the meeting to order at 8:30 a.m.

Approval of Minutes from the November 10, 2016 Meeting: Minutes were approved with one abstention.

New Business

- **Pre-Law Program Changes**
These changes were presented by E. Gonzales at the general UAAC meeting on January 5th. Members voted. Received a motion to approve and a second with seven in favor and 2 abstentions. It was determined that the proposal form was not properly completed. An email will be sent to E. Gonzales to get one of her law school colleagues to send an acknowledgement stating that they endorse and assisted in the writing of the proposal.
- **BA to BS Communication Sciences and Disorders**
T. Threats had previously address the members on this subject. This change was considered to be non-substantial and just for informational purposes. R. Wood received a motion to approve, second, nine in favor, zero opposed, zero abstentions.
- **Cross Listing/Dual Listing**
This subject will be discussed and considered at the February 2nd UAAC meeting. Members are to think about it and speak to their colleagues about it. J. Haugen has done very good work and we are getting close to a final copy.
- **All New Business - April to Present:**
A handout was distributed to members. Some policies were missed and will be added to the running list. A narrative with the status should also be shown. Rob's hope is to post of these a list that can be seen by anyone, whether on the committee or not. The members believe that J. Haugen has this information on his website.

This will be discussed further at the February 2nd meeting.

Old Business:

- Nutrition and Dietetics Undergraduate Curricula Change
I. Forrester spoke on the changes to the previously presented curricula changes.
 - A letter of support was received the Department of Mathematics and Statistics and signed by J. Hebda, Chair and professor of Mathematics.
 - They were able to incorporate a professional writing course to start freshman year.
 - Add two credits to two different courses, one each. Another course was changed from four credits to three credits. Change to credit hours is zero and total remains at 120.

A discussion followed the update. There was a motion to approve with seven in favor and two abstentions. Motion passed and the Department of Nutrition and Dietetics will be notified.

The members were asked to review the UAAC bi-laws and figure out where the appropriate section is, and propose language that would address the issue of inter-departmental and inter-college notification. This will be discussed at the next general UAAC meeting.

Miscellaneous:

The subject of what is the process when canceling a class, deleting a program, or program elimination was questioned. R. Wood will draft a document for the next meeting. There should be acknowledgement forms for enrollment and retention, admissions, advising leadership, OIR, etc. There will be a need for a streamline process.

Meeting adjourned at 9:48 a.m.