

**University Committee on Undergraduate Instruction (UCUI)**

**September 14, 2015**

**Agenda**

**10:00 AM – 11:30 AM**

1. Welcome and Introductions (All)
2. Minute takers for fall semester
3. Review of Charge (Awbrey)
4. Special Credit Offerings
  - a. Original Guidelines
  - b. Registrar Perspective
5. SON Program Modification Request
6. OSH name change update
7. Petitions of Exception
8. Renewal of Moribund Course Discussion

## **University Committee on Undergraduate Instruction**

### **Charge:**

1. To recommend to the University Senate academic policies and procedures concerning undergraduate education and, when necessary, seek advice from other appropriate bodies concerning the impact of these policies and procedures;
2. To evaluate and monitor petitions of exception regarding university-wide undergraduate academic requirements except for university-wide general education requirements;
3. To prepare an annual report on all petitions of exception to be shared with the Office of Academic Affairs, the Registrar, individual Committees on Instruction, and the Senate Planning Review Committee;
4. To make recommendations to the University Senate regarding proposed and existing undergraduate programs, including recommendations for program modification, suspension, or discontinuance;
5. To advise the Senate Planning Review Committee (SPRC) and the Senate Budget Review Committee (SBRC) concerning proposed new undergraduate programs and to maintain regular communication with SPRC and SBRC through exchange of minutes;
6. To cooperate with the General Education Committee in overseeing undergraduate instruction throughout the University and to maintain regular communication with that committee through exchange of minutes;
7. To schedule and monitor decennial reviews of all undergraduate programs in timely fashion and report findings to the Senate Planning Review Committee and the University Senate;
8. To evaluate ongoing and proposed undergraduate programs for their consistency with University academic policies and mission, to monitor catalog copy to ensure compliance with all such policies; and to monitor all catalog changes impacting outside of the Committee on Instruction making the change;
9. To advise the Senate on all matters that body or its Steering Committee may refer to the Undergraduate Committee on University Instruction concerning undergraduate instruction and the general requirements within which the specifics of undergraduate degree programs function.

### **Membership:**

One faculty member from each organized faculty, with the exception of the College of Arts and Sciences, which shall include a total of four members,

representing the arts and humanities, languages, natural sciences, and social sciences, appointed to staggered three-year terms by the Senate upon nomination by the Steering Committee, each of whom shall represent UCUI to the Committee on Instruction or equivalent group in her/his academic unit; the Director of Integrative Studies; two undergraduate students designated by the University Student Congress; the above to be voting members. In addition the following shall serve *ex-officio* and non-voting: the Senior Associate Provost as chair; the Vice President for Student Affairs and Enrollment Management (or designee); a representative appointed by the Professional Advisers Council; and the Registrar (or designee).