

UCA Core Council Meeting Minutes

December 1, 2020

1:40 PM – Zoom

Call to Order:

- a. Dr. Held calls the meeting to order at 1:41 pm.

Members Present:

a. Chairs:

1. Stephanie Watson (BUS 2022)
2. Dee Lance (HBS 2023)
3. Janet Filer (COE 2021)
4. Wendy Lucas (AHSS 2023)
5. Stephen O'Connell (NSM 2021)

b. College Representatives:

1. Donna Wake (ED 2022)
2. Tammy Rogers (COB 2023)
3. Mike Scoles (HBS 2022)
4. Laura Niswonger (FAC 2021)
5. Jennifer Parrack (CAHSS 2022)
6. Tracie Rushing (COE 2023)
7. Ahmad Patooghy (NSM 2023)
8. Stephen Yao (COB 2021)
9. Ling Zhang (NSM 2022)

c. Honors/University College

1. Amanda Willey-Martin (DST 2022)
2. Elle Hostetter (Honors 2023)

d. Student Reps:

1. TBD
2. TBD

e. Ex-Officio:

1. Kurt Boniecki, Associate Provost for Instructional Support
2. Becky Rasnick, Director of Registrar

Members Absent:

a. Chairs:

1. None absent

b. College Representatives:

1. Sean Engle (HBS 2021)

c. Honors/University College:

1. None Absent

d. Ex-Officio:

1. Dean Covington, Director of the Library (or Proxy)

Approval of September Minutes:

- a. Wendy motioned to approve the minutes; Stephen second her motion.
- b. All other members unanimously approved.

Assessment Sub-Committee:

- a. Dr. Held gave a brief summary of the items to be discussed/reviewed.
 - i. Dr. Held gave more information about what this proposal would include. Jen Talbot brought this proposal forward. Dr. Held said that this would help the Core through effective communication and direct communication. Dr. Glenn said that the Core could show support for this proposal; Dr. Held would essentially have to take the proposal to the Council of Deans. Dr. Held asked the members if they/the Core want to back this proposal. Tammy second Dr. Held's motion to back/take the proposal to the Council of Deans. Tammy then asked about the 10 month contract; why is it not a 9 month contract? Discussion ensued. Dr. Held said he would ask Jen Talbot. The proposal and moving forward to the Council of Deans was brought to a vote; all members unanimously approved.
 - ii. Dr. Held discussed the Critical Inquiry report and the 4-Year Core Summary. Both were brought to the Assessment Sub-Committee and approved. Dr. Held asked if anything needed to be changed; no suggestions were made. Wendy second Dr. Held's motion for approval; all other members unanimously approved. Tammy mentioned that she had a general question unrelated to the documents themselves; will wait until after agenda items are discussed.
 - iii. The Assessment Subcommittee reviewed RELG 1320 Diversity report, as well as the Diversity reports from both English 1320 and Writing 1310. The reports were all approved. Dr. Held does not have documents for the Core to view at this time. Tammy second Dr. Held's motion to approve; all other members unanimously approved.

Curriculum Committee:

- a. Wendy provided an update from the Curriculum Committee. She began with the Assurance Arguments:

- i. Both courses from last time did not have the table and did not match the syllabi. They were revised and approved by the committee. Tammy second Wendy's motion; all other members unanimously approved.
- b. Proposals distributed:
 - i. HIST 4339: No changes were made. Jennifer Parrack second Wendy's motion; all other members unanimously approved.
- c. Dr. Held informed Wendy and the other committee members that he just received new documents. He added them to the shared drive. He stated that he does not expect them to be ready by February's meeting.

Questions and Concerns:

- a. Tammy asked if lower division courses/students are being restricted in the 4-Year report? Dr. Held explained his frequency data in the report and his process for looking at the data. Discussion ensued.
- b. Wendy asked for a new grid that faculty can view. Dr. Held said that he will provide a new grid and he is also trying to build out the Core website to have a page for faculty.
- c. Tammy asked Dr. Held if he was able to contact chairs about faculty filling out the responsible living survey. He said that yes, he was. Almost 100% of the surveys have been filled out as of now. This will need to be a step take in future. Discussion ensued.

Adjournment:

- a. Dr. Held adjourned the meeting at 2:19 PM. The next Core Council meeting will be on February 2, 2020 at 1:40 PM via Zoom.

Minutes submitted by: Emilee Estridge