**Undergraduate Program Committee Meeting Minutes**

June 2, 2020 12:30pm – 1:30pm, Zoom

Voting Committee Members: M. Bergman (C), M. Eberly, A. Jago

Committee: A. Steffens, A. Martin, K. Barker, M. James, H. Norbjerg, N. Tabafunda, G.Viers, J Heckman

**Approval of Minutes –M. Bergman**

* Do not have quorum; will be voted on digitally.

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

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

* UG Core Curriculum Review
  + Was placed on hold SP’20
  + Session with MEC during SUM’20
    - Figure out what community leaders’ vison for UG grads
* WSA
  + Unanimously ready to get rid of the exam
* Teaching Effectiveness
  + Wrapping up the draft on PTL process
  + Task force for PTL onboarding
    - Canvas template for new PTLs
  + Gathering faculty feedback

**BABA Course Overload Police (Vote)–A. Steffens**

* Documents available on UG Program OneDrive
* Establishing a policy for overload requesting to eliminate consistency issues
  + This is the process to take when a student is trying to get into a class that is considered full.
  + Will be very good for new PTLs
* Maybe something for all faculty to abide by
  + Establish a specific limit faculty cannot surpass
  + Concerns about guidelines being too ‘one size fits all’
* Added a section about “Guidance” on faculty regulating student overloading
* Idea to go through Kelly’s onboarding documents during A’20 Retreat
* Do not have quorum; will be voted on digitally.

**Waving WSA for W20 (Vote) – M. Eberly**

* To maintain consistency with Fall admits
* Do not have quorum; will be voted on digitally.

**UPC Chair Vote 2020-2021 –M. Bergman**

* Do not have quorum; will be voted on digitally.
* M. Bergman self nominates for 2020-2021 UPC Chair
  + A. Jago seconds vote

Meeting Adjourned: 1:16 pm