APPROVED AND CORRECTED MINUTES

These minutes are disseminated to provide timely information to the Academic Senate. They have been approved by the body in question, and, therefore, they are the official minutes.

ACADEMIC SENATE MEETING
September 17, 2014

Present: David Daniel, Hobson Wildenthal, Robert Ackerman, Frank Anderson, Zalman Balancv, Poras Balsara, Karen Baynham, Kurt Beron, Judd Bradbury, Matthew Brown, R. Chandrasekaran, David Cordell, George Decourcy, Eugene Deluke, Gregg Dieckmann, Vladimir Dragovic, John Ferguson, Andrea Fumagalli, Yulia Gel, Lev Gelb, M. Ali Hooshyar, Mustapha Ishak-Boushaki, Joe Izen, Wieslaw Krawcewicz, Michele Lockhart, Murray Leaf, Vance Lewis, Jason McAfee, Jessica Murphy, Jinhyong Na, Jared Pickens, Ravi Prakash, Viswanath Ramakrishna, Christopher Ryan, Mark Salamasick, Liz Salter, Betsy Schlobohm, Richard Scotch, Scott Rippel, Michael Tiefelsdorf, Murat Torlak, Tonia Wissinger, Alejandro Zentner

Absent: Naofal Al-Dhair, Adam Brackin, Gail Breen, John Burr, Nicholas Gans, Jennifer Holmes, Carie Lambert, Dongsheng Ma, Dennis Miller, Emire Muslu, Matthew Polze, Tim Redman, Tres Thompson,

Visitors: Andrew Blanchard, Serenity King, Abby Kratz, Inga Musselman, Vicki Carsile, Suresh Radhankrishnan, Cristen Casey,

1. Call to Order, Announcements and Questions
President Daniel called the meeting to order at 2:20. There were no announcements. The President opened the floor to questions. A Senator asked how responsive the legislature will be to the university’s growth. President Daniel is working to make our case. When growth over the last three years of all public universities in the State of Texas is compared, our university has grown 23%, the second highest in the state was 11%, and the third highest is 7%. After that all other universities are in the 2% range. Our graduation rate continues to improve, and our institution continues to add value to the state of Texas. Our university has two urgent requests to the legislature. 1) A new Engineering building which should have happened the previous session. 2) A matching gifts program which I has been hugely successful, i.e. $35 million. We are currently waiting for the state to pay the university in matching gifts. $35 million is roughly the annual budget of the School of Management.

David Cordell requested a summery on how well the university is doing on the Tier 1 metrics. On research the university is at 99.3 million of total research, but our goal is over 100 million. This is an opportunity for growth of the university. The expenditures toward research have not grown with the pace of enrollment. There are two reasons for this. Faculty must be hired to write proposals for research, these causes a lag time between hiring and producing research. The second concern is the space limitations on campus. The university has been limited due to space more than anything else. NRUF requires $45 million in restricted research for two consecutive years. The university was just below 45 million last year. The university should be
Catbook. The forms will be policed to make sure that no courses are entered without the forms being completed. CEP moved to approve. The motion carried. See appendix A for approved policy.

C. Substantive Change Policy
SACS has had a substantive change policy since the 1970’s, which the university has been following; however given the rate the university has been growing a local policy was created. The only differences between the local policy and the SACS policy, is the annual certification from the deans that states that their schools are compliant with the policy. The policy contains a request that each school’s bylaws include reference to substantive changes. She did not list all substantive changes but did give examples of the most common substantive changes. She again reiterated that certificate programs cannot be closed without prior SACS approval. SACS considers certificates programs just like degree programs. CEP moved to approve. The motion carried. See appendix B for approved policy.

