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Undergraduate Council Meeting Minutes

Office of the Provost

3-4-2008

Undergraduate Council Minutes of Meeting March 4, 2008

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The University of Tennessee, Knoxville
Undergraduate Council
Minutes of Meeting
March 4, 2008
2:00 p.m. – 8th Floor Board Room – Andy Holt Tower

MEMBERS PRESENT: Amy Billone, Don Clark, Sarah El-Ghazaly (student member), Denver Graninger, Rob Heller, John Koontz, Jon Levin, Norman Magden, Mark Moon, Johnie Mazingo, Bill Park, John Romeiser (Chair), Harold Roth, Casey Sams, Dixie Thompson, Pavlos Tzermias

EX-OFFICIO MEMBERS PRESENT: Mary Albrecht, Fadia Alvic (for George Hoemann), Richard Bayer, Don Cox, Ruth Darling Tom George, Joanne Ng Hartmann (for Pia Wood), Sally McMillan, Fred Pierce, Rita Smith

The meeting was called to order at 2:00 p.m. by John Romeiser, Chair.

The Minutes of the [January 29, 2008](#), meeting of the Undergraduate Council (with corrections - [see Pages U1398-U1400](#)) were approved.

Committee Reports

- [Academic Policy Committee](#) - Norman Magden
- Advising Committee - Ruth Darling
Two outside consultants visited last week to conduct the campus-wide advising audit. The results of this thorough review will be reported at a later date. Due to the advising audit, the committee has not met. A committee report will be given at the next Undergraduate Council meeting.
- [Appeals Committee](#) - Bill Park
The committee will present a comprehensive annual report for the previous year at the October 2008 meeting of the Undergraduate Council.
- [General Education Committee](#) - Chuck Collins
- Nominating Committee
Fred Pierce (chair), Sally McMillan, and Masood Parang will report at the April 22 meeting.

[Proposed Bylaws Changes](#)

A proposal to change the term of the chair (from two years to one year) and create offices of Chair Elect and Past Chair was approved ([see Pages U1405-U1406](#)). A proposal to allow ex-officio members to chair the Academic Policy, Curriculum, and General Education Committees (and to make the General Education Committee Chair an ex-officio member if not already a member of the Undergraduate Council) was not approved.

[Terms of Elected Members \(2008-2009\)](#)

[2008-2009 Meeting and Curricular Submission Dates](#)

The meeting was adjourned at 3:45 p.m.

Next Undergraduate Council Meeting - 2:00 p.m. - 8th Floor - Andy Holt Tower
April 22, 2008

Undergraduate Council Web Page:
<http://web.utk.edu/~ugcouncil/>

CORRECTIONS TO JANUARY 29, 2008 - UNDERGRADUATE COUNCIL MINUTES

COLLEGE OF AGRICULTURAL SCIENCES AND NATURAL RESOURCES

Correction to Food and Agricultural Business major (Page U1298):

Economics 201*, ~~212~~.....7 4
Agricultural Economics 212.....3

Correction to Agricultural Equipment Systems Management concentration (Page U1299):

Economics 201*, ~~212~~.....7 4
Agricultural Economics 212.....3

First line, Third Year - total should be 16 instead of 13.

Last line, Fourth Year - delete Statistics 320 or 365.....3

Correction to Natural Resource and Environmental Economics major (Page U1300):

Economics 201*, ~~212~~.....7 4
Agricultural Economics 212.....3

Correction to Agricultural Leadership concentration (Page U1303):

First line, Third Year - delete Agricultural and Natural Resource Leadership 302 (not a course) - change total from 9 to 6 for this line.

Fourth Year - change Free Electives from 2-3 to 5-6.

Insert revision to Biosystems Engineering major - Pre-Professional concentration (Page U1306) to match changes made to the major showcase:

| Second Year | Hours Credit |
|--|---------------------|
| Mechanical Engineering 231, 321, 331 | 9 |
| Formerly: Mechanical Engineering 231, 321..... | 6 |
| Nuclear Engineering 203..... | 3 |

Correction to Agricultural Education concentration (Page U1305)

Social Science Elective* (4th Year) should be Arts and Humanities Elective*

Correction to Wildlife and Fisheries Management concentration (Page U1309)

Third Year - Ecology and Evolutionary Biology 470 or Environmental and Soil Sciences 324 or Wildlife and Fisheries Science 301- total of line should be 3 instead of 3-4.

