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Undergraduate Council Meeting Minutes

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Undergraduate Council Minutes of Meeting April 2, 2013

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The University of Tennessee, Knoxville
Undergraduate Council
Minutes of Meeting
April 2, 2013
3:40pm – Black Cultural Center

MEMBERS PRESENT: Greg Baker, Richard Bennett, Mary Beth Coleman, Chuck Collins, Jochen Denzler, George Drinnon, Jean Gauger, Miranda Gottlieb (for Taylor Odle), R.J. Hinde, Sungkyu Lee, Jon Levin (Vice Chair), Catherine Luther, Norman Magden, Clare Milner, Rebekah Page, David Palmer, Masood Parang, Missy Parker, Randal Pierce, Lois Presser, Gary Ramsey, Harold Roth, Eric Sundstrom, Matthew Theriot (Chair), Dixie Thompson, Teresa Walker, Suzanne Wright

OTHER ATTENDEES: Monique Anderson, Ryan Carter, Ruth Darling, Amanda Luallen, Cheryl Norris, Susan Ratliff

The meeting was called to order at 3:40pm by Matthew Theriot, Chair.

The minutes of the [February 26, 2013](#), meeting of the Undergraduate Council were approved.

Committee Reports

- **Academic Policy** (Magden) – see page [U2744](#)
 - Norman Magden presented one policy revision related to study abroad transfer credit which was approved. The Council also approved a request to include the revised policy in the upcoming catalog (if the Faculty Senate approves the Council minutes on May 6th). Matthew Theriot thanked Magden for his service as he enters his fourth year as chair of the Academic Policy Committee.
- **Advising** (Parker) – see page [U2745](#)
 - Missy Parker summarized the Advising Committee's March meeting. Theriot also recognized Parker for her continued work as the Advising Committee Chair.
- **Appeals** (Park) – NO REPORT
 - Theriot credited Bill Park for his many years of service chairing the Appeals Committee. Lisi Schoenbach will take over responsibilities this fall.
- **Associate Deans Group** (McMillan) – see pages [U2746-U2750](#)
- **Curriculum** (Wright) – NO REPORT
- **General Education** (Collins) – see page [U2751-U2752](#)
 - Chuck Collins reviewed the General Education Committee's recent work. He provided a summary of general education petition decisions and mentioned a proposal in the works that would tie general education course options to a catalog year. The Academic Policy and the Curriculum Committees will be

consulted as the proposal develops. The American Sign Language courses approved for general education will appear on the general Cultures and Civilizations list this year. The current plan is to move the courses to the foreign language section of the Cultures and Civilizations list during the next curricular cycle after the Colleges requiring intermediate foreign language have an opportunity to review and/or revise their foreign language course options. Theriot commended Collins for his 6+ years of leadership as the General Education Committee Chair. Kirsten Benson will take over as chair in the fall.

After input from several Colleges, a revised uTrack description was approved by the Council (page [U2753](#)). It will appear primarily on the program requirement pages of the catalog.

Theriot thanked outgoing Council representatives for their service and referred members to the vacancies list for the coming year (page [U2754](#)). Associate deans should submit the names of their new members to Cheryl Norris by Friday, May 10th.

Michael Palenchar accepted the position of Vice Chair for the upcoming year.

R.J. Hinde expressed his gratitude for **Theriot's** exceptional leadership during an unprecedented year of policy proposals and curricular changes.

The meeting adjourned at 4:05pm.

ACADEMIC POLICY COMMITTEE REPORT

March 6, 2013 Meeting Minutes

Attendees: Monique Anderson, Jean Gauger, Amanda Luallen, Norman Magden (chair), Clare Milner, Cheryl Norris, Taylor Odle, Missy Parker, Amber Roessner, Wendy Tate

The Academic Policy Committee reviewed and approved the following proposal. Norman Magden was reelected APC chair for next year.

Transfer Credit: Study Abroad Programs—APPROVED

Students who participate in UT Knoxville study abroad programs and register for UT Knoxville courses earn the same graded credit as they would for courses taken on campus. All grades are calculated in the UT grade point average.

