Minutes:

- Meeting was called to order and the minutes from Mar 7 meeting were approved with the following amendments:
  - Corrections: spelling of Dr. Behnam Ghasemzadeh’s name
  - Deletion of erroneous statement about MCC

- Attendance Policy
  - The revisions to the proposed attendance policy were discussed.
  - It was recommended that the medical documentation phrase should be moved to the end of policy as a footnote since it is a point of information rather than a policy statement. All were in agreement.
  - Proposal was unanimously approved. It will now be sent to the Academic Senate for approval.

- Review of Digital Credential documents
  - Vice Provost for Academic Affairs presented a rubric that UBUS will use to determine whether a badge proposal is endorsed.
  - Since we are transitioning into this program, the purpose of this document is to give us points of reference as we start to evaluate badge proposals.
  - We are grateful.
  - Student representative Ben Dombrowski asked whether students are able to submit an idea for a badge and received a positive answer. Students are invited to do so through the call for proposals.

- Solicitation of candidates for Chair of UBUS for 2018-2019
  - Dr. Jill Guttormson, Associate Professor of Nursing, graciously volunteered. The committee will vote on this at the next UBUS meeting.
  - Thanks were issued to Michael Slattery, current UBUS chair, for his service.
  - We are grateful

- Announcement: Environmental Ethics minor termination
  Heather Hathaway, Associate Dean for Academic Affairs in the College of Arts and Sciences, notified the committee that the reason listed on the termination of the Environmental Ethics minor (which the committee passed at its March 7, 2018