

UNDERGRADUATE COUNCIL
February 14 2023 | 3:30pm DRAFT
UC Council Room
Minutes

Present: M. Welsh (Chair), C. Couch, B. Markowski; N. Matchett, P. Klein (vice-chair), B. Rose, B. Blair, L. Henson, M. Larson, C. Moore, J. Park

Absent: S. Rose, A. Bobo, L. Beyers, K. Clavir, S. Franklin, E. Pepmeyer, M. Somero, C. Sonnentag

Call to Order

The meeting was called to order at 3:33pm.

Approval of Agenda

Moved New Business to before Old Business on agenda.

Approval of Minutes 1/10/2023

Meeting minutes approved as amended.

Chair's Report/Announcements (Welsh): Faculty Senate approved S/U Grading option.

Reports from Councils

- LAC (*vacant*): We need a new representative for Liberal Arts Council. Chair Welsh asked the committee if anyone would like to volunteer for voting representation?
- (Matchett): LAC is working on indirect assessments, updates to LAC section of Board Policy, and we are piloting the direct assessment program.
- Assessment Council (Markowski): We are offering trainings over the summer and into the fall to support faculty integration. Call for mini assessment grants will be coming soon.

Special Reports

- Undergraduate Commencement Speaker Selection (Welsh): Thank you to Blair, Scott and Moore for their participation on the subcommittee.
 - Grayson Meeks, new UNC graduation coordinator, would like to increase undergraduate commencement speaker applications this year.
 - We will also communicate our top speaker candidate picks with the President's Office.

Unfinished Business

- Policies surrounding expectations for faculty Canvas use; Sub-committee report (Franklin, Klein, Matchett): Origin goes back to post-COVID student survey that expressed desire for consistency in Canvas. This subcommittee has concluded that we do not want to infringe on how faculty must design their modules, course design, etc.
- Develop minimum expectations on all undergraduate courses (in person, online, hybrid) about how Canvas is used:

DISCUSSION:

- Introduction to using the Canvas shell module (where to find assignments, announcements, lecture materials, gradebook)

- Syllabus – Canvas shell is the go-to point for students. Faculty to provide a link to their course syllabus.
- Post all Assignments with Due Dates – Students use Canvas shell for scheduling and as a calendar. Gradebook and calendar are automatically generated when assignments are posted. Canvas will send students reminders about missing assignments, etc. Tentative due dates should be generated for all assignments.
- Faculty must create and publish assignments in order for students to see the information. Faculty must actively use the Gradebook and make grades accessible to students.
- Navigation sidebar must include at a minimum, these three items: Syllabus, Assignments and Grades, with minimum standardization.
- Students arriving at UNC today have been relying on online calendars and gradebooks since they were in grade school. Students have an expectation that they can access this information easily online.
- Provide a Canvas training link for faculty.

MOTION: It is moved to endorse the Canvas minimum use policy. Couch first, Park seconds.


VOTE: Approved unanimously by voice vote.



Business

- Interdisciplinary Studies: Student Designed BA (Couch): Requested language changes

DISCUSSION:

- Couch alerted the council to a proposed change requested by Matchett to how ISSD degrees are listed on diplomas and transcripts. The proposal is for the degree to be listed on all documents as Interdisciplinary Studies: Student Designed B.A. (this is the approved degree title in the catalog). The title of the student's proposed degree plan will be listed as the 'concentration' on student transcripts. For students in the CNU 1+2+1 program, the two major disciplines embedded in the student's selected track will be listed as the concentration. 

MOTION: It is moved to endorse the above catalog language. Klein first, Markowski seconded.

VOTE: Approved unanimously by voice vote.

Comments to the Good of the Order

None.

Adjournment

The meeting was adjourned at 4:54pm.