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Undergraduate Council Minutes of Meeting April 7, 2009

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The University of Tennessee, Knoxville
Undergraduate Council
Minutes of Meeting
April 7, 2009
2:00 p.m. – Multipurpose Room – Black Cultural Center

MEMBERS PRESENT: Don Clark, John Koontz, Jon Levin, Norman Magden, Mark Moon, Rachel Edwards (student), Bill Park, Chris Pionke, Gary Ramsey, John Romeiser (Chair), Harold Roth, Matthew Theriot (also ex-officio), Dixie Thompson (Vice Chair), Pavlos Tzermias

EX-OFFICIO MEMBERS PRESENT: Fadia Alvic (for George Hoemann), Chuck Collins, Don Cox, Ruth Darling, Tom George, Sally McMillan, Masood Parang, Fred Pierce, Kathryn Salzer (for Steve Dandaneau), Rita Smith

OTHERS PRESENT: Monique Anderson, Sarah DeYoung

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

The minutes of the [January 27, 2009](#), of the Undergraduate Council were approved.

Committee Reports

- Academic Policy (Koontz) – see page [U1590](#)
- Advising (Darling) – see pages [U1591-1592](#)
- Appeals (Park—NO REPORT)
- Curriculum (Theriot) – see page [U1593](#)
- General Education (Collins) – see page [U1594](#)

Announcements and Other Business

- [2009-2010 Terms of Elected Members](#)—Monique Anderson asked that the colleges be reminded that elected members' teaching schedules should not conflict with Council meeting times.
- [2009-2010 Meeting and Curricular Submission Dates](#)
- The search committee for Vice Chair/Chair Elect nominated John Koontz, and he was elected by unanimous vote. John Romeiser thanked the search committee for their time.
- Members thanked John Romeiser for his dedicated service as Chair.

The meeting was adjourned at 2:20 p.m.

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

ACADEMIC POLICY COMMITTEE REPORT

**Academic Policy Committee Meeting
April 2, 2009**

Transfer Credit Policy: Study Abroad Programs

- 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 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 "HOPE" TELS attempted hours.

ADVISING COMMITTEE REPORT

Undergraduate Council Advising Committee February 10, 2009 Minutes

1. Missy Parker chaired the meeting in Ruth Darling's absence.
2. **Math placement** - Chuck Collins updated the committee regarding math placement scores and changes in placement enforcement. [See attached handout.](#) Advisors discussed implications for first-year orientation programs and academic planning.
3. **Undergraduate Admissions** - Nancy McGlasson provided an update on fall 2009 freshman admissions. 11,753 applications have been received and 3,444 students have been admitted so far. By the end of next week decisions will have been made for all applications that were complete by January 1st. Undergraduate Admissions will provide more information and FAQ 's soon. We anticipate another very good first-year class with continued high ACT scores and core high school GPA's.
4. **TennACADA** – Brian Russell announced a program scheduled for February 26th at 3:30 in either HBB or I-house depending on expected attendance. This will be a Webinar/discussion on cultural competencies in advising. TennACADA will send an email announcement soon to advising faculty and staff.
5. The balance of the meeting was devoted to a discussion by Advising Directors and staff regarding the advising policy in the catalog and the advising mission statement. The Advising Deans and Directors will be meeting for a professional development retreat with Dr. Susan Campbell on February 23. Dr. Campbell is a nationally known expert in the field of academic advising, assessment, and learning outcomes. She served as one of the outside consultants for the Academic Advising Program Audit last spring.

Math Department Update for UGC Advising Subcommittee 2/10/2009

1. Placement Enforcement: we've been enforcing placement and pre-requisite for Math 123 and Math 125. Both require Math 119 or Placement Level 4+, (3+ with 3.75 GPA). Student receive multiple email warnings before they are dropped. They may need to return to advising to get proof that they meet pre-reqs. What can you do?
 1. Tell students that if they go against placement that they will be dropped and they will then most likely not be able to get into any math class.
 2. Check the records for transfer courses that are equivalent to College Algebra 119. They will probably have a title like 'College Algebra'. If it says 'College Math', 'Basic' or 'Intermediate Algebra' it is most likely not equivalent. Math 113 and Math 115 are not acceptable as pre-reqs for 123/125. 'Precalculus' and 'AlgebraTrig' would also be okay.

