

**The University of Tennessee, Knoxville
Undergraduate Council
Minutes of the Meeting
September 3, 2024**

Leadership and Elected Members present: Chair Dawn Coleman, Past Chair Jamie Coble, Vice Chair Manolis Doxastakis, Justin Arft, Doug Ayres, Quinten Bernhold, Jochen Denzler, Nicole Eggers, William Hardwig, Terry Higgins, Yolanda Kirkpatrick, Nicole McFarlane, Kimberly Mitchell (by proxy Katherine Ambroziak), Ryan Mokhtari (by proxy Beth Cooper), Gary Null, Mustafa Oz, Ashley Pennell, Cindy Raines, Jon Ring, Kimberly Roberts, Craig Ruff, Sean Schaeffer, Alex Scott, Hemant Sharma, Vandana Singh, Alice Stewart (by proxy Jason Strickling), Jason Strickling, Jonathan Walton, Josh Weinhandl, Greg Wright

Ex-Officio Members present: Derek Alderman, Katherine Ambroziak, Christopher Kelley, Ozlem Kilic, Julie Longmire, Brendan McConville, Anna Sandelli, John Scheb, John Stier, Liem Tran, Michelle Violanti

Student Members present: Aden Brown, Kate Gourley, Lizzy Heflin, Mickline Iradukunda

Others present: Laura Brown, Ashley Browning, Katie Cahill, Brian Coldren, Cat Cox, Ross D'Aveni, Brian Francis, Betsy Gullett, Jake Haramule, Heather Hartman, Jonathan Hughes, Lori Mitchell, Shanna Pendergrast, Lisa Slaton, Merrill Walker, Kenzie West

Welcome and Call to order: The meeting was called to order by Dawn Coleman, Chair, when quorum was determined at 2:30 pm.

Committee Reports: One committee report was included (see attachments).

1. The Advising Committee report was shared by Christopher Kelley. It was approved.

Informational Items: Four informational items were presented (see attachments). One of these items was labelled as high impact and the rest were labelled low impact.

1. One item, labelled as high impact, was included to provide detailed information about the SACSCOC Substantive Change Policy. A presentation was given by the SACSCOC liaison for the University of Tennessee, Knoxville. A copy of the full policy document is available in MC Curriculum platform as an attachment in the electronic version of the information item (link: <https://utk.curriculog.com/proposal:4452/form>).
2. One item shared information that the College of Music was renamed to the Natalie L. Haslam College of Music effective July 1, 2024.
3. One was a correction item to delete a program created in error.
4. One item shared information regarding revisions made to the "Admission to the University" page of the Undergraduate Catalog.

Adjournment: Dawn Coleman adjourned the meeting at 3:00 pm.

Approval of minutes: These minutes were certified correct via email on September 6, 2024.

Minutes submitted by: Jake Haramule

UG Council September 3, 2024

Committee UG Council

Notes

Student Union, room 169, 2:30pm

Total Proposals 5

3. UG Advising Committee Minutes of March, 26, 2024

Committee Reports

General Catalog Information

Hierarchy Owner*

University of Tennessee, Knoxville

Name of Proposal* 3. UG Advising Committee Minutes of March, 26, 2024

Purpose of Form:

Please submit this form for committee reports that need to be presented to the Council.

Level* ☒ Undergraduate
☐ Graduate
☐ Faculty Senate

Select which committee you are reporting from

- ☐ Academic Policy
- ☒ Advising
- ☐ Appeals
- ☐ Associate Deans Group
- ☐ Curriculum
- ☐ Volunteer Core
- ☐ Student/Faculty Research Awards
- ☐ UG Council
- ☐ GR Council

Report

March 26, 2024

2:30pm via Zoom

In attendance: Anderson, Amy; Cline, Kerri; Denzler, Jochen; Gardner, Denise; Harrington, Norma; Johnson, Chris; Kelley, Christopher; Mattson, Whitney; Pitcock, Kirsten; Rayborn, Amber; Spitzer, Jana; Violanti, Michelle; Workman, Stephanie.

