Committee on the Improvement of Undergraduate Education

September 9, 2013
(13-14, #1)

APPROVED

Members present: Anne Birberick (Vice Provost), Karen Brandt (HHS), Jason Hanna (LAS), Brian Mackie (BUS), Mark Mehrer (LAS for Kusimba), Shanthi Muthuswamy (EET)

Members absent: Richard Blecksmith (LAS for Holland), Aaron Cornelio (student – HHS) Sarah McHone-Chase (LIB)

Others: Michael Kolb, Acting Associate Vice Provost, Jeanne Ratfield, (Administrative Assistant to Vice Provost) Recorder.

I. Adoption of Agenda

A motion was made by K. Brandt, seconded by B. Mackie to approve the agenda. The motion passed.

II. Introductions

Committee members introduced themselves.

III. Election of Committee Chair

B. Mackie indicated he would serve as chair. He did want the committee to know that during the spring semester he will teach a class that begins around 2:30 pm. K. Brandt seconded the nomination. Birberick asked if there were any other nominations and hearing none, moved by acclamation that Brian be elected chair. The motion passed. One member abstained.

IV. Approval of Minutes

M. Mehrer made a motion to accept the minutes from the April 22, 2013 meeting, seconded by J. Hanna. The motion passed. There were two abstentions.
V. Old Business

Committee reorganization
Mackie discussed the committee reorganization discussions that began last academic year. This committee has lost some of its duties due to budget cuts and no longer has the funding for the improvement grants it previously offered. In addition, the Committee on the Undergraduate Academic Environment (CUAE) has been dealing with a bit of an identity crisis – striving to find appropriate matters to focus on. The chairs of these two committees along with a few members of the Undergraduate Coordinating Council (UCC) met in May to begin work reviewing the bylaws and duties of these committees. Birberick added that the efforts will be continued this year.

EUTA/EUIA Awards
Mackie stated that the process for reviewing submissions this year went better than in the past. He explained that the revisions done last year helped to improve the process.

Mackie suggested the entire committee review the EUTA/EUIA nomination forms electronically with the track changes feature enabled allowing members to make suggestions to the forms. The deadline for comments will be September 30, 2013.

VI. New Business

Birberick explained how the committee used to have funds available to award technology improvement grants. Those funds were removed due to the latest budget rescission. She indicated there is an alum, David Raymond, who over the years has given money through the Foundation office for teaching improvement using technology. He wants to continue however he wants to make some changes moving forward. The Committee on the Improvement of Undergraduate Education was thought to be a good committee to select the individual who will receive this grant. The focus would not be to develop an idea but to award the funds based on something that has already been done. Birberick will be meeting with a representative from the Foundation office (Diane Johnson) to finalize the details of the award. They (the Foundation and Mr. Raymond) would like to put out a call for nominations this fall and CIUE would select the recipient. Birberick mentioned that there would be one award in the amount of $2500.00. The committee would more than likely have to add a meeting to its schedule in November. It was agreed that the committee would add a meeting to its schedule on November 11th. Once Birberick learns more details from the Foundation the Committee can begin to establish the call for nominations and the remainder of the process for the award.
Adjournment

S. Muthuswamy made a motion to adjourn @ 1:44 p.m., seconded by K. Brandt. Motion passed.

Respectfully submitted

Jeanne E. Ratfield