

Undergraduate Committee Meeting

Agenda

October 9, 2020

9:00 am – 11:00 am



Meeting Minutes

Present UC Members: Judy Voss, Ahmed Elnahas, Lucas Espinoza, Nicolas Pereyra, Jonathan Guist, Mounir Ben Ghalia, Jaime Mancha, Noelia Alonzo, and Fidencio Mercado.

Absent UC Members: Janine Schall.

Present Office of Curriculum and Institutional Assessment: Laura Saenz, AVP, Letty Garza, Laura Hernandez, and Thelma Leal.

- I. Call the Meeting to Order (2020-2021 former Vice-chair)

Meeting called to order at 9:05 am. by Dr. Ahmed Elnahas.

- II. Welcome
 - a. Introduction of new members (all)

Discussion: Introductions of Office of CIA staff occurred as well self-introductions of committee members returning and used.

- b. Opening Remarks (Dr. Saenz, Committee Ex-Officio)
 - i. Committee Charge

Discussion: Dr. Saenz discussed the important role of the members of the Undergraduate Committee with the focus on feedback centered on student success. Any substantive amendments needed should result in tabling items until a subsequent meeting. Non-substantive amendments can be made during the meeting. In addition, the committee, guests from key UTRGV offices may provide feedback during meetings.

- ii. Institutional Structure for Curriculum

Discussion: Dr. Saenz discussed the centralized approach to curriculum review effect AY 20-21 through the Office of Curriculum and Institutional Assessment.

- III. Nomination and Election of Officers
 - a. Chair

Nominate Lucas Espinoza – 1st: Elnahas. 2nd: Mancha.
No other nominations on the floor.
Approved: Unanimous.

- b. Vice-Chair

Motion to Nominate Vice Chair Ahmed Elnahas – 1st: Elnahas 2nd: Guist.

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No other nominations.

Approved: Unanimous

c. Secretary

Motion for nominations: None

Discussion: Letty and Laura in the Office of Curriculum and Institutional Assessment will take minutes.

IV. Review and Approval of Minutes from May 1, 2020

Approval of Minutes - Motion to Approve: 1st: Elnahas 2nd: Voss

Approved: Unanimous

V. Debrief on 2019-2020 Curriculum Actions and Two-year cycle (Dr. Saenz, Committee Ex-officio)

Discussion: Reminder that no substantive changes will be accepted for 21-22 catalog. The catalog is moving to a two-year cycle.

VI. SmartCatalog (Dr. Saenz, Committee Ex-officio)

a. Curriculum Management System

b. Web-based catalog

Discussion: Dr. Saenz provided an introduction of the web-based system.

VII. Meeting Adjourn

Motion to adjourn meeting: 1st: Guist 2nd: Elnahas

Approved: Unanimous

Time: 9:45 a.m.

Open Invitation to Campus Participants/Observers: Contact undergradcommittee@utrgv.edu if you would like to be a guest at the meeting.