



VCU

UCC Meeting
Thursday, January 16, 2020
2:00-5:00 p.m.
Academic Learning Commons, Room 4100

Minutes

Present: Shelia Blair, Erin Burke Brown, Jamie Cooper, Chintal Desai, Debra Duke, Teri Dunnivant, Elizabeth Edmondson, Aimee Ellington, Daryl Fraser, Nicholas Garcia, Moe Debbagh Green, Jenica Harrison, Peter Henry, Joan Johnson, Barbara Judy, Patrick Lowery, Edna Renee Macbeth, Maureen Mathews, Faye Prichard, Stephanie Thulin, Alex Wagaman

Absent: Karen Cary, Kimberly Davis, Yonella Demars, Herschell Emery, Rebecca Heise, Zach Hilpert, Cynthia Myron, Scott Oates, Tamara Zurakowski

I Call to Order

II Old Business

- **UCC Guidelines**

Faye Prichard, chair of the subcommittee, presented their recommendations for revisions to the UCC Guidelines. The subcommittee met once in November and continued discussion online. Their revisions revolved around membership and leadership sections of the guidelines.

The subcommittee noted that current guidelines didn't stipulate who appointed membership should be and they felt that needed more specifics. They felt the role of advisor provides an important perspective and the committee supported including representation from University Academic Advising. Several current members of the UCC are now University Academic Professionals, previously classified as administrative faculty. The committee also felt that the guidelines should specifically make reference to this role.

The outcome of the committee discussion on advisor and UAP roles serving on the UCC was that faculty from academic units or undergraduate instructional programs would elect a T&R faculty representative and the dean/unit director would appoint a second representative from T&R faculty, UAP or advisor roles as long as specified criteria outlined in the guidelines were met.

Discussion also touched on LLC and GEO representation and the committee felt that as long as there was an associated instructional curriculum that representation was appropriate. It was noted that for the ex-officio membership listing the Degree Audit representative entry should be removed since it now falls under Records and Registration.

The committee supported the recommendation that the appointment of the chair by the senior vice provost for academic affairs would have committee input.

It was suggested that the UCC guidelines should be reviewed every three years coinciding with term cycles.

An additional question was raised as to whether the UCC meetings are opened or closed and should that be addressed in the guidelines. The consensus was that meetings are open and this should be noted in the guidelines. Additionally, suggestions were made on how voting could be addressed with non-committee members present, such as via roll call votes or in closed session if needed.

Faye will revise the guidelines based on the committee discussion and will redistribute the guidelines for review.

An additional discussion point outside of the guidelines was how the meetings are run. The committee was asked to consider whether academic units should present their proposals to the committee. A point was made that a non-specific discipline review and presentation of proposals benefits from the review process with different perspectives.

III New Business

- **Spring 2020 Meetings and Deadlines**

Meeting Date	Deadline – UCC Chair Step in CIM Workflow	Meeting Location
Thursday, February 20	Thursday, February 6	Academic Learning Commons, Rm 4100
Thursday, March 19	Thursday, March 5	Academic Learning Commons, Rm 4100
Thursday, April 16	Thursday, April 2	Academic Learning Commons, Rm 4100

The Bulletin Editor mentioned giving consideration of the new general education requirement slated for fall 2021 implementation when curriculum revisions are submitted for the next bulletin, 2021-2022. The committee was supportive of the chairs of the General Education Committee providing the UCC with an update on the new general education requirement and how it will be implemented.