

Annual Report of the University College Committee
Academic Year 2009-2010
Submitted May 3, 2010

1. **Name of committee chairperson:** Amalia Rusu (SOE)

2. **Committee membership**

Carole Pomarico (SON)

Elizabeth Langran (GSEAP)

Gerry Campbell (DSB)

Ryan Drake (CAS)

Ed Deak (CAS) (Fall 2009 only)

Michael Pagano (CAS) (Spring 2010 only)

Aaron Perkus Associate Dean-University College (invited guest)

Edna Wilson Dean of University College (ex officio)

3. **Number of meetings attended by each committee member**

Pomarico [5]

Langran [4]

Campbell [6]

Drake [6]

Perkus [5] invited guest

Rusu [6]

Deak [2] Fall only

Pagano [3] Spring only

Wilson [5]

4. **Dates of meetings**

September 11, 2009

October 2, 2009

October 23, 2009

February 3, 2010

March 16, 2010

April 12, 2010

5. **List of principal topics considered by the committee**

a. Consistency of UC syllabi

- The committee discussed UC courses learning outcomes and syllabi content; UC is in compliance with the hiring of UC adjuncts' by vetting all adjuncts though appropriate chairs and directors; UC format for course syllabi is compliant with the guidelines in the instructional handbook; UC specific

policies and Ignatian pedagogy were discussed by the committee and recommended as additions.

b. UC course/program development

- The committee referred to Journal of Record regarding course and program approvals; a petition regarding internal curriculum development and review for UC was approved by the committee and recommended to be discussed with SVPAA.

c. UC student enrolment

- The committee reviewed enrollment patterns with the UC dean and associate dean; potential successful new courses/programs for adult learners were discussed by the committee.

6. **List of the decisions taken by the committee**

- The committee recommended to the UC dean that the template for UC syllabi be used consistently by the UC faculty.
- The committee decided to recommend the petition to the SVPAA (see item 5b).

7. **Anticipated effects of these decisions**

- Better way to review learning outcomes, transparency, and consistency.
- Help clarify UC course and program development procedures.

8. **Unfinished business**

- Continue to provide advice on program development
- Discussion of possibly expanding the scope of UC committee
- Open admission policy

9. **Future agenda items**

- International education