Showcase total should be 125-126 instead of 126-127.

Correction to Bioenergy concentration (Page U1312):

Remove footnote 2 from Chemistry 120* and 130* (First Year) - does not apply.

Delete "Chemistry and" from footnote 2.

COLLEGE OF ARCHITECTURE AND DESIGN

Insert the following revision to footnote 3 for the Bachelor of Architecture showcase (Page U 1318):

Change fifteen hours of non-architecture electives to sixteen. Change twelve hours of free electives to eleven.

COLLEGE OF ARTS AND SCIENCES

PageU1330

Insert these new courses for Divisional Distribution- Humanities- List A - Literature:

Africana Studies *225, *226 and English *225, 226

Page U1336

Graphic Design Major

Replace Required Studio with:

Studio

Choose from: Art Ceramics, Art Drawing, Art Media Arts, Art Painting, Art Watercolor,
Art Printmaking, Art Sculpture 18

Under **General Curriculum**, delete: General Education (OC) course.....3

Insert revision for Studio Art Minor
 Replace Art 295 with Art 102

Page U1344

Correction for Music Education-String Emphasis - Third Year

Music Ensemble 370.....1 (formerly 2)

Drop Music Education Concentration - Woodwind/Percussion Emphasis

Add Music Education Concentration - Woodwind/Brass/Percussion Emphasis instead of REVISE WIND/PERCUSSION INSTRUMENT EMPHASIS (delete revision)

Insert showcase for new concentration:

Bachelor of Music • Music Major • Music Education Concentration – Woodwind/Brass/Percussion Emphasis

| First Year | Hours Credit |
|--|---------------------|
| English 101*, 102* | 6 |
| Music Performance (100 level) (2,2) | 4 |
| Music General 200 (0,0) | 0 |
| ¹ Music Ensemble (1,1) | 2 |
| Music Ensemble 359..... | 1 |
| Music Theory 110, 120 | 6 |
| Music Theory 130, 140 | 2 |
| Musicology 110* | 3 |
| Music Education 230 | 1 |
| Music Education 240 or 241 | 1 |
| Music Keyboard 110, 120 | 2 |
| Second Year | |
| ² Cultures and Civilizations* | 6 |
| Child and Family Studies 210* | 3 |
| Music Performance (200 level) (2,2) | 4 |
| Music General 200 (0,0) | 0 |
| ¹ Music Ensemble (1,1) | 2 |
| Music Ensemble 359 | 1 |
| Music Theory 210, 220 | 6 |
| Music Theory 230, 240 | 2 |
| Musicology 210*, 220* | 6 |
| Music Education 210, 211 | 2 |
| Music Education 220, 221 | 2 |
| Third Year | |
| ³ Communicating Orally* | 3 |
| Mathematics 115* | 3 |
| ⁴ Natural Sciences* | 4 |
| Music Performance (200 or 300 level) (2,2) | 4 |
| Music General 200 (0,0) | 0 |
| ¹ Music Ensemble (1,1) | 2 |
| Music Ensemble 359 | 1 |
| Music Theory 320 | 2 |
| Musicology 380* | 3 |
| Music Education 350 | 1 |
| Music Education 310, 320 | 5 |
| Music Education 340 | 3 |
| Music Education 200 | 1 |
| Music Education 212 | 1 |
| Fourth Year | |
| ⁵ Social Sciences* | 3 |
| ⁴ Natural Sciences* | 3 |
| ⁶ Quantitative Reasoning* | 3 |
| Music Performance (300 or 400 level) | 2 |
| Music General 200 | 0 |
| ¹ Music Ensemble | 1 |
| Music General 301 | 0 |
| Music Education 350 | 1 |
| Music Education 420 | 3 |
| Music Education 430 | 3 |
| Music Education 440 | 2 |

| | |
|------------------------------------|-------------|
| Instructional Technology 486 | 3 |
| Educational Psychology 401 | 3 |
| Special Education 402 | 3 |
| | Total 125** |

* Meets University General Education Requirement.

