

MINUTES

Meeting Date: May 4, 2016

Time: 2:30-4:00pm

Place: Student Union, 324

Voting Members and Alternates in attendance: E. Donkor (Chair), M. Bradford (SFA), H. Freake (CAHNR), T. Long (SoN), I. Mandoiu (SoE), S. Motaref (SoE)

Ex Officio Members in attendance: J. Chancey, T. Fritsch, M. Martinez, D. Ouimette

Administrators and Guests: C. Galli (Admin), Sara Bradshaw, Rachael Dean

Meeting called to order at 2:33pm

1. Welcome

Eric Donkor called the meeting to order and welcomed everyone to the last meeting of the semester. He reviewed the list of those whose term will expire this semester.

2. Approval of Minutes

Eric Donkor called for approval of minutes from 4/13/2016. There was a motion and second to approve minutes. The minutes were approved unanimously.

3. New Business

3.1.

Course Proposal UNIV 3985

Sara Bradshaw offered an overview of the course. T. Long asked for clarification on the title. The course title is “Surviving and Thriving”. M. Bradford questioned the S/SU grading; specifically why it is weighted as it is. S. Bradshaw responded that it was a starting point and she is open to changing based on committee feedback. H. Freake shared a reminder that grading cannot be based on attendance; it can be based on participation. Suggestions were offered to Sara as to how to track participation, through a portfolio or blog. Discussion with further suggestions followed. S. Bradshaw confirmed that this course is intended for international students who are at UConn for between one semester up to a full academic year. A suggestion was made that course content may need to be adjusted to show it is geared for this particular population.

H. Freake noted courses that come to this committee are from outside a school/college. This course should have been reviewed by the Education Abroad committee before coming to UICC. T. Long agreed and noted that faculty own courses and curricula at UConn and they must review/approve all proposals. A recommendation was made to bring to the Education Abroad oversight committee for review and approval.

E. Donkor suggested to S. Bradshaw that the proposal be tabled. Changes should be made, submitted to Education Abroad oversight committee, and then resubmitted to UICC. E. Donkor will then call for an electronic vote. Recommended changes include: 1) provide title for course, 2) show indication of support by Advisory committee, and 3) student to include blog post as part of assessment.

S. Bradshaw and R. Dean agreed to recommendations and stepped out of the meeting.

4. UNIV Course Review
 - a) UNIV 1784/3784
 - b) UNIV 1800/1810/1820/1840/3820

J. Chancey offered to address any questions that were not answered following the April 13th presentation of these courses. As a point of interest on UNIV 3784, E. Donkor noted the syllabus includes “all required viewing is available at a cost of no more than \$2.99”. When asked if any complaints had been received on the cost, J. Chancey responded that there had not.

The realignment of UNIV1784 and UNIV 3784 were approved.

D. Ouimette offered to answer any questions on the FYE courses. A typographical error in a syllabus for UNIV 1840 was noted. “You will me to take” should read “You will need to take”.

The realignment of UNIV1800/1810/1820/1840/3820 were approved.

5. Discussion on course alignment review process and timeline

E. Donkor shared a handout that included the previously agreed upon language for Periodic Review of UNIV Courses. The written practice states that a “report” will be due on March 1 of each year and will be reviewed at the next regular UICC meeting. It was agreed that “review” will replace “report”. It was also agreed that courses need not be reviewed annually. Discussion followed on how the courses will be reviewed. T. Long suggested adopting the timeline used by the General Education Oversight Committee (GEOC). Courses are reviewed annually but not all courses are reviewed annually. A suggestion was made for review every 3 to 4 years. T. Long noted that if drift is to occur, it usually takes a couple of years. J. Chancey suggested that the report focus more on changes (drift). What has changed with the course? E. Donkor agreed and noted that the submitter may indicate “no changes” if that is the case.

In a discussion about changes to or drift of courses, it was noted that this can be good and representative of a new way of teaching the subject. I. Mandoiu asked why only 3 representative syllabi are requested; why not a copy of all syllabi? E. Donkor responded that it is assumed that all syllabi will be quite similar.

E. Donkor concluded that the committee would rotate courses through the review process beginning in 2019.

E. Donkor thanked the committee for the work accomplished this semester. He acknowledged C. Galli for a successful first year in supporting the UICC.

The meeting was adjourned at 3:47pm.