D. Schedule for Catalog Changes
A proposal listing when new courses can be added to the catalog was presented by CEP. The process will be separate from the catalog cycle. This will allow faculty to add courses 1 semester ahead when new programs are added. They do not have to wait until the next catalog. This will be keep courses separate from policy. Faculty cannot change degree programs during the year but courses for new programs can be added. The calendar for the 2015-2016 and the 2016-2017 calendars was distributed. If faculty needs to make changes, the calendars will give them the proper deadline dates. It was noted that the repeatable courses are due at a different time than the non-repeatable to allow for justifications to be written. The first rounds are due to December 2014. This will allow CEP to return them to faculty for review. An error was found regarding the year on two of the due dates. See Appendix C for corrections. Richard Scotch moved to approve the corrected deadlines as announced. Jessica Murphy seconded. The motion carried.

8. Proposed International Oversight Committee change
In 2011 UT system sent a letter to the president requiring the creation of an International Oversight Committee. The university did not formally do so. The Office of International Education Advisory Council was repurposed to fill this role. Due to the recent reorganization of the Office of International Education into the International Center in Student Affairs a new University committee was created. Three of the eight members will be faculty. Jason McAfee moved to approve. Viswanath Ramakrishna seconded. The motion carried.

9. Committee on Committee Recommendations
Brian Berry has declined his appointment to the Effective Teaching Committee. The Committee on Committees recommended Denise Boots as his replacement. Richard Scotch moved to approve the recommendation. Matt Brown seconded. The motion carried.

In the caucus meeting a lot of time was spent on the election, but not about priorities for the upcoming year. The two main concerns from the Caucus were to update UTDP 1062 – Non-tenure System Faculty and clarifying policies concerning Intellectual property.
Two years ago the Senate was concerned about the STARS program, and if you give up the UT system. We appear to be recruiting professors who thought they were "stars" in the sense of being exempt from the service and collegial responsibilities of full professors. There was considerable concern about this at that time. It was a general consensus that all faculty should share all the work. Vice-Speaker Leaf has not heard these types of complaints recently. It is unclear if the problem has been resolved, but equity and fairness in distributing the work is always a problem. President Daniel noted that the Stars who have spoken to him on this topic typically are saying that they would like to do more, not less. The Senate concluded that the problem could be considered resolved for the moment.

11. New Business:
Judd Bradbury suggested that the Senate distribute a report to the faculty listing what the Senate had accomplished during the year. Vice Speaker Leaf noted that the possibility of a Senate annual report would be brought up before the Academic Council at their next meeting.

12. Adjournment
There being no further business, President Daniel adjourned the meeting at 3:10 pm.

APPROVED:  
Murray Leaf
Vice Speaker of the Academic Senate
in lieu of Tim Redman
Speaker of the Academic Senate

DATE: 6 May 2015
UT Dallas Substantive Change Policy

Policy Statement

A substantive change is a significant modification or expansion in the nature and scope of an accredited institution. The federal government requires regional accrediting agencies to have a substantive change policy and to monitor the compliance of its member colleges and universities with the substantive change policy. UT Dallas’ regional accrediting agency, the Southern Association Schools and Colleges Commission on Colleges (SACSCOC), Board of Trustees requires as a condition of accreditation member institutions to notify the SACSCOC of substantive changes, and, in some cases, seek SACSCOC approval prior to implementation of such changes.

Policy Rationale

The purpose of this policy is to establish the UT Dallas responsibilities and required procedures for timely notification of substantive changes to SACSCOC. The policy complies with the SACSCOC Principles of Accreditation: Foundation for Quality Enhancement and the SACSCOC Substantive Change for SACSCOC Accredited Institutions Policy in adherence with United States Department of Education Regulations 34 CFR 602.22 Substantive Change.

Scope

This policy applies to any university employee who can initiate, review, or approve changes that are considered substantive according to the current version of the SACSCOC Substantive Change for SACSCOC Accredited Institutions Policy. In academic affairs, this includes faculty, assistant and associate deans, deans, vice provosts, and the provost. Other university officials in the Office of Research, Procurement Management, or the International Center might be asked to review or approve a substantive change initiative. Further, a substantive change may come directly to the attention of the president, vice presidents, or the university attorney. These individuals are responsible for timely notification of substantive changes to the Assistant Provost for Policy and Program Coordination, who is responsible for notifying or seeking approval from SACSCOC as appropriate for the substantive change.

