**Programs, Courses, and Curriculum (PCC) Committee**

Members: Paul Jaeger, Lindsay Sarin, Katy Lawley (for Ping Wang), Vedat Diker, Niklas Elmqvist, Carlea Holl-Jensen, Kathy Weaver, Tetyana Bezbabna, Joanne Briscoe, Ann Weeks, Chair

Staff: Tricia Donovan

**Agenda**

**November 2015**

General Business

* Approved October Minutes

Actions Requested—Course Retirement

* Lindsay spoke to retiring these courses, due to registration numbers, a lack of best practice in entire courses specific to information access, removing redundancy from LBSC and INST, etc.
  + LBSC 488 Recent Trends and Issues in Library and Information Services
  + LBSC 627 Older Adults and Information
  + LBSC 698 Children’s Information Technology and Policy
  + LBSC 750 Information Access in Electronic Environments
  + LBSC 751 Information Access in the Humanities
  + LBSC 752 Information Access in the Arts
  + LBSC 753 Information Access in the Social Sciences
  + LBSC 756 Information Access in Science and Technology
  + LBSC 758 Special Topics in Information Access
  + LBSC 762 Information Access in the Health Sciences
  + LBSC 764 Access to Legal Information
  + LBSC 767 Access to Federal Government Information
  + LBSC 790 Building the Human Computer Interface
  + LBSC 794 Principles of Software Evaluation
* **ACTION**: Approved to retire courses.

Discussion Topics

* Review of a doctoral student facing academic difficulty.
  + Due to the nature of this content, no notes were taken during the discussion.
* Committee reactions to policy and process for admitting students from outside the College into iSchool courses, and iSchool students taking courses outside the College.
  + Ann gave a brief overview and highlighted the following:
    - F2F and online courses should have the same policy.
    - Open to students taking iSchool courses as long as iSchool students have priority.
    - Out of College students cannot register until 2 weeks before semester starts.
  + Lindsay asked about process and the committee discussed at length, with the following recommendations:
    - * Form from student goes to student services admission email.
      * Student Services academic specialist will pass it off to appropriate program coordinator **if** the course has pre-requisites.
      * The coordinator will make an initial recommendation and send that to the instructor, who will make the final decision.
  + **ACTION**: Tetyana will finalize the process/procedure document based on the recommendations and it will be implemented for the Spring. The process/ procedure will be revisited in May to determine what changes, if any, need to be implemented.
* Shady Grove campus: What should the iSchool’s relationship with the campus be in the future?
  + Vedat gave an overview and summarized four possible ways the College might work with the Shady Grove campus in the future. Tetyana talked about the number of students at Shady Grove and complaints about course offerings at the SG campus.
    - Discussion of resources on the campus currently and options for the future.
  + No action taken. Information and discussion only.