



---

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

Kate Tiedemann College of Business (KTCOB)

---

11-3-2010

## Undergraduate Curricula and Assessment Committee Meeting : 2010 : 11 : 03

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

Follow this and additional works at: [https://scholarcommons.usf.edu/ktcob\\_college\\_curricula\\_assess\\_committee\\_undergrad](https://scholarcommons.usf.edu/ktcob_college_curricula_assess_committee_undergrad)

---

### Scholar Commons Citation

University of South Florida St. Petersburg. College of Business. Undergraduate Curricula and Assessment Committee., "Undergraduate Curricula and Assessment Committee Meeting : 2010 : 11 : 03" (2010). *Kate Tiedemann College of Business: College Curricula and Assessment Committee: Undergraduate*. 32. [https://scholarcommons.usf.edu/ktcob\\_college\\_curricula\\_assess\\_committee\\_undergrad/32](https://scholarcommons.usf.edu/ktcob_college_curricula_assess_committee_undergrad/32)

This Other is brought to you for free and open access by the Kate Tiedemann College of Business (KTCOB) at Scholar Commons. It has been accepted for inclusion in Kate Tiedemann College of Business: College Curricula and Assessment Committee: Undergraduate by an authorized administrator of Scholar Commons. For more information, please contact [scholarcommons@usf.edu](mailto:scholarcommons@usf.edu).

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

**Wednesday, November 3, 2010, 10:00 AM, Piano Man Conference Room**

Present: Grover Kearns (Chair, Associate Professor), Mike Lockett (Associate Professor), Sharon Segrest (Assistant Professor), Todd Shank (Associate Professor), Rick Smith (Associate Professor), Cherie Collins (Visiting Professor for Alison Watkins)

Absent with Apologies: Bill Jackson (Associate Dean, ex Officio), Alison Watkins (Associate Professor, ex Officio)

**Approval of Minutes from 10/06 meeting** – Minutes were approved without adjustments.

**Review of Survey Draft** – Kearns presented the survey draft. It was decided to add some demographic questions and to place these at the end of the survey. Collins recommended a drawing for a B&N Nook for persons completing the survey. All agreed. Kearns will make the recommended changes and send to members for review.

**Skills by Disciplines** – The members agreed that the number of skills survey should range between 12-25 per discipline. Each discipline would provide its own set of skills.

**Survey of Area Employers** – It was agreed that accounting had a different employment market than the other disciplines. Two surveys will be conducted: one for accounting and another combining management, marketing, finance and information systems. Economics skills will not be surveyed. Surveys will be conducted this semester and evaluated in the spring semester. A goal of 20 responses per discipline was set. Surveys should be sent by the November 26 in order not to overlap with the Xmas holiday.

**Global Business Program Subcommittee** – Shank and Segrest reported that they are progressing on the report to be presented in the spring semester.

**Assessment of Learning Plan** – Kearns noted that the Learning Objectives in the Assurance of Learning Plan (handed out) were measured in the spring semester. Results are being processed and, when available, will be used to determine the objectives for spring 2011. Also, results from the ETS, given in spring 2010, were discussed. 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.

**Master Syllabi** – Kearns requested that each discipline assess the course objectives and provide updated master syllabi for all courses in their discipline including graduate. An

example was provided. Master syllabi should include the header and footer from that sample.

**The next meeting will be Wednesday, Nov. 17, 10 a.m. in PNM.**

**Adjournment** – The meeting was adjourned at 11:35 a.m.