

## MINUTES

**Meeting Date: Wednesday, February 17, 2016**

**Time: 2:30pm**

**Place: ROWE 420**

*Voting Members and Alternates in attendance:* Eric Donkor (Chair), Hedley Freake (CAHNR), Laura Burton (Neag), Michael Bradford (SFA), Larry Gramling (SoB), Sarira Motaref (SoE), Kyla Baumbauer (SoN), Pam Bedore (Regional Campuses),

*Ex Officio Members in attendance:* Jaclyn Chancey, David Ouimette, Tom Fritsch, Pam Bedore, Maureen Armstrong, Beth Settje, Kris Perry

*Administrators and Guests:* Cheryl Galli (Admin), Jack Clausen

Meeting called to order at 2:33pm

### 1. Welcome

UICC Chair Eric Donkor welcomed everyone and made several announcements. Pam Bedore is now serving as both representative for Regional Campuses (voting member) as well as for Senate Curricula & Courses (ex-officio, non-voting). David Stern, representative from the School of Fine Arts, has a conflict with the meeting times this semester. We are pleased to welcome Michael Bradford as alternate.

E. Donkor shared that due to unforeseen circumstances, Jennifer Lease Butts has requested a postponement of the Honors presentation until the April 13 meeting. The order of the agenda will be adjusted accordingly.

### 2. Approval of minutes of December 1, 2015 meeting

Hedley Freake requested clarification on item 3.2, 2<sup>nd</sup> bullet. It was agreed that “shared appointment” will be changed to “part time appointment”.

H. Freake motioned to approve. P. Bedore seconded. The minutes were approved unanimously.

### 3. New Business

#### 3.1. Course Shell Realignment Presentation – Honors Program

Moved to April 13, 2016 meeting

#### 3.4. Request to renumber 2 MISI courses from 1000 level to 2000 level

- K. Perry gave an overview of the request, noting that the current catalog copy is out of date and is in need of an update. He explained that the proposed changes are to copy not the content.
- H. Freake asked for clarification on the approval process for MISI and AIRF courses, noting that UNIV 1000 & 2000 level courses are reviewed by the Senate C&C following UICC approval.
- Discussion followed and it was agreed that the courses should be sent to Senate C&C for approval.
- Returning to the MISI request to renumber, J. Chancey questioned if there is a W version of the courses. K. Perry noted that there is however, it has not been taught for several years due to concerns about department personnel lacking the qualifications to teach a W course. There is no

plan to bring the W version back, at this time. P. Bedore recommended requesting that the W be deleted. She noted that changes to the non-W will automatically carry to the W version.

- H. Freake asked if 2201 & 2202 can be taken concurrently. 2201 is a fall term offering and 2202 is available in the spring.
- Confusion was noted over the use of the same name for both courses, “General Military Science II”. H. Freake suggested IIa and IIb to differentiate between the courses. Further discussion followed with general agreement that adding “a” and “b” would provide clarity.
- There were questions about the number of credits awarded for the AIRF 1000 and 2000 level courses. K. Perry shared that his committee would like to consider increasing the credits by 1 at each level. This would allow the cadets to fulfill elective requirements and lighten their course load. H. Freake noted that normal university procedures would allow for 3 credits on 1000 level courses and suggested that their C&C may want to consider this.
- L. Gramling inquired how many non-cadets take these courses. K. Perry noted it is about 1 or 2 per class. There are some Political Science majors who take the National Defense course.
- Discussion then centered on the prerequisite for 2201/2202. Included in the copy is “or equivalent”. K. Perry noted that the equivalent may be basic training. The military commander has the authority to waive all of the first two year courses based on prior experience. UConn credit is not awarded; credit is given on the military side only. H. Freake asked if a junior would be barred from this course given that the copy reads “open only to freshmen and sophomores”. K. Perry welcomed the suggestion by P. Bedore to change this to “intended for freshmen and sophomore”.
- A vote was called for to approve the renumbering of courses with the addition of “a” and “b” after course numbers and the change in language from “open only” to “intended for”. M. Bradford moved to approve; H. Freake seconded. The motion was approved.

### 3.3 Approval of updated catalog copy for all AIRF & MISI classes.

- K. Perry gave an overview of the request to change catalog copy. J. Chancey inquired as to the intent for the W courses. K. Perry advised that the W course will not be offered at this time. P. Bedore and H. Freake clarified that changes cannot be made to one version only; the description of non-Ws is always exactly the same as W. T. Fritsch advised the group that the Senate allows a course to be archived if it has not been offered in five years. K. Perry noted this course was last offered in 2013-14.
- E. Donkor and others noted the substantial change in content. K. Perry explained that the University, by legal agreement with the Air Force, does not dictate content. The course name and credit hours are determined by the University. Content is left up to the Army/Air Force to ensure that the course content is uniform and taught across the country in the same way. E. Donkor suggested that the UICC make a note that the changes are dictated by the Department of Defense.
- H. Freake shared concern that not all changes in the catalog copy are cosmetic and not all are related to the DOD changes. This single motion covers ten courses. The normal process is that a proposal would be submitted for each individual course.
- After further discussion, K. Perry asked to withdraw the proposal for further revisions and changes to reflect the suggestions comments, and contributions from committee members

### 3.2 Course Shell Realignment Review Schedule

- E. Donkor distributed a realignment schedule and samples of the alignment forms. He noted that C. Galli sent notice to each department head/program director in December 2015 giving March 1, 2016 as the deadline to return completed forms.
- D. Ouimette asked why FYE is being included in this forms process given that his department presented to the UICC in the fall. E. Donkor explained that shell courses have been invited to

Speak with the UICC about their program to provide background and clarity. This information will be helpful to the UICC when reviewing those particular courses.

- General discussion took place on the process for the alignment project. The request for a review form and documentation versus a report was discussed. E. Donkor suggested that a review from the department's internal committee be attached to the form as an appendix.

Post Meeting Correction

After the meeting it was noticed by C. Galli that the wrong Course Shell Review Forms were inadvertently distributed to members. A follow-up email with the correct form, as attachment, was sent to members to rectify the error.

Adjourned at 4:12pm

Respectfully submitted,  
Cheryl Galli  
Administrative Services Assistant IV