



**Undergraduate Council
Annual Report
2019-2020**

Committee membership:

Jagdeep Bala*^E

Senior Instructor, Head Undergraduate Advisor, Psychology, CAS, jagdeep@uoregon.edu
Seat Notes: No 2 from the same department

Ron Bramhall

Associate Vice Provost for Academic Excellence / College of Business, Provost and Academic Affairs / Crtsy Sr Instr I of Business, rcb@uoregon.edu
Seat Notes: Associate Vice Provost for Academic Affairs

Jessica Cronce*^E

Associate Professor, College of Education, jcronce@uoregon.edu

Michele Henney*^E

Senior Lecturer II, LCB, mhenney@uoregon.edu

Lisa Heyamoto*^E

Senior Instructor I, Journalism and Communication, heyamoto@uoregon.edu

Kimberly Johnson

Director, Office of Academic Advising representative, johnskim@uoregon.edu
Seat Notes: Director of Academic Advising

Harinder Khalsa*^E

Senior Instructor II of Italian, Romance Languages, harinder@uoregon.edu
Seat Notes: No 2 from the same department

Kathleen Lenn

Head of Research and Instructional Services, Library, klenn@uoregon.edu
Seat Notes: rep from the Library



Daisy Martinez

Executive Support Specialist I, Undergraduate Studies, dmarti14@uoregon.edu
Seat Notes: Committee staffer

Michael Musheno*^E

Professor, Law, musheno@uoregon.edu

Drew Nobile*^E

Assistant Professor, SOMD, dnobile@uoregon.edu

Daisy O'Lice-Williams*^E

Associate Professor, College of Design, daisyoli@uoregon.edu

Craig Parsons*^E

cap@uoregon.edu

Seat Notes: No 2 from the same department

Julia Pomerenk

University Registrar, Registrar's Office, jpom@uoregon.edu

Seat Notes: University Registrar

Mike Price

Senior Instructor, Assistant Department Head, mprice@uoregon.edu

Seat Notes: Chair of Academic Requirements Committee

Jana Prikryl*^E (Chair)

Instructor/Advisor/Director, BI and GS, jprikryl@uoregon.edu

Seat Notes: No 2 from the same department

Jason Schreiner

Associate Director, Office of the Provost, jschrein@uoregon.edu

Seat Notes: Director of the Teaching Engagement Program or designee

Doneka R. Scott

Vice Provost for Undergraduate Education and Student Success, doneka@uoregon.edu

Seat Notes: Vice Provost for Undergraduate Studies

Caleb Southworth*^E

Assoc Professor, Sociology, caleb@uoregon.edu

Seat Notes: No 2 from the same department



Mike Urbancic*^E

Senior Instructor I / Co-Director Undergraduate Studies, Economics, urbancic@uoregon.edu
Seat Notes: No 2 from the same department

Frances White*

Professor and Dept Head, Anthropology, fwhite@uoregon.edu
Seat Notes: Chair of UOCC

Michal Young

Associate Professor, CIS, michal@uoregon.edu
Seat Notes: Chair of CAS Curriculum

Incoming member for 2020-2021:

Mai-Lin Cheng*^E

Associate Professor of Literature, Clark Honors College, cheng@uoregon.edu

* Denotes voting members

^E Denotes elected members

Summary/Work Chronology:

The undergraduate council meets every other week for 1hour and 30 min. Below is a summary of our agenda items each week. More details about each item can be found in the curriculum report.

Date	Agenda
10/9 week 2	Neuroscience proposal (new major)
10/23	Data Science proposal (new major)
11/6	Data Science proposal
11/20	Bioengineering proposal (new major) Accelerated Master Program (AMP) proposal (new framework)
12/4	75% rule proposal (UO special limitation change) AMP proposal
12/18	Vote on BIOE major via email
1/8 week 1	First Term Forgiveness (FTF) (new policy)
1/22	Clark Honors College (CHC) proposal (program changes) COLT proposal (program changes for major)
2/5	FTF
2/19	75% rule proposal (UO special limitation change) FTF



