**UNIVERSITY FOUNDATIONS ADVISORY COMMITTEE**

**MINUTES**

**September 10, 2015**

**Members Present:** Cindy Boyer, Crystal Brown, Shelley James, Bobbi Kingery, Wendy Long, chair, Lisa Walker, and Jessica Ward; Karla Sanders is on sabbatical

**Call to Order**

The University Foundations Advisory Committee was called to order on September 10, 2015 at 8:30 a.m. by Wendy Long, (chair), in the Student Success Center conference room.

**Members present:** Cindy Boyer, Crystal Brown, Shelley James, Bobbi Kingery,

Wendy Long, chair, Lisa Walker, and Jessica Ward; Karla Sanders is on sabbatical

**Members absent:**

1. **Approval of minutes from April 27, 2015**

The minutes from the April 27, 2015 meeting will be approved at the next UFAC meeting.

1. **Academic Foundations Day**

The committee discussed the Academic Foundations Day on October 6, 2015. The committee divided up the departments that had not replied to the letter that was sent out on August 14th about participating in the major/minor fair or to give a presentation. The following departments had not replied:

* CDS
* Physics
* Political Science
* Sociology/Anthropology
* English
* Foreign Languages
* History
* Philosophy
* Social Science
* Theatre Arts
* Women’s Studies Minor
* Military Science
* Career and Technical Education
* Health Studies
* Recreation Administration
* Secondary Education & Foundations
* Financial Aid

1. **Project Showcase**

Wendy Long discussed with the committee about each UF class submitting a foam poster in addition to the showcase project. The foam posters will be provided by CASA for each UF class. The posters will remind instructors and students the purpose of the Project Showcase and the audience they are to target-incoming freshman and perspective students. EIU President Glassman is invited to attend the UF Showcase. The foam posters should show the process the class went through to complete their project and the 3 best posters will be selected after the Project Showcase by the University Foundations Advisory Committee. The posters will be shown around campus at various EIU events. An informative email will be sent out to all the UF instructors.

1. **Adjournment**

Wendy Long adjourned the meeting at 9:15 a.m.

1. **Next Meeting**

The next UFAC meeting will be held on Wednesday, September 24, 2015 in conference room 1114 in the Student Success Center from 8:30 a.m. to 9:30 a.m.

*~*Minutes submitted by Kimberly Sweeney, Recording Secretary