Types of Substantive Changes

The most common UT Dallas reported substantive changes include:

- The establishment of an additional location geographically apart from the main campus at which the institution offers at least 50 percent of an educational program
- Closing a degree or academic certificate program, off-campus site, or branch campus
• Entering into a collaborative academic arrangement that includes the initiation of a dual or joint academic program with another institution
• Entering into a contract by which an entity not eligible for Title IV funding offers 25% or more of at least one of our degree or academic certificate programs
• Initiating certificate programs at an off-site location
• Initiating distance learning programs

Several additional types of substantive changes, such as initiating dual credit or initiating degree completion programs, are included in the SACSCOC policy. Some types of substantive change require only prior notification to SACSCOC whereas others required prior SACSCOC approval prior to implementation. A matrix for each type of substantive change, its permission requirements, and its timeline to obtain permission is available via a matrix on the Provost Office’s webpage at http://provost.utdallas.edu/home/academic-program-proposals/reporting-substantive-charge.

Responsibilities

Each individual, position, or entity designated as within the scope of this policy is required to be familiar with and comply with this policy.

Each school, program, or department is recommended to incorporate this policy into its bylaws.

Each dean is required to produce an annual report that confirms his school is in compliance with this policy.

The Assistant Provost for Policy and Program Coordination is responsible for ensuring the university policy is in compliance with the current version of the SACSCOC policy. The Assistant Provost for Policy and Program Coordination is also responsible for communicating policy updates to university stakeholders. The Assistant Provost for Policy and Program Coordination will remind university stakeholders about the policy each long semester.

Procedures for Notification

At the earliest stage of consideration, any potential substantive change must be submitted in writing via the appropriate dean or vice president to the Assistant Provost for Policy and Program Coordination, who will coordinate any additional paperwork, such as a prospectus, and internal and external approvals. Once all appropriate documentation and internal approvals have been completed, the Assistant Provost for Policy and Program Coordination will submit to the President’s Office a cover letter addressed to SACSCOC. Upon president’s review, approval, and signature, the Assistant Provost for Policy and Program Coordination will submit the request to SACSCOC. The Assistant Provost for Policy and Program Coordination will update the appropriate dean or vice president about the status of the request.
Responsible University Official
Executive Vice President and Provost (policy@utdallas.edu)

