I. Adoption of Agenda

A motion was made by W. Baker to adopt the agenda, seconded by K. Wiemer. The motion passed unanimously.

II. Announcements

A. Approval of Minutes

A motion was made by C. Thompson, seconded by A. Keddie, to approve the minutes of the May 2, 2013 meeting. Motion passed unanimously.

III. Reports/Minutes from Standing Committees

A. Admissions Policies and Academic Standards Committee

No report.

B. Committee on the Improvement of Undergraduate Education

Stafstrom was the UCC representative to the CIUE last academic year and recapped the April 22, 2013 meeting. He said at that meeting they analyzed the revisions of the
nomination forms for the Excellence in Undergraduate Teaching and Instructor Awards. General consensus was that the revisions made the process easier.

He spoke briefly about the start of the reorganization of the UCC standing committees. CIUE lost funding for their improvement grants and only have the task of selecting the Excellence in Undergraduate Teaching and Instructor awards. CUAE has been searching for an identity so talks about potentially combining these committees began. A meeting was held in May.

A motion to accept the CIUE April 22, 2013 minutes was made by J. Kot, seconded by C. Thompson. **Motion passed unanimously.**

**C. Committee on the Undergraduate Academic Environment**

Birberick reported that there were some presentations at the April 9th meeting. Stafstrom asked a procedural question about the UCC’s responsibilities as it relates to hearing/receiving the minutes from its standing committees. Birberick referred the members to the Bylaws. She indicated that UCC can question its standing committees about actions they take or if they need additional information or do not support the standing committee’s stance on a particular issue.

Birberick went on to explain that CUAE tends to hear a lot of reports and they wish to have items to act on. In the past they have been advocates for students. They have written administrators regarding various residence halls. They were quite involved with the student spirituality issue and advocated for courses to be offered. They focus on the students’ environment. Last week at their first meeting they again decided to continue to focus on facilities.

Birberick pointed out that the UCC reps to these standing committees are to aid the rest of the committee members in understanding and be a resource in highlighting the information from those various committees.

On a motion to accept the CUAE April 9, 2013 minutes was made by A. Keddie, seconded by M. Shokrani. **The motion passed unanimously.**

**D. Committee on the Undergraduate Curriculum**

No report

**E. General Education Committee**

No report
F. University Honors Committee

No report.

IV. Other Reports

A. University Assessment Panel – no report

V. New Business

A. Election of UCC faculty Chair.

Birberick explained that although the Vice Provost chairs UCC the membership elects a faculty chair to serve if Birberick cannot attend a meeting. Baker nominated Thompson, Lin seconded the motion. Thompson indicated she was willing to serve. Birberick asked if there were any other nominations, hearing none, she indicated by acclamation that Thompson would be faculty chair. The motion passed unanimously.

B. Representatives to Standing Committees.

The following individuals volunteered to serve on the standing committees:

APASC – Joel Stafstrom
CIUE – Linda Matuszewski
CUAE – C.T. Lin
CUC – Gerald Aase
GEC – Katja Wiemer and Cindy Campbell
Honors – Masih Shokrani

Birberick indicated the last representative needed was for the University Assessment Panel. That group meets Fridays from 10-noon, twice a month. Carol Thompson indicated she was already a rep for that committee and could also represent UCC.

VI Adjournment

J. Stafstrom made a motion, seconded by M. Shokrani, to adjourn @ 1:47 p.m. Motion passed unanimously.

Respectfully submitted,

Jeanne Ratfield
Administrative Assistant