3/4	MTM (major transfer maps) (UGC received information, not voting item) FTF Mandatory grade submission proposal (Instructors teaching graded courses need to submit letter grades for all students)
4/1 week 1	MARB major proposal (program changes to major) forensic ANTH minor proposal (new minor) FTF proposal Mandatory grade submission start date vote
4/15	Black Studies Minor proposal (new minor) Environmental Hum minor proposal (new minor)
4/29	FTF vote Disqualification during emergency conversation (prep for AC)
5/13	Minor in Global Service proposal (new minor) Climate Studies proposal (new minor) Criminology proposal (new minor)
5/27	Minor in Global Service Criminology Latinx Studies minor (new minor) Linguistics proposal (changes to major and minor)
6/10 finals	Global Studies BS BA (changes to major) Discussion and vote on better organization of UGC workload Discussion about continuing to identify ways to remove inequities (P/NP deadlines).

Action(s) Taken:

All the above proposals were approved by the UGC this year.

We regularized our meeting schedule to 1:30-3:00 on Wednesdays to align with the schedules of the Senate and the Graduate Council. We plan to continue using this time slot into the future, which should allow members to anticipate the timing of UGC meetings and make room for them when scheduling other obligations.

Daisy Martinez, our Executive Support Specialist, created a SharePoint site for the UGC and has done a fantastic job of maintaining and updating UGC records (see "Other Matters).



Problems/Issues:

Undergraduate representation:

We have been without undergraduate representation on the council for the last couple of years. Improved communication with the ASUO Coordinator will hopefully address this issue in the coming years.

Workload Distribution Challenges:

There has been some confusion regarding which members are obligated to do deep-dive reviews of proposals. Non-voting members are not expected to review proposals in depth. Some of our voting members are representatives of other university committees (the Academic Requirements Committee, the UO Committee on Courses) and so should also be given a reprieve from deep-dive reviews. In addition, UGC members are asked to serve on several other committees: The Honorary Degrees Committee, The Core Education Council, the Learning Technologies Service Advisory Board, and the Academic Council. Members that serve on these committees should also have reduced workload in program review. We have clarified these expectations during the last meeting of this year.

To maintain responsiveness, we schedule proposal reviews as they reach the UGC level of approval. This minimizes the delay between college and university level approval, but it means that we do not have a full schedule planned at the beginning of the term. Work is assigned from meeting-to-meeting instead of for the whole term. Our compressed timeline makes it difficult to identify an alternative reviewer in cases where elected members refuse assignments due to excessive workload from prearranged obligations or because they do not feel they have adequate expertise in the relevant field. This issue was addressed at our last meeting (6/10/2020): It was clarified that academic background should not pose a considerable barrier because this committee does not review specific disciplinary content. We decided that we will move forward by pre assigning workload to two council members per meeting at the beginning of the term, before knowing what exactly the content for each meeting will be. We will evaluate this approach at the end of the term to see if it is worth continuing.

impediments to the functioning of the committee:

As mentioned above, there are currently 4 attached committee assignments for members of the UGC: CoreEd, Honorary Degrees, LMS SAB (new this year), and Academic Council. This is currently manageable, but additional such assignments should be considered carefully so as not to exceed the bandwidth of the UGC committee members.



Recommendations:

None

Other Matters:

This year the Undergraduate Council agenda included voting on policy changes intended to remove barriers for students and promote equity and inclusion; during our last meeting, we reaffirmed a desire to continue in this work. This year we approve a modification of the special limitations that apply to post-baccalaureate students so that students pursuing high credit and interdisciplinary majors have the same opportunities to complete a second degree as those in other majors. We approved a first term forgiveness policy that helps to limit some of the barriers students face if they struggled through their first term at UO and encourages these students to get advising help, so their subsequent terms are more successful. We approved a proposal that requires instructors to provide a letter grade for all students in grade-optional courses, which will allow students more flexibility in grade option change petitions and remove possible bias due to a student's grade option selection. We have also had conversations about permanently extending the deadline for grade option selection, and we intend to continue these conversations into the next year. We hope to expand our engagement with guest participants from advising entities like Tykeson, to help identify other areas where we can make positive changes that remove barriers and promote equity and inclusion.

The Chair would like to make a special note that Daisy Martinez, our Executive Support Specialist has been fantastic. Daisy created a SharePoint site for the UGC and has done a fantastic job of maintaining and updating the UGC record on the site. She has been incredibly helpful, proactive, and responsive and has kept the Chair on task and organized. We are very fortunate to be working with her.