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Kate Tiedemann College of Business: College  
Curricula and Assessment Committee:  
Undergraduate

Kate Tiedemann College of Business (KTCOB)

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11-17-2010

## Undergraduate Curricula and Assessment Committee Meeting : 2010 : 11 : 17

University of South Florida St. Petersburg. College of Business. Undergraduate Curricula and Assessment Committee.

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**USFSP College of Business  
Undergraduate Curriculum & Assessments Committee  
Meeting Minutes**

**Wednesday, November 17, 2010, 10:00 AM, Piano Man Conference Room**

Present: Grover Kearns (Chair, Associate Professor), Bill Jackson (Associate Dean, ex Officio), Mike Lockett (Associate Professor), Sharon Segrest (Assistant Professor), Todd Shank (Associate Professor), Alison Watkins (Associate Professor, ex Officio)

Absent with Apologies: Rick Smith (Associate Professor)

**Approval of Minutes from 11/03 meeting** – Minutes were approved without adjustments.

**Review of Accounting Survey**– Kearns announced that the accounting survey had been completed and submitted to the IRB for expedited review. He also had met with the manager of Barnes & Noble who provided a \$25 gift certificate towards a B&N Nook which will be offered in a drawing for persons completing the survey. The dean has agreed to pay the balance (about \$125).

**Review of Business Survey** – Segrest announced that the draft of the business survey was available on Survey Monkey. Accounting, Finance, Marketing, Information Systems and Management should each complete the skills section for their disciplines. Jackson mentioned that a survey had been performed in the past of COB students at graduation. This could be used to provide a perspective of how our students rate their education in each of the knowledge and skills areas.

**Survey Target** –Segrest stated that she would seek a list of potential employers to be surveyed. All other members are encouraged to add to the list.

**Global Business Program Subcommittee** – Shank and Segrest reported that they are progressing on the report. Sharon will present a proposal to the faculty at the December 3 faculty meeting and they will be asked to adopt the Global Business Program.

**Assessment of Learning Plan** – Kearns noted that the Learning Objectives in the Assurance of Learning Plan (handed out) were measured in the spring semester but some of the results were not yet available. The ETS, given in spring 2010, will be made available prior to the next meeting. The ETS will be performed again in spring 2011, perhaps with more students. In the semester conducted, it is important that the online schedule note a student fee will be assessed for those classes (Watkins noted that OASIS already reflected this notice for the capstone classes). Also, it was noted that some program level assessments were conducted for classes that are elective and not required for all disciplines. In the future, all program level assessments must be given in core classes that can be expected to represent all disciplines.

**Program of Accountancy** – Kearns noted that for each of the program level assessments (including the ETS), Accounting students scores must be identified separately. The Program of Accountancy is separately reviewed and we must have evidence of how Accounting students performed.

**Master Syllabi** – Kearns requested that each discipline should have all updated master syllabi for their discipline - including graduate courses – completed and provide to Felicia.

**The next meeting will be Wednesday, December 1, 10 a.m. in PNM.**

**Adjournment** – The meeting was adjourned at 11:45 a.m.