

Undergraduate Instruction Committee

Organizational Statement

Update March 2023

The Undergraduate Instruction Committee (UIC) is a standing committee of the School of Education and Human Development intended to promote faculty participation and leadership in the pursuit of excellence in undergraduate education. The UIC consists of an undergraduate chair/UIC representative from each department and the Associate Dean for Academic Affairs. In addition, the Undergraduate Advising Staff selects a nonvoting member to serve on the UIC. The Associate Dean for Undergraduate Academic Affairs serves as chair of the UIC and has responsibility for convening the UIC and providing coordination and support.

The UIC serves as the primary advisory group for the Dean and the School for undergraduate education. All policies affecting undergraduate education should pass through the UIC for consideration. Policy recommendations regarding undergraduate education in the School are referred from the UIC to the Dean's Council through the Assistant Dean for Undergraduate Academic Affairs and the Associate Dean for Academic Affairs.

The UIC

- reviews and approves new and revised undergraduate courses (including 489 courses) in the School prior to sending them forward to the TAMU Curriculum Committee and Faculty Senate
- selects recipients for (various undergraduate awards)
- works with the Dean, Department Heads, and department faculty to plan and schedule undergraduate program reviews, to evaluate the information derived from these reviews, and to formulate appropriate follow-up.
- Works collectively to advance the undergraduate programs offered through the College
- Suggests, reviews and evaluates School policies related to undergraduate education
- Works with School and University constituents to enhance the College's QEP and HIP efforts
- Other functions TBD

UIC members are charged with keeping their constituents apprised of UIC activities, of new or changing TAMU policies, and of other developments affecting undergraduate education, as well as soliciting their input regarding important decisions at the SEHD or TAMU level that affect undergraduate education. The Associate Dean for Undergraduate Academic Affairs serves as a liaison between the UIC, the Dean, and TAMU (e.g., AOC, Undergraduate Studies, Provost).

UIC members are expected to attend meetings or send a replacement. When absences or lack of attention to college and departmental undergraduate matters or procedures occur, the Associate Dean will initiate communications with the UIC member and/or the relevant department head in an effort to resolve concerns.