**Undergraduate Program Committee Meeting Minutes**

Dec 3, 2020 12:30pm – 1:30pm

<https://washington.zoom.us/j/96838986648>

Voting Committee Members: M. Bergman (C), M. Eberly, J Heckman, R. Jindal

Committee: A. Steffens, A. Martin, K. Barker, M. James, H. Norbjerg, N. Tabafunda, Z. Barsness, A. Tripathy, K. Janz

**Approval of Minutes –M. Bergman**

* Minutes approved by all voting members

**Follow Up on Action Items –M. Bergman**

* none

**Update on UPC Priorities– M. Eberly**

* none

**Online Learning Beyond COVID–M. Eberly**

* Should remote learning continue after COVID?
  + What would it look like and could it be helpful for certain core classes within the curriculum?
    - MSB has agreed to be part of a pilot program
      * How the pilot is ran, may not be how we at MSB want to handle it
    - 301 & 350 are classes in consideration and being “tested”
    - Suggested to include 310 because of very good class results A20
    - Would this be hybrid or full time
      * Open for further discussion depending on course and A20 feedback
      * Students expressed they consider student and faculty interaction significant in a course
  + What is the goal?
    - Faculty workload and class size is going to have an impact. A more robust discussion with faculty based on faculty workload will be needed.
  + A broader conversation needs to take place about the students and what they want.
    - A survey to get students actual opinion rather than complaints

**ACTION ITEM**: Create student survey – after checking on a campus level for an already conducted survey

**Online student feedback form –M. Eberly**

* Overview of the webform created
* Desire for the form originated for the lack of clarity on how to filter and elevate concerns to administrators
  + The original idea is to use it for positive feedback too
  + Students want something that is going to express thoughts and voice without pressure
    - Anonymity is desired
* Goal:
  + Facilitate problem solving at the earliest point possible.
* Concern about the form being publically available
  + Suggestion to offer form to students based on advisor response to students with concerns

**ACTION ITEM**: Find out how other schools handle this

**3Core Internship Policy – M. James**

* Moved to a future meeting

**Instructor Support – A. Tripathy**

* Moved to a future meeting

**Winter Quarter Meetings – M. Bergman**

* + Jan. 6th, 2021
  + Feb. 1st, 2021
  + Mar. 3rd, 2021

Meeting Adjourned: 1:29 pm