Students who participate in all other study abroad programs from accredited institutions will be subject to the same transfer policies as students studying at domestic institutions. All hours and grades count ~~earn satisfactory (S) credit for A through C grades and NC credit for C- through F grades for completion of comparable coursework. The S/NC grades are not calculated in the UT grade point average, but all hours count~~ toward the Tennessee Education Lottery Scholarship (TELS) but are not calculated in the UT grade point average ~~attempted hours~~.

ADVISING COMMITTEE REPORT

March 19, 2013 Meeting Minutes**Welcome, Introductions, and Call to Order** – Missy Parker

Registrar – Advising Records Retention Policy – Legal Council has asked if there is an academic advising records policy. Placed this item on AALG agenda for discussion.

One-Stop Update – Darren Curry provided an update on One Stop. The physical location in Hodges will open in summer. Marketing campaign being planned. Website is live and is being updated to incorporate the student information currently found on Registrar, Bursar, Financial Aid & Scholarship pages. Those pages will remain for faculty/staff information. Darling noted that withdrawal process currently allows a student to totally withdraw from the university via MyUTK. Via Banner workflow Peggy Love will note the circumstances and send an additional message to the student about resources and steps to success. The plan is to insert a step providing students the ability to speak with a One Stop counselor. The process does not entail “permission” to withdraw, rather allows for opportunity to meet with a counselor to discuss options, next steps, etc.

Election of Chair of Advising Committee for 2013-2014. Several people were nominated and Missy Parker accepted the nomination. Vote by acclamation passed.

Follow-up to Jochen Denzler’s question re: multiple advisors.

Advisors and advisor types are assigned to students in Banner so that they can view student information in Self-Service Banner. If someone is assigned as a secondary advisor for a student, they will be able to view the student’s academic history, etc. When a student logs in to his/her account, only the person checked as the primary advisor will display. Similarly, when an advisor logs in to his/her account, only the students to whom the advisor is checked as primary advisor will display in the advisee list. However, advisors/faculty still have access to view their secondary advisees’ records by doing a name or student ID search.

Advisors are added or removed every Saturday during the advisor update roll. Sometimes, ineligible advisors are pulled into the list by mistake and override previously assigned advisors. However, there is a report that identifies these problems, so they can be corrected before the next Saturday roll. If any of these are found, notify the Office of the University Registrar.

TennACADA – Mark Willoughby - planning a Safe Zone training for the week of April 22(Tuesday, Wednesday, or Thursday) from 2:00-5:00. An exact date will be set next week. Elections for officers will be held first-second weeks of April.

Other/Announcements - The Orientation Presenters Meeting will be on Tuesday, April 30 at 9:00AM in the UC Ballroom. Transfer portal is live at <http://transfer.utk.edu/> . Discussion followed about transfer admissions. Parker noted the new transfer admissions policy to admit students with 45+ hours to admit directly to major if admissible. Students select alternate major on application. Only students with <45 hours are allowed to be admitted to exploratory. Those students must then declare their major during their second semester.

ASSOCIATE DEANS GROUP REPORT

January 23, 2013 Meeting Minutes

In Attendance:	Sally McMillan (chair), George Dodds, RJ Hinde, Jan Lee, Catherine Luther, Masood Parang, Annette Ranft, Matthew Theriot, and Dixie Thompson
Absent:	Rita Smith and John Stier
Guests in attendance:	Ruth Darling and Taimi Olsen
Notes taken by:	Mindy Koon

Review and Approve Minutes

RJ Hinde moved, Matthew Theriot second. Minutes approved.

Agenda: SACS Conference Update

Taimi Olsen attended the recent SACS Conference along with several other UT Knoxville staff including John Stier. Olsen met Steve Sheeley, the SACS liaison for our university, who provided some important updates that were shared with the committee. Olsen said that TennTLC will be doing a series of workshops around assessment for SACS to help clarify the process and that undergraduate and graduate information will be presented together. It was noted that a current problem with our curriculum is that cross-listed UG and GRAD classes are not given separate requirements or assessments. The four key points that Sheeley noted are:

1. General Education core classes and skills classes need to be assessed. Also, we need to ensure that the undergraduate catalog is readable and understandable for someone without a degree.
2. We need to clearly define our criteria for assessing outcomes for both Federal and SACS standards. Departments and/or faculty can set their own benchmarks, but should use assessment data to update those benchmarks.
3. SACS reviewers are no longer tolerant of saying that you are planning to change something. They want to see evidence of change for the past 2-3 years.
4. The narrative needs to stand on its own. The focus should be on improvements and how those improvements were achieved.

