**UNDERGRADUATE CURRICULUM COMMITTEE**

**ACADEMIC AFFAIRS CONFERENCE ROOM**

**April 28, 2011**

**I. CALL TO ORDER**

Chair Pam Petty called the meeting to order at 3:45 p.m.

Members present were:

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| Abell, Cathy; Austin, Lynn; Bland, Lauren; Brown, Lee; Chance-Fox, Ashley; Daday, Jerry; Eggleton, Freida; Ernest, Andy; Hamburger, Peter\*; Harris, Kacy; Johnson, Heather\*; Kerby, Molly\*; Khenner, Mikhail for Di Wu; Maxwell, Marge; McMichael, Andrew; Oglesbee, Brent\*; Petty, Pam; Poe, Retta; Pruitt, Matt\*; Sunkin, Francesca; Watwood, Carol\*; Webb, Kate\*; White, John; Wilson, Dennis\*; Wilson, Maribeth\*. |

\*Indicates voting members

**II. APPROVAL OF MINUTES**

Chair Petty asked if there were any corrections/additions to the minutes of March 24, 2011. John White moved to accept the minutes as presented. Peter Hamburger seconded the motion. Chair Petty asked the attendees to note that her email should read [pamela.petty@wku.edu](mailto:pamela.petty@wku.edu), and she reminded all to submit any proposal changes to her within 24 hours after the UCC meeting. The minutes were approved as submitted.

**III. REPORT FROM THE CHAIR**

Chair Petty called attention to the **PROPOSAL TO REVISE AN ACADEMIC POLICY: EXCEPTION TO UPPER DIVISION HOUR REQUIREMENT** presented by Kate Webb at the March 24, 2011, meeting and previously approved. The committee was asked to revisit the proposal for informational purposes only. Chair Petty advised that the friendly amendments to the proposal were made after the vote to approve, not before. The format of the information has been changed, and nothing substantive in the document was altered.

**IV. OLD BUSINESS**

STEERING COMMITTEE REPORT

Peter Hamburger moved to approve revisions to the Guidelines and Bylaws of the UCC, in addition to the following:

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| --- | --- |
| **Proposal Guidelines** | **Proposal Templates** |
| Proposal to Change Course Prefix | Proposal to Change Course Prefix |
| Proposal to Reactivate a Suspended Course | Proposal to Reactivate a Suspended Course |
| Proposal to Revise Course Number | Proposal to Revise Course Number |
| Temporary Course Offerings | Proposal to Create a Temporary Course |
| Proposal to make Multiple Revisions to a Course | Proposal to Make Multiple Revisions to a Course |
| Proposal to Revise Course Credit Hours | Proposal to Revise Course Credit Hours |
| Proposal to Revise Course Title | Proposal to Revise Course Title |
|  |  |
| **Proposal guidelines (continued)** | **Proposal templates (continued)** |
| Proposal to Create a New Course | Proposal to Create a New Course |
| Proposal to Revise Catalog Course Listing | Proposal to Revise Course Catalog Listing |
| Proposal to Revise Course Prerequisites/Corequisites | Proposal to Revise Course Prerequisites/Corequisites |
| Proposal to Delete a Course | Proposal to Delete a Course |
| Proposal to Revise Course Grade Type | Proposal to Revise Course Grade Type |
| Proposal to Suspend a Course | Proposal to Suspend a Course |
| Proposal to Create a New Minor Program | Proposal to Revise a Program |
| Proposal to Create A New Certificate Program | Proposal to Create an Equivalent Course |

See proposals for details regarding revisions to each item.

The motion was seconded by Brent Oglesbee. The motion carried.

ACADEMIC POLICY SUBCOMMITTEE REPORT

Marge Maxwell reported that Ken Kuehn had submitted a proposal for a policy to award college credit for prior learning. The proposal was returned to Dr. Keuhn for further clarification, and it will be re-submitted at a later date.