Effective Date: TBD, 2014
<table>
<thead>
<tr>
<th>Department</th>
<th>Action</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAC / RO</td>
<td>Send <strong>2015-16 catalog documents</strong> (courses* &amp; existing degree programs**) to Associate Deans.</td>
<td>September 5, 2014</td>
</tr>
<tr>
<td>Associate Deans</td>
<td>Initiate changes and start internal process review and approval in each school for non-repeatable courses, repeatable courses, and degree programs.</td>
<td>September 5, 2014 to December 4, 2014</td>
</tr>
<tr>
<td>Schools</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate Deans</td>
<td>Enter <strong>non-repeatable course revisions</strong> into CatBook from September 5, 2014 to October 31, 2014.</td>
<td>September 5, 2014 to October 31, 2014</td>
</tr>
<tr>
<td>Schools</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate Deans</td>
<td>Last day to submit <strong>non-repeatable course revisions</strong> in CatBook.</td>
<td>October 31, 2014</td>
</tr>
<tr>
<td>Schools</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DAC / RO</td>
<td>Complete review of <strong>non-repeatable course revisions</strong> in CatBook.</td>
<td>November 21, 2014</td>
</tr>
<tr>
<td></td>
<td><strong>Fall / Thanksgiving Break: November 24-29, 2014</strong></td>
<td>Holiday</td>
</tr>
<tr>
<td>CCC</td>
<td>Approve changes made to <strong>non-repeatable/core course revisions</strong> on undergraduate level.</td>
<td>December 2, 2014</td>
</tr>
<tr>
<td>Associate Deans</td>
<td>Last day to enter <strong>repeatable course revisions</strong> into CatBook AND degree programs via Word documents.</td>
<td>December 4, 2014</td>
</tr>
<tr>
<td>Schools</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate Deans</td>
<td><strong>NOTE: repeatable course revisions</strong> can be entered into CatBook from September 5, 2014 to December 4, 2015.</td>
<td>December 4, 2014</td>
</tr>
<tr>
<td>Schools</td>
<td>Degree programs can be submitted by email anytime during the same time period.</td>
<td></td>
</tr>
<tr>
<td>CUE / GC</td>
<td>Review and approve <strong>non-repeatable course revisions</strong> between December 2, 2014 and December 9, 2014.</td>
<td>December 9, 2014</td>
</tr>
<tr>
<td>DAC / RO</td>
<td>Complete review of <strong>repeatable course revisions</strong> in CatBook.</td>
<td>December 18, 2014</td>
</tr>
<tr>
<td></td>
<td><strong>Winter Holiday Break: December 22, 2014 - January 2, 2015</strong></td>
<td>Holiday</td>
</tr>
<tr>
<td>DAC / RO</td>
<td>Submit <strong>non-repeatable course revisions</strong> report to CEP.</td>
<td>December 18, 2014</td>
</tr>
<tr>
<td></td>
<td><strong>CEP</strong> Review and approve <strong>non-repeatable course revisions</strong> only.</td>
<td>January 6, 2015</td>
</tr>
<tr>
<td>CUE/GC/CEP</td>
<td>Receive first round of <strong>repeatable course revisions</strong> report as an informational item only.</td>
<td>January 6, 2015</td>
</tr>
<tr>
<td>RO / Schools</td>
<td><strong>Fall 2015 first schedule draft.</strong></td>
<td>January 9, 2015</td>
</tr>
</tbody>
</table>

Prepared by Venetis, revised August 28, 2014
<table>
<thead>
<tr>
<th>CUE/GC/DAC</th>
<th>MLK Day January 19, 2015</th>
<th>Holiday</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Receive consolidated 1st 40 policies for review and provide DAC revisions between January 27, 2015 and February 20, 2015.</strong></td>
<td><strong>January 27, 2015</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Associate Deans / Schools / DAC</strong></td>
<td><strong>CUE/GC/CEP to review and to provide any necessary revisions to faculty members and/or ADUs, to update repeatable courses in CatBook. DAC cc’d on any revisions and to generate reports.</strong></td>
<td><strong>January 28, 2015</strong></td>
</tr>
<tr>
<td><strong>DAC / RO</strong></td>
<td><strong>Generate second round of repeatable course revisions and send to CUE/GC/CEP for additional review and revisions, and possible approval.</strong></td>
<td><strong>January 30, 2015</strong></td>
</tr>
<tr>
<td><strong>RO / Schools</strong></td>
<td><strong>Fall 2015 final schedule draft.</strong></td>
<td><strong>January 30, 2015</strong></td>
</tr>
<tr>
<td><strong>CUE/GC/CEP</strong></td>
<td><strong>Receive second round of repeatable course revisions report for additional review and revisions. If no revisions are needed, CEP can approve the repeatable courses on this date.</strong></td>
<td><strong>February 3, 2015</strong></td>
</tr>
<tr>
<td><strong>DAC / RO</strong></td>
<td><strong>Review degree programs and send any revisions back to appropriate schools as needed. Incorporate any changes from CUE/GC/CEP re: repeatable courses if they are notated in degree programs from January 6, 2015 to February 18, 2015. The last day to submit corrected revisions is February 18, 2015.</strong></td>
<td><strong>February 18, 2015</strong></td>
</tr>
<tr>
<td><strong>Associate Deans / Schools / DAC</strong></td>
<td><strong>CUE/GC/CEP to provide any necessary revisions to faculty members and/or ADUs, to update repeatable courses in CatBook. DAC cc’d on any revisions and to generate third round of reports.</strong></td>
<td><strong>February 24, 2015</strong></td>
</tr>
<tr>
<td><strong>CUE / GC</strong></td>
<td><strong>Approve consolidated 1st 40 policies; repeatable courses, and degree programs.</strong></td>
<td><strong>February 24, 2015</strong></td>
</tr>
<tr>
<td><strong>CEP</strong></td>
<td><strong>Approve consolidated 1st 40 policies; repeatable courses, and degree programs.</strong></td>
<td><strong>March 3, 2015</strong></td>
</tr>
<tr>
<td><strong>Senate</strong></td>
<td><strong>Approve consolidated 1st 40 policies; repeatable courses, and degree programs.</strong></td>
<td><strong>March 18, 2015</strong></td>
</tr>
<tr>
<td><strong>PTG / RO</strong></td>
<td><strong>CourseBook must go live at end of March.</strong></td>
<td><strong>March 30, 2015</strong></td>
</tr>
<tr>
<td>DAC ***</td>
<td>Prepare, review, and submit OGC files at end of March.</td>
<td>March 31, 2015</td>
</tr>
<tr>
<td>Provost’s Office</td>
<td>Prepares and submits SACS report.</td>
<td>April 1, 2015</td>
</tr>
<tr>
<td>Schools / Advisors</td>
<td>Registration begins.</td>
<td>April 6, 2015</td>
</tr>
<tr>
<td>RO</td>
<td>Prepare, review, and submit THECB course inventory CBM003 report before end of May.</td>
<td>May 29, 2015</td>
</tr>
<tr>
<td>DAC ***</td>
<td>Receive OGC revisions; review them and notify appropriate departments for any additional updates. Resubmit them until approval is received.</td>
<td>June - July 2015</td>
</tr>
<tr>
<td>PTG / RO</td>
<td>Tentative -- Course / degree program component in catalogs to go live.</td>
<td>TBD – before 1st freshman orientation</td>
</tr>
<tr>
<td>PTG / RO</td>
<td>Policy component / catalog to go live.</td>
<td>July 2015 – August 2015</td>
</tr>
</tbody>
</table>

