

MINUTES

Meeting Date: September 10, 2012
Time: 2:00-3:30pm
Place: Dodd 162

Voting Members and Alternates in Attendance: Eric Donkor, Larry Gramling, David Grant, Tim Hunter, Gary Kazmer, Tom Long, David Stern, Jen Telford, Shannon Weaver.

Ex Officio Members and Alternates in Attendance: Marianne Buck, Kim Chambers, Margaret Lamb, Maria Martinez, David Ouimette, Eric Schultz.

Meeting called to order at 2:03pm.

1. Welcome

Chair Hedley Freake welcomed new members to the committee and explained the peculiar structure of the UICC wherein every school and college has a member and an alternate, although only one vote per school. There are also a number of ex officio members and alternate members who provide insight into the historical use of INTD courses and the current operation of relevant units.

2. Approval of Minutes from April 30, 2012 meeting

Because no quorum of members from the April 30, 2012 meeting were present, Chair Hedley Freake stated that he would request a vote on those minutes at a later date. In order to fully minute the actions at the meeting, however, the following motion was introduced:

Dr. Jennifer Telford moved to approve the offer of what will eventually become INTD 2600 for 3 offerings of INTD 3995. Dr. Gary Kazmer seconded the motion.

Motion carried.

3. Old Business

For the benefit of new members, Chair Hedley Freake summarized part of the review process and noted that where a course originates determines whether or not it is a UNIV or INTD course: INTD is for those coming through the regular curricular approval process (schools/colleges); UNIV for those coming from units that report to the provost outside of the schools and colleges. The processes for handling these courses is documented in the Senate-approved Definitional Matters document dated 11/16/11.

For a UNIV course, the program proposing the course needs to have a faculty committee within the program's oversight committee to serve as a parallel to a departmental Curricular and Courses Committee. All UNIV courses must go to Senate C&CC for review and approval.

The task for the UICC this year is the separation of the existing INTD courses into the INTD and UNIV designations. To this end, Chair Hedley Freake proposed the following:

- The UICC should ask the units owning UNIV-type INTD courses to review the existing catalog language for their course(s).
- For orphan courses, like 1985, catalog language must be determined by the UICC.

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- Logistics of how to deal with the transition. As course descriptions in the catalog change, major changes may require a separate proposal that needs Senate approval. To what extent do we want to consider changes in course description minor catalog revisions?
- Courses may be separated into categories of those that need individual review beyond the UICC by the Senate C&CC and those that are only editorial updates that will be considered as a group as part of the transition to UNIV.
- The above tasks must be completed by the December meeting in order for the changes to appear in the 13-14 catalog (in Senate minutes January 2013).
- It was suggested that it would be useful to create a tracking document to follow the changes proposed.

Policy questions for the UICC to consider this year:

- What will be the process for grade appeals?
- Issues related to study abroad. Traditionally, INTD has been a catch-all for students who study abroad and cannot get departments to accredit their courses. This may be more of an issue for Study Abroad and departmental C&CCs, but we currently have to deal with it.

Meeting adjourned 3:10pm.

Respectfully submitted,

Anabel Perez
IISP Administrator