

**Undergraduate Curriculum Review Committee
Meeting Minutes
Friday, November 08, 2013**

Attendance

Voting Members	Ex-officio / Non-Voting
✓ Schieltz, Bev; COSM, Chair	Brun, Carl; Multicultural
✓ Banks, Erik; COLA	Carrafiello, Susan; Honors
Kich, Marty; LAKE	✓ Law, Joe; Provost Designee
✓ Srinivasan, Raghu; CECS	✓ Sayer, Cathy; Service Learning
✓ Naidu, ; RSCOB	✓ Bingham, Emily; Student Government
✓ Lyon, Anna; CEHS	
✓ Triplett, Stephanie; CONH	

1.) **Call to Order**

Bev Schieltz called the meeting to order at 1:03 p.m.

2.) **October 11, 2013 Minutes Approved**

http://www.wright.edu/administration/senate/documents/UCRC_Minutes_October_11_13.docx

3.) **Undergraduate Program Review Resolution**

The committee reviewed and amended a resolution delegating program assessment to the Assurance of Learning Committee but retaining oversight and recall authority. The committee agreed that further changes were needed and could be completed and approved via email. These minutes will be updated to reflect the final approved resolution.

5.) **Course Review Items of Business**

The committee discussed and agreed upon the following:

- Course attribute review form
- Access to course syllabi via committee Pilot page
- Timetable for review completion
 - Initial deadline: November 26th
 - Final deadline: December 3rd
- Completed review forms to be submitted via Pilot Dropbox

6.) **Adjournment**

The meeting adjourned at 1:45 p.m. The next meeting will be on Friday, December 6, 1:00 p.m. in 138 Fawcett Hall.

/bn