**Draft**

**UCUI**

**Minutes of the October 1, 2012, Meeting**

**Present**: Bhushan Bhatt, Julie Borkin, Seong Cho, Scott Crabil, Susan Evans, Irene Fox, Claudia Grobbel, Cindy Hermsen, Jeff Insko, Amanda Nichols, Carolyn O’Mahony, Steve Shablin, Darias Thompson

The meeting started shortly after 2:00 pm.

1. New members were introduced.
2. Bhushan Bhatt was identified as the minute taker for this meeting.
3. Minutes of the September 17, 2012 were approved, after a minor edit.
4. Self-Studies: Old self-studies need to be reviewed. This issue was also discussed in the previous meeting of the committee . Claudia Grobbel and Seong Cho volunteered to review the Bachelor of Integrative Studies(BIS) self- study Report. The other self-study report to be reviewed is for the program in Occupational Safety and Health (OSH). This is an Accreditation Board for Engineering and Technology (ABET) accredited program. The self-study report is primarily the one that was prepared for, and reviewed by, the ABET. Julie Borkin and Jeff Insko volunteered to review this report.
5. UG Catalog Issues: This discussion centered around whether the UG Catalog should be published only electronically in the future, in place of the current practice of also producing a paper copy . Irene Fox informed that the current catalog has about 700 pages. Every year it becomes more voluminous. She also informed that it costs about $40K to produce the paper copies and about seven of the ten of our sister institutions publish only an electronic copy. Student member, Darias Thompson informed that she uses the paper copy extensively as it is more convenient than looking through an electronic copy. Some members agreed with her. There was some discussion on producing the printed copy on a larger size paper to keep the thickness down. Steve Shablin felt that it was time to go completely on-line. He felt that the printed copy is not used extensively, and it is a waste of university resources to produce the printed version. He said that there were similar concerns about going completely on line with the Schedule of Classes but it is working fine. There were concerns about how a lack of a paper copy might adversely affect the newly admitted students. There was a suggestion to produce an abbreviated “guide” to the catalog in order to facilitate the on line search for information by the newly admitted students. Steve Shablin suggested getting input from the Student Congress and a brief survey to the students. Scott Crabil will consult with both the Academic Computing Committee and the Communication and Marketing as well as the Student Congress.
6. Good and Welfare: Scott Crabill invited suggestions for the topics that the committee should add to its agenda. Steve Shablin suggested the following:
7. International Baccalaureate
8. Review of grading system--- “R” grades, and grades for non-attendance
9. Degree conferral date
10. Four digit course numbers
11. Transfer of foreign/ domestic course work