



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

Kate Tiedemann College of Business (KTCOB)

10-29-2014

Undergraduate Curricula and Assessment Committee Meeting : 2014 : 10 : 29

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**

Thursday, October 29, 2014, 2 pm, Piano Man Conference Room

Members Present: Rebecca Harris, Bill Jackson , Grover Kearns (Chair), Lucie Li, Mike Luckett, Dan Marlin, Todd Shank, Bob Thompson (ex Officio)

Actions: Voted unanimously to create a universal internship class. The final changes must be presented to the faculty for a vote.

- I. Approval of Minutes Sept. 10 Meeting - Approved
- II. Status of Fall 2013 AOLs – Due 11/21
- III. Status of Spring 2014 ALCs - Due 11/21. Kearns will provide a template. Send to Bob Thompson.
- IV. Status of Quality Reviews – Each discipline should have a 3-year schedule in which all courses are reviewed. Kearns provided an example of the Program of Accountancy schedule and one of the reviews.
- IV. Changes to the Internship program (Luckett). This includes the creation of one Universal Internship class, changes to several majors, and a change to the COB rules to allow for S/U classes to count toward graduation. This will have to be approved by the faculty.
- V. Written Communication Goal (Thompson): Discussion of how to properly measure using a rubric, in what courses it will be measured, and how to remedy deficiencies. Kearns stated that Bob Thompson (not present) had discussed how one school had success by raising expectations. The committee discussed a policy whereby students would have written assignments returned upon discovering three grammatical errors. Each time the penalty would be 10 percent of the grade. On the third failure, the student would have to complete an additional written assignment (perhaps administered by the Student Success Center).
- VI. Need for permanent Assessments Coordinator – The COB needs a permanent coordinator for all assessments. The responsibilities would be to insure that schedules

were maintained, that assessments were of sufficient quality, and that the results were summarized and posted.

VII. Other Business

VIII. Adjourn at 3:30 pm.