

CLAYTON STATE UNIVERSITY
Undergraduate Curriculum Committee (UCC)
MEETING MINUTES

Date: August 13, 2014
Presiding: Mara Mooney (Chair)
Present: Dina Swearngin, Augustine Ayuk, Adam Kubik, Mary Lamb, Leon Prieto, George Nakos, Lois Manning-Burke, Kathryn Kemp, Randall Gooden, Scott Bailey, Sandra Jones, Rich Singiser, and Larry Booth
Visitors: None
Not Present: Dee Tanner, David Williams, Kara Mullen, and Susan Hornbuckle
Recorder: Sandra Jones / Mara Mooney

TOPIC	DISCUSSION	ACTION
CALL TO ORDER	<p>M. Mooney called meeting to order at 12:03 p.m.</p> <p>Scott Bailey pointed out that he was not showing as present at the May 2 meeting, but he was there.</p> <ul style="list-style-type: none"> • Motion to accept minutes with this one correction from May was made and seconded • Motion to accept minutes from July 10 meeting was made and seconded 	<ul style="list-style-type: none"> • Minutes from May with correction were approved by the committee. • Minutes from July were approved by the committee
OLD BUSINESS	<ul style="list-style-type: none"> • No old business 	
NEW BUSINESS	<p>Mara called for nominations to replace the existing chair, co-chair, and recording secretary.</p> <p><u>Chair</u></p> <ul style="list-style-type: none"> • Augustine nominated Mary Lamb; she accepted. • Motion to close the nominations was made by Randy, seconded by Kay. <p><u>Co-Chair</u></p> <ul style="list-style-type: none"> • Randy nominated Augustine; he accepted. • Motion to close the nominations was made by Kay; Lois seconded. <p><u>Recording Secretary</u></p> <ul style="list-style-type: none"> • Lois Volunteered to be the Recording Secretary • George moved to close the nominations; the motion was seconded. 	<p>Mary Lamb was approved by the committee as Committee Chair for 2014.</p> <p>Augustine Ayuk was approved by the committee as Co-Chair for 2014.</p> <p>Lois Manning-Burke was approved by the committee as Recording Secretary for 2014.</p>

	<p>Mara briefly discussed access to committee documentation for new members:</p> <p><u>Access to Proposals</u> Any Word documents are on the s:\drive on the CSU server, located in the UCC Folder.</p> <p><u>New Course Proposals and Course Modifications</u> These can be found in the Banner Action System. Login with CUS credentials.</p>	
<i>Upcoming Meeting Reminder</i>	<p>The group discussed meeting times for the academic year. A motion was made to continue meeting on the 2nd Friday of each month and seconded.</p> <p>Mary noted that the meetings would be held in the University Foundation Board Room. Upcoming meetings for the year will be held on 9/12, 10/10, 11/14, 12/12, 1/16, 2/13, 3/20, 4/10, and 5/8</p>	The committee approved the meeting time and dates for the 2014 academic year.
ADJOURN	<ul style="list-style-type: none"> • Dina moved to adjourn, motion was seconded by George • Meeting adjourned at 12:22 p.m. 	

Next Meeting: Friday, September 12, 2014 at 12:00 p.m. University Center (UC) Foundation Board Room