

This email message is being sent on behalf of MacGregor M. Stephenson, Assistant Commissioner; Workforce, Academic Affairs and Research Division; Texas Higher Education Coordinating

To: Presidents and Chief Instructional Officers of Public Community and Technical Colleges
Chancellors, Presidents, and Chief Academic Officers of Public Universities, Private Universities, and Health Related Institutions

From: MacGregor M. Stephenson

Subject: Nominations for Undergraduate Education Advisory Committee

We seek the nomination of one individual from your institution to serve on the Undergraduate Education Advisory Committee (UEAC). There are currently vacancies on the committee for representatives from public universities; public community, technical, and state colleges; a health-related institution; and private non-profit institutions.

The UEAC serves as a forum for problem solving and the generation of good ideas to improve undergraduate education that reflect the goals of Texas' higher education plan, *Closing the Gaps by 2015*. This advisory committee offers recommendations to the staff regarding undergraduate education at Texas public institutions.

Recent UEAC projects have included developing recommendations regarding the revision of the Texas Core Curriculum, standards for academic associate degree programs, the ongoing review of existing undergraduate degree programs, and thresholds for low-producing degree programs. The UEAC has produced two reports, *Designing Texas Undergraduate Education for the 21st Century*, which was approved by the Coordinating Board in January 2009, and *Revising the State Core Curriculum: A Focus on 21st Century Competencies, with recommendations that were adopted by the Coordinating Board in October 2011*. New UEAC members should expect to be engaged in the process currently being developed to review the performance of existing undergraduate degree programs.

Successful candidates for membership on the advisory committee are usually asked to make a three-year service commitment. The advisory committee meets at least twice annually. There may be considerable small group and sub-committee work between committee meetings. Please note that the Coordinating Board does not have resources to fund travel or other expenses that might be incurred in connection with service on this committee.

Each institution may nominate one candidate for service on the committee. We seek faculty members or administrators with special insights and expertise in matters pertaining to undergraduate education. Institutional officials should use the attached form to provide us with the person's name, professional title and/or faculty rank, along with a brief summary of the reasons the nominee is particularly well-suited for service on the Undergraduate Education Advisory Committee. Curricula vitae or résumés are not necessary.

We hope that the significance of the project and the opportunity to participate in such an important statewide initiative will prompt you to nominate the best-suited and talented people from your institution and provide for their expenses.

Please email your nominations using the attached form **no later than Friday August 31, 2012**, to Dr. Catherine Parsonneault at catherine.parsonneault@theccb.state.tx.us.

We thank you for your institution's support of this important work.

C: Carol McDonald