**Legend:**

DAC = Director of Academic Catalogs in conjunction with RO team  
RO = Registrar’s Office  
CCC = Core Curriculum Committee  
CUE = Council of Undergraduate Council  
GC = Graduate Council  
CEP = Committee of Educational Policy  
PTG = Provost’s Technology Group  
OGC = Office of General Counsel  

*NOTE: Repeatably courses should be reviewed and assessed starting September 2014. Revisions should be entered into CatBook anytime between September 2014 and December 4, 2014 for the 2015-16 course catalog.*

CUE/GC/CEP receives the first round of repeatable course reports on January 6, 2015 as informational item. The repeatable course rationale will be reviewed for approval only by CUE or Graduate Council as appropriate, CEP, and Senate. The revisions should be sent back to faculty members and/or Associate Deans appropriate, with the DAC copied on revisions between January 6, 2015 and January 28, 2015.

CUE/GC/CEP receives the second round of repeatable reports on February 3, 2015. Additional revisions should be made between February 3 and February 24, 2015.

Prepared by Venetis, revised August 28, 2014
CUE/GC/CEP receives the final round of repeatable course reports along with
degree programs, and 1st 40 policies prior to the CEP meeting on March 3, 2015.

CEP approval: March 3, 2015

Senate approval: March 18, 2015

SACS report: April 1, 2015 through Provost's office through Serenity King, Assistant
Provost of Policy and Program Coordination.

** NOTE: new degree programs go directly to Provost's Office through Assistant
Provost of Policy and Program Coordination. Upon approval, catalog copy needs to
be sent to RO/DAC.

*** NOTE: OGC preparation is in consultation with Assistant Provost of Policy and
Program Coordination in Provost's Office and University Registrar.
Consolidated repeatable course policy for UG and Grad (from scratch)

http://catalog.utdallas.edu/2014/undergraduate/policies/course-policies#repeat

http://catalog.utdallas.edu/2014/graduate/admission/registration-and-enrollment-requirements#repeated-course-work

Repeating Coursework

There are certain courses in which where students may repeat the course(s) for credit and may satisfy degree requirements. In other instances, students may repeat the course to improve their grades.

