

THE UNIVERSITY OF LOUISIANA AT MONROE
Undergraduate Curriculum Committee Minutes
August 14, 2006

Members Present: B. Fassett, R. Hanser, P. Meredith, C. Michaelides, B. Ricks, S. Saydam, D. Schween, L. Smith, ex officio C. Lee

Members Absent: L. Hayes, P. Nelson, H. Rappaport

The meeting was called to order by Dr. Lon Smith on Monday, August 14, 2006 at 11:15 a.m. in Airway Sciences 316. The following items were discussed.

Item 1: Welcome and Request for Information.

Dr. Smith welcomed committee members and thanked them for their participation. He asked that each member send him an email indicating how many years s/he has served on the committee and if s/he would prefer to be rotated off the UCC at this time.

Item 2: Proposal System Update

Dr. Smith reported that a new email notification system was in place to keep UCC members informed about proposals as they are submitted. He will also remove previous proposals from the system to facilitate referencing this semester's submissions.

Item 3: UCC Evaluations

Dr. Smith informed the committee that each member would receive a performance evaluation at the end of the academic year, and discussed the new evaluation procedure.

Item 4: UCC Schedule of meetings

It was determined that the committee would schedule meetings on the second Thursday of each month at 3:30 p.m. The next meeting, then, will be held at 3:30 p.m. on Thursday, September 14. College curriculum committees will be informed of the fall dates.