Agenda: Grades First UpdateIntroduction & Discussion

Ruth Darling presented information about the upcoming Grades First system that will be implemented across all 9 colleges by orientations this summer. The implementation will occur in stages, starting with the advising component. Darling distributed a handout that provided an overview of this campus-wide support system that allows various campus departments to review information on students more holistically (i.e. advising centers will have access to information from the tutoring centers). This program covers advising, tutoring, and early alert reporting. **The Thornton Center has been using this program and has reported that it's user-friendly and helpful.** There will be on-site training this semester for key staff and then those staff will help train others. Grades First should erase the need for shadow systems and once implemented the legacy systems, including Advisor and Tutor Track will be

discontinued. Also, this system will pull information from Banner, but will not duplicate reporting that is available in Banner.

Action

Darling will finalize the contact with Grades First and implementation and training will begin soon thereafter.

Agenda: Summer School Funding Model

For 3 years, Summer School funding will operate on a 30% tuition model. This means that 30% of all tuition from student credit hours generated during the summer (including mini-term) will be returned to the college to use for paying salaries. Any returns above the cost of salaries will be retained by the college. Distance education/online courses taught during the summer will still be funded using a 50% tuition return model. Key notes from this discussion include:

- 100% of differential tuition is kept by the college.
- For the new summer school funding model to be successful, enrollment will need to grow by 3-4% every summer.
- Tenured and tenure-track faculty cannot make more than 100% of their 12-month salary. Thus, if they are on a 9-month contract, they cannot make more than 3-months of pay during the summer.
- The Summer Term Taskforce has determined that most summer classes break even when a lecturer teaches and has a minimum 10-12 students enrolled.
- To increase enrollment, we should try to obtain more transient students. These are students who attend other colleges during the academic year but stay in Knoxville over the summer.
- A marketing campaign is under way to encourage UT Knoxville students to work in Knoxville over the summer and to also take summer classes.

Agenda: Transfer Admissions

Discussion

A policy change has been submitted for approval to the Policy Committee. This change would allow for a more holistic admissions process for transfer students that would apply policies and requirements to transfer students the same way as native students. A transfer student will be allowed to transfer credit for a class passed with a D if that is permissible by their major at UT Knoxville. Standards will be set by each college for the admission of transfer students. This policy change will also allow for native students to take courses elsewhere and possibly transfer credits in with a D grade. Colleges/majors do not have to admit students from Pathways if they do not meet requirements; UT Knoxville is exempt from this program. The group would like to know how many transfer applications are received for each college and major?

Action

Richard Bayer will be invited to this group to talk about the transfer admissions calendar, new Transfer Specialist position, and transfer application numbers by college and/or major.

Agenda: EMC SWAT Team Reporting

Discussion

This team is a part of the Enrollment Management Committee and is working to increase student enrollment. The EMC SWAT Team is starting to create monthly reports about their work that will be shared with the Associate Deans. Data that this group is reviewing include success rates of programs aimed to retain students, such as UTLSI, and also data on students who leave. This group plans to target leavers in hopes of getting them to return to UT Knoxville to finish their degrees. The majority of leavers left in good standing. This group also hopes to increase the freshman cohort by 100 students. During this discussion, an inquiry about the Accreditation Management System was made and McMillan noted that she will check on the status.

Actions

- EMC SWAT Team to share monthly reports with the Associate Deans.
- McMillan will check on the Accreditation Management System status.

Agenda: Reports/Announcements

McMillan shared minutes from the UG Planning Committee, Ready for the World Committee, Space Committee, and the Policy Committee. A question was asked about how to make requests to the Space Committee. All requests can be sent to McMillan for now. The Space Committee has the authority to assign space and keeps track of what we are using space for as a part of THEC requirements.

