

University Undergraduate Council

November 8, 2024 1:00 - 3:00 PM

Teams

Minute Attendance

Committee - Voting Members					
✓	Ladrica Menson-Furr (CAS)	✓	Trent Harper (CSD)	✓	Debra Kelly (NURS)
✓	Denis Grélé (CAS)	✓	Nichelle Robinson (COE)	✓	Candace McGowen (NURS)
✓	Kendra Murphy (CAS)	proxy	Anna Falkner (COE)	✓	Joanne Gikas (CPLS)
✓	Andrew Mickelson (CAS)	✓	Amy Curry (HERFF)	✓	Sandy Guntharp (CPLS)
✓	Carmen Astorne (FCBE)	Amy	Claudio Meier (HERFF)	✓	Lori Ward (SPH)
✓	Caitlin Porter (FCBE)	✓	Larry Weiss (CHS)		Ilias Kavouras (SPH)
✓	Jeff Black (FCBE)	✓	Melissa Puppa (CHS)	absent	Eli Jones (Faculty Senate)
✓	Lucas Charles (CCFA)	✓	Brandt Pence (CHS)		
✓	Lori Stallings (CCFA)	✓	Michael Hutchison (KWS)		
	Kate Roberts (CCFA)	✓	Carol Silkes (HPRM)		
Committee - Non-Voting Members					
✓	Carol Danehower (Chair)		Eric Bailey (SAS)	✓	Sofiya Dahman (Library)
	Alletha Davis (Registrar)		Dale Williams (ACC)		Stormey Warren (CAS)
	Darla Keel (Registrar)	✓	Trellis Morgan (AAN)	✓	Iulia Sacui (Lambuth)
✓	Keri Kerr (Registrar)		Sean Holden (OIR)	✓	Christy Smith (FCBE)
✓	Victoria Tardugno (Registrar)	✓	Annorah Flanigan (SGA - Student Rep)		
✓	Tara Buchannon (Disabilbility Services)	✓	Melinda Jones (Un. Honors)		
Guests					
✓	Vanessa Brocks (AAC)	✓	Rika Hudson (CAS)	✓	
	Karen Weddle West	✓	Dustin Hornbeck (COE)		
✓	Nicholas Jerome Norman (Interpretor)				
Proxies					
COE	Leigh Harrell-Williams				

University Undergraduate Council

Meeting Minutes

October 11, 2024

1:00 p.m. TEAMS

I. **Call to Order** – Carol Danehower, Chair

- Meeting called to order at 1:01 pm.

II. **Old Business**

- Approval of Minutes from September
 - Moved to adjourn, seconded, and passed.

III. **New Business**

- Revision to requirements for a Minor
 - Moved to adjourn, seconded, and passed.

Current: “Minors are not required at the undergraduate level. The minimum number of hours required for a minor is eighteen unless some of the hours in the specialization are included in the student's degree requirements as well. There must be at least nine hours at the upper division level. Minor requirements do not apply to graduate programs.”

Proposed: “Undergraduate students may select a minor, although it is not required. The minimum number of hours for a minor is twelve, with at least six hours at the upper division level.”

- Status of “AI for All” Minor initiative
 - Funding for course development is available. We have had units show interest in participating.
- New initiative: Task Force for Reimagining Faculty Influence on Student Academic Success and Retention
 - A task force will be put together to work on this initiative after the curriculum season. Dr. Danehower will put together a call/statement so the council may share with their faculty for interest in being on this task force. Current volunteers: Joanne Gikas, Lawrence Weiss, Denis Grélé, Ladrice Menson-Furr and Sofiya Dahman.
- CIP Codes
 - Dr. Danehower is working on the information document and what to do if you want to make your CIP code be in a STEM designation. This helps with international studies, giving them a longer period of time for their OPT.

IV. **Announcements/Reminders**

- THEC Transfer & Gen Ed Convening in Nashville on Wednesday, October 30. Registration open through October 23. Information [here](#).
- November 6, 2:30 – 4:00 PM AI workshop/seminar from EAB (Virtual)

- **Upcoming Meetings**

<u>Meeting</u>	<u>Curriculum Deadline</u>
11/8	10/21
12/13	11/25
1/17	12/20
2/9	1/26
3/15	2/23
4/12	3/29
5/10	4/26

V. **Adjourn**

- Moved to adjourn, seconded, and passed. The meeting adjourned at 1:46 PM.

Attachment 2 – November 2024 UUC meeting

“AI for All” Minor – Call for Proposals for Core Courses

This Call for Proposals serves as follow-up to discussions about an interdisciplinary undergraduate minor currently titled “AI for All”. This 12 hour minor is envisioned as a set of core and elective courses, open to all UG students, which would begin to prepare students to deal with the current and future work environment that has been transformed by the proliferation of Artificial Intelligence tools and technologies. Examples of such curriculum may be found at [Iowa State University](#) and [UT Knoxville](#). Funding is available to support faculty core and elective course development. Core courses would be offered for the first time in Fall 2025.

Core Curriculum Courses

The first “Call” is for proposals for **core curriculum courses** with no prerequisites, open to all majors. These courses would be lower division (numbered 1xxx or 2xxx). The deadline for these course proposals to be submitted to the Curriculum system is **December 2, 2024**. The plan is to initially select two core courses from the proposals submitted to launch the initiative. In the future core courses may be considered. Multi-unit and/or department collaboration is encouraged for proposals for core courses to strengthen rationale for how a proposed course would contribute to the overall core curriculum and provide a foundation for elective courses.

Elective Courses

The second “Call” for **elective courses** to complete the minor will be put forward later this semester. The elective courses may be existing courses with no revision, revised existing courses, or new courses. The content of the elective courses may make them appropriate for particular majors, with the courses having specific prerequisites. Some elective course proposals with no prerequisites (may be project based) are needed as well. Deadline for these course proposals to be submitted to the Curriculum system is **January 27, 2025**. A preference will be given to elective courses that only depend on the core curriculum courses; however, all courses that could contribute to the completion of the minor will be considered.

A committee of representatives from each of the Colleges/Schools will review the proposals and make recommendations to the University Undergraduate Council. Developers of course proposals should have sign-off from their department chair. Proposal requirements are included on a subsequent page.

Forms in Curriculum for this purpose will be set up, but core course proposals should include:

- Syllabus with tentative course name and description, prefix/course number (e.g., AI 2xxx), and additional elements including:
 - Required text(s) or readings (just noting “see Canvas” or TBA is not sufficient)
 - Course learning outcomes/objectives
 - Course methodology (including how students will be evaluated and the nature of course assignments)
 - Tentative course schedule including topics and content to be covered
- Your background/qualifications/interest in this topic
- Funding is available for course development. If there are other activities/resources (in addition to a modest stipend) you would need to adequately develop the course, please identify in detail.