

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

Minutes
240 SH
August 24, 2023

Attending: Cornelia Lang (chair), Jill Beckman, Asha Bhandary, Rodica Curtu, Emilie Maurel-Destruel, Jennifer Eimers (staff), Anita Jung, Cinda Coggins Mosher, Amira Qidwai, Christine Shea, Amy Strathman, Jan Wessel

Guests: Jennifer Bertrand, Director of Academic Policies and Student Services, and Monica Madura, Director of Retention and Student Services (CLAS UP)

1. Committee members introduced themselves.
2. There was a brief mention of [universal design for learning \(UDL\)](#) as a topic of discussion this year and, relatedly, of the UI Office of Teaching and Learning Technology's planned [ICON Day](#) on October 20, 2023. Keynote speaker [Thomas Tobin](#) will discuss technology-mediated education.
3. Appointment of UEPCC positions and discussion of related duties:
 - UEPCC secretary—Jan Wessel
 - Liaison to the Faculty Assembly Agenda Committee—Christine Shea
 - Liaison to the General Education Curriculum Committee (GECC)—Amira Qidwai
4. Overview of the work of the Undergraduate Educational Policy and Curriculum Committee: [The charge of the committee](#) was shared with members before the meeting.
 - a. Jennifer Eimers, Senior Associate Director, Curriculum and Instruction, gave an overview of majors, minors, certificates, and the [processes for revising, adding, or discontinuing programs of study](#).

She also discussed the General Catalog review process and timeline. The 2023-2024 Catalog will be finalized September 1, and at that point only changes to administrators and URLs will be updated in the online edition. Editing for the 2024-2025 Catalog occurs from December 4, 2023 - Feb 5, 2024. Catalog pages circulate through a pre-approved workflow chain in each department/program, and they make minor changes and/or changes that have received the necessary approvals (i.e., UEPCC, Provost, Board of Regents). Most changes approved by UEPCC can be edited during the next Catalog cycle. Changes that require Provost approval, like a name change, happen by way of a memo from CLAS to the Office of the Registrar, and their Catalog team will enter those changes. The General Catalog cycle is a reason most curricular changes are implemented in a summer or fall semester.

The committee asked whether they should think about duplication among majors more broadly, or if it should be communicated more broadly and intentionally to departments that duplication should be minimized.

Directors Jennifer Bertrand and Monica Madura discussed Undergraduate [Academic Policies](#), including requirements for a bachelor's degree, credit hour policies, UI and CLAS residence requirements, graduation with distinction, and academic standards. These policies are relayed to students at orientation and by academic advisors and the degree audit. Some of these policies will be topics of discussion and potential revision by UEPCC this year.

Monica Madura shared a new set of workshops and campus resources for students, [Undergraduate Student Success Workshops and Campus Resources](#).

Respectfully submitted,

Jan Wessel

Associate Professor, Psychological and Brain Sciences, Neurology
Secretary, UEPCC