

UNDERGRADUATE COUNCIL

March 28 2023 | 3:30pm

UC Council Room

Minutes

Present: B. Blair, S. Franklin, Dr. Jenna Finley (C. Sonnentag), L. Henson, P. Klein (vice-chair), M. Larson, N. Matchett, C. Moore, J. Park, B. Rose, E. Pepmeyer, M. Welsh (chair)

Guest: C. Bebee, H. Kang

Absent: A. Bobo, L. Beyers, C. Couch, K. Clavir, B. Markowski, S. Rose, M. Somero

Call to Order

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

Approval of Agenda

Chair Welsh would like to address Old Business and then New Business; Approved by voice vote.

Approval of Minutes 2/14/2023

Approved by voice vote.

Chair's Report/Announcements (Welsh): Chair Welsh asked the committee if anyone would like to be chair AY 23-24? There were no responses.

Reports from Councils

- LAC (Matchett): LAC passed two motions: (1) Every LAC course must also be gtPathways course. Every syllabus must carry official state language. LAC course must be offered once every two years. (2) Variable title courses cannot be in LAC.
- Assessment Council (Markowski): Absent, no report.

Special Reports

- Undergraduate Commencement Speaker Selection (Moore, Brook, Franklin): UGC commencement speaker process has changed from last year; now all candidate applications also go through the President's Office and UNC Events Coordinator, Grayson Meek. Some applications were not completed and only some included videos. The panel requests more information, standardization of submissions and clarification on UGC's role.

Unfinished Business

- Policies surrounding expectations for Canvas Learning Management System (LMS) use; APC proposal:
 - Review of APC edits in Section III of Canvas LMS Use Policy. Review of section 2-3-501 Course Outline and communication through Canvas LMS. Concern was expressed regarding the elimination of specific assignment deadlines from the requirements otherwise made available on Canvas LMS online calendar. Uploading a syllabus to the course is required, but faculty are only encouraged to use the other features of the Canvas LMS (i.e., posting/updating deadlines, calendar, gradebook). Some concern was expressed about prescribing work to faculty. It was mentioned that Canvas LMS is a tool that we all need to use in some way to better communicate with students. The committee advises that at

least an online syllabus, the posting of assignments with deadlines and using the grade book be required of faculty. It was suggested that these be requirements for only 100 and 200 level courses. However, since many students transfer from community college to UNC and take 300 and 400 level courses, it would be helpful to have those features for upper-level courses, too. Student feedback is what generated this conversation. Will APC reconsider minimal requirement language? The committee would like to see Canvas LMS be used as a digital syllabus. These concerns and suggestions will be brought to the April 3rd APC meeting.

New Business

- CNU 1+2+1 Agreement with UNC: recommendations (Kang, Matchett): Matchett gave some background: In 2017 UNC went into agreement with Capital Normal University in Beijing, CHINA. The program allows students in CHINA access to teacher education programs in the USA. Students spend one year here, one year in CHINA and then get their degrees. UNC's Interdisciplinary BA has five tracks. Discussion of Geography and Education elective courses, and students getting to 60 credits, outside the LAC. Do we want to request letters from students about why they want to be in the program? Review CNU plans at first UGC meeting in Fall 2023.
- Assessment (Beebe): Assessment Council has been working on developing templates and forms to help facilitate the process. We are meeting again in April. Mini-grants applications have been received. We will be reviewing them soon and will communicate the results to faculty in April. Grant awards will be applied in 23-24AY. The committee reviewed the learning outcomes assessment standards document; articulate HLC accreditation criteria states methods that reflect good practice. Would like to develop good practice structure, standardization and focus. Assessment Council's role is to help align internal process with HLC criteria and UNC's 2030 Rowing, Not Drifting vision. Program reviews do not require annual reports, just updates for a status report; also, an opportunity to provide support to programs. Ideally by review time, the assessment work has already been done, the plan has been implemented, and data has been gathered. We recognize there are different needs for different programs/colleges. At this point, each program has codified learning outcomes. A committee member asked does Assessment Council expect Canvas LMS use from faculty? Yes, it would be highly advantageous to use Canvas LMS; for ease of workload, automated outcomes collection and to help streamline the process. Concern was expressed that faculty will not use the Rubrics function in Canvas LMS. Assessment Council would be supportive of leveraging Canvas LMS Rubrics function.

MOTION: UGC passes a motion to support the above Assessment Council efforts.

VOTE: S. Rose firsts, M. Larson seconds, 1 abstains. The motion passes.

- Election of UGC Chair and Vice Chair for Academic Year 2023-24: Chair Welsh asked the committee who might be willing to serve as chair and vice chair next year? No one replied.

Comments to the Good of the Order

None.

Adjournment

The meeting was adjourned at 5:01pm.