

Institute Undergraduate Curriculum Committee
Start-up Matters
Minutes
Tuesday, August 18, 2020
Meeting Conducted via Teams

Members: Bonetto (MATH), Caruso (IUCC Student Rep), Ferri (ME), Haas (CEE), Hammer (BIOS), Ippolito (ML), Moore (ECE), O'Mahony (Faculty Exec Board Liaison), Oyelere (Chem & Biochem), Parker (IC), Phillips (Office of Acad Effectiveness), Potts (Vice Provost-OUE), Pikowsky (Registrar), Sanford (CoD), Short (Math), Singh (HSOC), Sokol (ISYE), Stein (Dean of Students), Subramanian (CoB)

Visitors: Rasheed (Registrar), Hodges (Registrar)

Note: All action items in these minutes require approval by the Academic Senate. In some instances, items may require further approval by the Board of Regents or the University System of Georgia. If the Regents' approval is required, the change is not official until notification is received from the Board to that effect. Academic units should take no action on these items until USG and/or BOR approval is secured. In some cases, approval by the Southern Association of Colleges and Schools-CoC may also be required; in others, notification by the Institute will suffice. In addition, units should take no action on any of the items below until these minutes have been approved by the Academic Senate or the Executive Board.

Note: All votes are unanimous unless noted otherwise.

The Committee has set a minimum of 13 voting members to establish a quorum and conduct official business. Otherwise, business is still transacted and formally voted upon via email vote.

Start-up Matters

1. The Registrar welcomed new members to the Institute Undergraduate Curriculum Committee.
2. The Registrar asked that the Committee vote on the 2020-2021 meeting schedule that was distributed via email last week. The Committee voted to approve meeting dates for 2020-2021.

Note: The meeting dates are located on the Institute Curriculum Committee website, the Academic Calendar, and attached to the Minutes. The Registrar's Office will also be sending out calendar invitations to the Teams Meetings for Fall 2020 so those are on the Members' calendars. Agendas/reminders will be sent out via email a week prior and a day prior to meetings.

3. A motion was made to elect Dr. Brian Hammer as Chair for 2020-2021. The motion was seconded and approved.

4. A motion was made to elect Dr. Federico Bonetto as Vice-Chair for 2020-2021. The motion was seconded and approved.

Note: The Vice Chair of the IUCC also serves as the Chair for the General Education and Policy Subcommittee.

5. A motion was made to confirm Reta Pikowsky, Registrar, as the IUCC Secretary (by statute). The motion was second and approved.
6. Dr. Colin Potts provided a summary of duties and responsibilities of the General Education and Policy Subcommittee. He advised that the Subcommittee will be involved with the General Education redesign efforts put forth by the University System Office. This work will include re-certifying Tech's Core Curriculum Areas, approving courses applicable to the Core Areas, and marshalling Tech responses to the USG's objectives. The timeline for implementation of the redesign has been pushed back by a year, but the incoming General Education and Policy Subcommittee will need to start work now on the redesign efforts.
7. A motion was made to elect Dr. Adam Steinberg to the General Education and Policy Subcommittee as an IUCC representative. The motion was seconded and approved.
8. A motion was made to elect Dr. Jude LeBlanc and Dr. Mike Leamy as the IUCC representatives on the Study Abroad Committee. The motion was seconded and approved.
9. The Committee delegated authority to Registrar (Reta Pikowsky) to act on certain petitions. The Registrar is hereby authorized to act on behalf of the Committee regarding petitions such as:
 - a. Waive of the ten-year rule
 - b. Academic Renewal
 - c. Late term withdrawals (where the documentation is clear)
 - d. Late selective withdrawals (where the documentation is clear)
 - e. Changes in registration
 - f. Using a prior grade of D to complete degree requirements when a grade of F was earned in the second attempt of the course
 - g. 36-hour rule waivers
 - h. 39-hour rule waivers
 - i. Readmission after a first drop when a major School supports it
 - j. Other types of petitions when the documentation is clear and complete and the major School is in support
10. The Registrar reviewed meeting operations for 2020-2021. All meetings are to be held over Microsoft Teams.

11. Dr. Potts addressed the Committee with information about the Provost Curriculum Committee. The PCC was created as an *ad hoc* Committee about 10 years ago to provide some quality control over courses proposed by non-academic units (Library, Serve-Learn-Sustain, Central for Teaching and Learning, Center for Career Discovery and Development, etc.).

In academic units, there are several layers of oversight before a course is approved and then moves on to the ICCs. The PCC serves as this layer of overview and approval before moving on the ICCs. Currently, Dr. Potts and Vice Provost for Graduate Education and Faculty Development, Dr. Bonnie Ferri, call upon the Deans to recommend representatives to serve on the PCC.

Dr. Potts stated that it is time that the PCC become more structured partly because we may see more requests for Special Topic courses since the experiment with mini-mester courses appears to be successful and units such as the Library have ideas for more of those popular and high-quality short courses.

Dr. Potts stated he would come to the IUCC at the next meeting to discuss how the ICCs should be involved and if the PCC should include ICC representatives. The IGCC will also have this on their agenda for discussion.

12. Dr. Potts discussed briefly about a working group proposed by the Faculty Executive Board regarding accountability for inconsistent quality in teaching (Task Force for Teaching Effectiveness). He advised he is going to follow up with the Graduate Vice Provost to see if representation is needed from IUCC/IGCC.

Adjourned,

Reta Pikowsky
AVP of Enrollment Services/Registrar
Secretary of IUCC