University Bilateral Agreement Committee (UBAC)  
October 25, 2018 Minutes  
1511 Greenville Centre  
8:30 a.m.

Those in attendance:  Cyndi Bellacero, Ruth Little, Erica Hoyt, Toni Grace, Jayne Geissler, Angela Anderson, Eduardo Leorri Soriano, Karen Traynor  
Absent:  Linda Kean, Jeff Popke  
Visiting guests:  Catherine Knudson and Jaime Leibowitz substituting for Jon Rezek, Steve Culver

I. Welcome  
Karen Traynor called the meeting to order at 8:30 AM. She introduced Cyndi Bellacero the new Institutional Planning and Accreditation Director. Members introduced themselves. Cyndi welcomed all the returning members and new members.

The committee reviewed the newly designed University Bilateral Agreements website. Erica Hoyt recommended a link from the Office of Registrar’s website to the UBAC site. Angela Anderson said that would not be a problem and the contact for that would be Novine Kros.

II. Review of Bilateral Agreements  
   a. Harriot College of Arts and Sciences  
      i. Steve Culver presented the Geological Sciences and Pitt Community College (PCC) renewal agreement. Toni Grace stated that the only change she recommended was that University Council’s address. Cyndi mentioned that the department is making changes to the credit hours for the degree. She stated that Exhibit A had to be revised as well as the course map in exhibit B, as applicable. Steve added that the department graduates 15 students from the major per year, and that 2-3 of them came through this agreement with PCC. He expressed interest in working with PCC to recruit more. Erica stated that Admissions may be able to help promote the agreement as they now have an office at PCC.

      Eduardo Leorri Soriano made a motion to approve with amendments and Angela seconded. Motion passed to approve with amendments.

   b. Office of Global Affairs  
      i. Jaime Leibowitz and Cathy Knudson presented the new agreement with Bermuda College on behalf of Jon Rezek. This agreement had been reviewed and approved prior to the meeting by legal, the Registrar, and department chairs. Cyndi
explained that this would normally fall under a Memorandum of Understanding (MOU); however, Bermuda wanted a Bilateral Agreement. Eduardo wants to know the difference between a Bilateral Agreement and MOU. Cyndi stated that a MOU is an agreement between two institutions to investigate a further opportunity to collaborate whereas a Bilateral Agreement is a one-to-one agreement. For example: ECU would accept X courses from PCC for ECU courses.

Eduardo stated that the Department of Foreign Languages and Literatures may be interested in a MOU. Jaime relayed that the Office of Global Affairs can help with that.

Angela made a motion to approve and Eduardo seconded. Motion passed to approve.

ii. Jaime Leibowitz and Cathy Knudson presented the agreement with Centralia College on behalf of Jon Rezek. This agreement had been reviewed and approved prior to the meeting by legal. Cyndi added that this was a domestic institution with an international population and required no articulation of courses. Angela asked if students’ Visas were transferable. Jaime responded that ECU would sponsor students and their Visas would be transferrable.

Ruth Little made a motion to approve and Erica Hoyt seconded. Motion passed to approve.

III. Discussion
Members reviewed agreements that will be reviewed at the Spring Meeting. Karen Traynor stated that they are all Birth through Kindergarten Education with the Department of Human Development and Family Science in the College of Health and Human Performance. Erica recalled that they may be covered under the Comprehensive Articulation Agreement (CAA) and that the Committee would not have to review them. Cyndi will check on the status of the CAA.

Meeting was adjourned at 9:15 AM

Minutes respectfully submitted by Karen Traynor

Next meeting will be Spring 2019.