Members present: Tamra Donnelly (staff), David Fenesik, Sweety Law, Sarah Nielsen, Sue Opp, Margaret Rustick

1. Election of Chair: Rustick self-nominated, was approved by acclamation.

2. Election of Secretary: Nielsen self-nominated, was approved by acclamation. Nielsen will work with Senate office to schedule future meeting times.

3. M/S/P (Opp/Law) to approve minutes of 5/28/13 as amended. Opp brought up that the procedure for notifying PEM of any course approvals for satisfaction of the UWSR needs to be formulated.

4. EDLD 8083 and EDLD 6400 have been proposed for satisfaction of the UWSR. The committee agreed that they look acceptable, with a clear and appropriate writing component. Any approval will be contingent on the appropriate information included on the course syllabi, and the dates on the forms need to be reviewed. The courses must be submitted through the appropriate curriculum channel before formal approval.

APGS will review and update the curricular procedures manual to ensure that forms are up to date and procedures clearly outlined for course approval. Rustick will forward to Opp the paperwork that was distributed to graduate program coordinators regarding course approval.

If the course proposers meet the following conditions the courses may be used for UWSR satisfaction in Winter 2014:

- Submit appropriate paperwork through the standard curricular procedure
- Include an effective date for when the course will satisfy the UWSR (Winter 2014)
- Include a statement in the course syllabi regarding UWSR.

5. It was recommended that faculty have assignments submitted through Blackboard to enable use of the assessment feature that is now available. This would enable the committee to periodically review any courses that are approved to satisfy the UWSR. Any future pilot courses will be required to use Blackboard and the committee will consider including this requirement in any future course approvals.

6. Rustick reported on the three earlier approved pilot courses. PUAD plans to withdraw the course from UWSR satisfaction. BUAD has delayed implementation due to a sabbatical. Music has not responded.

Opp/Fenesik M/S/P that approval for MUS 6000 to satisfy the UWSR be withdrawn if course information and data are not received by January 31, 2014.

Minutes prepared by Tamra Donnelly

Respectfully submitted,

Sarah Nielsen, Secretary