Programs, Courses, and Curriculum (PCC) Committee
October 19, 2016
3-4:30pm, Room 2116

Members (voting): Brian Butler (Chair), Kathy Weaver, Niklas Elmqvist, Paul Jaeger, Katie Shilton, Vedat Diker, Ann Weeks
Ex Officio (non voting): Keith Marzullo, Lindsay Sarin

General Business
Approval of September Minutes
ACTION: Approved

Updates

Information Science at Shady Grove
The program has been approved by the Shady Grove Committee. The budget proposal has not been approved or returned. We will not begin planning or creating the program until budget has been determined by Betsy Beise and Stewart Edelstein.

What is the benefit of Shady Grove? (Ann)
- Assists in creating a transfer route for community college students
- Faculty line creation
- Assists in building of the CP InfoSci program and increases the resources available for it.

Discussion/Other Business

INST Course Approval Process

Current system: All INST courses must be voted on and approved by every academic program committee (InfoSci, HCIM, MIM, MLIS, PhD) then PCC.

Proposed system:
INST courses from 100-400-level are reviewed and approved by the Undergraduate (InfoSci) Program Committee. Upon approval, a copy of the course syllabus and course proposal form shall be sent to all other academic program committees as an FYI. The course must then be approved by PCC and processed through University-level committees as appropriate.

INST courses at the 600-700-level are reviewed and approved all graduate program committees (HCIM, MIM, MLIS, and PhD). Upon approval, a copy of the course syllabus and course proposal form shall be sent to the Undergraduate Program Committee as an FYI. The course must then be approved by PCC and processed through University-level committees as appropriate.

800-level PhD then PCC. If approved sent to all program committees as an FYI. Then it moves to PCC.

INST courses at the 800-level are reviewed and approved by the Doctoral (PhD) Program Committee. Upon approval, a copy of the course syllabus and course proposal form shall be sent to all other academic program committees as an FYI. The course must then be approved by PCC and processed through University-level committees as appropriate.

ACTION: Approved Unanimously,

ACTION: Course proposal form will need to be updated and this posted to the Academic Programs Page.

Approval process for instructors of undergraduate courses - Brian Butler
There is currently no process or requirements for approving undergraduate instructors. In other college's it is an administrative decision made by persons in the dean's office. The committee was asked for their comments, feedback, suggestions for how this might be handled in the iSchool.

Paul: Follow the same model as the "expedited" adjunct approval process. There becomes a subcommittee of APT with a smaller group of faculty reviewing and approving undergraduate instructors. Have the APT chair appoint members of the smaller approval committee.

Ann: The Undergraduate Program Director should be on the committee. Someone from the Doctoral Program should also be on the committee.

Kathy: Will there be a structure or person who will support doctoral students if they're teaching and support them?
>   Yes, there are structures/systems being developed. Brian and Lindsay should create a policy/process that ensures that these students are supported.

Paul: INST809 Individualized Teaching Experience, was originally designed to do this, but is currently being revised. During this revision process they should review the original intent of the course and potentially make it a requirement before a PhD student/candidate can teach on their own.

ACTION: An approval process proposal will be written and taken to APT for review. Once reviewed it will return to PCC for a final vote.