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Undergraduate Curricula and Assessment Committee Annual Report : 2016-2017

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

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USFSP COB COUNCIL

STANDING COUNCIL/COMMITTEE ANNUAL REPORT

Name of Council/Committee: **Undergraduate Curriculum and Assessment Committee**

Chair: Todd Shank, Finance

Academic Year: 2016-17

Committee/Council Members (including ex-officio members):

Scott Geiger, Management

Jerry Lin, Accounting

Todd Shank, Finance (Chair)

Han Reichgelt, ISM

Rebecca Harris, Economics

Julie Harding, Advising (Ex Officio)

Dan Marlin (Ex Officio)

Dates of Meetings Minutes? (Yes / No)

We met several times during the year:

Meeting:

[1] 9/23/16,

[2] 10/21/16

[3] 11/18/16

- [4] 1/20/17
- [5] 2/17/17
- [6] 3/10/17
- [7] 4/14/17

– No formal minutes were kept but a summary of our agenda for the year follows.

Summary of Action

The UCAC of the Kate Tiedemann College of Business (KTCOB) met 7 times during the 2016-2017 academic year to work toward improving our Business program via curriculum reviews, considering proposals for new courses and new/revised programs, as well as conducting assessments to provide feedback on how well the Business curriculum is meeting the student learning goals of our program.

During our initial meeting, we met with Associate Dean Dan Marlin to discuss the assessment activities, which were our responsibility for the coming year. These activities (by semester) are:

FALL 2016:

- [1] Conduct annual review of generic syllabi for all courses in each discipline
- [2] Conduct Assurance of Learning (AOL) assessments of the Business core courses for AACSB
- [3] Closing the loop (by discipline) from assessments conducted for 2016-2016
- [4] Conducting a SWOT analysis for each discipline to be used as input for the USFSP

Strategic planning process

SPRING 2017:

- [1] Conduct the Academic Learning Compact (ALC) assessments for each Business major as required for SACS accreditation
- [2] Assist with the KTCOB AOL task force that re-assessed, the updated the learning goals of our program this year (I served on this ad-hoc committee)
- [3] Consider several new proposals for changes to Business majors, along with new course proposals: many changes are planned for 2016-2017. Changes in the Major curriculum requirements were approved for the following Business majors: Finance, Entrepreneurship, Management, and Global Business. There were also new courses approved for all Business disciplines, except Marketing.
- [4] Evaluate KTCOB Assessment Plan moving forward (2017 and beyond)

We met once a month after the monthly KTCOB general faculty meeting (see dates above) to consider these issues. From the list above, all tasks on this list were accomplished during the academic year and all required assessments were completed.

Summary of Works in Progress

- Review of KTCOB core curriculum

Summary of Concerns for next Year

- None.