**V. NEW BUSINESS**

**REPORT FROM THE COLLEGE OF HEALTH AND HUMAN SERVICES CURRICULUM COMMITTEE**

**INFORMATION**

**Change course prefix:**

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| --- | --- |
| Current Course Prefix: | CFS |
| Proposed Course Prefix: | FACS |
| COURSE NUMBERS TO BE INCLUDED UNDER THE NEW COURSE  PREFIX (SUBJECT AREA): | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **111/111C** | **198** | **296** | **362** | **381** | **461** | **493** | | **150** | **251** | **297** | **364** | **391** | **462** | **494** | | **151** | **252** | **299** | **365** | **393** | **464** | **495** | | **152** | **261** | **310** | **367** | **395** | **470** | **496** | | **170** | **271** | **311** | **368** | **396** | **471** | **497** | | **171** | **275** | **313** | **371** | **399** | **472** | **499** | | **180** | **276** | **351** | **373** | **410** | **481** |  | | **191** | **292** | **353** | **375** | **411** | **482** |  | | **192** | **294** | **354** | **378** | **452** | **491** |  | | **193** | **295** | **361** | **380** | **459** | **492** |  | |
| Implementation: | Spring 2012 |

**Action Agenda**

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| Peter Hamburger moved approval of the following **proposal to revise course credit hours from the Department of Allied Health:** |

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| --- | --- |
| Course Title: | DH 122 Preventive Dental Hygiene Care |
| Credit Hours: | 1.0 |
| Proposed Credit Hours: | 2.0 |
| Implementation: | Fall 2011 |

John White seconded the motion. Peter Hamburger moved to table the motion definitely to the next meeting. Dennis Wilson seconded the motion. The motion carried.

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| John White moved approval of the following **proposals to create new courses from the Department of Allied Health:** |

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| --- | --- |
| Course Title: | AH 101 Introduction to Paramedicine I |
| Abbreviated Course Title: | Paramedicine I |
| Credit Hours | 9.0 |
| Prereqs/Coreqs: | Prerequisite EMT – B Certificaiton, Corequisite AH 102 |
| Listing: | Concepts, roles and responsibilities as related to Paramedicine; will cover assessment, communication, pharmacology/medicine administration, and advanced airway. |
| Implementation: | Fall 2011 |
|  |  |
| Course Title: | AH 102 Introduction to Paramedicine Lab I |
| Abbreviated Title: | Paramedicine Lab I |
| Credit Hours: | 1.0 |
| Prereqs/Coreqs: | Prerequisite EMT-B Certification, Corequisite AH 101 |
| Listing: | Concepts, roles and responsibilities as related to Paramedicine; will cover assessment, communication, pharmacology/medicine administration, and advanced airway. Students are responsible for arranging own transportation to assigned sites. (Course fee, Grading: pass/fail) |
| Implementation: | Fall 2011 |

|  |  |
| --- | --- |
| Course Title: | AH 103 Introduction to Paramedicine II |
| Abbreviated Course Title: | Paramedicine II |
| Credit Hours: | 9.0 |
| Prereqs/Coreqs: | Prerequisite AH 101, Corequisite AH 104 |
| Listing: | Patient assessment, trauma management, and cardiology/pulmonology management. |
| Implementation: | Fall 2011 |

|  |  |
| --- | --- |
| Course Title: | AH 104 Introduction to Paramedicine Lab II |
| Abbreviated Title: | Paramedicine Lab II |
| Credit Hours: | 1.0 |
| Prereqs/Coreqs: | Corequisite AH 103, Prerequisite AH 102 |
| Listing: | Patient assessment, trauma management, and cardiology/pulmonology management. Students are responsible for arranging own transportation to assigned sites. (Course fee, Grading: pass/fail) |
| Implementation: | Fall 2011 |
| Course Title: | AH 105 Introduction to Paramedicine III |
| Abbreviated Title: | Paramedicine III |
| Credit Hours: | 5.0 |
| Prereqs/Coreqs: | Prerequisite AH 103, Corequisite AH 106 |
| Listing: | Neurology, immune system, gastroenterology/intestinal/renal, toxicology, and psychiatric emergencies. |
| Implementation: | Fall 2011 |

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| --- | --- |
| Course Title: | AH 106 Introduction to Paramedicine Lab III |
| Abbreviated Title: | Paramendicine Lab III |
| Credit Hours: | 1.0 |
| Prereqs/Coreqs: | Prerequisite AH 104, Corequisite AH 105 |
| Listing: | Neurology, immune system, gastroenterology/intestinal/renal, toxicology, and psychiatric emergencies. Students are responsible for arranging own transportation to assigned sites. (Course fee, Grading: pass/fail) |
| Implementation: | Fall 2011 |

|  |  |
| --- | --- |
| Course Title: | AH 107 Introduction to Paramedicine IV |
| Abbreviated Title: | Paramedicine IV |
| Credit Hours: | 1.0 |
| Prereqs/Coreqs: | Prerequisite AH 105, Corequisite AH 108 |
| Listing: | OB/GYN emergencies |
| Implementation: | Fall 2011 |

