

Meeting Minutes
Monday, March 28, 2016
10:00 a.m. – 11:00 a.m.

Lawrence Street Center (LSC) - Regents Conference Room, Suite 1400

In Attendance: Amanda Charlesworth, Jeff Franklin, Kelly Hupfeld, Debbie Kellogg, Barbara Seidl, Catherine Wiley

Non-voting Members in Attendance: Ashby Butnor, Sarah Kubick

Other Attendees: Mary Baitinger (recorder)

Discussion Items

Meeting Minutes

Kelly Hupfeld expressed concern regarding the description in the minutes from the February meeting of SPA “poaching” CLAS courses. She stated that SPA had communicated with the Political Science department about potentially overlapping courses. Jeff reiterated that he had summarized the concerns as expressed by CLAS and that he had informed CLAS chairs of the role of the UGC as an advisory body to the provost. Kelly requested a correction of the February 2016 minutes, but, since she had not been present at that meeting, those minutes will be left to stand as they were and the current minutes will serve as an addendum to those minutes: SPA notes that it did consult with CLAS about potential overlap of courses.

Vote: The meeting minutes were approved, with the above statement as an update to the February 2016 minutes.

Exploring HIP Areas that will be reviewed by the UGC

Jeff provided an overview of the different types of grants recently awarded and handouts of each HIP area. These documents were sent prior to the meeting. Participants in the grants will have their data ready by the end of the year. Faculty Development teaching and learning credit can be obtained by them. Jeff has reached out to chairs about HIPs but not received much feedback at this time. So far, Mechanical Engineering, English, Communications, Chemistry, and Anthropology have all responded. HIP information will eventually go to the Faculty Assembly, student government and eventually each college and school’s curriculum committee. A concern was raised about the potential buy-in from Faculty Assembly. Their role was clarified by Jeff as advising the provost who listens to what they say. A discussion of First Year Experience courses and how they are integrated into the core and utilize HIP practices into their curriculum was explained. FYE focuses 25-30% of their classes on transitioning students from high school into college, writing is taught, and syllabi are looked at carefully by UGC. HIP rigor is a little less in UNIV 1111 being piloted this year. It was noted by the group that learning outcomes are vague as a whole. Essential learning outcomes have been created for critical thinking, and it is up to instructors to enfold these within their discipline. The CCOC has gone through the writing criteria also and has a set of definitions they use. An in-depth discussion occurred around writing and levels of engagement by instructors of integrating this into their courses. It was agreed that a shared common standard of writing and critical thinking should exist. Jeff stated that the eventual goal is to have CU Denver become an all HIP campus, but this will happen incrementally. To expedite reviewing by the UGC of the HIPs, it was suggested that each member

select one and report back his or her findings at subsequent meetings (list below). Barbara Seidl suggested questions and recommendations for revisions that include learning objectives.

Barbara Seidl – Capstone Courses and Projects
Debbie Kellogg – Collaborative Assignments and Projects
Amanda Charlesworth – Writing Intensive Courses
Kelly Hupfeld – Learning Communities
Cate Wiley – Diversity/Global Learning
Sarah Kubick – Service Learning
Jeff Franklin – First-Year Seminars

Action Item: Jeff Franklin will coordinate with Barbara and provide an e-mail to the UGC members that addresses HIPs selected, criteria documents, ELOs, instructions and a deadline to complete this process.

Next Meeting

The next UGC meeting will be held on Monday, April 25, 2016 in the Regent's Conference Room. Note: This may change due to other conflicts on this date. Requested agenda items should be submitted by Thursday, April 14, 2016 to Mary Baitinger and Jeff Franklin for inclusion.