

**UNIVERSITY OF SOUTH FLORIDA**  
**Undergraduate Council**  
**Minutes for August 28, 2023**

***PRESENT:*** Adriana Uruena-Agnes, Acting Chair (AC), Robert Hoy (AC), Bonita Pollock (LIB), Christine McGuire-Wolfe (PH), Nasreen Sadeq (BC), Mike Sinclair (BU), Michael Snipes (AC), Andrea Smith (BC), Ryan Toomey (EN), Erica Toothman (AC)

***ABSENT:*** Chantale Begin (AC-SNSM), Brendan Cook (AC)

***GUESTS/EX-OFFICIO:*** Ronald “Oscar” Bernard (NR), Kyna Rhae Betancourt (US), Mazi Ferguson (OCEP), Cynthia Brown Hernandez (AP-ODS), Lorene Hall-Jennings (US), Timothy Henkel (CITL-2(ha)-5(e)4( B)-2(e)4(ta)-7(nc)4(ourt ()4(US,))JTJET@0.0000091 140.3 546.67 TmW\* 9oITL



appear on the agenda two weeks later since the UGC council meets the second and fourth Mondays of each month.

- Kyna discussed the UGS review is early in the workflow steps this submission cycle, so that major revisions are addressed by UGS prior to the UGC meeting.

4. Proposal Review Process – Oscar Bernard and Adriana Uruena-Agnes

Adriana Uruena-Agnes informed Council members that the process for reviewing proposals will be the same manner as in the past year.

- Adriana discussed the Mentoring strategy. A continuing UGC member will be paired with a new UGC member to familiarize the new member with the review process

- March 11, 2024 (Spring Break)
- March 25, 2024
- April 8, 2024
- April 22, 2024 (Final Meeting)

\*All Undergraduate Council Meetings are scheduled via Microsoft Teams.