The College of Liberal Arts and Sciences
The Undergraduate Educational Policy and Curriculum Committee

Minutes
240 SH and Zoom
April 14, 2022

Attending: Cornelia Lang (chair), Roxanna Curto, Jennifer Eimers (staff), Eric Gidal, Alan Huckleberry, Erin Irish, Andrew Kitchen, Cinda Coggins Mosher, Jennifer Rogers, Jan Wessel, Jenna Yang

Absent: Christine Shea

1. The minutes from April 7, 2022, were approved as written.

2. Associate Dean Lang announced that the UEPCC meeting on April 21, 2022, will begin at 1:00 instead of 12:30.

3. The committee returned to the discussion, begun during the fall semester, of the policy requiring that syllabi be posted in MyUI before student registration. Summaries of the fall 2021 UEPCC discussions are posted at these links: September 23 and December. Wanting to both support student success and allow flexibility for instructors and department administrators, the committee recommended that the current policy be revised. The revised policy will strongly encourage, rather than require, instructors to post course information in MyUI through one of three means: 1) a syllabus 2) a template (provided by CLAS) with key course information 3) a thorough course description. Both the template and the course information should include the course format, learning outcomes, schedule and key assignment dates, and grading information. Committee members also noted that one responsibility of DEOs is to review syllabi at the beginning of each semester/term. The changes to the policy beginning with spring 2023 courses will be shared in a DEO memo.

4. Adjournment of meeting

Respectfully submitted,

Cinda Coggins Mosher
Associate Professor of Instruction, Rhetoric
Secretary of UEPCC