Members Present: David Mastin, Jacek Lubecki, John Hall, Jami Hollingsworth, Jamie Byrne, Sara Fruechting, Jay Sims, Mike Tramel, Joe Felan, Allison Clark, Peggy Miller, Kamran Iqbal, Karin Medin

Members Absent: Jimmy Greer (ex-officio)

Ex-Officio Members Present: Thea Hoeft, Susan Hoffpauir, Kathy Oliverio, Barbara Alston (Staff)

I. Welcome / Announcements

Jamie Byrne welcomed the council members that were absent the first meeting and asked each council member to introduce themselves and the unit each represented. Susan Hoffpauir introduced Kathy Oliverio, the new Academic Editor.

Jamie Byrne explained the Undergraduate Council's curriculum process to the new council members.

1. When a new course comes before the council, the college representative from the college putting that course forward moves it on the table for discussion, then there is a motion, then a second. We discuss the course for the first reading then we table it until the next meeting, at which time we act on that proposal.

II. Approval of Minutes

Motion was made/seconded to approve the minutes. Approved

III. Old Business

Arts, Humanities and Social Sciences

Sociology/Anthropology

1. 07-6000 Change GERO 7310 to SOCI/SOWK/GERO 4310/5310, Social Gerontology

Motion made/seconded for first read/discussion
No representative present from the college or department to answer questions
Tabled
IV. New Business

**Arts, Humanities and Social Sciences**

**History**

1. 07-6007 Change HIST 4397, Teaching Applications to HIST 4397/5397, Teaching Applications in Hist & Soc Studies

Motion made/seconded for first read/discussion
No representative present from the college or department to answer questions
Tabled

2. 07-6008 Add HIST 4303/5303, The Roman Republic

Motion made/seconded for first read/discussion
No representative present from the college or department to answer questions
Tabled

VI. Other

Dr. Hoffpauir stated the importance of having a college or department representative at the council meeting in which their course will be discussed in order to answer any questions that may arise.

Dr. Jamie Byrne also asked the council to make sure someone from the particular program or department be present when their curriculum change forms are being presented to the council, in that it slows down the whole process. Dr. Byrne further added that if the college curriculum committees would check the forms more carefully, they wouldn't get to Undergraduate Council with mistakes, therefore getting them processed more quickly.

Dr. Hoffpauir stated she would be glad to come and speak to any college curriculum committee that asked. She further added that the most important items to check for when completing the curriculum change forms are listed on the "Check List" and that it would be a very good idea to have a council member on their respective college curriculum committee.

The meeting adjourned at 3:45.

Notice: Actions of the Council are official when the minutes of a meeting are approved, normally the Wednesday following the meeting in which an item is passed. In the event the Council does not meet on the following Wednesday, actions as recorded in the minutes are considered official ten (10) calendar days from the meeting date unless otherwise indicated.