The meeting began at 8:07am.

Welcome and Introductions:
The Chair welcomed the Committee.

Consent Agenda:
The following items remained on the Consent Agenda and were unanimously approved.
1. College of Aeronautics
   a. Change to Dual Numbered – AHF 3104 – Human-Machine Systems

College of Engineering and Science
2. Department of Computer Engineering and Science
   a. CRC – ECE 3240 – Junior Design

College of Psychology and Liberal Arts
3. School of Arts and Communication
   a. CRC – MUS 2280 – Intro to American Popular Music
   b. CRC – MUS 2290 – Intro to World Music Culture
   c. CRC – MUS 2470 – Intro to Western Art Music
   d. CRC – MUS 3185 – Special Topics in Music Literature
   e. CGR – Minor in Music

Consent Agenda Discussion Items:
The following item was discussed and unanimously approved.
1. College of Aeronautics
   b. Change to Dual Numbered – AHF 4301 – Human Performance 1

There was a concern that the descriptions of the differences between AHF 4301 and AHF 5201 – Human Performance 1 submitted for review did not include any specifications for the graduate research paper that was to be part of AHF 5201 but not AHF 4301, which appeared to be the only difference between the two courses. In response, the College of Aeronautics representative handed out a grading rubric describing the differences between the expectations for the undergraduate and graduate students for the overall project. This resolved the concern.

Discussion Items:
1. Nominations for 2019 – 2021 UGCC Chair - Dr. Archambault

The Chair had been previously nominated for another term in the February 2019 meeting. The Chair called for additional nominations; none were received. A motion was made and seconded to reelect the Chair to another term. Except for the Chair’s abstention, the motion carried unanimously. Dr. Archambault will serve as the UGCC Chair for the 2019 – 2021 term.
After the vote, it was recommended that should Dr. Archambault eventually decide that he no longer wishes to serve additional terms as Chair, that he provide the Committee with notice of at least one year to prepare fully whoever will succeed him. The Chair agreed to do so.

2. Meeting Dates for AY 2019-20
The Chair noted the following UGCC meeting dates for the 2019-20 academic year.

<table>
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<tr>
<th>Aug. 30</th>
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<td>Sep. 27</td>
<td>Feb. 28</td>
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<td>Oct. 25</td>
<td>Mar. 27</td>
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<td>Nov. 22</td>
<td>Apr. 24</td>
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It was suggested that perhaps the time of the meeting could be rescheduled to something other than 8:00am. The Chair agreed to raise this with the Committee at the first meeting next year to determine whether there will exist a more convenient time when everyone is able to attend.

3. Change in Committee Representatives – Dr. Archambault (added during meeting)
The Chair asked that if any of the Committee members knew that their academic unit would be changing their representatives on the Committee, to please let the Chair know as soon as possible since he has already been asked to provide the administration with next year’s membership by the end of May. The procedure to change an academic unit’s representation is to have the academic unit nominate the new representative to the unit’s Dean, who in turn requests approval from Dr. Baloga (Sr. VP for Academic Administration).

The Chair also reiterated the need for representatives to commit to regularly attending UGCC meetings. This was especially important today since the Committee could not start in a timely manner because a quorum could not be formed until several minutes after the meeting’s scheduled start time. The Chair requests that if representatives are unable to regularly attend meetings, or conduct the business of the UGCC, that their academic unit seek replacement representatives.

4. Honors Options – Dr. Archambault (added during meeting)
The Chair announced that Dr. Perdigao (Asst. Provost, Honors College) has promulgated information on offering Honors Options in courses that do not already have established honors sections. The Chair summarized the information and indicated that it would be posted to the UGCC website. Dr. Perdigao noted that it will also be posted on the Honors College website. The Chair noted that with students now entering the Honors College, faculty members may begin receiving student requests to use Honors Options in their courses. The distributed information contains the procedures for using Honors Options.

The Chair noted the date and time for the next meeting, and wished everyone a good summer.
Our next regular meeting is Fri., Aug. 30 at 8:00 a.m. in the Physical Sciences Bldg. conference room (OPS 202). Agenda items are due Thurs., Aug. 22.

The meeting ended at 8:20am.
Respectfully submitted,
Mark Archambault – Chair