** Teacher licensure requires a fifth-year graduate internship or one semester of student teaching.

¹ Ensemble requirement of 7 credits to be divided as follows:

5 credits of Music Ensemble 353 (Wind Ensemble), 352 (Symphonic Band), or 350 (Concert Band)

2 credits of Music Ensemble 353 (Wind Ensemble), 352 (Symphonic Band), 350 (Concert Band), or 370

(Symphony Orchestra); 380 (Concert Choir), 330 (Chamber Singers), 383 (Men's Chorale), 389 (Women's Chorale)

² See Cultures and Civilizations list – University General Education Requirement. Select two courses on the list or two courses in a foreign language at the intermediate level.

³ See Communicating Orally list – University General Education Requirement. Select one course from the list.

⁴ See Natural Sciences list – University General Education Requirement. Select two courses from the list. At least one of the courses must have a laboratory.

⁵ See Social Sciences list – University General Education Requirement.

⁶ See Quantitative Reasoning list – University General Education Requirement.

Internship Year

| | |
|---|-------------------|
| Music Education 575 (8,4) | 12 |
| Music Education 574 | 2 |
| Music Education 591 | 4 |
| Electives in Music Education or Music | 6 |
| | Total 24 graduate |

or

Student Teaching Semester

| | |
|---------------------------|------------------------|
| Music Education 400 | 12 |
| Music Education 401 | 0 |
| | Total 12 undergraduate |

Footnote correction - Studio Music and Jazz (Page U1349)

Third Year - Social Sciences should be footnote 3 and Natural Sciences should be footnote 4.

COLLEGE OF ENGINEERING

Revise (Re) Prerequisites: Replace Chemical Engineering 200 with Chemical Engineering 201 for the following courses: 240, 360, and 486. These three courses had 200 as a (RE) Prerequisite. Chemical Engineering 200 is being dropped. Chemical Engineering 201 is being added and is equivalent to Chemical Engineering 200. (Pages U1367-U1368).

Correction to Chemical Engineering major and Biomolecular Engineering concentration (Page U1377)

Second Year - Change Chemical Engineering 200 (dropped) to 201.

Insert correction to Environmental Engineering minor (Page U1378)

Delete Civil Engineering 395 (dropped course); replace Chemical Engineering 200 with 201.

COLLEGE OF NURSING

Insert correction on page U1391. Bachelor of Science in Nursing - Fourth Year: Nursing 451 is missing. (This also corrects page U1233 January 30, 2007, minutes.) Correction is for 2007-2008 and 2008-2009 catalogs.

GENERAL EDUCATION REQUIREMENT - Page U1395

The non-lab designation (†) was not indicated for these courses:

Anthropology 117: Honors: Human Origins†

Geology 207: Honors: Age of Dinosaurs†

Geology 208: Honors: Earth as an Ecosystem: Modern Problems and Solutions†

Haslam Scholars 288: Energy in the Modern World†

ACADEMIC POLICY COMMITTEE

All changes effective Fall 2009

Informational Item: At its January 31, 2008, meeting, the Academic Policy Committee after some discussion concerning the request to add the "A+" grade to the final grade list, decided not to take any action. It was felt that a broader consideration, if any, might be more useful. However, there was an informal agreement that that an "A+" grade should not carry any more quality points than an "A."

ADD UNDERGRADUATE GRADE CHANGE POLICY

Insert in *Undergraduate Catalog* following the "Satisfactory/No Credit Grading System" section.

Grade Changes for Undergraduate Students

A change of the final course grade may occur only in cases of arithmetical or clerical error, removal of a grade of Incomplete, or as the result of a successful grade appeal (as outlined in the "Grade Appeal Procedure" section). An undergraduate student may not submit additional work, rewrite an assignment, nor repeat an examination to raise a final grade.

