

Agenda

Undergraduate Faculty Meeting

Monday, November 17, 2014, 2:30 p.m.

AGLS 129

1. New Courses
 - a. Undergrad curriculum committee meets 4th Wednesday of each month.
 - i. All 380 & 489 courses must be approved by the department committee
 - ii. New courses must be approved by department committee, college committee, university committee and faculty senate
 - b. Resources
 - i. <http://curricularservices.tamu.edu/course-and-curriculum-resource-guide/>
 - ii. <http://curricularservices.tamu.edu/forms/>
 - iii. http://registrar.tamu.edu/forms/spec_tpc.pdf
2. Advisory Board Meeting Expectations
 - a. January 5, 2015, 1:00-3:00, 255 AGLS
 - b. Role of advisory board members – what can they do for us?
3. HIE Update
 - a. 9 Fall HIE funding requests
 - b. \$19,000 in planned awards
4. Turning in expenses for travel with students
 - a. All student travel must complete appropriate student travel forms:
https://studentactivities.tamu.edu/app/form_travel/index
 - b. Student travel must adhere to university regulations
 - i. <http://rules-saps.tamu.edu/PDFs/13.04.99.M1.pdf>
 - ii. <http://rules-saps.tamu.edu/PDFs/13.04.99.M1.01.pdf>
 - c. Checklist for procedures and reimbursements will be available aims.tamu.edu by January
5. Update on Lecturer position – Moore
 - a. Due to some scheduling issues, we have had to make some adjustments to the teaching interviews for the Assistant Lecturer candidates. We have had to move them from Friday the 21st to Monday the 24th. So, Adrian James will be presenting in ALED 202 from 9:10-10 am in AGLS 115 and Rene Miller will be presenting in ALED 202 from 12:40-1:30 on Monday, November 24th.

Based on the feedback I have received from everyone, we will be asking each candidate to prepare their lesson on Developing a Personal Leadership Philosophy incorporating concepts from the ALED/USAL curriculum.
6. Update on AGCJ Assistant Professor – Moore
 - a. Names of finalists by Dec 11 to department head
 - b. Interviews scheduled for late January/early February
7. Study Abroad update
 - a. Costa Rica: 18 students confirmed
 - b. Guatemala: 2 complete
 - c. Brazil: 1 confirmed
 - d. Greece: 4 complete
 - e. Poland: 2 complete
 - f. Namibia: 6 complete
8. WeaveOnline

- a. Jamie is attending workshop tomorrow
- b. Workgroup leaders are developing plans
- c. We can edit goals beginning in January

WEAVE Timeline

WEAVEonline Task	2014-15	2015-16	2016-17
Mission, Outcomes, Measures, and Targets	1/12/2015	1/11/2016	11/30/2016
Findings	8/1/2015	8/1/2016	2/1/2017
Action Plan(s) and Analysis Questions	9/1/2015	9/1/2016	3/1/2017
Cycle Closes	10/1/2015	10/1/2016	4/15/2017

Links to Remember

Travel away from campus for all students

https://studentactivities.tamu.edu/app/form_travel

Upcoming Dates to Remember

Pre-Registration begins November 13 – December 2

Q-drop and Withdraw Deadline November 21

Adjunct Request for FY16 March 1

Travel Request Form Deadlines

Domestic (30 days prior to trip): e.g., travel January 1, 2015 due by December 1, 2014

International (60 days prior to trip): e.g., travel February 1, 2015 due by December 1, 2014

Next Meeting:

**Undergraduate Faculty Meeting
November 17, 2014**

_____	Boyd, Barry	_____	Mazurkiewicz, Jim
_____	Briers, Gary	_____	McKim, Billy
_____	Christiansen, James	_____	Moore, Lori
_____	Clement, Cathryn	_____	Murphrey, Theresa
_____	Cummings, Scott	_____	Murphy, Tim
_____	Dooley, Kim	_____	Norgaard, Jamie
_____	Dunsford, Deb	<u>SO</u>	Odom, Summer
_____	Edney, Kirk	_____	Piña, Manuel, Jr.
_____	Elbert, Chanda	_____	Rayfield, John
_____	Elliot, Jack	_____	Redwine, Tobin
_____	Hanagriff, Roger	_____	Ripley, Jeff
_____	Hancock, J.P.	_____	Rutherford, Tracy
_____	Harlin, Julie	_____	Shinn, Glen
_____	Ho, Sarah	_____	Stavinoha, Reid
_____	Leggette, Holli	_____	Strong, Robert
_____	Lindner, Jimmy	_____	Vestal, T. Andy
_____	Lockett, Landry	_____	Williams, Jennifer
		_____	Wingenbach, Gary