

"COMMITTEE ON UNDERGRADUATE EDUCATION (CUE)"

Membership:

The Committee on Undergraduate Education shall consist of seventeen (17) members designated as follows

Voting Faculty (13):

- Business and Economics (1),
- Fairhaven (1),
- Fine and Performing Arts (1),
- Huxley (1),
- Humanities and Social Sciences (2),
- Science and Technology (1),
- Woodring (1);
- the Library (1);
- Two At Large faculty who teach GURs (2);
- One faculty representative from the Academic Coordinating Commission (1),
- The faculty Director of the University Writing Program\*\* (1)
- Two students as voting members appointed by the Associated -  
Students' Board who have taken GURs at Western (2), -
- Vice Provost for Undergraduate Education, voting (1), -
- \*—~~Director of Office Institutional Testing and Assessment~~ -
- Representative, ex officio, non-voting from the Registrar's office (1), -  
"Currently designates Director of Writing Instruction Support -

Terms of membership shall be staggered.

**Chair.** The chairperson of the Committee shall be elected from among its membership at the first meeting of Fall Quarter.

**Reportage:** The Committee on Undergraduate Education meets five times a quarter or more often as required, usually on Thursdays at 4 pm. Sufficient copies of the approved minutes of each meeting shall be forwarded to ACC via the Office of the Faculty Senate (MS9020, OM350) within twenty-one days of the meeting. The Office of the Vice Provost for Undergraduate Education shall provide clerical support as necessary.

Charge:

- Advise the Academic Coordinating Commission on all curriculum matters related to General Education, including the acceptance of courses for listing as fulfilling General University Requirements (GURs); and oversight of the Writing Proficiency (WP) requirement. -
- Promote the goals of a liberal education in general, and writing and general education goals in particular, within the academic community. -
- Periodically review these educational goals and assess the degree to which these goals have been achieved. These spheres of assessment include the University, colleges, and departments. The Committee on Undergraduate Education shall communicate its findings, and recommendations for improvement, to the ACC and the appropriate units.
- Work in cooperation with and with support from the offices of the Vice Provost for Undergraduate Education; ~~Director of Office Institutional Testing and Assessment~~, and the University Writing Program.
- Report to the ACC."

**Approved by ACC 12/7/2010**

For membership roster see: <http://www.acadweb.wvii.cdu/seiiate/> (Memberships on Committees)

- end text

Appointments

Holly Folk volunteered and Commissioners appointed her as ACC representative to CUE for Winter Quarter.

**E-Catalog Ad Hoc Committee**

**Membership Summary (9 members):**

- Three faculty appointed from among CHSS, CST, CFPA or Woodring, and one additional faculty appointed from among the Library, Fairhaven, or Huxley (no more than one member per College or the Library). At least one of the four appointed faculty must have credentials and qualifications in technical and professional writing expertise (4)
- \* A Non-voting Staff member from any unrepresented college, and selected by the Dean of that college, may attend.
- 2 Student representatives, appointed by AS (2)
- \* 1 representative from Student Affairs, appointed by Vice President for Student Affairs (1)
- \* Registrar/Associate Registrar or their appointed representative (1)
- Catalog Coordinator (1)

**Charge:**

***Informal Charge:***

The E-Catalog committee will be responsible for overseeing the functionality of the E-Catalog, particularly with regard to presentation and organization and incorporation of ACC approved courses and other information that is contractual in nature (see ACC handbook on the Catalog as a contract between students and the university).

Oversight will be maintained over appendices and their inclusion and accessibility, but changes in content must still be approved by ACC and its appropriate committees. Information that will be made available to students in the E-Catalog as approved by ACC and the Registrar will include, but will not be limited to, information on honors courses, transfer credits, drop privileges, grade averaging for repeat courses, residence requirements for graduation, drop/add policy and other policies which need review and revision in a cyclical manner.

The committee will set a timeline for reviewing policies and will sunset in Spring Quarter 2011. At that time the committee will present options for creating a permanent E-Catalog oversight committee that will be a Standing Committee of ACC.

***At the first meeting the voting members will select a Chair who will send a half page summary of activities (minutes) to ACC on a regular basis.***