Rationale: Student-athletes facing academic ineligibility, students facing academic dismissal, and students facing dismissal from honors programs or the loss of the lottery scholarship often pressure faculty to change a course grade, sometimes weeks after the fact. The addition of this policy would provide a clear rationale for rejecting such pressure. In addition, allowing one student to submit extra work of any kind while not extending the same privilege to every student enrolled in that course discriminates against those students who accepted the rules and did not press for a grade change.

DROP GRADUATING SENIOR PRIVILEGE POLICY

Delete policy from *Undergraduate Catalog*.

Graduating Senior Privilege

~~A senior who fails one subject during the semester of intended graduation may, with approval, take an examination or other appropriate form of evaluation. The senior must receive the approval of the instructor and appropriate collegiate personnel which may include the department head and/or dean. The evaluation may take place at the beginning of or during the next semester and, if successful, the senior will receive the degree at the next commencement.~~

Rationale: this exception to all existing academic policies and procedures generates more pressure on professors to act in a manner that they would not consider in any other situation. Allowing students to participate in commencement exercises, even if they have not fulfilled every requirement for graduation, reduces the need for this provision.

Academic Policy Committee Meetings – 2:30 p.m.**March 27, 2008 – 4th Floor Conference Room – Andy Holt Tower****April 17, 2008 – 4th Floor Conference Room – Andy Holt Tower****May 8, 2008 (if needed) – 4th Floor Conference Room – Andy Holt Tower**

Undergraduate Council Appeals Committee Report

March 4, 2008

Readmission Appeals

In comparison with the previous year, we denied a greater percentage of readmission applications. This trend was more pronounced for students who had been dismissed from the university more than one time.

Fall 2007 Readmissions

| | | 1st Dismissal | 2+ Dismissals | Total |
|-------------------|-------------|---------------|---------------|--------|
| Applied | 2007 | 132 | 29 | 161 |
| | 2006 | 120 | 26 | 146 |
| Granted | 2007 | 97 | 20 | 117 |
| | 2006 | 98 | 20 | 118 |
| Denied | 2007 | 20 | 7 | 27 |
| | 2006 | 12 | 4 | 16 |
| Incomplete | 2007 | 15 | 2 | 17 |
| | 2006 | 10 | 2 | 12 |
| % granted | | | | |
| | 2007 | 73.48% | 68.97% | 72.67% |
| | 2006 | 81.67% | 76.92% | 80.82% |
| % denied | | | | |
| | 2007 | 15.15% | 24.14% | 16.77% |
| | 2006 | 10.00% | 15.38% | 10.96% |

Dismissal Appeals

The committee denied all 20 of the dismissal appeal applications it received from students dismissed for the first time. The four granted appeals in this category were not reviewed by the committee; these dismissals were nullified due to the completion of incompletes or other grade changes which lifted each student's GPA to 2.00 for the term.

Dismissal Appeals Following Fall 2007

| | 1st Dismissal | 2nd Dismissal | Total |
|------------------|---------------|---------------|--------|
| Applied | 24 | 13 | 37 |
| Granted | 4* | 5 | 9 |
| Denied | 20 | 8 | 28 |
| % granted | | | |
| | 16.66% | 38.46% | 25.08% |
| % denied | | | |
| | 83.33% | 61.54% | 24.32% |

Student Performance: Readmissions

| Spring Readmissions | | Eligible | Enrolled | GS | AR | Successful | %Success | W | Dis | Unsuccessful | % Unsuccess |
|---------------------|------|----------|----------|----|----|------------|----------|---|-----|--------------|-------------|
| | 2008 | 96 | 78 | | | | | | | | |
| | 2007 | 65 | 54 | | | 43 | 79.63% | | | 11 | 20.37% |
| | 2006 | 94 | 72 | | | 45 | 62.50% | | | 27 | 37.50% |
| Summer Readmissions | | Eligible | Enrolled | GS | AR | Successful | %Success | W | Dis | Unsuccessful | % Unsuccess |
| | 2008 | | | | | | | | | | |
| | 2007 | 32 | 18 | | | 17 | 94.44% | | | 1 | 5.56% |
| | 2006 | 24 | 22 | | | 20 | 90.91% | | | 2 | 9.09% |
| Fall Readmissions | | Eligible | Enrolled | GS | AR | Successful | %Success | W | Dis | Unsuccessful | % Unsuccess |
| | 2008 | | | | | | | | | | |
| | 2007 | 117 | 104 | 24 | 42 | 66 | 63.46% | 6 | 32 | 38 | 36.54% |
| | 2006 | 118 | 92 | 18 | 47 | 65 | 70.65% | 1 | 26 | 27 | 29.35% |

