

Undergraduate Instruction Committee
Organizational Statement
March 2016

The Undergraduate Instruction Committee (UIC) is a standing committee of the College 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, the Assistant Dean for Undergraduate Academic Affairs, and the Associate Dean for Academic Affairs. In addition, the Undergraduate Advising Staff selects a nonvoting member to serve on the UIC. The Assistant 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 College for undergraduate education. All policies affecting undergraduate education should pass through the UIC for consideration. Policy recommendations regarding undergraduate education in the College 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 College 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 College policies related to undergraduate education
- Works with College 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 CEHD or TAMU level that affect undergraduate education. The Assistant 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 Assistant Dean will initiate communications with the UIC member and/or the relevant department head in an effort to resolve concerns.