Put a note in the students file, or give them a letter showing this evaluation as they may need to show it to their instructor.

3. If they don't have a placement score, have them contact Marti McClard to schedule a time to take the placement test.

2. Math 109 Changes for Fall 2009: due to limited space, we'll only be offering 109 for Math 119 and Math 130. Please only encourage students with Placement Level 2 (119) or 4 (130) into 109.

3. Class Attendance Required: starting in Fall 2009, we'll be requiring students to attend at least on of the first 2 class meetings otherwise they'll be dropped.

4. Strategic Class Offerings: depending on staffing cuts, we'll be carefully scheduling our course offerings in 09-10. Priority will go to classes tied to progress in a major. We'll send out notifications as soon as the budget comes through.

5. Placement Future: for summer orientation 2010, we'll have some new form of placement, based on an online test, math ACT, or some combination. Details later.

Undergraduate Council Advising Committee March 10, 2009 Minutes

1. Academic Program Guides: <http://www.utk.edu/academics/programs/>
Advising Directors are in the process of updating the Academic Program Guides for this coming academic year using a new on-line process developed by Erik Bledsoe in Creative Services. The Program Guides received over 9,000 hits in the past month and were viewed by slightly over 2,700 people. Majors receiving the highest number of hits were Pre-Vet and Exercise Science.
2. AdvisorTrac Update: Over 30,000 student files have been successfully downloaded into AdvisorTrac in the College of Business. The beta testing is on schedule. Training and implementation will begin in Arts and Sciences this summer.
3. Transfer Policy Updates: Grade of C- will no longer accepted as transfer credit unless under an Articulation Agreement or An Associate's Degree from a TBR. All grades from a previous institution will now be calculated in the BGI transfer GPA and admission decisions will be based on that GPA.
4. PLAN Sub-committee update: Plan, Learn, Advise, Navigate (PLAN) is a proposed model for communicating with students about the necessity for planning their degree programs and carefully monitoring progress towards the degree. Specific tools used by both students and advisors include the UT Catalog (now on-line), DARS (Degree Audit Report), Major Program Guides (on-line), and "What Can I Do with a Major in..." guides from Career Services (on-line). Also proposed is a central website on academic advising that connects to the various resources and colleges - is easily located on the UT web site and focused sections of FYS 101 that are specifically for students enrolled in a particular college.
5. Advising Directors reviewed the success data from the 2008 January entering first year students and discussed ways to address these students' needs.

CURRICULUM COMMITTEE REPORT

No Meeting—See Informational Items Below

During the catalog proofing process, a few errors were discovered that had been missed in earlier program revisions. The Curriculum Committee and the UG Council already approved the deletion of the following courses. However, the courses were not removed from all showcases.

All Changes Effective Fall 2009**COLLEGE OF AGRICULTURAL SCIENCES AND NATURAL RESOURCES**

REVISE ANIMAL SCIENCE MAJOR – BIOSCIENCE CONCENTRATION, FOOTNOTE 2

- Remove GEOL 401 (course deleted in 2008)

REVISE ENVIRON AND SOIL SCIENCES MAJOR – AGR. SYSTEMS TECH CONCENTRATION, FOOTNOTE 3

- Remove AGECE 450 (course deleted in 2008)

REVISE PLANT SCIENCES MAJOR – LANDSCAPE DESIGN AND CONSTR CONCENTRATION, FOOTNOTE 4

- Remove POLS 402 (course deleted in 2008)
- Remove POLS 403 (course deleted in 2008)
- Remove POLS 446 (course deleted in 2008)

REVISE FORESTRY MAJOR – FOREST RESOURCES MANAGEMENT CONCENTRATION, FOOTNOTE 3

- Remove ENGL 263 (course deleted in 2007)

SUPPORTING INFORMATION: Rationale: The courses were deleted earlier but not removed from showcases.

COLLEGE OF ARTS AND SCIENCES

REVISE DIVISIONAL DISTRIBUTION REQUIREMENTS

Part A: Divisional Distribution Requirements, Arts and Humanities, List B—Philosophical and Religious Thought

- Remove Legal Studies 244 (discipline deleted in 2008)

Part B: Upper Level Distribution, U.S. Studies

- Remove ANTH 312 (course deleted in 2009)
- Remove ANTH 321 (course deleted in 2008)

Part B: Upper Level Distribution, Foreign Studies, Africa

- Remove AFST 379 (course deleted in 2007)

Part B: Upper Level Distribution, Foreign Studies, Europe

- Remove MDST 425 (course does not exist; typo?)

