IN ATTENDANCE:
Gardner, Sellens, Beddow, Dillon, Gomez, Baird, Katz, Fredenberg, Barrick, That, Goodwin, Ciraulo-Stuart, Horobin, Gonzalez, Rayman, Vicars, Grushkin, Carinci, Skype: Egbert
Chairperson/Undergraduate Branch Facilitator: Ana Garcia Nevarez
Undergraduate Branch (Minutes): Phillip Booth

AGENDA/MINUTES – No additions to the agenda or minutes – Approved: Gomez, seconded Horobin; no abstentions

BRANCH UPDATES:
ASA II Position
• Applicants have been interviewed and the position will be offered to a candidate shortly

Fall/Spring 14/15 Schedule
• This will be sent out to all faculty within the next couple of weeks
• Faculty will need to choose their preferences for the courses they wish to teach next academic year
• Information will be collected in a database

RTP (Susan Gomez)
• There have been some revisions and we now have a complete working draft of the four criteria areas
• The language has been broadened in the community service section for faculty
• Will send out before the next College Wide meeting for any final tweaks
• New version will not take effect until Fall 2015

Associate Dean Search
• Committee met a few weeks ago and approved of thirteen candidates
• Screened candidates and selected two for reference checks
• One of the two candidates withdrew so the search will be restarted since one candidate is not enough
• Will do some re-advertising and resume search in early fall

Travel
• If you are traveling (unfunded or funded) – contact Phillip Booth. There are forms that need to be completed even if the travel is not funded

DISCUSSION AND CONSENT ITEMS:
New Course Proposal – EDUC 127 A/B (Field Experience in After School STEM Programs)
• Form As, syllabus, and list of required reading have all been completed
• Course will be piloted as an elective

Motion to approve new course – Gomez, seconded – Davis O’Hara. Motion approved.
Minimum Grade Requirements for Majors and Minors
• Students are getting confused on what the minimum grade requirements are for courses
• After looking at the language there is no minimum grade requirement
• Other departments have a minimum grade requirement of a C- for majors and minors
Motion to have a C- as the minimum grade requirement for all undergraduate programs (both majors and minors) – Grushkin, seconded – Carinci. Motion approved.

UPDATES FROM AREA/PROGRAM GROUPS:
GE/Electives – Carinci
• Minor in Education – student numbers have increased
• Union and adjunct faculty – if you have questions contact Mimi Coughlin
• Multicultural Conference – Saturday, April 26th at 8:30am in the Union
• March GE/Elective Area Group meeting – Faculty will be meeting their specific course groups instead of area group meetings – dates and times to be arranged
• April 11th – Will be reviewing course readers

Deaf Studies – Vicars
• Trying to make sure our students have clear pathways to graduate
• We have many courses that are over-enrolled, but not enough students to open new sections
• Looking to see how we can offer more sections of classes
• Looking into moving a spring course to the fall semester to make it easier for students to graduate
• Developing a job description to hire a new faculty member

CHDV – Gomez
• Working on course schedule for the year so faculty can submit their preferences
• Faculty search committee has met and narrowed search of applicants – 32 people applied, going to interview 5 applicants
• Upper division CHDV courses – transfer students have had trouble registering for upper division courses because CMS does not recognize that they meet the pre-requisites. We are taking steps to resolve this problem
• Lecture faculty for all areas will need to submit file for review on teaching. Committees for each area will review the files and issue each faculty a review letter
• Still working on finalizing program goals for program assessment
• April 25th – Hosting a HEC/ECE Curriculum Review

MLSK – Pan
• Reviewing applicants for faculty search – narrowed to 8 applicants to fill one position
• Will conduct interviews soon

UPDATES FROM AREA/PROGRAM GROUPS:
• Peter Baird will be leading a travel program through CCE to Mexico for two weeks this summer. Flyers are currently posted.
• COE Chair Positions – Dean announced that the search for the next department chairs will be staggered. Pia will be stepping down in 2015, Ana will step down in 2016 and Sue will step down in 2017. New chairs will then be elected and the position lasts for 3 years.

Spring Semester UG Meetings: 2nd Tuesday of the month
April 8
May 13