The College of Liberal Arts and Sciences

Undergraduate Educational Policy and Curriculum Committee

**Minutes**

Thursday, October 19, 2017

Attending: Steve Duck; Helena Dettmer (Chair); Andrew Forbes; Kathryn Hall (staff); Anita Jung; Meena Khandelwal; Cornelia Lang; Jerald Moon; Mary Noonan; Ana Rodríguez-Rodríguez; Tristan Schmidt; Rachel Williams

Absent: Ana Rodríguez-Rodríguez

1. The minutes from October 12 were deferred.
2. Cornelia Lang, Chair of the General Education Curriculum Committee (GECC), reviewed the GE course proposals for Diversity and Inclusion (DI) status. The following were unanimously recommended for approval in the GE area of DI:
   * IS:2020 World Events Today
   * ASIA:2222 Women in Premodern East Asian Literature
   * THTR:2405 Staging Americans
   * CINE:1625 Race, Gender, and Sexuality on Screen
3. Tracy Hufford, Lecturer, School of Journalism and Mass Communication, updated the committee on the Event Planning Certificate, which was implemented in Fall 2015. (Health Spangler, the program coordinator was unable to attend as well because of teaching responsibilities.) This last spring and summer, the Event Planning Certificate graduated its first 30 students, with around 216 students currently enrolled from a range of majors, but especially in Communication Studies, Business, Journalism, and Sport and Recreation Management. At the core of the program of study is the required internship, which requires a minimum of 135 “clock” hours under the supervision of a professional. Certificate workshops are also important and emphasis of hands-on team projects and “real world clients,” with hosts of classroom visitors, fieldtrips, an event planning internship fair, and a newly developed UI club for event planners called *Hype, Hawkeyes Plan Events*. After the guests left, UEPCC noted the energy related to the program and the number hands-on experiences and opportunities it provides for students. In its two years of existence, the certificate has become a very dynamic program.
4. UEPCC reviewed the revised language of the required CLAS syllabus template, with the goal to remove excess language so that the insert would be one page. It has been growing in length over the last few years; too much information may lead students to ignore it. Any requests for additional additions to the insert will need to be considered very carefully; perhaps other information could be removed if additions are made in order to keep the insert at one page. The revised insert, for example, deleted the procedure on how to handle severe weather. UEPCC voiced support for the revision and acknowledged that the growing length of the syllabus insert could be a problem in the future. The shorter version of the insert will be made available for faculty starting with Spring 2018.
5. Tristan Schmidt, UI Student Government (UISG), Director of UISG Academic Affairs, spoke with the committee about the importance of considering Open Educational Resources (OERs) and e-books for students to use in place of textbooks because of their high prices. Some students do without books because of this affordability issue, which can result in a serious obstacle for academic success. There are a growing number of places where these resources can easily be found, especially at the UI Main Library which has in recent years moved forward quickly with supplying e-materials. Tristan showed UEPCC members a number examples, with the committee grateful for this help and for this information. Discussion also focused on students’ apparent preference for physical books for a number of reasons, but, in some cases, it may be possible for instructors to order physical books while also guiding students to online choices. The group also discussed that students can add textbook costs to their U-Bill if ordered through the Hawk Shop, where students are likewise not charged taxes and have the convenience related to documentation for federal financial aid. Early online ordering of textbooks, according to the new policy set by the UI to comply with the HEO Act, will also help to mitigate costs, giving students more time to purchase books and to participate in bookstore buyback programs which can substantially save students on overall costs of textbooks.
6. The meeting was adjourned.

Respectfully submitted,

Andrew Forbes   
Associate Professor, Department of Biology  
Secretary for UEPCC