Student Performance: Reinstatements

| Spring Reinstatements | | Eligible | Enrolled | GS | AR | Successful | %Success | W | Dis | Unsuccessful | % Unsuccess |
|-----------------------|------|----------|----------|----|----|------------|----------|---|-----|--------------|-------------|
| | 2008 | 10 | 8 | | | | | | | | |
| | 2007 | 6 | 6 | | | 4 | 66.67% | | | 2 | 33.33% |
| | 2006 | 17 | 15 | | | 10 | 66.67% | | | 5 | 33.33% |
| Summer Reinstatements | | Eligible | Enrolled | GS | AR | Successful | %Success | W | Dis | Unsuccessful | % Unsuccess |
| | 2008 | | | | | | | | | | |
| | 2007 | 7 | 7 | | | 7 | 100.00% | | | 0 | 0.00% |
| | 2006 | 7 | 7 | | | 4 | 57.14% | | | 3 | 42.86% |
| Fall Reinstatements | | Eligible | Enrolled | GS | AR | Successful | %Success | W | Dis | Unsuccessful | % Unsuccess |
| | 2008 | | | | | | | | | | |
| | 2007 | 25 | 22 | 9 | 7 | 16 | 72.73% | 1 | 5 | 6 | 27.27% |
| | 2006 | 12 | 12 | | | 9 | 75.00% | | | 3 | 25.00% |

GS = Good Standing; AR = Academic Review; W = Withdrew; Dis = Dismissed Again

GENERAL EDUCATION COMMITTEE

The General Education Committee met February 13, 2008 in the University Center Room 237.

We had a lively discussion with Todd Diacon, Vice Provost for Academic Operations, about a proposal to give TBR community college graduates credit for completing our general education requirements. Based on the discussions, a formal proposal will be presented at our next meeting on March 26, 2008, at 8:30 AM in UC Room 237.

**General Education Committee Meetings
8:30 a.m. - Room 237 - University Center**

Wednesday, March 26, 2008

Wednesday, April 23, 2008

PROPOSED BYLAWS CHANGES FOR CHAIR, ADDITION OF CHAIR ELECT

Responsibilities of the Chair

The Chair will preside over the Undergraduate Council meetings. If the chair is unable to attend a meeting of the Council, ~~the chair will appoint an elected member of the Council to chair the meeting~~ **Vice Chair will serve in that capacity.** In cooperation with the Vice Chancellor for Academic Affairs, the chairs of the Undergraduate Council standing committees, and the office of the Catalog and Curriculum Coordinator, the Chair shall prepare an agenda for such meetings. In matters before Council that require a vote, the Chair shall cast the deciding vote in the event there is a tie. In consultation with the Vice Chancellor for Academic Affairs, the chairs of the Undergraduate Council standing committees, and the membership, the Chair shall make assignments to all standing committees of Council. He or she may also solicit Council members to serve on ad-hoc committees as needed. The Chair shall serve as an ex-officio (non-voting) member of all standing committees of Council including the curriculum committee, academic policy committee, advising committee, appeals committee, and general education committee. As Undergraduate Council exists as a standing committee of the Faculty Senate, the Chair also has Faculty Senate responsibilities as outlined in the Faculty Senate Bylaws (see Article III, Section 3.O. Undergraduate Council).

