

---

**University Studies**  
**North Carolina A&T State University**  
[www.ncat.edu/~univstud](http://www.ncat.edu/~univstud)

---

Full Committee Meeting Nov 2, 2005 Minutes

The University Studies (UNST) Committee met on Wednesday Nov 2, 2005 in the Library Classroom at 10:00 AM. The following were present: Joseph Graves, Robert Davis, Jean Williams, DeRome Dunn, Peter Meyers, Shirley Bell, Katrina Staley, Mark Kiel, Mary Wall, John Kelly, Michael Roberto, Nita Dewberry, James Crawford, Trent Larson, Scott Simkins, Sanjiv Sarin.

- I. Dr. Graves summarized the meeting held between the UNST and Senate Committee leadership on Oct 27, 2005 to discuss the submission of the second phase (themes and theme courses) of the UNST Curriculum package. Attending the meeting were Drs. Graves, Davis, Sarin, Highsmith-Quick and Keyes. On Nov 1, the revised package was submitted to the Senate Curriculum committee. UNST representatives will attend the Senate Curriculum committee meeting on Nov 8 to answer questions. Dr. Graves further informed that individual departments will be asked to submit curricula changes relating to UNST requirements separate from any other changes. The Senate leadership has agreed to process UNST proposals with higher priority.
- II. IN response to questions regarding the timeline for submitting curriculum change information for the University Catalog, Dr. Brewington agreed to provide advice at the next meeting.
- III. Curriculum guides from the School of Technology were presented for review. Some problems were noted (for example, in one case the capstone course was only one credit hour). Dr. Graves will communicate with the Dean/Chairs on this matter.
- IV. Dr. Graves will communicate with the Deans/Chairs to estimate the number of sections needed for UNST courses in Fall and Spring semesters. This will depend on where the UNST courses are located in the individual program curricula.
- V. Pending items:
  - Sharing of SCH: SCH will accrue to the department offering the UNST course. Dr. Graves will write a statement explaining this and post it on the UNST website.
  - Humanities and Social Science requirements: The UNST 120 and UNST 140 committees will come forward with a recommendation on Humanities and Social Science content of these two courses.
  - UNST 130 teaching capacity: Need further discussions on number of sections and faculty availability.
  - Volunteer service protocol: Awaiting word from Student Affairs on appointment of someone to monitor the hours.
  - Second writing course: Need clarification of second writing course in each theme cluster.
  - Competency test: Awaiting word from the Senate Educational Policy Committee.

The meeting adjourned at 11:00 AM.

Recorded by:  
Sanjiv Sarin, 334-7589, [sarin@ncat.edu](mailto:sarin@ncat.edu)