Courses transferred for credit to UT Dallas from another institution of higher education may not be repeated for additional credit.

Before repeating any course, students should contact their academic advisor to determine the application of such course credit toward graduation. Students are also advised to check with the Office of Financial Aid to determine how and if grades earned in repeated coursework impact their financial aid eligibility status.

The University of Texas at Dallas’s policy for repeating coursework is stated below.

Taking Repeatable Courses

Unlimited Repeatable Courses

There are certain courses in which where students may repeat the course(s) for credit. These courses in the catalog will have the statement of "may be repeated for credit" and considered non-duplicated courses. All semester credit hours and grade points earned from each of these courses taken count towards degree completion and count in a student's earned hours and cumulative GPA. Students should review their degree program for application towards degree requirements.

Limited Repeatable Courses

There are certain courses where in which students may repeat the course(s) for credit with a limit of repeatability. For example, courses with the course description that would state, "May be repeated for credit (9 semester credit hours maximum)." For limited repeatable courses, a student is limited to repeating the course to the maximum hours stated in the course description. Registrations are not allowed beyond the repeatable limit of the class. The limited semester credit hours and grade points earned from each of these courses taken count in a student's earned hours and cumulative GPA. Students should review their degree program for application towards degree requirements count towards degree completion. NOTE: Registrations beyond the repeatable limit of the class will not count in a student’s earned hours, cumulative GPA, and degree requirements.
Each course designated as repeatable for credit requires departmental approval and registration. Prior to registration, a student and the student's departmental advisor complete the appropriate repeatable course approval and registration form. The form requires approval from the instructor of the class and the appropriate program head. A copy of the form is submitted to both the Undergraduate or Graduate Dean and the Office of the Registrar for review, transcription, approval, and filing. The form must be completed and approved before the registration of the course and submitted to the Undergraduate or Graduate Dean and the Office of the Registrar no later than the first day of class of the current term. Students without appropriate forms on record may be administratively dropped from the course.

Repeating Courses to Improve Grades

Regardless of the number of times a course is repeated, any single course can contribute only once to the number of semester credit hours required for graduation. A limited number of courses, such as independent study courses, may be repeated for credit—see "Taking Repeatable Courses—General Policy for All Students."

Students may repeat the course to improve their grades, however, if the course is not designated as a repeatable course, then any single course can contribute only once to the number of semester credit hours required for graduation.

Undergraduate Students

An undergraduate student may repeat the same course to improve his/her grades based on following:

- An undergraduate student is limited to three grade-bearing enrollment attempts for any specific class. The student cannot repeat the same course for a fourth time regardless of the grade earned.
- According to Texas Education Code 54.014, a student attempting the same class, excluding designated repeatable courses, for the third time will be charged a penalty fee equivalent to the out-of-state tuition for the same number of semester credit hours.
- Courses cross-listed under more than one course prefix are considered the same course for repeat counting.
- All withdrawals (academic and non-academic withdrawals) are counted as grade-bearing enrollment attempts.
- Undergraduate students who are Texas residents should be aware that state law limits the number of semester credit hours an undergraduate Texas resident may attempt while paying tuition at the rate provided for Texas residents. See Excessive Undergraduate Hours.

The grade from the first attempt will not be used in computing a student's grade point average. All further repeats will be used in computing the student's cumulative grade point average (GPA). See Grade Point Average and Transfer Credit. All grades will appear on the student's transcript. A notation beside the first grade will indicate that the course has been repeated.

Courses that were originally taken for a letter grade may not be repeated for credit/no credit or pass/fail in lieu of a letter grade.

