

1-26-2015

Undergraduate Curricula and Assessment Committee Meeting : 2015 : 01 : 26

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

Tuesday, Jan. 26, 2015, 11 am, Piano Man Conference Room

Members: Rebecca Harris, Grover Kearns (Chair), Lucy Li, Mike Luckett, Dan Marlin, Todd Shank

Members Absent w/Regrets: Bill Jackson

Guests: Hemant Merchant, Julie Harding

Actions:

- Motion to approve changes to the COB Global Program passed. Approved unanimously.
- Motion to approve changes to the AOL Learning Measures form was approved unanimously (copy attached).

I. Approval of Minutes Nov. 20 Meeting: Approved without changes.

II. Hemant Merchant presented changes to the Global BS/BA major and minor which included deleting existing courses from the program, adding new courses and changes to program requirements. A motion to accept all changes was approved unanimously (Bill Jackson had e-mailed his approval earlier.)

III. Kearns announced that Fall 2014 Assessment of Learning (AOL) was incomplete. Information from Dan Marlin (Goal 1, Obj. 2) was complete and from James Strachan (Goal 5, Obj. 1) was complete. The following are forthcoming: Dan will confer with Scott Geiger to provide information for Goal 1/Obj. 1 and Goal 6, Obj. 1&2. Lucy Li will collect information for Goal 3, Obj. 1&2. Kearns will contact John Gum to obtain information for Goal 4, Obj. 2. Shank will collect information for Goal 5, Obj. 2. (note: there are inconsistencies here that need correction)

Discussion of the Learning Goals led to several adjustments to the wording of goals and objectives. These are reflected in the attached Matrix for Learning Goals which will be discussed at the next meeting.

A discussion of who was responsible for completing the AOL Learning Goal Measures form was not resolved. Marlin felt that more than one faculty member could be providing information and that the Associate Dean should complete the form.

Kearns asked that the discussion be delayed until Bob Thompson could participate and that the assessments process needed further refinement. However, it is apparent that the UCAC must play a stronger role in approving the AOL closing-the-loop.

IV. In a discussion of the 2015/2016 Matrix for Learning Goals it was decided that Goal 1, Obj. 1 for written communication needed to be measured in more than one course. The 2015/2016 matrix will be discussed at the next meeting.

V. Kearns requested all members to insure that the disciplines were working on the Academic Learning Compacts (ALCs). In the past, the ALCs for some disciplines have been noticeably weak. Also, the columnar form that has been used in the past will be used for the new ALCs.

VI. A discussion of the status of Quality Reviews revealed that most areas are current in the reviews for their disciplines. Kearns requested a copy of the schedule for each discipline.

VII. Our next meeting will be Feb. 23 at 11 am in the PNM conference room. The meeting was adjourned at 12:35 pm.

attachments:

2014/2015 Learning Goal Matrix
2015/2016 Learning Goal Matrix
Format for ALCs