*****The following information is being provided to Academic Advisors, Directors of Undergraduate Studies, and Student Services Managers on behalf of the Office of Undergraduate Curricula. Please feel free to share with other individuals in your unit to whom this information might apply.*****

Good morning all,

We hope everyone is doing well this week. The Office of Undergraduate Curricula team has launched a monthly announcement email that consolidates upcoming deadline reminders, opportunities, initiatives, and other curriculum news into one place. Emails will be sent at the start of each month and will be archived on our website (https://curricula.unc.edu/archival-collections/) at the end of each month.

To keep these emails a manageable length, many entries will contain links to outside websites where you can view related content in its entirety. We have also coded our announcements using the following color schemes to make sure everyone can access the material relevant to their roles quickly and easily:

- Items under the ==YELLOW== header apply ONLY to individuals in the College of Arts and Sciences
- Items under the ==BLUE== header apply ONLY to individuals in the Professional Schools
- Items under the ==GREEN== header apply to EVERYONE and will always be listed **FIRST**

Disclaimer: These emails are not intended to replace College and University-wide communications, but rather to supplement them. For this reason, we will not be accepting requests to advertise content unrelated to our office. However, if you think of ways in which we can improve our content, presentation, or communication please let us know!

Sincerely,
The OUC team

Nick Siedentop, Curriculum Director
Ben Haven, First-Year Curriculum Specialist
Heather Thompson, Course Evaluation Coordinator
Genevieve Cecil, Curriculum Analyst
James Thompson, Associate Dean for Undergraduate Curricula
Li-ling Hsiao, Associate Dean and Director of First-Year Curricula

- -

==GENERAL CURRICULUM NEWS==

IDEAs in Action Curriculum
In preparation for the next course submission deadline (10-15-2021), the IDEAs in Action Implementation Team will focus this semester on course development efforts in the following four (4) areas: Research & Discovery (RESEARCH), High Impact, First-Year Launch (FY-LAUNCH), and Communication Beyond Carolina (COMMBEYOND). Additional curriculum resources will be developed (e.g., sample syllabi, rubrics, help guides, workshops). All departments and professional schools (e.g., directors of undergraduate studies) will also be contacted this semester with suggestions and

recommended courses. Additional information about the IDEAs in Action Gen Eds and student learning outcomes is available on the OUC website.

The General Education Oversight Committee (GEOC) approved minor revisions to the student learning outcomes for the Natural Scientific Investigation Focus Capacity to better align with the description of the focus capacity. Each learning outcome references the 'natural world.' The updates are available on the student learning outcomes page on the OUC website.

The Registrar's Curriculum Team is continuing to process all the approved courses from Phase #1 and Phase #2 in CIM. Departments are advised to check CIM for these Gen Eds, as they do not currently appear in either the Catalog or ConnectCarolina.

Units interested in updates from the implementation team for the new curriculum can review stakeholder reports available on the OUC website. Questions can be directed to the Curriculum Analyst or the Curriculum Director.

Office of Undergraduate Curricula Website Update
Our office is proud to share an updated vision of the Curriculum portion of the OUC website. Our hope is that the new arrangement will be more intuitive and make resources regarding our current and future curriculum, as well as course and program proposals, more accessible for faculty and staff.

CIM Courses Update
Over 500 course proposals have been submitted in CIM since 10-01-2020. Our eight-person Course Committee has reviewed over 400 proposals so far and is diligently continuing their review of the remainder. If you have questions about the status of a specific course proposal, please contact the Curriculum Analyst. We appreciate your patience and support as we work to ensure every proposal receives careful consideration and review.

2021-2022 Catalog Editing Cycle
As a reminder, here are the key dates for this year's Catalog editing cycle:

- **Mon. 3-15-2021:** Deadline for Catalog editor(s) to make changes and submit page(s) to workflow for approval.
- **Wed. 3-31-2021:** Deadline for Catalog approver(s) to review and approve page(s).
- **Tue. 6-1-2021**: Catalog is published.

Reminder emails will be sent the week of April 5th to departments that have not approved their Catalog pages.

This year we are encouraging departments to update the overview statement for undergraduate majors and minors. In many ways, the overview statement is a marketing tool for both prospective students and current students who have not declared a major (or looking to declare a second major). This reference guide has suggestions, tips, and tricks to help you draft a terrific statement.

An updated user guide is available on the Registrar's CAT page. If you have additional questions, please contact Nick Siedentop.

DUS Meetings
- [Mon. 2-1-2021 Meeting Notes](#)
- Tues. 3-23-2021 Meeting Notes (coming soon!)

First-Year Launch (FY-LAUNCH) Proposals

If your department has FY-LAUNCH minimums starting fall 2022, the deadline to submit your proposals in CIM was **Wednesday, 3-31-2021**. If you need an extension or have any questions about this process or your minimums, please feel free to contact Associate Dean [Li-ling Hsiao](#) or First Year Curriculum Specialist [Ben Haven.](#) We'll be starting the review of FY-LAUNCH proposals next week so that these approvals are on the books and ready to be scheduled by departments in ConnectCarolina in time for fall 2022 course schedule maintenance (opening November 2021).

First-Year Seminar (FY-SEMINAR) Updates

Given that the full implementation of the IDEAs in Action Gen Ed Curriculum will begin in fall 2022, departments should follow their current FY-SEMINAR quota when planning for the 2021-2022 academic year. If you have questions about your department's quota, please contact Associate Dean [Li-ling Hsiao](#) or First Year Curriculum Specialist [Ben Haven](#).

