

CLAS Directors of Undergraduate Studies
Notes
March 2, 2022

1. Brief welcome and announcements
 - a. Associate Dean Lang encouraged those in attendance to review the [DEO memo from February 23, 2022](#), on informal midterm assessments and the March 2 DEO memo on [mid-semester reminders for undergraduate instructors](#).
 - b. The last day students can drop a course with advisor permission only is Monday, April 4.
 - c. Instructors should not try to balance multiple modalities in the classroom. Not all rooms are set up for livestreaming, and it is not possible to install technology in all classrooms. Courses should be taught in the modality that is listed in MyUI. When available, multiple modalities may be used only for students who are on the self-report list.
 - d. Phi Beta Kappa Society invitations have been sent to students and notifications sent to departments. The deadline to join is March 11, 2022. Please direct questions to Jennifer Eimers (jennifer-eimers@uiowa.edu).
 - e. Spring 2022 graduates who are pursuing [Honors in the Major](#) should now be marked in MAUI as pursuing honors. Please direct questions to your department's professional academic advisor, [faculty coordinator](#), or to Jennifer Eimers.
 - f. Associate Dean for Graduate Education and Outreach and Engagement Christine Getz asked DUSs to work with their DGS to encourage faculty to visit TA sections and provide graduate students with feedback as part of their mentoring responsibility. She further encouraged reviewers to talk with TAs about their goals for the class, the activities they have planned to meet them, and any concerns they have for the class period prior to reviewing a class and give them a chance to reflect on the class period following. She also asked DUSs to think about end-of-semester TA evaluations and to engage with their DGS about the current conversations around TA evaluations.
2. Annual assessment updates from Wayne Jacobson, Assessment Director, Office of the Provost
 - a. The next HLC Review is in February 2023. We need to demonstrate that faculty are systematically assessing quality of learning in their programs and using what is learned to make program improvements as warranted.
 - b. The deadline for Assessment Updates—using either the online short form or the form titled Learning Outcomes Assessment Update—is June 2022. **Please see the attached memo and assessment documents from Wayne.**
 - c. SERU—Student Experience in the Research University survey will be emailed to all students once a week starting March 29 until the week of finals. DUSs can encourage students to take the survey with a template attached to this email.
3. Title IX and the classroom discussion with Monique DiCarlo, Director, [Title IX and Gender Equity](#), Office of Institutional Equity

Monique discussed issues around Title IX that might impact instructor interactions with students. The presentation is attached to this email. Some highlights:

- a. [Academic Administrative Officer \(AAO\) Responsibilities](#)
 - i. DEOs, DUSs, and DGSs have specific responsibilities as AAO.
 - ii. Definition of [mandated reporter](#)
 - b. OIE provides consultation for faculty around classroom sexual misconduct issues, and they encourage all faculty to reach out to their office.
 - c. Instructors may experience issues around sexual misconduct and harassment in the classroom in a variety of ways, some of which are not explicitly addressed in the current university training.
 - d. In most cases, instructors should lean into supporting students when they request or are eligible for [supportive measures](#), which are non-disciplinary. When the TIXGE Office contacts an instructor to discuss classroom accommodations that allow a complainant to avoid contact with a respondent, it is important for instructors to respond. Monique is offering a space to have a discussion about accommodations. Instructors should always feel free to contact Monique if they have questions about OIE-Title IX communication.
 - e. When course content includes gender or other sensitive topics, OIE can be consulted for best practices advice or classroom guidelines for discussion.
 - f. The [Resource & Referral Guide](#) regarding sexual harassment/misconduct, stalking and dating/domestic violence has been updated.
 - g. Office contact information: oie-tixge@uiowa.edu, 319-335-6200
4. Angi McKie, Assistant Provost and Executive Director, and Lynne Sebille-White, Senior Director, Career Coaching and Campus Partnerships, Pomerantz Career Center discussed opportunities for students related to finding internships and jobs. Online job and interview resources discussed included [Handshake](#), [Career Communities](#), [Interstride](#) (for international students or students who want to work internationally), and [Big Interview](#) (online practice interviews).
- a. Handshake has 30,000 postings active on any given day. Faculty and staff can [request a test student account](#) and can post department opportunities in Handshake.
 - b. [Hawkeye Experience Grants](#) are available for summer 2022 for student internships, research, service learning, creative projects and more.
 - c. Please see the attached slides for more information.
5. The meeting was adjourned.