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| --- | --- |
| Course Title: | AH 108 Paramedicine Lab IV |
| Abbreviated Title: | Paramedicine Lab IV |
| Credit Hours: | 1.0 |
| Prereqs/Coreqs: | Prerequisite AH 104, Corequisite AH 105 |
| Listing: | OB/GYN emergencies. Students are responsible for arranging own transportation to assigned sites. (Course fee, Grading: pass/fail) |
| Implementation: | Fall 2011 |

|  |  |
| --- | --- |
| Course Title: | AH 109 Paramedicine V |
| Abbreviated Title: | Paramedicine V |
| Credit Hours: | 9.0 |
| Prereqs/Coreqs: | Prerequisite AH 107, Corequisite AH 110 |
| Listing: | Pediatrics, geriatrics, patients with special challenges, rescue, hazardous materials/biochemical scenes, and determination of death. |
| Implementation: | Fall 2011 |

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| --- | --- |
| Course Title: | AH 110 Paramedicine Lab V |
| Abbreviated Title: | Paramedicine Lab V |
| Credit Hours: | 1.0 |
| Prereqs/Coreqs: | Prerequisite AH 108, Corequisite AH 109 |
| Listing: | Pediatrics, geriatrics, patients with special challenges, rescue, hazardous materials/biochemical scenes, and determination of death. Students are responsible for arranging own transportation to assigned sites. (Course fee, Grading: pass/fail) |
| Implementation: | Fall 2011 |

|  |  |
| --- | --- |
| Course Title: | AH 111 Paramedicine Lab VI |
| Abbreviated Title: | Paramedicine Lab VI |
| Credit Hours: | 2.0 |
| Prerequisites: | AH 109 and AH 110 |
| Listing: | Application/integration of paramedicine concepts in the field environment through a 500 hour internship. Students are responsible for arranging own transportation to assigned sites. (Course fee. Grading: pass/fail) |
| Implementation: | Fall 2011 |

Molly Kerby seconded the motion. The motion carried.

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| The following **program revisions from the Department of Allied Health** were attached to the previously tabled **proposal to revise course credit hours for DH 122** and therefore were not acted upon: |

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| --- | --- |
| Program Title: | Associate of Science in Dental Hygiene |
| Reference Number: | 226 |
| Identification: | Adding 1 hour to DH 122 Preventive Dental Hygiene Care (2) |
| Effective Catalog Year: | Fall 2011 |

|  |  |
| --- | --- |
| Program Title: | Bachelor of Science in Dental Hygiene |
| Reference Number: | 524 |
| Identification: | Adding 1 hour to DH 122 Preventive Dental Hygiene Care |
| Effective Catalog Year: | Fall 2011 |

Carol Watwood moved approval of the following **proposal to revise a program from the Department of Kinesiology, Recreation and Sport:**

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| --- | --- |
| Program Title: | Bachelor of Science in Physical Education |
| Reference Number: | 587 |
| Identification: | Implementing a GPA requirement of 2.5 in the PEMS concentration of the BS in Physical Education. |
| Effective Catalog Year: | Fall 2011 |

The motion was seconded by John White. Peter Hamburger moved to table the motion definitely until the next meeting. Maribeth Wilson seconded the motion. The motion carried to table definitely.

**REPORT FROM THE POTTER COLLEGE OF ARTS AND LETTERS CURRICULUM COMMITTEE**

**Information**

**Create a Temporary Course**

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| --- | --- |
| Course Title: | MUS 499 Study Abroad Performance Tour |
| Credit Hours: | 2.0 |
| Implemention: | Summer 2011 |

**Consent Agenda**

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| Kate Webb moved approval of the following **proposal to delete a course from the Department of Modern Languages:** |

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| --- | --- |
| Course Title: | GERM 432 History of German Language |
| Credit Hours: | 3.0 |
| Implementation: | Fall 2011 |

The motion was seconded by Jerry Daday. The motion carried.

