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Undergraduate Council Meeting Minutes

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4-22-2008

Undergraduate Council Minutes of Meeting April 22, 2008

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The University of Tennessee, Knoxville
Undergraduate Council
Minutes of Meeting
April 22, 2008
2:00 p.m. – 8th Floor Board Room – Andy Holt Tower

MEMBERS PRESENT: Denver Graninger, Rob Heller, John Koontz, Jon Levin, Norman Magden, Mark Moon, Bill Park, John Romeiser (Chair), Harold Roth, Casey Sams, Matthew Theriot, Dixie Thompson, Pavlos Tzermias

EX-OFFICIO MEMBERS PRESENT: Mary Albrecht, Fadia Alvic (for George Hoemann), Richard Bayer, Don Cox, Missy Parker (for Ruth Darling), Sally McMillan, Fred Pierce, Pia Wood

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

David Patterson, Faculty Senate Chair, presented a certificate of appreciation to John Romeiser in recognition of his service as Undergraduate Council Chair for the past two years (2006-2008).

The Minutes of the [March 4, 2008](#) meeting of the Undergraduate Council were approved.

John Romeiser thanked Council members who are completing their 3-year terms July 2008 (Mark Schimmenti, Casey Sams, Robert Glenn, Rob Heller, Johnie Mozingo). Denver Graninger will be on a two-year fellowship leave.

Committee Reports

- Academic Policy Committee - Norman Magden
The Academic Policy Committee is discussing admission requirements and will present a proposal this fall.
- [Advising Committee](#) - Missy Parker for Ruth Darling
- Nominating Committee - Fred Pierce
The committee presented two nominees who will serve 2008-2009: John Romeiser (Chair) and Dixie Thompson (Chair Elect). Both were elected unanimously.

The [proposed Bylaws changes](#) were approved (General Education and Appeals Committee Chairs).

Announcements

- John Koontz will serve as Academic Policy Committee Chair (2008-2009)
- Matthew Theriot will serve as Curriculum Committee Chair (2008-2009)

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

Undergraduate Council Meetings 2008 - 2009
(2:00 p.m. - Shiloh Room - University Center)

Tuesday, September 16, 2008

Tuesday, October 28, 2008

Tuesday, January 27, 2009

Tuesday, February 24, 2009

Tuesday, April 7, 2009

<http://web.utk.edu/~ugcouncil/>

ADVISING COMMITTEE

**March 26, 2008
Minutes**

Fall 2008 Incoming Honors Students – Kathryn Salzer disseminated the Required Honors Curriculum for 2008. Please see <http://honors.utk.edu/programrequirements/programrequirements.html> for the requirements. New additions for 2008/09 include the international/intercultural requirement.

Major Guides – Erik Bledsoe outlined the procedure for submission of major guides to Creative Services. Colleges will submit a Word document for each major by June 1st to Creative Services. The only addition to the current content will be a one-paragraph maximum section on Ready for the World. Please see <http://pr.tennessee.edu/academicprograms/> for current major guides.

TennACADA –The next program is scheduled for April 15th on LGBT Concerns in Advising led by James Davita and Tiffany Hedges.

Strategic Planning Committee/Advising Sub-Committee Report – Ruth Darling announced that the outside consultants from NACADA have submitted their written report to Provost Holub. The report will be posted and disseminated shortly. The consultants focused on a broad range of university-wide issues that impede advising. They have made suggestions for areas of improvement and recommended specific strategies and structural changes as well as the critical need for timely and accurate student data and reporting for advising staff, Directors and Deans.

UT LEAD Summer Institute – Todd Diacon spoke about this new bridge program for 45 incoming first-year students. These students have been admitted to UT, but a condition of their admittance is participation in the program. The students will attend first session summer school, enroll in 6 credit hours and participate in academic success programs and extra-curricular activities designed to promote retention and success.

Academic Advising data needs – Tammy Kahrig discussed the Data Needs Group that is meeting under the leadership of Richard Tucker, Director of IR. She asked each advising unit to complete a “wish list” of data and reporting needs, using a template that she distributed. The Data Group is completing an inventory and analysis of data needed by the various units on campus.

Summary of April 10th Meeting

Registration period for students will begin earlier and extend later. This will help with the advising crunch period.

Undergraduate Admissions is having a Transfer Counselor Day in May.

Advising staff can now view and print advising reports.

PROPOSED BYLAWS CHANGES

General Education Committee

From:

The chair of the committee is selected from among the faculty members of the committee at the last meeting of the spring semester.

To:

The chair of the committee is selected from among the faculty members at the last meeting of the spring semester. If the chair is not an elected member of the Undergraduate Council, the chair will serve as an ex-officio member of that body.

Appeals Committee

(insert following Purpose)

Committee Chair

If the chair is not an elected member of the Undergraduate Council, the chair will serve as an ex-officio member of that body.

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 *150 degrees granted= 1 representative	BILL PARK		
Architecture and Design *74 degrees granted= 1 representative			<u>appoint one</u>
Arts and Sciences *1606 degrees granted= 8 representatives	JON LEVIN NORMAN MAGDEN PAVLOS TZERMIAS	NASSER AL-TAEE AMY BILLONE <hr/> JOHN KOONTZ	<u>appoint two</u> (1 + replacement)
Business Administration *615 degrees granted= 3 representatives		DON CLARK MARK MOON HAROLD ROTH	
Communication and Information *315 degrees granted= 2 representatives			MIKE KOTOWSKI GRETCHEN WHITNEY
Education, Health, and Human Sciences *328 degrees granted= 2 representatives		LISA JAHNS <i>(replacement for Dixie Thompson, Vice Chair)</i>	ANN FAIRHURST
Engineering *266 degrees granted= 1 representative	CHRIS PIONKE		
Nursing *116 degrees granted= 1 representative			<u>appoint one</u>
ROTC — ARMY	(Army and Air Force alternate years.)		
Social Work *20 degrees granted= 1 representative			MATTHEW THERIOT

***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>