Undergraduate Studies Committee Minutes from September 26, 2011 meeting

Attendees: Abbas (Chair), Brown (Director), Hoffman, Snead, Rubenstein, and Zemke.

The agenda was reviewed and approved by all.

The charges to the Committee were each discussed and further information was given but the Director when questions arose.

Abbas and Zemke gave history of Charges 1- 4 (copied below) and explained how these charges are standing charges of the UGC. The charges will also be included in this year's work of the Committee but may be of lower priority due to their ongoing nature.

1. Focus on searching for and focus on courses to build the Information Technology Category and specifically look into computer courses in Architecture, VisComm courses for non-majors in Fine Art.
2. Focus on the review of courses within each Major Requirement Category for needed additions or removals with special consideration of online options and the School’s vision for the BAIS online delivery and specifically addressing the Communication Department’s dwindling offerings online especially in the Information and Society content area (see #3 below)
3. Continue to review any LIS graduate courses that could be slashlisted and used within any Major Requirement category (see #2 above)
4. Continue the ongoing review of new courses added in the College for use in any Major Requirement category

Charge 5 requires the Committee to work with the Director on marketing and recruitment of the BAIS program. Director Brown stated that this does not mean that UGS should be the only ones working on marketing and recruitment but that the activities include the entire faculty.

Charge 6 is related to implementing the Employer and Alumni surveys. Zemke and Abbas reported that the surveys are ready to use but the Committee needs to discuss how to implement them.

Charges 7 and 8 (copied below) are new to the UGC this year.

7. Continue to explore the development of subject targeted sections of LIS1013
8. Review the Internship Evaluation Forms and work with the Director to create interactive and online forms

Zemke and Abbas reported on the status of Charge 9 (Continue the development of a BAIS minor by reviewing courses for inclusion in course roster for the minor) that was near completion at the end of Spring 2011 semester. They reported that the forms would be ready to be submitted by the Director and SLIS office by Oct. 7, 2011.

Charge 10 (Continue consideration of the placement of the LIS 3003 Object-Oriented Programming course in the requirements) is a continuation from 2010-2011 charges and will be addressed this year as well. If LIS 3003 is moved out of the required courses for the BAIS, a suitable replacement will be
needed. Information Architecture or Project Management courses were previously suggested as potential replacements.

Charge 11 is also a continuation of previous years. Zemke noted that it is her personal mission to complete the revision of the BAIS Manual this year.

Charge 12 (copied below) was recognized as complex and would need a lot of research into OU policies, and other factors so would take a lot of time but should be a high priority for UGC.

12. Work with Curriculum Committee to explore the options and market for a post-baccalaureate in an area related to Library and Information Studies

Working procedures were also discussed. Abbas suggested that UGC use email for correspondence and discussion between meetings. The members agreed.

Abbas also said that she would prioritize the list of Charges and would present this list to the Committee at the next meeting.

Meeting adjourned at 11:10 a.m.

Next meeting is Nov. 21, 2011.