

Minutes of the Undergraduate Committee Meeting
Monday, November 9, 2015
12:30-2:00 PM, Hornbake 4115

In attendance: Vedat Diker, Diane Travis, Jessica Vitak, Susan Winter, Joanne Briscoe (ex-officio, voting)

- I. The minutes of the October 2015 meeting were approved.
- II. VD and JB gave an update on the progress on undergraduate student services development.
- III. VD informed the UG committee about the work by Katy Lawley, Ann Weeks and VD on developing a policy document regarding involvement of doctoral students in undergraduate instruction. The committee will review the policy document when it is ready for discussion and provide formal feedback. It was agreed that the UG committee should not be involved in routine aspects of doctoral student instructors and TAs, such as assignment of personnel to courses.
- IV. VD introduced the draft PCC document “Policy and Procedure - Course Registration Permission Policy” to the UG committee and conveyed the questions posed by the PCC to the program committees. The committee discussed the issue, and it was agreed that the UG courses should not be included within this proposed policy due to differences between undergraduate and graduate programs regarding the type and level of control units have on which students can and cannot take courses. The committee advised that a separate policy document for the UG program should be developed focusing on how students can declare BSIS as their major.
- V. The committee discussed about setting up a framework that would encourage UG students to participate in research activities with iSchool faculty. It was observed that offering the option of formalizing the research experience as a for-credit course would be a good vehicle for further motivating the students and the faculty for UG student involvement in research. VD will bring more information to the committee about how that is done at other units, and the committee will discuss this issue further.
- VI. Next Steps
 - a. Remaining Undergraduate Committee meetings for the Fall 2015 semester:
 - i. Tuesday, December 1, 2015, at 1:15 PM in Hornbake 2116