Distributed Information

Grades First Handout

UG Planning Consortium-November Minutes

Ready for the World-December Minutes

Space Committee-January Minutes

Policy Committee-January Minutes

February 20, 2013 Meeting Minutes

In Attendance:

Sally McMillan (chair), George Dodds, RJ Hinde, Jan Lee, Catherine Luther, Masood Parang, Rita Smith, Matthew Theriot, and Dixie Thompson

Absent:

Annette Ranft and John Stier

Guests in attendance:

Monique Anderson, Richard Bayer, Alison Connor, Jennifer Hardy, and Cheryl Norris

Notes taken by:

Mindy Koon

Review and Approve Minutes

Rita Smith moved, George Dodds second. Minutes approved.

Agenda: Updates from Ruth Darling

McMillan provided the group with some updates from Ruth Darling as noted below. Darling will attend our next meeting in March to go into more detail.

1. The Student Success Center and others are working on interventions for probation students, at-risk students, students who withdraw, and students who request transcripts. Increasing retention with these groups could be vital in reaching the goal of 21,500 students for fall 2013.

2. The Grades First team will be on campus March 4-5. This team will be meeting with all advising directors and the UT implementation team.
3. Darling is working with all of the advising directors to develop an advising assessment that will be piloted in late spring and reviewed in the summer. This pilot will help determine an assessment cycle to implement for the 2013-2014 academic year. This plan is campus-wide, which includes both advising centers and academic departments.

Agenda: Registration Restrictions

Discussion

Cheryl Norris discussed registration restrictions for courses. The catalog language has changed as a result of uTrack and colleges and/or departments will need to review registration restrictions for their classes to ensure that each class is enrolling the appropriate students (e.g. a freshman should not be able to enroll in a 400 level course). Changes can still happen before the end of the year for anything that may be problematic, these changes can be submitted to the UG Council.

Action

Colleges/departments to review registration restrictions for courses and provide any critical updates to the UG Council. Most of these changes can wait for the following catalog.

Agenda: Waitlists

Discussion

Jennifer Hardy spoke to the group about the problem with waitlists. Currently, students can waitlist several sections of the same course. Students may decide to do this to get a preferred time or professor which can skew data for bottleneck courses. Banner has the ability to allow only one section of a course to be waitlisted at a time. If this was changed it would be implemented for all courses, both undergraduate and graduate. Students will be able to change sections of a course they waitlist, but just not be able to register for more than one section at a time. The group supports this measure. It was noted that students, advisors, and graduate deans will need to be notified about this change. This change will need to be implemented soon because summer registration begins on February 27th and fall registration begins on March 11th. This change does not have to be permanent and can be updated on a term-by-term basis.

Actions

- After appropriate discussion with advisors and the graduate school, if no objections are identified, then the update will occur in Banner to allow students the ability to waitlist only one section of a course at a time. Students will be able to waitlist multiple courses, just not multiple sections of the same course.
- A communication plan will be developed to notify students and others of this change.

Agenda: Transfer Processes

Discussion

Richard Bayer distributed a document to the group with historical transfer student data. He noted that the transfer admissions process is changing to a more holistic

approach that will mirror freshman admissions. This will remove the minimum GPA required for transfer students and allow colleges to review applicants as needed. The university would like to increase their transfer student numbers while still enrolling well qualified students. This is not a group that has been targeted for admissions in the past. There is an unfortunate stereotype in Tennessee that our campus does not like transfer students which is far from the case. The admissions office has hired a Transfer Specialist to help us recruit this population. A few key points from this discussion include:

1. The majority of transfer students coming to our campus are lower division, although upper division students typically have better retention rates.
2. Less than half of our transfer students are coming to us from community colleges.
3. Merit scholarships, Pledge, and Promise are available to transfer students who qualify.
4. The completion date for transfer students will now happen earlier, June 1st, in hopes to help admit more transfer students. Research shows that the earlier the admittance date the more likelihood a student will enroll.

Action

Transfer students will be more aggressively targeted for admissions.

Agenda: Course Syllabi

The group had a brief discussion about adopting a college-wide format for course syllabi. It was noted that faculty may be resistant to this type of change.

Agenda: Upcoming Committees

The Strategic Instruction Fund (SIF) Support Team will begin meeting again this week for the spring semester. McMillan also noted that she is the chair of a new committee, the Academic Space Committee. This committee will address all academic space needs, including office space and class space. This is something that Betsy Creekmore did independently prior to her retirement. McMillan hopes that this committee will result in equitable decisions being made about the allocation of space for academic units.

