**UCUI Minutes**

**October 29, 2012**

**Members Present**: Bhushan Bhatt, Julie Borkin, Seong Cho, Scott Crabill, Julie Dermidoff, Susan E. Evans, Irene Fox, Claudia Grobbel, Cindy Hermsen, Jeff Insko, Bob Jarski, Paul Kubicek, Amanda Nichols, Carolyn O’Mahony, Steve Shablin and Darius Thompson

The meeting started at 2:05pm.

1. Welcomed Bob Jarski (SHS) a new member to UCUI.
2. Minutes from October 15th were approved unanimously.
3. UG Catalog Update from Scott.
* Scott Crabill met with Nancy Schmitz and Sara Webb from First Year Advising Center (FYAC) to discuss online catalog. Nancy and Sara checked with 10 Universities whom all do online.
* Scott Crabill is meeting with Academic Computing Committee (ACC) and needs to work with Admissions and FYAC to help make the transition to move the catalog online.
* This would be the last year of a printed catalog.
1. New Program Proposal Update
* Scott Crabill presented on October 16th, 2012, New Program proposal template which is being reviewed by the Senate Steering Committee to discuss ways in which creating new programs can be accelerated.
* As of now, Scott Crabill has not heard back from them.
1. Self-Studies Received
* Communications/Journalism on its way to UCUI for review and Linguistics will be next year.
* UCUI will review Integrative Studies at next meeting. Seong Cho & Claudia Grobbel are working on it after the meeting today.
* Scott Crabill wanted to know if we need to ask guests to attend the meeting if we have questions regarding the self-studies, UCUI agreed when needed.
* Integrative Studies and Occupational Health self-studies UCUI has had for a year.
* Discussion amongst members was how long should self-studies take.
* Jeff Insko wanted to know what UCUI’s charge with self-studies is.
* Scott Crabill stated we have no budget; we make recommendations that go to Senate.
* Bhushan Bhatt wanted to know if there is a template for reviewing self-studies. Scott Crabill responded there is a template on e-space.
* Steve Shablin recommended we submit a new proposal on process.
* Bob Jarski stated UCUI is advisory, no approvals made.
* Bhushan Bhatt added only recommendations are made and then forwarded to higher committee and that we should not be policing situation because it is not in our domain.
* Scott Crabill agreed with Bhushan Bhatt and stated is the quality there in Academics.
* Carolyn O’Mahony would like to see UCUI’s charge which Scott Crabill looked up during the meeting and read.
* UCUI members agreed they would like to see more self-studies electronically.
* Bob Jarski wanted to know are we responsible for cognates, minors, certificates and discontinuations and Scott Crabill stated we have been specifically for degrees.
* Jeff Insko wanted to know does the Senate care what UCUI recommends and Scott Crabill answered yes for accreditation purposes.
* Five self-studies are next to be reviewed: Wellness Health Promotion & Injury Prevention, Modern Languages & Literature, Music, Theatre and Dance.
* Scott Crabill will submit the self-studies electronically that he currently has on espace.
* Carolyn O’Mahony and Seong Cho volunteered to review Music.
* Bhushan Bhatt brought up that some program changes are happening that affect other programs and Scott Crabill mentioned that there is a process in place. Last year UCUI reviewed the program modification form for this.

Meeting adjourned at 3:12pm.

Respectfully submitted,

Julie A. Dermidoff