**Discussion Summary**

- Committee chair Kelli Thomas welcomed members
  - Introductions of UCCC members to each other
  - Composition of committee
- Ann Cudd reviewed charges:
  - Standing Charges:
    - Overseeing the composition of the core curriculum;
    - Certifying (and re-certifying) courses and experiential learning activities nominated for inclusion as part of the KU Core;
    - Monitoring the achievement of learning outcomes through these courses and activities;
    - Reviewing and recommending proposals for certificate programs (e.g., GAP, REP, SLP);
    - Envisioning innovative ways to meet learning outcomes.
  - Additional charges for 2013-14:
    - Adopt bylaws or procedural manual.
    - Create a petition process for substitutions to KU Core approved units.
    - Clarify guidelines for the approval process for adding courses and experiences to the KU Core. Need to clarify nomination process, review/create policy for withdrawing courses from Core. Consider assessment and recertification process. Need plan on how/when these courses are going to be assessed.
    - Monitor availability of opportunities for students to complete KU Core in timely and flexible manner. Ann Cudd will provide reports on this—how many seats there are, how many are needed, etc.
    - Consider how courses offered in Undergraduate Studies will be overseen (UNIV designation for, advising/time management courses, experiential learning and internships run through CCSR or UCC)
    - Consider an approval process for certificate programs run by Undergraduate Studies. 7 certificate programs. US discussing with FacEx that UCCC be the faculty body for these certificate programs.
- Chair Thomas reviewed current status of KU Core
  - Annual report
  - Pending course nominations
  - Update to nomination procedures
    - Availability of courses for current students
- Committee voting on “batch” courses. Courses meet Regents definition of capstone courses. Using college approach to batch submission.

**Decisions and Action Items**

- Discussion of draft policies and procedures manual.
  - Change #3; agenda items submitted until noon of working day prior to UCCC meeting.
  - Proposed list of interpretations. Question on “seems” (interpretations and understanding of goal1). Revisit procedures and understanding for 9/23 meeting.
- Clarify guidelines for the approval process for adding courses and experiences to the KU Core.
  - Process for what committee considers will be drafted for 9/23 meeting: Ann, Lucy, Kelli.
- Engineering “batch” capstone courses; committee review and vote on at 9/23 meeting.

**Attendance**

David Smith, Dale Dorsey, Edward Peltier, Clarence Lang, Marie-Alice L’Heureux, Tyler Childress, Chris Johnson, Bruce Lieberman, Charles Marsh, Emma Halling, Susan Scholz, Kelli Thomas, Barbara Woods, Lucy Russell, Ann Cudd, Paul Klute and Jeni Klute.