

UNDERGRADUATE COUNCIL

January 11, 2022 | 3:30pm

UC Council Room

Minutes

Present: Couch, Denny, Dineen, Franklin, Henson, Klein, Matchett, Park, Rose, Tucker, Zukiewicz

Absent: Benavidez, Fulton, Somero, Weber, Welsh

Guest: Clavir

Call to Order

The meeting was called to order at 3:31pm.

Approval of Agenda

Approved without objection.

Approval of Minutes 11-30-21

Approved without objection.

Chair's Report/Announcements (Franklin)

- For the rest of the semester, we will move UGC start time to 3:40pm.

Reports from Councils

- **LAC** (Denny) – The Council reviewed course proposals and policy exemption requests. They also approved a policy to allow the Registrar's Office to waive the LAC Introductory Writing requirement (LAW1) for students who had an ACT/SAT Writing exemption in their previous catalog.
- **Assessment Council** (Dineen) – No Report.

Special Reports

- **Commencement speaker update**
 - Spring 2022 undergraduate student speaker information/application is available on the UGC website.
 - The application deadline is February 20th.
 - Jarae Fulton, Scott Franklin, and Laura Henson will serve as the commencement speaker sub-committee this semester.

Unfinished Business

- **Prior UNC degree credit applicability**
 - Couch presented further revisions to the Second Baccalaureate catalog section based on previous conversation at UGC.
~~Students who have completed their baccalaureate degree at another institution must also complete a minimum of 30 semester hours of UNC credit to qualify for the second bachelor's degree from UNC.~~ Students must complete a minimum of an additional 30 semester hours of UNC credit after their first baccalaureate degree to earn a subsequent bachelor's degree. In addition, the student must satisfy all specific program requirements of the new degree, as well as any graduation requirements not previously met.

DISCUSSION:

- To earn a 2nd BA, students must:
 - meet all major requirements, and
 - have at least 30 additional UNC credits after their first BA.
- Students may use previous classes toward a 2nd BA.
- The Council asked Couch to revise the catalog section so that the additions don't have to be stated twice: once for when the first degree was earned at UNC and again for when the first degree was earned at another institution.
- It is also recommended to simplify the presentation of the information (maybe bullets/itemized information rather than full paragraphs).
- Couch will rewrite/consolidate the language and bring it for review at a later UGC meeting.

- **S/U grading policy**

- Dineen reported that the sub-committee is working through recommendations and will bring something for UGC review in February.

- **Policies surrounding expectations for Canvas use**

- The Council reviewed latest recommendation document summarizing previous discussions.

DISCUSSION:

- There are two main reasons for pursuing a policy: student success and data governance.
- Minimum requirements may include use of:
 - Introduction to using Canvas
 - Syllabus
 - Grade book
 - Grade book use is dependent on publishing assignments.
 - Calendar
 - Calendar use is dependent on publishing assignments.
- Questions to consider:
 - Apply to all courses, just lower division, or roll out over time?
 - Students in lower division courses (including LAC courses) may need the most help.
 - However, the reasons for applying standards for minimum use apply to any course level; the point is to provide consistent way to communicate course information/expectations to all students.
 - What about individually taught (non-scheduled) courses?
 - APC shared concerns about requiring Canvas use for non-scheduled courses.
 - However, the non-scheduled courses are exactly the types of courses where it would be beneficial to have information recorded in Canvas.
 - How do we coordinate with CETL 'learn to' courses?
 - Is it appropriate for all faculty to use Canvas, or will there be allowances for exceptions?
 - Exceptions, if any, should be built into the policy.
 - What similar policies do other institutions have?

- Franklin will reach out to IDD for Canvas use data.
- The purpose/rationale and an explanation of essential functions for a Canvas use policy must be clear when the proposal is presented to faculty governance bodies; otherwise, it will be difficult to generate buy-in.

- **Syllabus Statements**

- The Council reviewed the discussion document.
- Recommended syllabus statements are created/revised as needed by the respective originating offices (DRC, DEI, etc.), and the CETL website serves as a central repository.
- The Council may work with offices to suggest additional or revised statements.
- The Council does not have any actionable items to pursue regarding syllabus statements at this time.

MOTION: Franklin – It is moved to table the topic of syllabus statements.

VOTE: Approved by hand vote.

New Business

- **Posthumous Degrees**

- The Council reviewed proposed policy changes to 3-8-104(2); the revisions are written so that family permission is no longer needed to award a posthumous degree.
- Tucker noted that the DOS supports the changes presented.
- The Council agreed to keep the clause in (2)(a) allowing families to initiate a request for a posthumous degree.

MOTION: Franklin – It is moved to approve the policy language with the edits discussed and send it to APC.

VOTE: Approved by hand vote.

- **Short term loans for students**

- Financial Aid Director Marty Somero is looking into the matter and will report to the Council at a later meeting.

- **AAS and AGS Degree UG catalog language**

- Couch presented revisions to the Transfer Policies and Transfer Credit sections of the undergraduate catalog intended to clarify existing practice by explicitly stating that Associate of Applied Science (AAS) and Associate of General Studies (AGS) degrees are not transferable to UNC and do not waive LAC requirements.
 - AAS and AGS degrees are technical associates degrees.
 - Unlike Associates of Arts (AA) and Associate of Science (AS) degrees [which are transferable degrees that waive LAC requirements], AAS/AGS degrees are not subject to State general education requirements and are not part of STAAs.
 - The individual courses taken as part of AAS/AGS degrees may be transferable or not depending on the type of credit (e.g., vocational credit is non-transferable).

- Matchett recommended and the Council members agreed to strike the sentences that refer to outdated LAC requirements for majors:

Certain UNC majors require specific and/or additional LAC credit. These requirements are not waived by the AA, AS, or Bachelor's degree.

MOTION: Rose – It is moved to approve the policy language with the edits discussed and sent it to APC.

VOTE: Approved by hand vote.

Comments to the Good of the Order

- The Colorado mobile vaccination clinic will be on campus this semester; see dates at: <https://www.unco.edu/coronavirus/vaccinations/vaccination.aspx>.

Adjournment

The meeting was adjourned at 4:39pm.

Scott Franklin
Chair

Betsy Kienitz
Recording Secretary