# Attendees

Members Present: Joy Longo, Allen Smith, Tobin Hindle, Michael DeDonno, Julie Earles, Lisa Swanstrom, Dan Meeroff

Others Present: Edward Pratt, Donna Chamely-Wiik, Rachel Messer

# Minutes

1. Approval of March 17th meeting minutes—sent electronically prior to meeting
   1. Dan Meeroff - motion to approve
   2. Lisa Swanstrom - second

# RI Course Designation

1. Donna Chamely-Wiik and Julie Earles attended UUPC meeting on April 1st to represent URCC in WHC courses up for RI designation
   1. All WHC courses presented were approved; DCW will go to Steering and Senate as URCC representative.
2. Research Intensive Designation workshop was held by College Liaisons on 04/04/16, and over 20 individuals attended. The workshop was well-received and OURI has been contacted by several other faculty members who are interested in RI Designation but were not able to attend the workshop.
   1. Some questions have been asked regarding what is required for new course designation while simultaneously designating a course as RI; DCW checked with the Registrar’s office and a new course form can be used to both establish a new course and designate it as RI.
3. Course up for review as RI: Allen Smith’s MAR 4334
   1. Dr. Smith gave a brief overview and history success of teaching previous marketing courses with creative and research components.
      1. Suggestions for Dr. Smith’s application:
         * 1. Remove Exhibit 1 from syllabus and include it in the online form for URCC only, to reduce volume of material for students in syllabus; it was also suggested that Dr. Smith pass that suggestion along to other BUS faculty members interested in RI designation.
           2. Dr. Meeroff asked how ethics would be addressed, and Dr. Smith provided further information about students creating an Informed Consent form, and how they must cite sources for research integrity.
           3. Motion to approve course for RI designation from URCC: D. Meeroff; L. Swanstrom- second.
           4. DCW will write cover letter for registrar as-is; Dr. Smith was asked to attend UUPC meeting on April 29th to speak to the course.

# DIR

1. WHC submitted 58 signed new course forms for XXX 4915 and XXX 4916: 4915- letter grade, regular course, variable 1-3 credits; 4916- S/US, variable 1-3 credits.
2. DCW reviewed language used for DIR; she will submit info to Registrar and write cover letter for approval. Motion to approve DIR courses- D. Meeroff; Tobin Hindle- second.
3. L. Swanstrom inquired about process for A&L DIR courses ; the department and Dean will need to approve the courses, followed by curriculum committee; following approval, they will require new course forms.
4. T. Hindle- has met with 4 of 6 departments in SCI; CHEM has approved 2000- and 4000-level DIR courses with variable 1-3 credits; GEO has approved 4000-level courses with 0-6 variable credits; PSY has approved courses with 0-3 and 1-3 variable credits; MAT and STA have approved 0-3 and 1-3 variable credit courses; these have been signed by the department heads and are in the hands of the college’s curriculum committee.
   1. J. Earles’s DIR language was used for these courses.
   2. DCW set forth an approval for these courses at the meeting since they were very similar to the WHC DIR, pending signatures from college (per J. Longo’s question).
   3. Motion to approve- D. Meeroff; J. Longo- second.
5. DCW will present WHC on behalf of J. Earles and WHC at UHC (all courses with Honors in the title must be presented at this meeting).
6. D. Meeroff- ENG has approved new DIS form

# Timeline Review

1. DCW reviewed next semester’s URCC meeting dates, as affected by new UUPC schedule. If any faculty members want spring 2017 RI designation, URCC must approve it by August 29th.
2. Another potential offering of a Summer 2016 RI Designation Workshop was discussed due to increased faculty interest; workshop will be offered mid-June.

**VI. Other Business**

Summer Retreat date set for 08-18-16.

**VII. Meeting Adjourned**