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

Minutes
October 28, 2021

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

Absent: Jan Wessel

1. The minutes from October 21, 2021, were approved as written.

2. The committee reviewed two course proposals that have been approved by the General Education Curriculum Committee in the GE CLAS Core area of Sustainability. Erin Irish, UEPCC liaison to GECC, summarized the first proposal and the discussion about it. The course is EES:1115 History and Science of Oil, which is currently approved for Historical Perspectives. After a brief discussion, UEPCC approved this course for Sustainability and Historical Perspectives GE status.

   Associate Dean Lang summarized the second proposal, which was for EES:1085 Fundamentals of Environmental Sciences in the areas of Sustainability and Natural Science with Lab. After a brief discussion, UEPCC approved this course for Sustainability and Natural Science with Lab GE status.

   The committee asked about continuity of instruction when CLAS Core courses are tied to a single instructor and/or highly prescribed course material. Associate Dean Lang noted that GECC approves a course based on the proposal and syllabus that are presented to them, and significant changes to either of those should be brought to the chair of GECC for approval.

3. Michael Venzon, Director of Student Disability Services, joined the meeting to share updates.
   a. SDS has moved to a new space in UCC 141. They offer exam accommodations M-F from 9:00-4:00, and the office is open 8:30-4:30 M-F.
   b. Letters of accommodation have moved into MAUI/MyUI.
      i. Under the Student Information Tab in MyUI, students who have completed the SDS intake process will see a “Course Accommodations” link. For each course students can choose which of their approved accommodations they want to use for that class. Each course in their class list links to MyUI course information, including the course description and any additional materials the instructor has attached in the Course Planner. This additional information helps students decide earlier what accommodations they need for the course.
ii. **When the LOA [letter of accommodation] is generated, it does not include the specific instructor's name.** The student’s email address has been added, though, at instructor request. In the future the LOA will have hyperlinks to the SDS website for more information about that type of accommodation.

iii. At the moment instructors have no access to the letter aside from what students share with them. SDS will advise students that they still need to initiate the conversations with their instructors about accommodations.

c. The [North Campus Test Center](#) in CB W216 can handle the majority of testing accommodations students need if departments do not have appropriate spaces for extended time/reduced distraction, etc.

   i. Mike briefly demonstrated that Proctored Exams Portal in ICON, which allows instructors to schedule an exam at the NCTC for students.

d. **Instructor Resources:** SDS has started to compile some tips, tools, and resources used by their Academic Coaches to share on the SDS website.

   i. UEPCC’s student member commented that professors do not use many of the available accessibility tools on ICON. Even if no one is asking for accommodations, those tools can still be helpful to students (universal design approach).

e. At the Fall 2021 census date (day 10 of the semester), SDS had a 10 percent increase in students registered for accommodations, and the biggest increase was for ADHD.

4. In the few minutes that remained UEPCC returned to the discussion of creating additional flexibility for students to fulfill the [CLAS Core World Language](#) requirement. Associate Dean Lang and Jennifer Rogers gave a brief summary of the CLASAN meeting with advisors earlier this week. CLAS asked professional advisors to share their perspectives and experiences working with students who need to complete the WL requirement.

   Associate Dean Lang then proposed a model for moving forward with the discussion about the WL requirement: UEPCC will add representation from GECC and the DWLLC Task Force committee, who would attend UEPCC meetings over the next couple of months. That larger group should determine which additional conversations should be facilitated, which constituent groups UEPCC should visit with, and what data are needed to make a recommendation with respect to any proposed additional flexibility in the CLAS Core World Languages requirement. The DWLLC task force plans to visit UEPCC before the end of the Fall 2021 semester.

5. The UEPCC meeting on November 4 is cancelled.

6. The meeting was adjourned.

Respectfully submitted,

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