Committee on the Improvement of Undergraduate Education

April 22, 2013
(12-13, #5)

APPROVED

Members present: Anne Birberick (Vice Provost), Abul Azad (EET), Billie Giese (VPA), Jason Hanna (LAS), Brian Mackie (BUS), Michael Manderino EDU (for S. Honig), Sarah McHone-Chase (LIB), Joel Stafstrom (UCC), Liz Tovar (SAASS).

Members absent: Pat Anderson (Alumni), Kyle Bak (Student/SA), Richard Blecksmith (LAS), Chris Jones (Honors), Mark Mehrer (LAS), Kathleen Musker (HHS), James Sykora (Student/CEET), Seana Winner (Student/LAS), Robert Wolf (Student/HHS)

Others: Jeanne Ratfield, (Administrative Assistant to Vice Provost) Recorder.

I. Adoption of Agenda

A motion was made by J. Stafstrom, seconded by B. Giese to approve the agenda. The motion passed.

II. Approval of Minutes

S. McHone-Chase made a motion to accept the minutes, seconded by J. Stafstrom. The motion passed.

III. Old Business

Discussion of the EUIA/EUTA awards was held. Committee members felt that the applications were received in better form than past years. Stafstrom suggested a few minor adjustments. McHone-Chase commented on the recommendation letters needing to be within the last three years. Mackie stated that could be addressed at the committee’s first meeting next year.

Hanna asked if anyone knew what percent of departments have a student advisory committee. Birberick indicated it varies across colleges. Azad and Giese both indicated their departments/colleges do not have student advisory committees.
Several committee members mentioned they would like to look at the history of nominations and recipients over the past 10 years to see if there is any pattern of distribution.

IV. **New Business**

Birberick spoke to the committee members about her experiences during the past two years with the committees reporting up to the UCC (Undergraduate Coordinating Council). Explaining she has sat on the committees and seen the process and seen how things work. She has also had various individuals comment on the committee structure here. In different contexts, comments such as how cumbersome the structure is as well as its lack of flexibility, being contradictory, etc.

She has asked a few members of the UCC to form a subcommittee to review the curricular process. She indicated that she has spoken with members of the Committee on the Undergraduate Academic Environment (CUAE) whose members have been struggling with their mission and purpose for the last two years. They are open to some changes including blending with another committee. She pointed out that the duties of CIUE are changing. The funding previously available for the improvement grants will no longer be available so that reduces this committee’s function to one item, the selection of the awards for excellence in undergraduate teaching/instructor. Potentially this committee could combine with CUAE and have a different function/focus.

The subcommittee will look at the curricular process which currently begins in the department, goes to the college then to CUC and potentially APASC before coming to UCC for final acceptance. This process is filled with redundancy and often with delays and she indicated it was time to review it.

**Adjournment**

J. Stafstrom made a motion to adjourn at 1:29 p.m., seconded by S. McHone-Chase. Motion passed.

Respectfully submitted

Jeanne E. Ratfield