

**Meeting Minutes**  
**Monday, November 23, 2015**  
**10:00 a.m. – 11:00 a.m.**  
**Lawrence Street Center (LSC) - Regents Conference Room, Suite 1400**

**In Attendance:** Amanda Charlesworth, Jeff Franklin, Rudi Hartmann, Deborah Kellogg, Barbara Seidl, Catherine Wiley

**Non-voting Members in Attendance:** Ashby Butnor, Sarah Kubick (SGA Representative)

**Other Attendees:** Mary Baitinger (recorder)

### **Discussion Items**

The Undergraduate Council (UGC) met to discuss the revision of the UGC Bylaws and review course proposal UNIV 1111 submitted by Ashby Butnor.

### **Meeting Minutes**

No objections were raised by those present, and the meeting minutes were approved.

### **Revision of UGC Bylaws/HIP Review**

The group finished reviewing the updated bylaws provided by Franklin, based on the comments generated from the last meeting. Point 3C (minors that may be duplicates) is addressed through specific colleges and schools. Majors have to go through the Regents and have a stringent vetting process. The discussion transitioned to the UGC's role in reviewing HIPs and any parallels to the CCOC review of core classes on behalf of the university. UGC's role will be an advisory capacity, as no instructors are required at this time to have any HIP-related emphases in their curriculum/syllabus and many are not aware of HIPs in general. Franklin provided a HIP designation-criteria example (Service Learning) that the UGC would be using if/when reviewing proposals for HIP designated courses. It was emphasized that not every HIP designation makes sense for all courses in a department or school. Currently, not all schools on campus have representatives on UGC but should. The group agreed that the wording in the bylaws should be "going forward" rather than setting a specific date, such as 2016. Also added was verbiage to include courses with cross-college content, such as UNIV 1111. The five UGC members approved the updated bylaws.

### **UNIV 1111**

Butnor provided handouts regarding the proposed elective course and its background/purpose for the Denver campus. Ideas and thoughts that could enhance this course included: 1 or 3 hour credit variability options; writing components; designing/implementing a similar course for transfer students; guidelines for students taking this course (advisors and math and/or English scores); tailoring 1111 courses for specific departments (ex. SPA or Biology); bridging and leg-up advantages from high school courses into college curriculum/rigor; attaching course to a learning community; and Butnor working with specific departments who may want to tailor the course to their requirements/interests. A broader discussion focused on how CU Denver can attract/retain the student population signing up

for UNIV.1111, generational educational preparedness/differences between past and present students, diversity, customer/family relations with the university, retention and completion, and the potential neglect of top-percentile students. Five UGC members approved the updated bylaws.

### **Next Meeting**

The next UGC meeting will be held on Tuesday, January 26, 2016 in the Regent's Conference Room. Requested agenda items should be submitted by Thursday, January 21, 2016 to Mary Baitinger and Jeff Franklin for inclusion.