

## Minutes

*Undergraduate Committee*

*Meeting Date: 11/10/2025*

*Zoom Session*

*Meeting called to order at 3:00PM*

*Guests: Lisa Vertucci, Kim Schwartz*

- A. Chair's Report
  - approval of minutes from 10/20/25

- B. Old Business

none

- C. New Business

1. GEAC document on Civic Discourse: Hanna Nekvasil
  - a) Hanna presented the background and information leading up to the current document
  - b) The document was presented to the UGC
  - c) The UGC approved of the document from the GEAC
2. ACTFL AND NEWL exams - transfer credit - Shelley Gerana, Kim Schwartz
  - a) Lisa Vertucci and Kim Schwartz presented their proposal for how these exams should be evaluated for transfer credit
  - b) They explained how the process has worked in the past but since most members were unfamiliar with the process there was a great deal of discussion.
  - c) Concerns about how these exams lined up with some of the existing proficiencies (especially in world languages) led to a conclusion that more work was needed)
  - d) It was determined that there would be a meeting between Sarah Jourdain, Lilia Ruiz-Debbe, Eriko Sato, Shelley Germana, Kim Schwartz and Lisa Vertucci to discuss discrepancies and how to eliminate them
3. Although there were Agenda items about Minimal Instructional Responsibilities and the AI Advisory committee, those topics were briefly introduced but will be discussed in the December meeting

II Cognate Administrator Report (if appropriate); Not applicable

II. Meeting Adjournment : 4:00 PM

Next Meeting: 12/8/25 3:00 PM