Election of Chair

The Faculty Senate Bylaws (Article III, Section 3.O) specify that the Chair of Undergraduate Council shall be a faculty member from ~~Undergraduate Council~~, elected to a ~~two~~**one**-year term, **following a one-year term as Vice Chair**, by voting members of Council. The **Vice Chair Elect** will take on the responsibilities of Chair on August 1. ~~following his or her election.~~ The **new** Chair ~~Elect~~ is automatically granted an extension of his or her appointment to Undergraduate Council for a period of up to three years so as to include membership on Council through one year past his or her term as Chair. Since the Chair serves the entire university and not one constituency, the Chair does not count as part of a school or college's apportionment of representatives to Council.

Undergraduate Council Past Chair (New)

Upon completion of a one-year term as Undergraduate Council Chair, the Chair assumes the position of past Chair. The past Chair provides Council with continuity and experience. Since the Past Chair serves the entire university and not one constituency, the Chair does not count as part of a school's or college's apportionment of representatives to Council.

Undergraduate Council Vice Chair and Chair Elect (New)

Any current faculty member of Council is eligible to be a candidate for Vice Chair. The Nominating Committee of Council will identify and solicit candidates for this post and will report its results during the next to the last meeting of the spring semester. Nominations may also be submitted from the floor at that time. A summary of the credentials for the candidates for Vice Chair will be provided to Undergraduate Council members to aid in their decision. Election of the Vice Chair will occur by secret ballot. The Vice Chair of Undergraduate Council serves as Chair Elect of Council for a term of one year, commencing on August 1st after election at the end

of the previous Spring Semester. The Vice Chair may participate as an ex officio nonvoting member of all standing and special committees of Council. This experience assists the Vice Chair in preparation for assumption of the Chair position in the following academic year. The Vice Chair will assume the responsibilities of Chair on August 1st in the second academic year after being elected to the position of Vice Chair. The Vice Chair is automatically granted an extension of her or his appointment to Undergraduate Council for a period of up to three years so as to include membership on Council through one year past her or his term as Chair, serving in the capacity of Past Chair. Since the Vice Chair serves the entire university and not one constituency, the Vice Chair does not count as part of a school's or college's apportionment of representatives to Council.

UNDERGRADUATE COUNCIL TERMS OF ELECTED MEMBERS

2008-2009

| College | <i>Term Begins August 1, 2006; Ends July 31, 2009</i> | <i>Term Begins August 1, 2007; Ends July 31, 2010</i> | <i>Term Begins August 1, 2008; Ends July 31, 2011</i> |
|---|---|--|---|
| Agricultural Sciences and Natural Resources <i>*150 degrees granted= 1 representative</i> | BILL PARK | | |
| Architecture and Design <i>*74 degrees granted= 1 representative</i> | | | <u>appoint one</u> |
| Arts and Sciences <i>*1606 degrees granted= 8 representatives</i> | JON LEVIN NORMAN MAGDEN PAVLOS TZERMIAS | NASSER AL-TAEI AMY BILLONE DENVER GRANINGER JOHN KOONTZ | <u>appoint one</u> |
| Business Administration <i>*615 degrees granted= 3 representatives</i> | | DON CLARK MARK MOON HAROLD ROTH | |
| Communication and Information <i>*315 degrees granted= 2 representatives</i> | | | <u>appoint two</u> |
| Education, Health, and Human Sciences <i>*328 degrees granted= 2 representatives</i> | | DIXIE THOMPSON | <u>appoint one</u> |
| Engineering <i>*266 degrees granted= 1 representative</i> | CHRIS PIONKE | | |
| Nursing <i>*116 degrees granted= 1 representative</i> | | | <u>appoint one</u> |
| ROTC — ARMY | (Army and Air Force alternate years.) | | |
| Social Work <i>*20 degrees granted= 1 representative</i> | | | <u>appoint one</u> |

***Degrees granted in 2007.** (1-300 degrees granted = 1 representative; 301-500 degrees granted=2 representatives; 501-700 degrees granted=3 representatives; 701-900 degrees granted=4 representatives; 901-1,100 degrees granted=5 representatives; 1,101-1,300 degrees granted= 6 representatives; 1,301-1,500 degrees granted=7 representatives; 1,501-1,700 degrees granted=8 representatives; 1,701-1,900 degrees granted=9 representatives; 1,901-2,000 degrees granted=10 representatives.)