The week of 4-19-2021, Ben Haven will follow up with instructors and SSM to confirm the fall 2021 FY-SEMINAR offering schedule and offer the opportunity to make updates to instructor bios and expanded course descriptions. This information will be used to advertise these seminars to first-year students on the First Year Seminars website (e.g., https://fys.unc.edu/courses/spring-2021-first-year-seminars/).

Digital Accessibility Office Resources

Launched in the summer of 2019, the Digital Accessibility Office has services, trainings, tools, and other resources to help units and individuals across campus ensure their digital resources and websites are accessible with an emphasis on universal design ("creating tools, environments and resources that benefit everyone, regardless of disability status"[1]). This is a great resource for ensuring your resources are accessible at the department, program, and course levels.

You can learn more about their offerings on the Digital Accessibility Office's [website](#), and in two recent articles in The Well profiling [the office](#) and digital accessibility consultant [Sarah Arnold](#).

The Learning Center: Upcoming Workshops and Programs

Units are encouraged to visit the Learning Center website for [a list of upcoming workshops and programs](#) that may be beneficial for your faculty and students, especially as we head toward the end of the semester. Both the [Learning Center](#) and the [Writing Center](#) are excellent resources for all students, and we also encourage you to share these sites with your faculty and graduate student instructors.

Class Features Tool

The new [Class Features](#) tool was launched during spring 2021 registration. The tool gives instructors the ability to provide students with additional information about their class, including the ability to upload a draft syllabus. Over 300 instructors updated over 600 classes in spring 2021. Let's keep this momentum going for fall 2021. More information will be available when fall 2021 class information is updated in Connect Carolina.

Keep Teaching Resources

The Keep Teaching Team has put together a resource for remote teaching strategies, which can be accessed here. These strategies were developed in response to data collected from a poll of students regarding what they found most beneficial during their fall online learning experience. The Accessibility Resources and Service (ARS) website also includes new information about Key Accessibility Considerations for Remote Learning.

Also available on the Keep Teaching website are Remote Teaching field notes. We encourage you to share this resource with your instructors as they continue to navigate teaching and supporting students during a pandemic. To view past submissions, or submit a new example, please direct instructors to the Center for Faculty Excellence Field Notes webpage.

Reminder: Fall 2021 Academic Calendar
Units are reminded that the official summer and fall 2021 calendars have been published on the Registrar's website.

Reminder: Carolina Analytics Portal & Undergraduate Department Profiles (New this year!)
The Carolina Analytics Portal is the new home for University-level dashboards. User access for each dashboard is managed separately, so you will only see those dashboards for which you had prior access. Of note for Directors of Undergraduate Studies are the Undergraduate Department Profiles. The Department Profile dashboard was migrated from the SAS Visual Analytics tool to Tableau at the end of December 2020. Dashboard specific questions should be directed to the contact on the relevant dashboard page.

Reminder: Reporting Software Migration (New this year!)
Those of you who use InfoPorte Student Reports are reminded that effective December 2020 UNC has migrated this information to Tarheel Reports in Tableau. To access these reports in their new environment, follow the prompts on the Student Reports tab in InfoPorte or visit the Tarheel Reports site. T**he team has recently updated the Comprehensive Class report to include a new honors vs. non-honors filter on the full summary report tab.**

· ·

COLLEGE OF ARTS & SCIENCES NEWS

SET Reminders: Student Evaluations of Teaching Spring 2021 Selection
- The Selection confirmation lists for included and excluded courses was sent to the listserv Friday, 3-26-2021. Please be sure to review the list and reply to that email with any needed corrections.
- We encourage departments to share our one-page information sheet about the SET process with all instructors (especially those new to UNC and graduate students) each semester.
- Information about the SET process, including information tailored for Students, Instructors, and Chairs & Coordinators, can be found on our website, including the schedule, which has been updated to reflect Spring 2021 dates.
- Based on feedback from several departments, we will gather information this summer about any courses a department wishes to automatically exclude from their evaluation process (e.g.993 and 994 courses). Information about this option will be communicated via the listserv.

Online Learning Contract Manger (OLCM) Tool: Now Open for Summer and Fall 2021!

The Online Learning Contract Manager tool (OLCM) is now open for summer and fall 2021 learning contracts. An informational email was sent to participating department coordinators and scheduling officers on Monday, 3-15-2021 for summer and on Tuesday, 3-30-21 for fall. Please refer to either of these emails for more information, or contact the Curriculum Analyst with questions.

Departments who are interested in joining OLCM can learn more about the tool here, or by contacting the Curriculum Analyst.

▪▪

PROFESSIONAL SCHOOL NEWS

Nothing specific at this time – please refer to the General News section for information that applies to all units.

▪▪

Want more information? Check out these campus resources!

Office of Academic Advising > https://advising.unc.edu/
Office of Undergraduate Curricula > https://curricula.unc.edu/
Office of Undergraduate Education > https://undergrad-ed.unc.edu/
Office of the Dean of Students > https://odos.unc.edu/
Office of the University Registrar > https://registrar.unc.edu/
Office of Undergraduate Research > https://our.unc.edu/
Office of Undergraduate Admissions > https://admissions.unc.edu/

Center for Student Success > http://cssac.unc.edu/
Honors Carolina > https://honorscarolina.unc.edu/
Keep Teaching > https://keepteaching.unc.edu/
Academic & Final Exam Calendars > https://registrar.unc.edu/academic-calendar/

▪▪

Genevieve Cecil
Curriculum Analyst | Office of Undergraduate Curricula
University of North Carolina at Chapel Hill
Steele Building, CB# 3504
gcecil@email.unc.edu