1. Welcome and Call to Order
2. Old Business
3. New Business

1. Vote on new Advising Committee Chair à Christopher Kelley
was elected as the new Advising Committee Chair.

4. Standing Reports

1. Associate Vice Provost for Student Success
2. Undergraduate Council
3. Academic Policy Committee
4. Gen Ed /Vol Core Committee
5. Division of Student Success representatives
 1. Academic Success Center
 2. Center for Career Development & Academic Exploration
 3. First-Year Experience
 4. University Honors
 5. Undergraduate Research and Fellowships
6. Academic Advising Leadership Group
7. TennACADA
8. Enrollment Management Administration Representatives
 1. Admissions
 2. One Stop
 3. Registrar
 4. Financial Aid
1. Student Life Representatives
 1. Multicultural Student Life
 2. Center for Health Education and Wellness
 3. Dean of Students Care and Support
10. Thornton Athletics Student Life Center
11. Office of Innovative Technology
50. Institutional Research Strategic Analysis

Undergraduate Council

U 12535

September 3, 2024

Admin Use Only

Impact Level ☒ Low
☐ Mid
☐ High

Admin Comments Christopher Kelley was elected as the new Advising Committee Chair for 2024-2025. After we update the UGC website at start of August 2024, we will approve this so that it appears at the next UGC agenda in cycle 1.

INFORMATIONAL: Correction to Delete the program Data Science Major, BA - Added in Error

Correction Items

General Catalog Information

College*

College of Emerging and Collaborative Studies

Name of Proposal* INFORMATIONAL: Correction to Delete the program Data Science Major, BA - Added in Error

Important Note about this Form:

Please contact the CCM team (curriculum_help@utk.edu) before submitting this form.

Criteria/Threshold of Corrections past Cycle 4:

<https://utk.curriculog.com/proposal:3874/form>

Minimum program hours for a baccalaureate degree

SACSCOC requires a minimum of 120 semester hours for a baccalaureate degree and, if we discover a program with fewer hours, we (1) inform the college, (2) correct the catalog using the solution the department/college suggests which may be a free elective or a required course that was inadvertently left out or a new course to replace a dropped course or whatever else the department/college thinks is appropriate, and (3) document this correction at the next meeting of the UG Curriculum Committee.

Minimum Vol Core hours

Vol Core has specific requirements. If those requirements are not met in a program, we (1) inform the college, (2) correct the catalog using the solution the department/college suggests which may be changing a free elective to be a Vol Core course, or if course ABC 123 has been submitted to Vol Core but the committee has not yet made a decision about the course, then the correction might indicate to take "ABC 123 or a Vol Core elective" or "free elective or Vol Core elective" or other appropriate solution and (3) document this correction at the next meeting of the UG Curriculum Committee.

Rationale

This is to raise awareness of the processes that our offices have been following when immediate urgent corrections have been required in the active catalog. This does not apply to anything other than urgent corrections noted above. These typically show as low-impact corrections in the last meetings of the spring or the early meetings of the fall. For an example of how this looked in the past, see the attachment that was taken from TRACE minutes of UG Council minutes of meeting April 12, 2022 https://trace.tennessee.edu/cgi/viewcontent.cgi?article=1124&context=utk_undergradcouncil .

Information*

This program was created in error and will need to be deleted. Here is the link to program approved by UG Council.

<https://utk.curriculog.com/proposal:663/form>

Rationale

This program existed in CAS and CAS will teach it out for the current students. No new students will be admitted to this program. Instead, CECS has created a BS in Data Science and received approval from THEC and UG Council, that program is in the Curriculog and available to undergraduate students.

CAS has agreed to advise the students currently in the BA Data Science Major. An email documenting this is attached to this form.

Admin Use Only

Impact Level ☒ Low

☐ Mid

☐ High

Admin Comments This informational correction form was submitted on behalf of CECS to substitute the information on this form <https://utk.curriculog.com/proposal:4083/form> which didn't pick up the correct approval process to send it through UGC and Faculty Senate for approval. This form has the correct approval process for Correction items.

INFORMATIONAL: Rename College - College of Music to Natalie L. Haslam College of Music

Informational Items

General Catalog Information

College*

University of Tennessee, Knoxville

Name of Proposal*

INFORMATIONAL: Rename College - College of Music to Natalie L. Haslam College of Music

Level*

- ☒ Undergraduate (UG)
☐ Graduate (GR)

Select which committee(s) to route

- ☒ UG Curriculum Committee
☐ UG Academic Policy
☒ UG Council
☐ GR Curriculum Committee
☐ GR Academic Policy
☐ GR Council
☒ Faculty Senate

Information*

The College of Music has been renamed to Natalie L. Haslam College of Music effective July 1st, 2024.