Agenda: Reports/Announcements

McMillan shared minutes from the UG Planning and Ready for the World committees. She also shared the EMC SWAT Team Report that was prepared for the Chancellor and reminded the group of the joint AALG/Associate Deans meeting on Monday, February 25th at 2:30pm in the BCC Multipurpose Room.

Distributed Information

Registration Restrictions Excel Sheet

Bayer's Historical Transfer Student Data Handout

EMC SWAT Team Report

UG Planning Committee-January Minutes

Ready for the World-January Minutes & February Minutes

GENERAL EDUCATION COMMITTEE REPORT

March 13, 2013 Meeting Minutes

- **Topics approved for UNHO courses:**
 - "AVENUES TO THE MODERN SELF", Luprecht, 258 (AH) (WC)
 - "SEVEN BILLION PLUS: GLOBAL POPULATION ISSUES", van Riemsdijk, 267 (SS)
 - "LAW AND LITERATURE", Schoenbach, 258 (AH) (WC)
 - "THE ENVIRONMENT'S ROLE IN GLOBAL SOCIETY: HISTORICAL, ECONOMIC, AND SOCIAL PERSPECTIVES", Hodges, 277 (CC)

- **Working Proposal** (Early Notification; Formal Proposal in September)
In response to student and advisor confusion about courses approved for General Education and to align the General Education requirements with the rest of the curriculum, we propose to tie the General Education courses to the catalog year they appear.

Starting with the 2014-15 catalog, General Education courses listed in the catalog will be valid for the life of the catalog (6 years). Courses which are going off the General Education list, will be date ranged in the catalog (both on the Gen Ed list and in the course description), on the list maintained on the web, and on students' DARS reports.

For example if a course appears in the 2014-15 catalog as satisfying Gen Ed, then any time the course is offered in the next six years (until Summer 2020) it will count for Gen Ed credit, for any student who takes it. If the department then wants to drop the Gen Ed designation after that, the course would still be listed in the catalog, but would indicate that it only satisfies the Gen Ed requirement until Summer 2020. The department does not have to offer the course during this time, but if they do, it must be offered so as to satisfy the Gen Ed requirements.

Courses dropped from the catalog will be dropped from the list. Courses archived will be temporarily dropped from the list, but will be added back to the list if the course returns to the catalog if it happens during the time the course would still be active. If a course is dropped but is reinstated with a new number through an equivalency table, it will still carry the Gen Ed approval.

(Final details will be worked out with the Policy and Curriculum Committees.)

- **Petition Report** (see next page)

Area	April 2011 -- March 2012			April 2012 -- March 2013			Und.
	Submitted	Approved	%	Submitted	Approved	%	
Arts & Hum.	378	317	83.9%	274	193	70.4%	53
Natural Sci.	200	194	97.0%	148	129	87.2%	15
Social Sci.	102	66	64.7%	104	64	61.5%	22
Cultures & Civ.	115	98	85.2%	108	79	73.1%	21
Comm. By Writing	186	144	77.4%	122	80	65.6%	25
Oral Comm.	92	72	78.3%	65	41	63.1%	10
Quant. Reas.	151	135	89.4%	87	65	74.7%	12
Total	1224	1026	83.8%	908	651	71.7%	158

uTrack Catalog Language

EARLY DRAFT

IMPORTANT: Progression vs. UTrack Requirements

Universal Tracking (UTrack) is an academic monitoring system designed to help students stay on track for timely graduation. UTrack requirements only affect first-time, first-year, full-time, degree-seeking students entering Fall 2013. Returning, readmitted and transfer students will continue to follow the standard progression requirements outlined below.

Progression Requirements (for returning students)

Students are expected to know the criteria they must meet in order to progress into a practicum (CFS 470, CFS 472, CFS 480, or CFS 490) and to regularly monitor their progress in meeting these criteria. Students will not be allowed to progress into the practicum until these criteria are met...

UTrack Requirements (for first-year students)

Universal Tracking (UTrack) is an academic monitoring system designed to help students stay on track for timely graduation. In order to remain on track, students must complete the minimum requirements for each tracking semester known as milestones. Milestones include successful completion of specified courses and/or attainment of a minimum GPA.

