UNDERGRADUATE COUNCIL MEETING
February 25, 2013
Collaboration Room, Knight Library

PRESENT
Susan Anderson, Andrew Bonamici, Ron Bramhall, Paul Engelking, Sue Eveland, John Gage, Madeleine Hudson, Jennifer Joslin, Alison Schmitke, Josh Snodgrass, Karen Sprague, Beata Stawarska, Randy Sullivan, and Glenda Utsey

ABSENT
Ashley Buchholz, Dave Hubin, Loren Kajikawa, Diana Salazar, Ben Smood, Kerry Snodgrass, Karen McLaughlin, and Tom Wheeler

GUESTS
Lee Rumbarger, Director TEP, Teaching and Learning Center
Ruth Keele, Assistant Vice Provost, Academic Affairs
Barbara Altmann, Vice Provost, Academic Affairs

AGENDA
I. Review of Meeting Minutes
II. Updates
III. MOOC/Online Education Discussion

MINUTES

I. MINUTES FROM FEBRUARY 11, 2013 MEETING
The Chair called for any emendments to the minutes of the February 11, 2013 meeting. None were brought forward.

The motion was made to accept the minutes of the Undergraduate Council meeting held February 11, 2013.

  Moved: Ron Bramhall
  Second: Randy Sullivan

The vote to accept the minutes was approved unanimously.
II. **UPDATES**

The Chair distributed and presented summaries of actions taken by the Council, to date *(see attached document)*.

1. Three action items were handled by executive decision: a program name change in the School of Journalism and Communication (approved); a name change for a baccalaureate program in the School of Music and Dance (approved); and changes to organic chemistry lab course offerings resulting in minor changes to the Chemistry and Biochemistry degree programs for the major in the CAS/Chemistry Department (approved).

**Discussion**

There was a suggestion that all such requests should be seen by the Council, even though these matters were handled executively. Ruth Keele explained that all proposals for changes go through their specific college curriculum committees before they are moved forward for any kind of review in Academic Affairs.

2. There was an informal review of the *Competition Not Conflict* Certificate Program in the Law School, in consultation with the UO Committee on Courses, because courses in the program were being regularized by the UOCC, in order to go from “experimental” to “regular” status. A number of problems were noted, and after a meeting between the UGC Chair and the Associate Dean for Academic Affairs in the Law School, the Law School has decided to temporarily suspend the program. All spring 2013 CNC classes were canceled.

**Discussion**

The UOCC expressed gratitude to the UGC for stepping in to monitor the CNC Certificate proposal. There is conflicting information within the Law School on what protocols need to be followed to approve programs. UGC members felt that students who had already entered the CNC program for a certificate need to be supported somehow.

3. Similar concerns were elicited by the SAPP program request for a name change from *Substance Abuse Prevention Program* to *Substance Abuse Professional Preparation Program*. There is concern about the number of 400-level courses in the program. Originally, many of those courses were taught as 199 courses. Some of the program courses are very likely useful to students, yet academic oversight of the program is problematic. 407 courses in the program are not regularized and are taught by adjunct faculty. The UGC will meet with program representatives in the spring.

4. The Committee on Committees conducted its 10-year Review of the Undergraduate Council. The UGC Chair provided feedback to the COC on the UGC’s charge, workload and accomplishments. Suggestions for minor changes were proposed.

5. The Intercollegiate Athletic Committee (IAC) has requested UGC Chair support for access to student athlete grades. Sue Eveland discussed the release of data by the Registrar’s Office to the IAC. The Chair felt the IAC request was reasonable and that perhaps there was a broader
issue of data access by university committees which should be considered by the Senate Transparency Committee.

6. Efforts are still being made to encourage departments to provide Grading Policy statements and to post them on department web sites, as well as to send them to Andrew Bonamici for posting on the UGC’s Grade Culture website. The UGC Chair will meet with CAS Department Heads at one of their regular meetings to discuss the matter.

7. Barbara Altmann and the Chair confirmed that there is a search for a new Vice Provost for Undergraduate Studies. The search is being run by the Provost’s Office, but Council members are encouraged to submit comments and/or recommendations directly to Barbara.

Discussion
The Council discussed what the experience of being at a research institution means for undergraduates. Comments included:

- There is continued frustration that there is not an office for undergraduate research. However, Undergraduate research should remain under the aegis of the Division of Undergraduate Studies.

- The term “research” can be a broad range of advanced scholarly activities for undergraduates.

- Programs such as FIGs, Freshman Seminars, etc. help plant seeds of undergraduate research.

- The role of two museums and library special collections in undergraduate research at a Tier 1 research institution needs to be studied.

- The role of advising in a Tier 1 research institution should be looked at.

III. MOOCs:
Council members briefly discussed MOOCs. It was noted that more oversight of online courses is needed to assure their quality. Other comments included:

- Online courses are designated in Banner, but they are not designated on the transcript.

