CUE Committee
Meeting Minutes of November 16, 2023

Meeting Location: Old Main 340

CUE Chair Reid Dorsey-Palmateer called the meeting to order at 4:03, welcoming a total of 15 attendees (roster attached).

Meeting minutes of November 2, 2023 were approved as written.

ACTION ITEMS

Election of Chair: A **motion** to nominate Shevell Thibou to the position of CUE Committee chair (forwarded by Adrian Villicana and seconded) passed by unanimous consent.

Review of Curriculum Proposals
[2] curriculum proposals reviewed and discussed via Curriculog agenda (individual proposals linked in summary below).
> [2] proposals approved:
- [2] proposals approved and sent to the Academic Coordinating Commission (ACC)
  - o 1 Course Revision from Engineering and Design (information items):
    - ▪ ENGR 101 - Engineering, Design & Society
    - ▪ BCGM designation approved by the committee
  - o 1 New Course Proposal
    - ▪ DNC 332 – Dance in Popular Culture
    - ▪ Approved by the committee

Discussion Item

PEJ Task Force Repsentative: Chair Dorsey-Palmateer introduced and gave a background about what the PEJ Task Force is and what they will be taking a look at. He then mentioned that there is one committee member slot for a CUE committee representative. He asked for a volunteer but no one came forward. So he said that if anyone has an interest but need more information to feel free to contact him by email.

Recommendations to follow up from ACOM assessment: Chair Dorsey-Palmateer presented the draft document regarding the results of the ACOM assessment with some further result breakdowns by group. What are some ways that our 101 writing program can improve? One proposal is the library offering a concurrent support class to those who need it, LIBR 139. It would be a similar set up to the example of the current math support program of the class MATH 109 which student take concurrently with MATH 112 which supports their learning. The committee then discussed how to know if this model actually helps students, how do we measure the effictiveness to make a case for further funding? Possibly a waitlist to be able to compare to or a paired course comparison, but no decision was reached.
Moving forward plans are that Shannon and Shevell from the library will work up a draft budget so there are some numbers to start further discussions with. Then AVP Herring will look at funding the sections associated with First Gen/Low income students with money from his area and talk to ESS about funding the other sections with enrollment fee dollars.

Should WP points be awarded for classes where writing compenent was failed: Chair Dorsey-Palmateer brought up this issue from a college about when a class has a writing component and the student passes the class but failed the writing section. How should that situation be handled? Committee members asked how widespread of a problem is this? They discussed maybe separating out the writing component credit from the class (4 credit class = 3 credits for class and 1 for writing component). Another idea was maybe having the instructor put in their syllabus that passing the writing compenent is necessary to pass the class.

Meeting adjourned at 5:11pm.

CUE COMMITTEE NAME – ROSTER 2023-24

VOTING ATTENDEES			NON-VOTING ATTENDEES	
Faculty members			**Advisory members (if applicable)**	
Reid Dorsey-Palmateer	CBE	P	Meagan Bryson, Director of Academic Advising	P
John Bower	Fairhaven	P	Amber Walker, Registrar's Office	P
Kevin Woods	CFPA		Jana Schueler, Admission's Office	P
Vacant	CENV	-	**Recorder**	
Adrian Villicana	CHSS - SBS	P	Elissa Hicks, Gov Rel Policy and Affairs Coordinator	P
Daniel Picus	CHSS - HUM		**Guests**	
Jianying Zhang	CSE	P		
Jeffrey Hart	WCE	P		
Shevell Thibou	Libraries	P		
Ying Bao	At Large Faculty #1	P		
Vacant	At Large Faculty #2	-		
Student members (if applicable)				
Matt Condon, AS Senate Representative		P		
Vacant, AS Senate Representative		-		
Ex Officio members			Voting attendees	10
Shannon Kelly, Director of Writing Support		P	Non-voting attendees	4
Jack Herring, Vice Provost for Undergraduate Education		P	**TOTAL ATTENDEES**	14