

UNDERGRADUATE EDUCATION ADVISORY COMMITTEE

	Term Expiration
Dr. Kirk Swortzel – School of Human Sciences	2011
Dr. Richard Human – Music	2011
Dr. Missy Hopper – Curriculum, Instruction & Special Education - chair	2010
Dr. Anastasia Elder – Counseling & Educational Psychology	2011
Dr. Debra Prince – Leadership & Foundations	2011
Dr. Connie Forde – Instructional Systems & Workforce Development	2010
Dr. Trey Hoyt – Kinesiology	2010

Ex-Officio

Dr. Sue Minchew, Associate Dean	College of Education
Dr. Elton Moore, Associate Dean for Research and Assessment	College of Education
Dr. Dinetta Karriem, Assistant Dean	College of Education
Dr. Teresa Jayroe, Director	Office of Clinical/Field-Based Instruction

Purposes, Procedures, and Membership

The primary purpose of the Undergraduate Education Advisory Committee (UGEAC) is to review policies, standards, and guidelines for all undergraduate programs and make recommendations to the Dean of the College of Education. For example, the committee will recommend admission standards for teacher education and will regularly review the professional education core curriculum for teacher education majors.

In addition to recommendations to the Dean, the chair of the UGEAC also informs the Box Council about administrative policies and procedures regarding all undergraduate programs.

The membership of the UGEAC is comprised of one representative from each department in the College of Education, and one representative from Agricultural Information Science and Education/School of Human Sciences. Members are responsible for reporting to department faculty and/or department chair. To serve, one must have at least the rank of assistant professor and be in the rank for at least 3 years. Each member will be elected by the entire department (instructor or above) for a two-year term, but cannot serve more than two consecutive terms. Membership will be staggered with four members being elected by spring semester of each year. The two Associate Deans, the Assistant to the Dean, and the Director of Clinical/Field-Based Instruction and Licensure will serve as ex-officio members. In addition, there shall be two ex-officio student representatives to the Council elected from the membership of the College of Education Ambassadors. The Ambassadors are to choose one representative from a teacher education program and one representative from a non-teaching program. The representative should preferably be a junior. If both positions cannot be filled by COE Ambassadors, the Ambassadors are to recruit student representative(s) from the general COE population. Membership on the committee will begin in the fall semester following the spring election.

The chair of the UGEAC will be elected from and by the membership of the UGEAC at its first meeting in fall. In addition to calling and conducting meetings of the committee, the chair shall report to the Dean, serves as ex-officio member of the Box Council, and is responsible for dispersing minutes to the general faculty. The minutes of each meeting will also be maintained in the UGEAC Notebook in the NCATE room. The committee traditionally meets on the fourth Monday of a month at 2:00 p.m. in the Dean's conference room during the fall and spring semesters.