

**‘UCC Meeting  
January 15, 2019**

Attendees: Ellen Crowell, Jay Haugen, Judy Geczi, Jordan Glassman, Bryan Sokol, Gary Barker, Steve Sanchez, Fabiola Martinez, Justin Daffron, Laura Franklin, Bill Rehg, Ness Sandoval, Amber Johnson, Kim Druschel, Ryan McCulla, Emily Lutenski, Bonnie Wilson, Michael Swartwout, Lauren Arnold, Devita Stallings, Ginge Kettenbach, Peggy Dotson, Louise Neiman, Laura Rettig

1. Call to Order and Announcements

- Welcome Back! This will be a challenging and public facing semester.
- A delegation from the UCC is preparing to attend the AACU National Conference 1/23-1/27. Laura Franklin, Jordan Glassman, Ginge Kettenbach, Devita Stallings, Louise Neiman and Ellen Crowell will be attending. The delegation will report back to the UCC at our 1/29 meeting.
- First-Year Experience Conference 2/16 – 2/18. This is a conference devoted specifically to best practices in the First Year Experience. Core Director will attend and bring back literature and examples to inform our core model work this semester. We may choose to bring a UCC delegation to next year’s conference depending on how the structure of the SLU common core is looking by next fall.
- The Higher Learning Commission’s response to SLU’s interim progress report (SLU got this back from BLC in December 2018) puts the work of developing and assessing a common Core front and center. Steve Sanchez will give the UCC a report on this response at our 1/22 meeting. We anticipate a letter from the Provost concerning the report to go out to the SLU community soon.
- Core Director has meet with most Deans in December / January to update them on Core progress and discuss best mechanisms for communication with respective colleges / schools.
- AJCU Core Director visit: Core Directors from Boston College, Gonzaga and Marquette will visit SLU on 2/1/ They will be available to meet informally with members of the UCC on 2/1 @ 10am, VH219. At 2pm, we will host a public roundtable from 2:00-3:15 in Tegeler Hall Auditorium. This event will be recorded so that our colleagues in Madrid can participate.

2. Approval of Past Meeting Minutes: 11/27 [approved with one change]

3. Communication with Colleges/Schools

- Discussion: How should our reporting structure look as the UCC continues forward in communicating our work to the wider SLU community? Responsibility of UCC? Core Liaisons?
- We need to keep at the front of our work the need to communicate regularly and consistently with our respective colleges and schools.

- Each UCC rep should approach their respective body's assembly and ask that updates from the UCC be placed as standing items on meeting agendas.
  - Question: what happens if colleges/schools don't have meetings on a regular basis? How is the information communicated to them?
  - Request: Core needs to send out all communication to the student list serve to reach out to the students.
  - Ellen will be attending as many assemblies as possible and will need support at those meetings from respective representatives of the UCC.
- 4 Review of the UCC Bylaws: proposed changes
- Changes are largely driven by two factors.
    - 1) Jay Haugen was originally written into the UCC permanent secretary. Now that we have an Administrative Assistant for the Core, we can change this. Haugen will, however, remain an ex-officio member of the UCC to ensure that as we move forward with core models, recording and cataloging would function with approval of academic policies and systems.
    - 2) SGA reps (Page 3 under representatives). Elect SGA members serves each academic year. Language of Bylaws says our student reps serve one year which doesn't align with SGA policy.
      - Discussion of changes led to three formally proposed Bylaw revisions: 1) Strike one sentence about the SGA rep serving one year term; SGA rep appointment (as noted in membership chart) is per SGA policy. 2) Change permanent secretary from University Registrar to Admin. Assistant to the Core. 3) change effective date to July 1, 2019 to allow for the approval process to work through proper channels.
      - Note: Fabiola Martinez asked us to discuss the fact that in the current bylaws, the Madrid representative does not have a vote, and that the Madrid campus as a body is not part of the core ratification process. Gary Barker observed that the bylaws were written this way originally because Madrid is not a college or a school, but instead a campus that delivers programs within SLU colleges / schools. UCC agreed that the question of Madrid's place in the overall voting structure should be discussed soon with both Chet Gillis (new Provost) and Paul Vita. Ellen Crowell will follow up.
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5. Overview of SP19 UCC Schedule (submissions, plans for review, break-out group schedule, etc.)
- By April, there will be three draft core models that we will present to the SLU community for feedback.
  - Ellen provided a calendar overview. Scope of work for February 5 – March 28<sup>th</sup>: UCC will meet twice a week. Starting February 14<sup>th</sup>, we will split into two teams, each working on one draft model.
  - For the meetings, Team A will meet in room 219 and Team B will meet in DB Hall room 404 or 406.

- As Core Submissions come in, Core assistant Laura Rettig will anonymize them before uploading them to a google drive folder for UCC review. There will be two categories, Complete Core and Core Component. Each submission will have a Cover Sheet that lists Submission Number.

Discussion: request from CAS faculty members to alter due date to March 1<sup>st</sup>, 2019

- The UCC needs to balance our desire to capture all ideas / input with our need to work towards our April 1 deadline. We want to be open and welcoming, but also move forward. We can leave the date as is, but keep the submission form open.
- Question: will that mean that we won't have anything to review on Feb. 1—if everyone turn in late?
  - Response: any ideas, turned in at any time, will help shape our work. We are looking for components, models, inspiration. All submissions are ingredients and even if something comes in late, it can be incorporated into the work we do this spring to develop three models for comment / feedback from community in April and will also inform the work we do over the summer to develop one draft model to bring to SLU community in August 2019. Motion to not extend deadline was accepted and approved.
- Motion 1: Motion to keep the February 1 deadline for Core Design Submissions [10 in favor, 1 opposed, no abstentions: approved]
- Motion 2: Motion to keep the Core Design submission form open for late submissions, with the caveat that late submissions won't be part of the initial review process but will be folded into the UCC's work in Feb / March as they appear. [11 in favor, 0 opposed, no abstentions: approved]

6. Adjourn.

Next meeting will be Tuesday, January 22<sup>nd</sup>.