## Action Minutes
### September 17, 2010

**Time/Location:** 1:08 PM – 2:26 PM / PAC 3I

**Called by:** Harshavardhan Bapat, Chair

**Attending:** K. Furumoto, C. Iwashita, B. Kline, K. Moranski (Ex-officio), K. Rutherford (Staff to Council), S. Sagmoen, K. Sheridan, A. Tague and J. Villegas

**Absent:**

**Guests:** B. Clevenger

**Agenda:** Minutes

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<th>Responsible Member (if applicable)</th>
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### Approval of Minutes from the meeting of September 3, 2010

Kline made a motion to approve the minutes with minor changes; Sheridan seconded. The approval of the minutes was unanimous.

### Informational Items

CTL Program Review – UGC should receive by the end of the Fall semester.

Liberty Studies Minor in LAS – UGC might receive this in the Spring.

### Major, Minor, Concentrations

Council discussed and worked on the memo regarding Majors/Minors/Concentration.

### Undergraduate Certificates

Council discussed and added information to the first three categories.

1) Purpose of the UG Certificate
2) Quality of the UG Certificate
3) Sustainability of the UG Certificate

During discussion questions arose regarding multiple concentrations. Moranski and Clevenger will contact Central Administration and then report back to the undergraduate council.

The last four categories (a new category was added during the meeting) are as follows:

4) Need for/audience/market
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<td>5)</td>
<td>Fit with institutional mission</td>
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<tr>
<td>6)</td>
<td>How will this certificate improve a students’ marketability?</td>
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<td>7)</td>
<td>Admission/Administrative Process</td>
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Categories 4 through 7 will be discussed at the next meeting.

**Next UGC Meeting: October 1, 2010**

- 1) Undergraduate Certificates: categories 4, 5, 6, 7
- 2) LIB Prefix

**Meeting adjourned at 2:26 PM**

Sheridan made a motion to adjourn, Villegas seconded. Motion to adjourn was unanimous.