

MINUTES

Meeting Date: Thursday, September 18, 2014

Time: 2:00pm

Place: ROWE 420

Voting Members and Alternates in attendance: Hedley Freake (Chair), Tom Long (SoN), Gary Kazmer (CAHNR), Larry Gramling (SoB), Eric Donkor (SoE), Chuanrong Zhang (CLAS), Ion Mandoiu (SoE), Olga Vinogradova (SoPh)

Ex Officio Members in attendance: Kristopher Perry, David Ouimette, Jaclyn Chancey, Eric Schultz, Jim Lowe, Maria Martinez

Administrators and Guests: Karen Piantek (Admin), Stanton Wolfe

Regrets: Marianne Buck, Jennifer Telford

Meeting called to order at 2:05pm.

1. Welcome

2. Approval of minutes from the May 6, 2014 meeting

The minutes of the May 6, 2014 meeting were accepted as submitted.

3. **New Business** (Moved forward in the agenda at the discretion of the Chair)

3.1. Proposal to Add: INTD 3995 – Special Topics: Disability Law

- Stanton Wolfe was present to give an introduction to the course. He noted that he appeared before the committee last year to request approval for two courses that were ultimately approved, one of which is currently running, the other of which will run in the Spring.
- H. Freake gave the committee a brief overview of the INTD designation and noted that the course proposal seemed to have been prepared very thoroughly.
- There were no concerns or points of discussion addressed by the committee.

Motion to approve the course (E. Donkor, T. long) passed unanimously.

3.2. Proposal to Add: UNIV 2100 – The McNair Scholar

- M. Martinez, speaking in place of Renee Gilberti, gave an introduction to the course and noted that this is the third time the course will be offered.
- E. Schultz noted that the course description does not follow catalog norms, so he revised it accordingly and will send his suggestions around to relevant parties.

- In response to questions, M. Martinez noted that there are at least three more years left on the funding, and renewal of funding can be tricky. J. Chancey asked if having a course approved in the catalog will help with the renewal of funding, and M. Martinez confirmed that she believed it would.
- H. Freake noted that dates of prior approvals are not included on the form. He asked if an advisory or oversight body had looked at and approved this course. M. Martinez noted that the McNair program has an advisory board, which started last year, but the course was not reviewed by them.

Motion to approve the course contingent upon approval of an advisory board (T. Long, G. Kazmer) passed unanimously.

3.3. Special Topics Proposal: UNIV 1985 – Holster Research Proposal Development

- J. Chancey gave an introduction to the course on behalf of Jill Deans and noted that, like the McNair course, their advisory board has not reviewed this particular proposal yet because they have not yet met this year. The proposal was reviewed and approved last year as a Special Topics course, and this proposal has not changed since last year.
- In response to questions, J. Chancey noted that 9 of 13 people who took the course last year were funded for their proposals. This course is a pre-requisite to students being able to apply for the funding.
- H. Freake noted that he informed J. Deans the syllabus was missing some elements such as learning objectives, assessment methods and a grading scale, and he confirmed that the Honors Board would need to approve the course before the UICC could forward it on to the Senate C&C.
- H. Freake also confirmed that the course has come before the UICC twice before now. The second version (approved last year) was significantly different from the previous version and therefore was viewed as a new submission. Any further version of the course will need to come to the UICC as a new course proposal rather than Special Topics proposal.

Motion to approve the course contingent upon approval of an advisory board and provision of an updated syllabus (O. Vinogradova, T. Long) passed unanimously.

4. Old Business

4.1. Study Abroad approvals

- There have been a very high number of PSYC courses coming through the UICC because PSYC appears to have very stringent standards for accreditation. K. Piantek will find out from Education Abroad how many foreign courses PSYC accredits in a year.

- L. Gramling noted that countries have very different systems of assessment around the world. He also noted that he spoke to Kevin Brennan who was developing a course that would introduce students to different systems of curriculum across cultures/programs abroad.
- T. Long noted that very narrow procedural restrictions on Education Abroad course accreditations seem culturally arrogant. C. Zhang noted that in China students take one final exam in their courses and that's it. H. Freake noted that some foreign students in the US find the constant course-long assessment process is a bit unusual.
- H. Freake noted the intention to create 2000-level and S/U graded Foreign Study courses for INTD and UNIV.
- Education Abroad is moving to an online submission/approval system.

5. Other Business

- J. Lowe noted that, in order to improve the availability of materials for students, the Center for Career Development will be moving towards a greater virtual (online) presence rather than developing new courses.
- K. Perry noted that Veteran's and Military Programs is creating an Advisory Council that will be operating soon.
- K. Piantek reminded K. Perry and J. Lowe about suggesting alternates for appointment on the UICC for their departments.
- J. Lowe asked if courses approved as UNIV ever come back for review. H. Freake noted that, once fully approved, they generally do not. He suggested that a discussion on continued oversight of UNIV courses be added as an agenda item for next meeting.

Adjourned at 3:01pm

Respectfully submitted,
Karen Piantek
IISP Program Assistant