REVISED DRAFT

uTrack Requirements (for first-year students)

Universal Tracking (uTrack) is an academic monitoring system designed to help students stay on track for timely graduation. In order to remain on track, students must complete the minimum requirements for each tracking semester known as milestones. Milestones may include successful completion of specified courses and/or attainment of a minimum GPA. uTrack requirements only affect first-time, first-year, full-time, degree-seeking students entering Fall 2013. Returning, readmitted and transfer students will continue to follow the standard progression requirements outlined in their selected catalog.

FINAL DRAFT

uTrack Requirements (for first-year students)

Universal Tracking (uTrack) is an academic monitoring system designed to help students stay on track for timely graduation. In order to remain on track, students must complete the minimum requirements for each tracking semester, known as milestones. Milestones may include successful completion of specified courses and/or attainment of a minimum GPA. uTrack requirements only affect first-time, first-year, full-time, degree-seeking students entering Fall 2013.

UNDERGRADUATE COUNCIL TERM OF ELECTED MEMBERS 2013-2014
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College	Term Begins August 1, 2011; Ends July 31, 2014	Term Begins August 1, 2012; Ends July 31, 2015	Term Begins August 1, 2013; Ends July 31, 2016
Agricultural Sciences and Natural Resources *223 degrees granted= 1 representative		RICHARD STRANGE	
Architecture and Design *75 degrees granted= 1 representative		KATHERINE AMBROZIAK	
Arts and Sciences *1840 degrees granted= 9 representatives	LOIS PRESSER RACHELLE SCOTT	GREG BAKER JOCHEN DENZLER DAVID PALMER ERIC SUNDSTROM NORMAN MAGDEN	NEED TO APPOINT TWO REPS
Business Administration *834 degrees granted= 4 representatives	JEAN GAUGER WENDY TATE		NEED TO APPOINT TWO REPS
Communication and Information *434 degrees granted= 2 representatives	AMBER ROESSNER		NEED TO APPOINT ONE REP
Education, Health, and Human Sciences *415 degrees granted= 2 representatives	MARI BETH COLEMAN		NEED TO APPOINT ONE REP
Engineering *399 degrees granted= 2 representatives	CHRIS PIONKE	RICHARD BENNETT	
Nursing *114 degrees granted= 1 representative	GARY RAMSEY		
ROTC			LTC DANNY M. KELLEY
Social Work *45 degrees granted= 1 representative			DAVE DUPPER

***Degrees granted (3-year average—2010, 2011, 2012).** (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>

DRAFT

2013-2014 UNDERGRADUATE CURRICULAR APPROVAL CALENDAR

Undergraduate Curriculum Committee Meetings

Curriculum Due	Curriculum Committee Meeting	Time - Location
Tuesday, August 13, 2013	Tuesday, August 27, 2013	3:45 pm - TBA
Tuesday, September 24, 2013	Tuesday, October 8, 2013	3:45 pm - TBA
Monday, December 2, 2013 (last opportunity to submit changes for 2014-2015 UG Catalog)	Tuesday, January 14, 2014	2:00 pm - TBA
Tuesday, March 11, 2014	Tuesday, March 25, 2014	3:45 pm - TBA

Undergraduate Council Meetings

Tuesday, September 10, 2013	3:40 pm – Black Cultural Center
Tuesday, October 22, 2013	3:40 pm – Black Cultural Center
Tuesday, January 28, 2014	3:40 pm – Black Cultural Center
Tuesday, February 25, 2014	3:40 pm – Black Cultural Center
Tuesday, April 8, 2014	3:40 pm – Black Cultural Center

Faculty Senate Meeting Dates

Monday, September 16, 2013	-----
Monday, October 21, 2013	- approval of September 10, 2013 UG Council Minutes
Monday, November 18, 2013	- approval of October 22, 2013 UG Council Minutes
Monday, February 3, 2014	-----
Monday, March 3, 2014	- approval of January 28, 2014 UG Council Minutes
Monday, April 7, 2014	- approval of February 25, 2014 UG Council Minutes
Monday, May 5, 2014	- approval of April 8, 2014 UG Council Minutes