**Action Agenda**

[John White moved to approve the](http://www.wku.edu/ucc/Proposal%20to%20Create%20a%20New%20Minor%20TESL%20moved%20to%20APRIL%202011.docx) **proposal to create a new minor from the Department of English:**

|  |  |
| --- | --- |
| Program Title: | Minor in Teaching English as a Second Language (TESL) |
| Required Hours: | 19 |
| Listing: | The minor in Teaching English as a Second Language (TESL) will prepare students interested in linguistics and language teaching to pursue teaching opportunities in private corporations or overseas in both corporations and public schools. The minor in Teaching English as a Second Language requires a minimum of 19 credit hours, including either ENG 104, 302, **or** 304 (or the equivalent), **and** ENG 407, 408, 469, 470, and 471. In addition, all students will be required to complete \**two semesters of the same international language* \*classes at the college level. ENG 104, 302, or 304 (or equivalent) is a prerequisite for ENG 407. English 407 is the prerequisite for 408. ENG 471 (Practicum) must be completed at the end of coursework. **Students who complete the TESL minor and also qualify for teacher certification may also qualify for the TESL endorsement.**  \**Friendly amendment to clarify what is meant by “one year” of international language.\** |
| Effective Catalog Year: | Fall 2011 |

The motion was seconded by Molly Kerby. The motion carried.

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| Carol Watwood moved approval of the following **program revision from the Department of Art:** |

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| Program Title: | Bachelor of Arts, Visual Studies |
| Reference Number: | 509 |
| Identification: | * Deletion of art history electives, ART 300, 301, 302, 303 * Revised listing of upper level art history electives to include: ART 305, 315, 316, 408, 409, 410 * Revision of the student teaching listing requirements for art education concentration from 10 hours total of SEC 490 to 10 hours total selected from two of the following:  ELED 490 (5 hours), MGE 490 (5 hours), or SEC 490 (5 hours). |
| Effective Catalog Year: | Fall 2011 |

Molly Kerby seconded the motion. The motion carried.

**REPORT FROM THE GORDON FORD COLLEGE OF BUSINESS**

**ACTION AGENDA**

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| John White moved approval of the following **program revisions from the Department of Accounting:** |

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| Program Title: | Bachelor of Science in Accounting |
| Reference Number: | 602 |
| Identification: | * Reduce number of required hours in elective Accounting or Business from six (6) hours to three (3) hours. * Replace with a General University Elective of three (3) hours. |
| Effective Catalog Year: | Fall 2011 |

Carol Watwood seconded the motion. The motion carried.

**REPORT FROM THE OGDEN COLLEGE OF SCIENCE AND ENGINEERING**

**CONSENT AGENDA**

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| Kate Webb moved approval of the following **course revisions:** |

**Department of Mathematics and Computer Science:**

**Revise a Course Catalog Listing:**

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| Course Title: | MATH 304 Functions, Applications and Explorations |
| Credit Hours: | 3.0 |
| Current Listing: | In-depth study of mathematical topics that are used in teaching pre-calculus and transition-to-calculus courses at the secondary school level. Modeling with linear, exponential, and trigonometric functions; curve fitting; discrete and continuous models. |
| Proposed Listing: | In-depth study of mathematical topics used in teaching pre-calculus and transition-to-calculus courses at the middle and secondary school level. Modeling with linear, exponential, and trigonometric functions; curve fitting; discrete and continuous models. |
| Implementation: | Spring 2012 |

**Revise Course Prerequisites:**

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| --- | --- |
| Course Title: | STAT 301 Introductory Probability and Applied Statistics |
| Credit Hours: | 3.0 |
| Current Prereq: | Prerequisite: MATH 136 or MATH 142 |
| Proposed Prereq: | Prerequisite: MATH 136 or MATH 142, with a grade of C or better. |
| Implementation: | Spring 2012 *(Friendly amendment to implementation date)* |

|  |  |
| --- | --- |
| Course Title: | STAT 330 Introduction to Statistical Software |
| Credit Hours: | 3.0 |
| Current Prereq: | Prerequisite: 3 hours of undergraduate statistics and junior standing or consent of instructor. |
| Proposed Prereq: | Prerequisite: 3 hours of undergraduate statistics with a grade of C or better, or consent of instructor. |
| Implementation: | Spring 2012 *(Friendly amendment to implementation date)* |

**Department of Geography and Geology:**

**Reactivate a Suspended Course:**

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| --- | --- |
| Course Title: | GEOL 490 Petroleum Geology |
| Credit Hours: | 3.0 |
| Implementation: | Fall 2011 |

The motion was seconded by Peter Hamburger. The motion carried.

**ACTION AGENDA**

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| Jerry Daday moved approval of the following **program revisions from the Department of Mathematics and Computer Science:** |

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| --- | --- |
| Program Title: | Minor in Mathematics |
| Reference Number: | 417 |
| Identification: | * Require MATH 237. * Change requirement of MATH 307 to either MATH 307 or MATH 370. * Increase required coursework beyond foundational sequence from two courses to at least nine credit hours. * Allow any 300- or 400-level MATH course to count toward the minor, except MATH 304, 308, 403, 411, 413, 421, and 490. * Allow MATH 398 to count toward the minor only if the student also completes MATH 498. * Increase number of credit hours in the minor from 18 to 24. |
| Effective Catalog Year: | Fall 2011 |

Kate Webb seconded the motion. The motion carried.

