

## **Undergraduate Curriculum Committee Minutes**

3:05 – 4:30 p.m. Room: MLT 102-C

**Date:** September 10, 2025

### **Members (15 voting—12 present, 3 absent):**

Elke Altenburger  
Nicole Andersson  
Kristin Carlson  
Fuxia Cheng  
Niharika Dayyala  
Amy Hurd (executive secretary)

Kathryn Jasper  
Joshua Newport  
Philip Pulley  
Robbie Shorter  
Lisa Tranel  
Xiaoying Zhao

### **Absent:**

Armstrong Amoah  
Liz Sattler  
Archana Shekara

### **Attendees:**

Theresa Sanchez, UCC Secretary

1. **Convene:** 3:05 pm by Hurd

2. **Introductions:**

3. **ELECTION OF UCC OFFICERS:**

- a. Chairperson: (ex-officio (or designee) member on Council on General Education and Council for Teacher Education): Hurd opened the floor for nominations. Newport nominated himself to serve as chair. Cheng seconded. All in favor, none opposed, none abstained. The motion passed. Hurd turned the meeting over to Newport
- b. Vice Chairperson: (UCC Chair in the Chair's absence): Newport opened the floor for nominations. Jasper nominated herself to serve as vice chair. Altenburger seconded. All in favor, none opposed, none abstained. The motion passed.
- c. Recording Secretary: (Performs UCC secretary duties when secretary is absent): Newport opened the floor for nominations. Carlson nominated herself to serve as recording secretary. Cheng seconded. All in favor, none opposed, none abstained. The motion passed.

4. **LIAISON ASSIGNMENTS:**

- a. Council for General Education (ex-officio, voting member): Newport and Hurd briefly explained the CGE liaison position and that it is usually the chair of the UCC who holds this position. Shorter agreed to be the liaison to CGE.

- b. Council for Teacher Education (ex-officio, voting member): Newport and Hurd briefly explained the CTE liaison position and how it is related to teacher education/teacher licensure. Hurd indicated she is already on this committee and is willing to be the liaison for UCC.

## **5. REVIEW OF UCC RESPONSIBILITIES:**

- a. UCC Responsibilities – Hurd

## **6. Miscellaneous:**

There were a few questions from new members about how UCC works. Newport, Hurd and Sanchez answered those questions.

- 7. Adjournment:** Cheng at 3:55 pm. Shorter seconded.

## **Upcoming Meetings/Proposal Reviews:**

**September 17 meeting**—Coursedog demo/training for how to review proposals, by Dani Lindsey.