

IUPUI Strategic Plan Implementation: Changes in Committee Structures Related to Undergraduate Education

Undergraduate Affairs Committee

The Undergraduate Affairs Committee will be a standing oversight and advisory body for the IUPUI campus, comprised of Associate Deans and faculty members engaged in leading undergraduate curricula from across all schools conferring undergraduate degrees. The UAC will have curricular responsibility for the IUPUI General Education Core, will support the assessment of student learning outcomes aligned with the Principles of Undergraduate Learning in general education courses, as well as review and coordinate undergraduate curriculum changes involving general education courses. The Undergraduate Education Committee also will review proposals for new undergraduate degrees, subplans, minors, certificates, and name changes. It will coordinate the updating of 4-year degree maps and help to guide the development of curricular and academic policies to support on-time degree completion by beginning students, transfer students, and re-engaged adult learners.

The IFC Executive Committee originally charged the IUPUI General Education Task force with creating a General Education Core that would transfer across undergraduate degree programs, as well as across public higher education institutions. In 2014, the Executive Committee reviewed the activities of the task force and recommended that these functions become a component of the responsibilities of the Undergraduate Affairs Committee (UAC). The UAC should have a set of functional roles and responsibilities parallel to that of the Graduate Affairs Committee, assuming responsibilities assigned to the Undergraduate Curriculum Advisory Committee (UCAC) and a portion of activities (e.g., review of undergraduate degree proposals) currently supported by the Academic Policies and Procedures Committee (APPC). The UAC should be populated by Associate Deans for Undergraduate Education or similar faculty leaders within each school (e.g., faculty currently serving on the General Education Task Force), with ex officio roles that include the Senior Associate Vice Chancellor for Academic Affairs, liaisons representing the Division of Enrollment Management, the IFC Academic Affairs Committee, Program Review and Assessment Committee (PRAC), and an undergraduate student representative. Deans of schools conferring undergraduate degrees appoint one representative and one alternate to the UAC by August 1 each year.

Priorities and Goals for Undergraduate Affairs Committee:

- Review and approve new courses to the IUPUI General Education Core. In partnership with the Program Review and Assessment Committee, develop and implement procedures to continuously review direct and indirect evidence of student learning from general education courses, and to share feedback with academic departments to help improve student learning.
- Review assessment data related to the IUPUI Principles of Undergraduate Learning and evaluate relations between student grades, PUL ratings provided by faculty, and direct assessments of authentic student work embedded within general education courses. Provide leadership with respect to improving institutional effectiveness in the realm of undergraduate education, particularly in relation to the reaffirmation of accreditation process.

- Develop administrative academic policies regarding the implementation of the IUPUI General Education Core and share these policies with the IUPUI Faculty Council and with the Division of Enrollment Management, particularly the Academic Policies and Procedures Committee.
- Provide leadership for undergraduate curricular initiatives that span academic units (e.g., Single Articulation Pathways, Capstones, First Year Seminars, Themed Learning Communities, the Degree Qualifications Profile, Signature Assignment development, the use of VALUE rubrics to assess student artifacts, Degree Maps).
- Coordinate and communicate curricular changes, particularly those that can have significant implications for student enrollment patterns. Monitor prerequisites to ensure that they are clearly communicated to students and reflected in degree maps.
- Assume the charge of the Undergraduate Curriculum Advisory Committee, which is to “Review all new campus undergraduate programs with particular consideration of proposed courses that may overlap with or duplicate existing courses or programs in other schools, and oversee the undergraduate course remonstrance process; mediate and propose solutions to resolve curricular disputes between undergraduate programs, in particular when remonstrances cannot be resolved between units; encourage interdisciplinary work in teaching, curriculum development, and research, particularly in the life sciences; provide collaborative support for the development of IUPUI’s general education program and its guiding Principles of Undergraduate Learning; review changes in program requirements that have the potential to affect course enrollments in other schools and programs; screen all activities involved in the creation, revision, and elimination of undergraduate degree programs with a view to upholding the integrity of the Mission and Vision of IUPUI, as well as the value of undergraduate degrees, certificates, and programs at IUPUI.”¹ The UCAC could then be eliminated as an IFC standing committee.
- Seek out opportunities to strategically advise on the creation of new degree programs that can help to address evolving state needs and support economic development.

Opportunities Afforded by the Creation of an Undergraduate Affairs Committee:

- Over the past 10 years, there has been a decrease in the number of faculty involved in helping to shape policies related to undergraduate education and in reviewing new degree proposals. The creation of an Undergraduate Affairs Committee would ensure that a core segment of faculty continues to provide leadership and support for undergraduate curricula.
- Increased coordination of undergraduate curricular modifications will help departments and the Division of Enrollment Management to plan for changing enrollment patterns in undergraduate courses and ensure that Degree Maps are accurately maintained.
- Increased faculty leadership related to assessing undergraduate student learning across general education will help to improve student learning and institutional effectiveness.

¹ <http://www.iupui.edu/~fcouncil/committees/ucac/>

Recommended Organizational Adjustments to Support the Creation of an Undergraduate Affairs Committee:

- Senior Associate Vice Chancellor for Academic Affairs will work with departments and programs to develop proposals for new undergraduate programs, which will subsequently be reviewed by the UAC.
- Associate Dean of Academic Affairs in University College will co-facilitate meetings and lead faculty development and staff training sessions related to general education.
- UAC will collaborate closely with PRAC on initiatives related to assessment of the general education core and program-level assessment of undergraduate student learning outcomes (e.g., Multi-state Collaborative to Advance Learning Outcomes Assessment project).

Academic Policies and Procedures Committee (APPC) – revised charge:

The **Academic Policies and Procedures Committee** (APPC) performs much of the detail work in the development, implementation, and monitoring of student-related administrative academic policy for both undergraduate and graduate education. The committee also provides a valuable forum in which members can raise issues and learn from the experience of other units.