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| Peter Hamburger moved approval of the following **program revision from the Department of Geography and Geology:** |

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| --- | --- |
| Program Title: | Minor in Sustainability |
| Reference Number: | 475 |
| Identification: | Add GEOG 489 Alternatives in Sustainability as a required course option. |
| Effective Catalog Year: | Fall 2011 |

John White seconded the motion. The motion carried.

**REPORT FROM THE UNIVERSITY COLLEGE**

**Information**

**Department of Interdisciplinary Studies**

**Change Course Prefix:**

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| --- | --- |
| Current Course Prefix: | UC |
| Proposed Course Prefix: | IDST |
| Identification: | UC 375 to IDST 375  UC 376 to IDST 376  UC 399 to IDST 399  UC 495 to IDST 495  UC 499 to IDST 499 |
| Implementation: | Spring 2012 *(Friendly amendment to implementation date)* |

**ACTION AGENDA**

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| Carol Watwood moved approval of the following **course catalog listing revision from the Department of Interdisciplinary Studies:** |

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| --- | --- |
| Course Title: | UC 399 Special Topics in Interdisciplinary Studies |
| Credit Hours: | 3.0 |
| Proposed Credit Hours: | 3.0 |
| Current Listing: | A detailed study of selected topics in interdisciplinary studies that lend themselves to interdisciplinary problem solving. |
| Proposed Listing: | A detailed study of selected topics in interdisciplinary studies that lend themselves to interdisciplinary problem solving. Course may be repeated one time with a different topic. |
| Implementation: | Spring 2012 *(Friendly amendment to implementation date)* |

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| Peter Hamburger seconded the motion. *Ken Kuehn will make requested revisions to the agenda item and forward to Chair Petty.* The motion carried. |

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| Peter Hamburger moved approval of the following **proposals to create new courses from the Department of Interdisciplinary Studies:** |

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| --- | --- |
| Course Title: | IDST 269 Career Exploration Field Experience |
| Abbreviated Course Title: | Career Exploration |
| Credit Hours: | 1-3\* |
| Prerequisite: | Freshman or sophomore standing. Instructor permission is required. Work arrangements approved through the Career Services Center with instructor consultation. |
| Catalog Listing: | Supervised work experience aligned with a student’s expressed career interests within a cooperating business, industry, or agency. Students should work directly with the Career Services Center and course instructor to identify goals, secure appropriate work experience, and review course requirements. \**Students are responsible for all internship-related transportation and travel. Students may repeat twice for a maximum of 3 total hours.*  *\*Friendly amendments.* |
| Implementation: | Summer 2011 |

The motion was seconded by Jerry Daday. Peter Hamburger moved to table definitely the motion to approve. There was no second to the motion; the motion to table failed. Peter Hamburger moved to reconsider the motion to postpone definitely. Matt Pruitt seconded the motion; the motion carried.

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| John White moved approval of the following **proposal to create a new course from the Department of Interdisciplinary Studies:** |

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| --- | --- |
| Course Title: | IDST 369 Career Related Field Experience |
| Abbreviated Course Title: | Field Experience |
| Credit Hours: | 1-3\* |
| Prerequisite: | Junior or Senior standing with a declared major. Instructor permission is required. Work arrangements approved through the Career Services Center with instructor consultation. |
| Catalog Listing: | Supervised work experience related to a student’s field of study or career goals within a cooperating business, industry, or agency. Students should work directly with the Career Services Center and course instructor to identify goals, secure appropriate work experience, and review course requirements. \**Students are responsible for all internship-related transportation and travel. Students may repeat twice for a maximum of 3 total hours.* |
| Implementation: | Summer 2011 |

*\*Friendly amendments.*

The motion was seconded by Kate Webb. The motion carried.

**VI.**         **Announcements**

Elections of UCC officers will take place at the September meeting. Chair Petty will send a reminder to the colleges to get UCC membership positions filled.

Freida Eggleton introduced Melna Wilson as the recorder for the committee.

There being no further business, the meeting adjourned at 5:25 PM.

Respectfully submitted,

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Pam Petty, Chair Freida Eggleton, Registrar Sylvia Gaiko, AVPAA

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Melna Wilson, Recorder