Rationale

This is an informational item to Undergraduate Council.

Admin Use Only

Impact Level

- ☒ Low
☐ Mid
☐ High

Admin Comments

INFORMATIONAL: Revisions to "Admission to the University" page in UG Catalog

Content and Text Change (Non-Program Requirements)

General Catalog Information

Purpose of Form:

This form can be used for changes to pages such as "Academic Policies and Procedures", "About the University", and "Admission to the University", as well as faculty names, addresses, phone numbers, and websites on other pages.

College*

University of Tennessee, Knoxville

Title of Proposal* INFORMATIONAL: Revisions to "Admission to the University" page in UG Catalog

Workflow Information

Level*

- ☒ Undergraduate (UG)
☐ Graduate (GR)

Indicate the type of UG change*

- ☒ About the University or Academic Policies and Procedures pages
☐ College or department pages
☐ Faculty changes, address edits, grammatical changes, etc.
☐ None (Select this for GR changes)

Indicate the type of GR change*

- ☐ About the University or Academic Policies and Procedures pages
☐ College or department pages
☐ Faculty changes, address edits, grammatical changes, etc.
☒ None (Select this for UG changes)

Catalog Information

Type of Change Requested*

- ☐ New Content to be Added to the Catalog
☒ Content to be Revised in the Catalog

This request should be applied to:*

- ☐ Next year's catalog
- ☒ Current published catalog
- ☐ Other catalog(s)

Other Catalog(s)

Page Information

Where will this NEW or REVISED content appear?*

☒ Existing Page ☐ New Page

If content is being added to an existing page, copy & paste the URL of the catalog page where it will go.

<https://catalog.utk.edu/content.php?catoid=51&navoid=10590>

Indicate the location on the page(s) where this information will appear.

Edits to multiple sub-sections on the "Admission to the University" page

If an existing page should be removed entirely, copy & paste the URL here.

If content is being added to a new page, indicate what the name of that page should be:

Directions to Propose Content Changes:

1. Copy and Paste the current content from the Catalog as it appears online into the field below. Do NOT make any edits to the text until step 4.
2. Click on Save (this will ensure that original content is saved).
3. After you have completed all required fields, marked with an asterisk, Validate and Launch your proposal.
4. Make edits to the text in the field below. Be sure to format the content exactly as it will appear online.
5. After you have completed all edits to the text, be sure to approve your proposal in the decisions tab on the right.

**Requested Content
Changes for Catalog**

Undergraduate Council

Refer to attached document U 12541

September 3, 2024

Rationale*

These edits are for the 2024-2025 active catalog. Revisions to update weblinks, admissions requirements, terminology, and contact information. Reordering of information for clarity and content "clean-up". Revisions to the readmit section have already been approved and changed in other sections of the catalog but were not submitted for the "Admissions to the University" page.

ADMINISTRATIVE USE ONLY

Impact Level ☐ Low

☐ Mid

☐ High

Notes

INFORMATIONAL: UT Knoxville - SACSCOC Substantive Change Policy

Informational Items

General Catalog Information

College*

University of Tennessee, Knoxville

Name of Proposal* INFORMATIONAL: UT Knoxville - SACSCOC Substantive Change Policy

Level*

☒ Undergraduate (UG)

☐ Graduate (GR)

Select which committee(s) to route

☐ UG Curriculum Committee

☐ UG Academic Policy

☒ UG Council

☐ GR Curriculum Committee

☐ GR Academic Policy

☐ GR Council

☒ Faculty Senate

Information*

Please see attached.

Rationale

At the request of the SACSCOC Liaison, this high impact informational item is intended to provide a fuller announcement and public understanding of the Substantive Change Policy.

The policy affects the process for every new program, change in mode of delivery, closure of a program, any additional instructional sites, agreements, and other items.

Admin Use Only

Impact Level

☐ Low

☐ Mid

☒ High

Admin Comments

