



**Members:** Steve Zinn, Stephen Dyson, Ron Sabatelli, Freidemann Weidauer, Robert McCarthy, Tom Deans

**Minutes March 24, 2015**

**Members:** Dyson, Stephen; Sabatelli, Ronald; Weidauer, Friedemann; McCarthy, Robert; Deans, Tom; Zinn, Steven; Burkey, Daniel ; Jaci Van Heest; Scott Brown

**Ex Officio Members:** Maria Martinez; David Ouimette; Melissa Foreman; Shawna Lesseur; Amanda MacTaggart; Kristen Glines

- I. **Review of Minutes from 2.24.15 Meeting Minutes 2.24.15.docx**
  - a. **Motion to approve (Zinn); Tom Deans (Moved); F Weidauer (Seconded)** Motion passed unanimously.
- II. **Administrative Updates** – Presented by S. Lesseur
  - A. UNIV 1840 Update
    - a. Passed. Offered for credit four different times. Feedback from committee was to remove specificity of “change in skill or difficulty level” language. Proposal moves on to UICC
  - B. 2015 Awards
    - a. FYE Instructor of the Years & Szarlan Mentor of the Year have been selected. Announcements will be sent to the winners tomorrow.
  - C. Credit Concern Update
    - a. STEM Research 101. Course instructor has revamped course to allow for the one credit designation to stay while keeping the academic rigor and value of the course.
  - D. Customized FYE Student Handbook and Instructor Manual
    - a. Moving forward as projected
  - E. 2015 Curricular Conference
    - a. Conference handout circulated updating committee on confirmed and tentative presenters. Suggestions for further presenters or informational sessions to be added are welcome.
- III. **New 1800 Instructor FYIs**
  - I. Amy Wickham HESA second year practicum student will work directly with Shawna and received direct support to enable successful instruction of UNIV 1800 in Fall 2015.
- IV. **UNIV 3820 Course Review**
  - a. BCLC Mentorship Course

- a. Syllabus/proposal was revised to clarify the committee's previous questions and address previously raised concerns. Requested course size is to require all 60 BCLC students and offer as optional to all School of Business students for a class seat level of 100. Committee recommends 5 individual sections to maintain the UNIV course suite seat limits of 19. Additional considerations from the committee are to clarify the course requirements on field trips
  - a. Motion to approve with changes listed above (Zinn); Tom Deans (Moved); F Weidauer (Seconded). Motion passed unanimously.
  - b. Update/FYI: J. Ives course. Candidate does bring an academic expertise (Masters thesis is centered around course topic). Candidate will resubmit materials to appropriately highlight this for historical documents.
  - c. Motion to adjourn (Zinn); Motioned (Tom Deans); Seconded (F. Weidauer)

**Next Meetings:**

- April 21<sup>st</sup> 12:30-2:00pm, Rowe 234