Present: Steve Collins, Kevin Laverty, Carol Leppa, Alan Leong, Kathleen Martin, Clark Olson and Bill Seaburg

Guest: Tom Bellamy

Announcements:

Kathleen updated the EC on the progress of FOCUS toward establishing learning goals in four areas: VLPA, I&S, NW and QSR and defining which of the learning goals proposed courses would fulfill. Program decisions to teach 100 level courses are now being finalized, 200 level courses will be determined by program requirements. The deadline for submitting course proposals to FOCUS is January 17, 2005.

Kevin forwarded a draft proposal for a Bachelor of Arts in Applied Computing from the CSS program to EC for review. The proposal was approved by CSS November 29, 2005. This proposal will be considered for endorsement by the EC in the future.

Motion

The EC approved the EC minutes of November 29, 2005 unanimously.

The EC deliberated and made decisions on the following:

Follow-up on policies and procedures to support research and sponsored programs.

Motion:

The EC recommends approval of the policies and structures for the Office of Research Support. The motion was approved 5 yes votes, 1 abstain.

Final action on distribution requirements for graduation (following up on an earlier vote to accept the requirements)

The EC voted to accept in principle the distribution requirements for graduation on November 1, 2005 in order to implement the planning process for FOCUS. The EC will now decide on a formal endorsement.

Motion:

The EC approves the minimum distribution requirements for UWB graduation as outlined in the "General Education Distribution Requirements for UWB" memorandum, which are the following:

- English composition - 5 credits
- Additional writing - 7 credits
- QSR - 5 credits
- NW - 15 credits
- VLPA - 15 credits
- I & S - 15 credits

Individual program faculty are authorized to adopt higher minimum requirements for specific majors or concentrations. The motion was approved unanimously.

**Action on the 90+90 credit split between lower and upper division (EC needs to decide whether a change to the existing campus-wide requirement is warranted).**

EC discussed the advantages and disadvantages of giving individual programs flexibility in setting minimum upper division credit requirements for graduation. Current UWB policy sets a campus-wide minimum of 90 hours of upper division credits (generally understood to be credits beyond the 200 level). The consensus within the EC is that the programs will benefit from having the flexibility to depart, within a limit, from the existing one-size-fits-all policy. Discussion ensued on the appropriate minimum requirement, and the following motion resulted:

**Motion:**

Program faculty are authorized to adopt requirements for as few as 70 upper division credits for graduation in specific majors or concentrations. In the absence of such action, students are required to complete a minimum of 90 upper division credits for graduation. The motion was approved unanimously.

**Initiate discussion on faculty role in setting standards for admitting freshman.**

Policy decisions on setting standards for admitting freshman involve consideration of a broad range of factors. Faculty at UWB need to weigh in on the decision-making of what defines a "good student/student body". This issue initiates discussion on campus identity: What are the implications to our mission, marketing and meeting regional needs if we change our liberal arts focus? This is the time to make these decisions; we must become the campus of choice for students in our area. The EC must develop an action plan to structure a campus profile and communicate with FOCUS and Student Affairs on an ongoing basis to stay actively engaged in the admission process.

**Motion:**

Although the EC recognizes the need for additional data on the applicant profile before setting specific admission criteria, in the interim, we adopt the following guiding values to inform our admission decision:

- Record of potential for academic excellence.
- Diversity to ensure that we are serving all of our region and creating a rich learning environment for our students.
- Fit with current and planned majors.

The motion was approved unanimously.
**Action item:** Steve will draft a memorandum to Dannette Sullivan, Director of Student Affairs asking for a report outlining the criteria that has been used and values considered when setting the standards for freshman admission.

**Proposal for addition of a new Worthington award.**

Tom reviewed the changes to the Worthington award and will email the draft of the new proposal to EC.

**Action item:** The EC will send comments to Tom regarding the Worthington Award via email by Friday, December 16, 2005.

Kevin wants to call two or more GFO meetings Winter Quarter, agenda items include faculty salaries and the planning around the first freshman class at UWB.

Kevin announced that Provost Wise will be visiting UWB and he would like to schedule time for her to meet with the EC at the March meeting. He will keep the EC informed on these arrangements.

The next EC meeting will be January 5, 2006, 3:30 pm in UW2 327.

Minutes submitted by Barbara Van Sant.