- Courses moving from a face-to-face modality to an online modality are not re-reviewed by the UOCC.

- Online instructors are generally adjuncts. These adjuncts need to be trained/informed on grading practice.

- Criteria for online courses need to be established.
Could online courses be reviewed through the new CourseLeef course management system?

The Chair closed the meeting. The conversation on online courses will be continued.

The next UGC meeting is scheduled for Monday, March 11, at 12:30pm in the Collaboration Room of the Knight Library.

UNDERGRADUATE COUNCIL—CHAIR’S UPDATE AND FUTURE BUSINESS
FEBRUARY 25, 2013

I. UPDATES

1. Review and Approval by UGC Chair of Minor Program Changes
   i. School of Journalism and Communication: Name change of major and minor (Communications Studies to Media Studies) and small changes to requirements for the minor.

   ii. School of Music and Dance: Name change for one of their baccalaureate programs—Bachelor of Music in Music Education to Bachelor of Music in Music (Pre-Teacher Licensure).

   iii. CAS/Chemistry Department: Changes to organic chemistry lab course offerings that result in minor changes to both the Chemistry and Biochemistry degree programs for the major.

2. Informal Review of the Law School’s Competition Not Conflict Certificate Program
   An informal review of the Competition Not Conflict program and courses (the latter was in conjunction with the UO Committee on Courses, as a number of courses were being regularized) revealed a number of serious problems and irregularities. The UGC Chair met with Law School Associate Dean for Academic Affairs Adell Amos (1/24/13) to convey details of the review and to offer the assistance of UGC in regularizing the program. The Law School decided in February to temporarily suspend the program; they have cancelled all spring 2013 CNC classes.

3. Committee on Committees 10-year Review of UGC
   The UGC Chair provided feedback on UGC, including on committee charge, workload, and accomplishments. Suggestions were also made for minor changes to the membership (add elected representative from the Clark Honors College) and charge (for clarification, not substance). The UGC Chair, along with the former Chair (Ian McNeely) and Vice Provost for Undergraduate Studies (Karen Sprague), met with a Committee on Committee representative to discuss proposed changes.

4. Review by UGC Chair of Proposed Program Change by the Substance Abuse Prevention Program (SAPP)
   SAPP requested to change the name of their program from Substance Abuse Prevention Program (SAPP) to Substance Abuse Professional Preparation (SAPP) Program. After reviewing the request and program documents, the UGC Chair decided it was appropriate to refer the matter to the full Council for review. An e-mail to the program directors (Shoshana Kerewsky and Sandra Gladney) and College of Education
Dean (Mike Bullis) and Academic Dean (Ron Beghetto) explained in detail reasons for this decision. The SAPP meeting was postponed from 2/25/13 to a TBD date in spring term.

5. **Intercollegiate Athletic Committee (IAC) Request for UGC Chair Support for Access to Student Athlete Grades**  
IAC is attempting to obtain grade data for student athletes. IAC received some data from the Registrar’s Office but they felt that these data were incomplete and not appropriately disaggregated, which prevented full consideration of the issue at hand. The matter moved to the Senate and was the subject of a motion requesting the President’s Office provide access. The UGC Chair was asked on several occasions to review data requests and data provided to the IAC. The UGC Chair felt that the requests were reasonable, were consistent with the charge of the IAC, and that the data provided were inadequate to examine the issue. Further, a suggestion was made by the UGC Chair to examine the broader issue of data access by university committees; this matter should be considered by the Senate Transparency Committee.

6. **Grade Culture: Availability of Departmental/Program Statements**  
No progress on this matter has been made by the UGC Chair. Grade statements were recently provided by Anthropology and East Asian Languages and Literatures. The UGC Chair will schedule a time to attend the Department Heads meeting to discuss matter and will organize UGC efforts to contact departments to get statements.

**II. FUTURE BUSINESS**

1. **Review of New Programs and Program Changes**  
   i. Changes to SAPP Program (COE & AE) – Meeting will be scheduled for the early spring term  
   ii. New Native American Studies Minor (CAS) – Meeting will be scheduled for the early spring term  
   iii. Changes to Arts & Administration Minor (AAA) – UGC Chair to determine if proposal needs full UGC review  
   iv. New Arabic Studies Minor (CAS) – Still waiting on the final proposal  
   v. New Arts Management Major (AAA) – Still waiting on the final proposal

2. **Search for New Vice Provost for Undergraduate Studies**  
UGC might consider providing input on what it sees as important for this position.

3. **Future Meeting Topics**  
   i. Online Course Policy – Scheduled for March 11 meeting  
   ii. Grade Culture Proposal—spring meeting but date not yet scheduled  
   iii. Undergraduate Education and Research: What does it mean for undergraduate education to be a major research university? Or, the lack of alignment of research and teaching at UO—spring meeting topic?