

UGE Meeting Minutes  
December 5, 2002

Linda Alexander (Chair), Betsy Cauble, Greg Davis, Bronwyn Fees, Jim Goddard, Peter Mudrack, Pat Pesci, Marv Willard and Bari Arieli were present.  
Patricia Marsh from the Assessment office was a guest.

MEETING MINUTES:

The November minutes were discussed. They were approved after adding some changes.

UGE statement in the UGE course' syllabi.

The council recommends that the Provost tells department heads and chairs to instruct all teachers and instructors of UGE courses to include a statement about the UGE in the course' syllabi. Jim, Pat and Linda will propose the statement shortly and forward an electronic copy of it to the Council members.

It was suggested that once this statement is accepted - a letter regarding this statement will be sent SOP to all advisors and department heads before each semester. A similar announcement might be put also in the Collegian once or twice during enrollment time.

Fall evaluation progress.

Patricia Marsh, from the Office of Assessment reported to the Council on the present situation with the evaluation forms. She said that there are still some surveys to be collected. Jim and Linda think it is almost too late for these surveys to be analyzed.

The report has to be prepared at the last week of classes, so that the Council will discuss it in its next meeting, which will take place at the Finals week.

Bari will see that all UGE Council members get the report before next meeting.

The Review List for UGE courses.

The Chair will check with Vicki Clegg which courses need to be reviewed during the spring semester.

The Chair will also prepare in the near future a list for UGE classes that need to be reviewed during the next academic year.

UGE courses on the Registrar list.

Vicki Clegg found that the UGE courses listed by the Registrar include courses that no longer have this status, and it causes misunderstandings by students. The UGE Council recognizes the need to have an historic list of the UGE courses for future references, but it should be kept in another place and not be on the current website

A list of UGE courses.

The Chair will check if the UGE courses are listed on other sites besides the UGE website.

Dr. Clark's memo.

Bronwyn mentioned Dr. Clark's memo and suggested that the council answer it. No decision was made.

Course proposals:

Plan 315 – The electronic copy needs to be found and posted on the website.

ECON 682 – Pat suggested that this course has to be evaluated by all council members, and votes be sent electronically by Thursday, Dec. 12.

POLSC 326 – This course will be re-evaluated by all members and vote will take place on next meeting.

PHYS 191 – Even though this course is taught by several teachers (and each teacher emphasizes different concepts and different syllabi) – syllabi (at least from two of these teachers) should be sent to the Council. The council's aim is to check and see how these syllabi follow UGE's teaching approach.

LAR 758 – Betsy will clarify with the course instructor if the course is suggested just for graduate students or also for advanced undergraduates. This course will be discussed on the Council's next meeting.

Submitted by

Bari Arieli

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