SUPPORTING INFORMATION: Rationale: The courses were deleted earlier but not removed from college requirements lists.

GENERAL EDUCATION COMMITTEE REPORT

**General Education Committee Minutes
Wednesday March 11, 2009, 8:30AM, UC 237**

- Approved Literary Venice as a topic for UH 257 (AH).
- Will monitor impact of budget cuts on availability of Gen Ed Courses.
- 2009-10 meetings: 2nd Wednesdays at 8:30AM in Sept, Oct, Dec, Jan, Feb and Mar.
- Chair for 2009-10: Chuck Collins

**UNDERGRADUATE COUNCIL TERM OF ELECTED MEMBERS
2009-2010**

College	<i>Term Begins August 1, 2007; Ends July 31, 2010</i>	<i>Term Begins August 1, 2008; Ends July 31, 2011</i>	<i>Term Begins August 1, 2009; Ends July 31, 2012</i>
Agricultural Sciences and Natural Resources <i>*196 degrees granted= 1 representative</i>			NEED TO APPOINT ONE REP
Architecture and Design <i>*73 degrees granted= 1 representative</i>		MARK SCHIMMENTI	
Arts and Sciences <i>*1719 degrees granted= 9 representatives</i>	NASSER AL-TAEI AMY BILLONE RONALD KALAFSKY JOHN KOONTZ	CHRISTOPHER PICKART	NEED TO APPOINT FOUR REPS
Business Administration <i>*681 degrees granted= 3 representatives</i>	DON CLARK MARK MOON HAROLD ROTH		
Communication and Information <i>*409 degrees granted= 2 representatives</i>		MIKE KOTOWSKI VANDANA SINGH (FOR GRETCHEN WHITNEY)	
Education, Health, and Human Sciences <i>*372 degrees granted= 2 representatives</i>	FRITZ POLITE (FOR LISA JAHNS)	ANN FAIRHURST	
Engineering <i>*301 degrees granted= 2 representatives</i>			NEED TO APPOINT TWO REPS
Nursing <i>*103 degrees granted= 1 representative</i>		GARY RAMSEY	
ROTC — ARMY & AIR FORCE			(Army & Air Force alternate years)
Social Work <i>*26 degrees granted= 1 representative</i>		MATTHEW THERIOT	

***Degrees granted in 2008.** (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>

2009-2010 MEETING AND CURRICULAR SUBMISSION DATES
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Undergraduate Curriculum Committee Meetings

Curriculum Due	Curriculum Committee Meeting	Time - Location
Tuesday, August 11, 2009	Tuesday, August 25, 2009	3:30 p.m. Location: TBA
Tuesday, September 22, 2009	Tuesday, October 6, 2009	3:30 p.m. Location: TBA
Tuesday, December 1, 2009 (last opportunity to submit changes for 2010-2011 Undergraduate Catalog)	Tuesday, January 19, 2010	2:00 p.m. University Center, Room 237
Tuesday, March 16, 2010	Tuesday, March 30, 2010	3:30 p.m. Location: TBA

Undergraduate Council Meetings

Undergraduate Council Meeting	Time – Location
Tuesday, September 8, 2009	2:00 p.m. - Room 223-224 – University Center
Tuesday, October 20, 2009	2:00 p.m. - Room 223-224 – University Center
Tuesday, February 2, 2010	2:00 p.m. - Room 223-224 – University Center
Tuesday, March 2, 2010	2:00 p.m. - Room 223-224 – University Center
Tuesday, April 13, 2010	2:00 p.m. - Room 223-224 – University Center

Faculty Senate Meeting Dates

Faculty Senate Meeting	Approval of Minutes
Monday, September 14, 2009	-----
Monday, October 19, 2009	- approval of September 8, 2009, UG Council Minutes
Monday, November 16, 2009	- approval of October 20, 2009, UG Council Minutes
Monday, February 1, 2010	-----
Monday, March 1, 2010	- approval of February 2, 2010, UG Council Minutes
Monday, March 29, 2010	- approval of March 2, 2010, UG Council Minutes
Monday, May 3, 2010	- approval of April 13, 2010, UG Council Minutes