

Directors of Undergraduate Studies Meeting—October 2024

Meeting Notes

Monday, October 7, 2024

11:00 AM-12:30 PM

UCC 2520D

1. Jessica Alberhasky, Senior Associate Registrar, Student Academic Systems, and Alysha Ahlf, Student Systems Support Coordinator, provided an overview of services provided by the Office of the Registrar via Zoom. The Registrar's office has a number of functional areas including five areas encompassing student lifecycle academic support: curriculum management, classroom management, student systems (MAUI/MyUI), student services, and degree services including commencement. Other areas include compliance, tuition and fees, FERPA, MAUI security, and institutional reporting. The Office of the Registrar encourages faculty to reach out at any time with questions or as concerns arise, see <https://registrar.uiowa.edu/contact> for contact information.

Please see attached notes for general information on Registrar's Office as well as notes on course materials and textbook ordering.

An important meeting on this topic will be held next Wednesday on zoom. Please consider whether it would make sense for any faculty in your areas to join the meeting in addition to your student academic services staff (who usually join these meetings).

[Student Academic Services Users Group \(SASUG\)](#)

- Wednesday, October 16, 2024 9:30 a.m.- 11:00 a.m.
 - [Add Meeting to Calendar](#)
- ***Topic: Course Materials and Textbook Ordering***

2. Matt Shadle, CLAS Academic Assessment Coordinator, provided an overview of assessment of undergraduate programs in the college and the CLAS Core. He defined assessment as appraising or measuring student learning to improve teaching and the learning process, and noted assessment is conducted by instructors, departments, and institutions. Matt noted that in his roles he can help identify and track down data that can be used for assessment, as well as interpretation and use of those data. He provided tips and areas for improvement in

program assessment and noted that he wants to make assessment more collaborative, including input from departmental faculty in addition to the DEO and DUS. Matt provided a brief overview of some changes to course feedback by students. The updated system, known as Student Perceptions of Teaching (SPOT), replaces the Assessing the Classroom Environment (ACE) system. He also provided updates on recent and current assessment of three CLAS Core General Education areas: International and Global Issues (conducted in 2022-2023), Rhetoric (conducted in 2023-2024), and Interpretation of Literature (underway in 2024-2025).

3. Announcements

Finally, here are some links to several key recent CLAS Business Updates that are relevant for DUSs:

- [Mid-term check in on students](#)
- [CLAS Teaching Excellence Showcase – October 11 \(10:30 am-12 pm\)](#)
- [Teaching with Technology Award Applications – due October 15](#)
- [CLAS guidelines for online courses](#)
- [Nominations for President and Provost Teaching Award – due October 23](#)