**UNIVERSITY FOUNDATIONS ADVISORY COMMITTEE**

**MINUTES**

January 26, 2015

**Call to Order**

The January 26, 2015 meeting of the University Foundations Advisory Committee was called to order by Karla Sanders at 1:00 p.m. in the Student Success Center Conference room 1114.

**Members present:** Karla Sanders, chair, Cindy Boyer, Crystal Brown, Shelley James, Bobbi Kingery, Wendy Long, Lisa Walker, and Jessica Ward

**Members absent:** Julie Chadd is on sabbatical

1. **Approval of Minutes**

Cindy Boyer motioned to approve the December 5, 2014 minutes as written.

**B. Review of Supplemental Materials**

The committee decided not to use the workbook *Engaging Activities for Academic Success* (The National Student Success Institute), by Amy Baldwin, Steve Piscitelli, and Robert Sherfield. The committee would like to include some of the chapters from *The Sharktastic Guide,* by Teaque VonBohlen into the new *EIU1111 University Foundations Book* for FA2015. Sanders asked the committee to take another look at this book and give comments on yes put in book or no I wouldn’t use this in the book, and to have comments ready for the February 9th meeting.

1. **Assignment of Course Overview Topics and New Book**

Sanders disseminated the *University Foundations Topics, Textbook Chapters, and Assignment/Activities Suggestions.* Assignments were taken for the Course Overview Topics and everyone was asked to update them and see if there are any changes that need to be made. The committee was also asked to look at the Assignments/Activities column and to tell if they are using or not using the items listed. Sanders would like these assignments to be completed by the February 23rd meeting.

1. **EIU Specific Textbook Material**

Sanders asked the committee to be thinking about the following for the new textbook since it will be used for the next four years:

* update or to take out any websites that are no longer needed.
* frequently used websites that may not be in the textbook

She would like this information at the February 9th meeting. She asked that the committee bring the current book to the next meeting.

1. **Other**
* UF teaching applications are due January 31 and will be discussed at the February 9th meeting.
* Peer Leader applications will go out this week and are due the week before spring break on March 2.
* Peer Leader applicant interviews will be held the week after spring break on March 23-27.
* March will discuss the whole book to get ready for publishing to be distributed at May workshops.

The meeting adjourned at 1:32 p.m.

 ~Minutes prepared by Ms. Kimberly Sweeney, Recording Secretary

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The current agenda and all UFAC minutes are available on the web at:

<http://www.eiu.edu/~eiu1111/instructor.php>