Undergraduate Curriculum Review Committee (UCRC) Minutes for January 19, 2011, 12-12:50, Meadowlark Room, Memorial Union

Present: Marion Harris, Robert Harrold RaNelle Ingalls, Rajesh Kavasseri, Kevin McCaul, Andrew Mara, Cynthia Naughton, Larry Peterson, Seth Rasmussen, Brock Schmeling, Carolyn Schnell

Absent: Charlene Myhre, Lisa Nordick, Susan Ray-Degges, Herbert Snyder

1. The meeting was called to order at 12:00 pm and the minutes from the meeting of January 12, 2011 were approved as distributed.

2. Reports from Task Groups

   a. Timeline (RaNelle Ingalls, Marion Harris, Susan Ray-Degges)
      a. Action Item: We adopted the Timeline as distributed at December 3, 2010 meeting, with the realization it may need to be adjusted.
      b. Action Item: We accepted Susan’s offer to serve as our Project Manager. RaNelle will work with her as the liaison with Registration and Records.

   b. Faculty (Larry Peterson, Seth Rasmussen, Cynthia Naughton)
      a. Action Item: The Department Meeting Script (included with email on January 19, 2011) was amended and adopted. The plan is to have each UCRC college liaison meet with the departments in her/his college. The college liaison will facilitate the meeting and a second UCRC member will be there to take notes, etc. The college liaison should contact the UCRC members to see who can attend the department meetings once they are scheduled.
      b. Action Item: The First Faculty Electronic Survey (included with email on January 19, 2011) was amended and adopted. We will pilot it at the GDC at our next meeting. We agreed to make it available to the campus through the GDC as soon as possible.

   c. Employers/Alumni (Carolyn Schnell, Lisa Nordick, Char Myhre)
      They are waiting to see the questions that OIRA has used to gather its data.

   d. Students (Brock Schmeling, Rajesh Kavasseri, Andrew Mara)
      No report

   e. OIRA (Herbert Snyder, Marion Harris, Kevin McCaul, Robert Harrold)
      Marion is meeting with Bill Slanger this week to look over the data and ask about the additional information we discussed on January 19.

Submitted by Larry Peterson

Our next meeting will be at 2:00 in the GDC on Monday, January 31.