Undergraduate Coursework from Other Institutions of Higher Education

Commented [MJ]: CHANGE URL from http://catalog.uta.edu/2014/undergraduate/tuition-and-financial-aid/other-fees-to this URL: http://www.uta.edu/bursar/tuition/tables
Undergraduate students who fail a course in residence at UT Dallas may repeat the course at another institution of higher education. An undergraduate student may not transfer an equivalent course if that course was taken at UT Dallas with a passing grade (D's included). Upon successful completion of the repeated course with a grade of at least C (2.000 on a 4.000 scale), the course may be transferred to UT Dallas where it will meet the content requirements of the course failed in residence and contribute semester credit hours toward graduation. However, the grade of F earned at UT Dallas will remain a part of the student's academic record and will be computed as a part of the cumulative GPA.

**Graduate Students**

A graduate student who wishes to repeat a course must submit a Repeated Course Adjustment form to the Graduate Dean.

Up to three graduate courses may be repeated. However, no graduate course may be repeated more than once. When a course is repeated, both grades will remain in the graduate student's record and will be included in the graduate student's transcript. The higher grade will be used in computing the GPA for purposes of graduation.

From the University Resources list:


**3-peat Fee: Three Course Repeat Fee:** As outlined in section 54.014 of the Texas Education Code, an institution may charge a resident undergraduate student a higher rate when enrolling in a course, excluding designated repeatable courses, that the student has previously completed. An undergraduate student who registers for a course three or more times will be charged the non-resident tuition rate.
International Oversight Committee- Proposed charge.

The International Oversight Committee (IOC) is a university-wide standing committee appointed by the President. The IOC does not report to the Academic Senate of The University of Texas at Dallas (UT Dallas).

The IOC is dedicated to preserving academic freedom and the University's robust research agenda, while remaining committed to the safety and security of UT Dallas students, faculty, and staff during international travel as well as to the safety and security of UT Dallas international students in the United States. Committee members include representatives from across campus, including faculty members, administrative leaders, and international travel and risk specialists. The committee meets each semester as required to review and discuss policies.

The Committee is charged with evaluating any UT Dallas activity or travel to high-risk regions; coordinating University emergency responses to assist both UT Dallas travelers abroad and UT Dallas international students in the United States; and developing guidelines and formulating policies to maintain the well-being and safety of UT Dallas travelers to international regions.

1. Evaluation of UT Dallas programs and travel in high risk countries or regions: High risk countries or regions are those in which warnings or alerts have been issued by the U.S. Department of State, or where significant health or safety concerns are present. The Committee will evaluate proposed programs and travel requests to high-risk regions according to well-defined criteria, to determine adequate safeguards are in place before an approval to travel is granted. Such criteria may include, but will not be limited to, the following: the nature and scope of the travel alert/ warning and/or health or safety concern; the experience of the faculty program leaders and in-country staff; the strength of the in-country infrastructure; the specific steps taken to inform all travelers about known risks; the specific steps taken to mitigate known risks and their likely effectiveness; the academic or university related purpose for which the authorization is being sought; whether the opportunity is for undergraduate, graduate or professional training; the education, research, or professional training importance of the opportunity in relation to the student's academic program; the political and physical conditions in-country; travel conditions and the ability to evacuate all travelers, if necessary; and the manageability of legal risk to the institution.

2. Coordination of the University's emergency response: The Committee will develop and initiate a coordinated UT Dallas emergency response strategy by taking into account specific issues, including but not limited to: identifying the context of emergency or crisis; assessing potential risk to the faculty, staff, or students involved, including the nature, duration and severity of any risk; and identifying appropriate resources and activation of appropriate emergency response plans to assist in addressing a situation.

3. Development of guidelines and formulation of policies: The IOC will develop guidelines and formulate policies on international travel pertaining to: oversight, prevention-mitigation, preparedness, response, and recovery.

The Committee will be composed of the following eight voting members appointed by the President: three faculty members, the Dean of Students, an Associate Provost, the Assistant Vice President for Procurement, the Vice President for Communications, and the Vice President for Research or their designees. The Committee will be chaired by a representative from the International Center Risk and Safety Office. The term of office for Committee members will be for two years, and the President can reappoint members for additional terms. The Assistant Vice President for International Programs will serve as the Responsible University Official for this committee.