See Faculty Senate Bylaws: <http://web.utk.edu/~senate/bylaws.shtml#32>

**2008-2009
UNDERGRADUATE CURRICULAR APPROVAL AND CATALOG
PRODUCTION**

**Undergraduate Curriculum Committee Meetings
2008-2009**

| Curriculum Due | Curriculum Committee Meeting | Time - Location |
|-----------------------------|------------------------------|---|
| Tuesday, August 19, 2008 | Tuesday, September 2, 2008 | 3:30 p.m. - 4 th Floor Conference Room - Andy Holt Tower |
| Tuesday, September 30, 2008 | Tuesday, October 14, 2008 | 3:30 p.m. - 4 th Floor Conference Room - Andy Holt Tower |
| Monday, December 1, 2008 | Tuesday, January 13, 2009 | 2:00 p.m. - Shiloh Room - University Center |
| Tuesday, March 10, 2009 | Tuesday, March 24, 2009 | 3:30 p.m. - 4 th Floor Conference Room - Andy Holt Tower |

NEW MAJORS AND MAJORS THAT ARE BEING RENAMED

Written documentation (e-mail) from the Office of the Vice-President of Academic Affairs and Student Success (<http://www.tennessee.edu/system/academicaffairs/>) stating whether or not approval is required by the Tennessee Higher Education Commission (THEC) and the UT Board of Trustees **must** be included in the supporting information sent to the Undergraduate Curriculum Committee.

Programs Subject to THEC Approval. New academic programs requiring THEC approval are those that differ from currently approved programs in level of degree or major offered, as reflected in the institution's catalog and THEC's academic inventory, subject to specified provisions. A standard format is required to ensure that all proposals for new academic programs are submitted in a complete and consistent manner.

Name Changes. Renaming an existing program without an essential change in the originally approved curriculum does not require THEC approval; a planned large-scale curriculum change in a program without a name change does require THEC approval.

Reconfigurations. A reconfiguration of existing programs without an essential change in the originally approved curriculum and without a net gain in the number of programs (e.g., a consolidation of two programs into one) does not require THEC approval.

Schedule. THEC will normally consider proposals for new programs only at its July and January meetings.

**Undergraduate Council Meetings
2008 - 2009**

| | |
|-----------------------------|--|
| Tuesday, September 16, 2008 | 2:00 p.m. - 8 th Floor Board Room - Andy Holt Tower |
| Tuesday, October 28, 2008 | 2:00 p.m. - Shiloh Room - University Center |
| Tuesday, January 27, 2009 | 2:00 p.m. - 8 th Floor Board Room - Andy Holt Tower |
| Tuesday, February 24, 2009 | 2:00 p.m. - 8 th Floor Board Room - Andy Holt Tower |
| Tuesday, April 7, 2009 | 2:00 p.m. - 8 th Floor Board Room - Andy Holt Tower |

Faculty Senate Meeting Dates 2008-2009

| | |
|-------------------|--|
| September 8, 2008 | - approval of April 22, 2008, UG Council Minutes |
| October 20, 2008 | - approval of September 16, 2008, UG Council Minutes |
| November 17, 2008 | - approval of October 28, 2008, UG Council Minutes |
| January 26, 2009 | |
| February 23, 2009 | - approval of January 27, 2009, UG Council Minutes |
| March 23, 2009 | - approval of February 24, 2009, UG Council Minutes |
| April 20, 2009 | - approval of April 7, 2009, UG Council Minutes |

2009-2010 Undergraduate Catalog Production Schedule

| | |
|---|--------------------------|
| <i>Undergraduate Catalog</i> proofs to colleges | - January 28, 2009 |
| <i>Undergraduate Catalog</i> proofs due from colleges | - February 16, 2009 |
| <i>Undergraduate Catalog</i> to printer | - February 24, 2009 |
| <i>Undergraduate Catalogs</i> from printer | - week of March 30, 2009 |