

UCAP
Approved Meeting Minutes
December 2, 2014

Present: Kevin Elliott, Jennifer Turner (minutes), Pat McKinzie, Marge Murray Davis, Rhonda Dass, Julie Kerr-Berry

1. **Call to Order**—3:06
2. **Minutes**—from 11/11/14 and 11/25/14—approved with minor changes
3. **Final approval of proposals from 11/11/14 & 11/25/14** – approved
 - a. **AH**
 - a.i. Comm Studies – 8817, 8821
 - a.ii. Dance – 8755, 8804,
 - a.iii. English – 8443, 8538
 - a.iv. Humanities - 8633
 - a.v. Interdisciplinary Studies – 8364, 8775, 8879
 - a.vi. Music – 6124, 7869
 - a.vii. WLC – 7663
 - b. **Honors**
 - b.i. Handout
 - c. **SBS**
 - c.i. GWS – 8444
 - d. **COE**
 - d.i. Elementary & Early Child - 8844
4. **Review of Old Proposals**
 - a. **COE**
 - a.i. Special Ed – 8680—not discussed
5. **Review of New Proposals**—
 - a. **CSET** - none at this time
 - b. **COB** – none at this time
 - c. **AHN** – see spreadsheet
 - d. **AH** – see spreadsheet
 - e. **SBS** – see spreadsheet
6. **Policies for Review** – not discussed
 - a. **Revised Policies**
 - a.i. Post-Secondary Enrollment Option
 - a.ii. Satisfactory Academic Progress for Undergraduate Students
 - a.iii. Student Financial Aid Eligibility: SAPS
 - a.iv. Undergraduate Admissions
 - a.v. Undergraduate Requirements for Degree/Award
 - b. **New Policies**
 - b.i. Recording of Classroom Lectures and Materials
 - b.ii. Zero Credit Hour Courses

(Copies of all policies under review may be accessed at <http://www.mnsu.edu/policies/whatis/review/> , within the "Policies Under Review" section.

7. Next meeting – meeting schedule

- a. Dec 9, 2014 – AH, SBS, COE
- b. Jan 13, 2015 – CSET, COB, AHN
- c. Jan 20, 2015 – Sub-meet
- d. Jan 27, 2015 – AH, SBS, COE
- e. Feb 3, 2015 – CSET, COB, AHN
- f. Feb 10, 2015 – AH, SBS, COE
- g. Feb 17, 2015 – Sub-meet
- h. Feb 24, 2015 – CSET, COB, AHN
- i. March 3, 2015 – AH, SBS, COE
- j. March 17, 2015 – Sub-meet

8. Other items

- a. If we approve something pending a change, we need to be able to define exactly what the change should be. If it isn't clear, we can't/shouldn't do conditional approvals.
- b. Further discussion of appropriate minutes attached to proposals: excerpts are ok; departments should be as detailed as possible on the excerpt; would still need the headings and attendance. UCAP will hold further discussion in the spring.

9. Adjourn meeting—5:00pm

Respectfully submitted by Jenny Turner