Members Present: Bruce Carr (student), Dennis Ciesielski, Susan Hansen, Mark Meyers, Philip Parker, Mike Sharkey, Chris Baxter for Chuck Steiner, Steve Steiner, Kory Wein, Mary Rose Williams, Shane Drefcinski (ex-officio), David Van Buren (ex-officio)-late arrival, Becky Trefz (rec. secretary)

Members Absent: Jessica Donahoe, Dianne Hanten (Registrar’s Office), John Nkemnji

Visitors Present: Dan Enz, George Smith

Chair Kory Wein called the meeting to order at 4:04 p.m.

1. Approval of the February 1, 2012 minutes – Susan Hansen moved to approve the minutes, second by Dennis Ciesielski. Motion carried.

2. Announcements
   a. Associate Vice Chancellor Van Buren – None.
   b. Academic Planning Council, Mark Meyers – They are currently trying to determine what data to collect for prioritizing programs, as well as are develop a timeline for program assessments and assigning responsibilities to faculty to complete these goals.
   c. Assessment Oversight Representative/General Education Director & Assessment Coordinator, Shane Drefcinski – Shane indicated his report would include the presentation of the Gen. Ed. Model for approval, along with discussion of the Writing Emphasis (WE) guidelines, all to follow after any other announcements were complete.
   d. Other – Mary Rose Williams reminded everyone of the benefit that will be held on Saturday, March 3 from 6-10 p.m. at the Barn to raise money for the establishment of a math and music scholarship in honor of Tony Thomas. All, along with your family, are invited to attend.

3. Move to Consent
   The General Education proposal was presented for a second reading. Philip Parker moved to approve the Gen. Ed. proposal excluding the WE portion at this time, second by Mike Sharkey. Discussion followed with some reservations expressed about requiring all freshmen to take an introduction to college course. The need to make sure there is a standard set of protocols for those teaching and setting an implementation date were also discussed. Shane Drefcinski noted that upon approval by this body, he would recommend to Faculty Senate that the anticipated implementation date of the new model would be September 2013. Chair Kory Wein then called for the vote; motion carried.
4. New Business –
   a. Writing Emphasis (WE) Guidelines –
   b. CIF Proposals –

   Dennis Ciesielski reminded the committee that the WE Guidelines are currently suggested guidelines and not the proposal; he also noted that this option is not for everyone so only those interested should pursue this for their courses. He has also spoken with Brian Kopp from UW-La Crosse who would be very willing to come before UUCC to discuss specific issues such as how to fund new courses, incorporate this into existing courses, and more. The use of Skype could also be used for this interactive presentation to save Brian a trip and time.

   Discussion ensued, including concerns about courses needing to be at the 2000 level or higher, not allowing essay exams to be included as writing activity, and whether or not the percentage and/or number of pages written should define quantity of writing for grade determination.

   Chair Kory Wein asked that the committee looks for specific changes that might need to be made to assist in applying for CIFs. He then called for the items to come back for a second reading at the March 7 UUCC meeting.

   c. Hybrid Courses – Noting that three separate proposals were recently presented at Faculty Senate for approval of hybrid course offerings, Chair Kory Wein asked if this body needs to approve an existing course that becomes a hybrid course; in other words, is delivery style considered a course change/new course format. After much discussion, Mary Rose Williams revealed that she intends to propose a resolution to the Faculty Senate that will call for assessment protocol guidelines to be implemented in regard to staff training, infrastructure support, and more, as a way of ensuring quality in hybrid course offerings and to guide the instructors teaching them.

The next UUCC meeting will be held Wednesday, March 7 at 4 p.m. in Ullsvik 2007. The meeting was adjourned at 5:14 p.m.

Respectfully submitted,

Mary Rose Williams, secretary and Becky Trefz, recording secretary