

UCC Council Meeting Minutes  
Friday, March 30 2012

Present: G. Andreopoulos, S.DeYoung, J. Levitan, K. Makarec, K. Malanga, R.McCallum, M.Natrajan, K. Swanson, N.Weiner

1. Meeting called to order at 10:13am. Agenda adopted
2. Minutes of February 24 meeting not available.
3. Co Chairs Report
  - a. Kathy Malanga noted that the final meeting of the Council is scheduled for Friday, May 4 from 12:00pm-2:00pm and will be held in UC 202.
  - b. Kathy reported that emails have been sent to members of the Review Panels to determine who is willing to continue serving on the panels for next year. Kathy also noted that the issue of extending the terms of the Review Panels is on the Senate Agenda but was not voted on this past meeting. Kathy reported that Council Member Rebecca Fegeley has agreed to serve as the Professional Staff representative to the Diversity and Justice Review Panel and she will also act as the UCC liaison.
  - c. Jean Levitan reported that the Area Four Review Panel (Diversity & Justice) is/will be in need of additional panel members and will ask Diane Falk Romaine to send out an email seeking volunteers for this panel.
  - d. Jean also noted that councils will not be presenting formal reports at Senate meetings as the reports will now be posted to the Senate website.
4. Discussion/UCC Charges
  - a. Members reviewed the Council's standing charges and discussed what recommendations to make to the Senate for 2012-2013 additional charges. Items of note from the discussion:
    - i. For the UCC standing charges, Jean and Kathy will reach out to the Undergraduate Council.
    - ii. Recommend that item four from the 2011-2012 Additional Charges (Strategy for encouraging faculty to develop courses for areas which are underrepresented (specifically Areas 4 and 5) be carried over to next year. It was also noted that the Council will move to the next step and return to departments with a list of Rob McCallum's suggested courses to help encourage faculty development of courses.
    - iii. Discussion also centered on submission of internships/independent study courses for Area Five approval which would have to be handled on a case by case basis. The Council will recommend that establishing some guidelines for submission of internships/ independent studies be one of the additional charges for 2012-2013.
    - iv. Kathy and Jean will work up a draft of the Annual report and include recommendations for charges.
5. Discussion/Assessment-Middle States Update
  - a. Kathy reviewed the HSS Assessment Pilot Project that used content analysis to review 126 syllabi to determine how well they reflected UCC Program Outcomes and Area

Outcomes. Two rubrics were used and results indicate that most syllabi clearly demonstrate the specified program outcomes for the course. Plans are to share the report with the UCC Assessment working group and possibly other colleges.

- b. The council reviewed a draft of operational measures for the UCC that will be used to help monitor how effective we are at insuring that students experience general education based on the underlying principles of the UCC. Six research questions, with subsections, are presented although additional questions may still be added. Kathy and Jean noted that Rich Varron is working with Jane Zeff so relevant reports can be generated. It was also noted that the HSS Pilot Assessment Report and the draft Research Questions have been sent to Steve Hahn who is writing the Middle States follow up report.

6. UCC and Strategic Plan/Miscellaneous Items

- a. Suggestion is to review content of Strategic Plan and keep in mind when developing potential charges for next year.
- b. Send Murli suggestions about revisions/additions to the bookmark.
- c. Tasks identified at UCC Council Meeting on 2/24 still valuable items to continue working on for next year.
- d. UCC Institute is scheduled for May 15<sup>th</sup>. Murli met with Jim Hauser and indicated that the focus would be on pedagogy and it would be smaller than last year and be held on one day. After discussion, it was suggested that the institute also focus on course development for Areas 4, 5,6 as well as course development for Writing Intensive and Technology Intensive. Tentative plans include having parallel sessions in the morning that will focus on developing courses for Area 5, WI and TI and the afternoon would include a panel discussion featuring faculty teaching “model” UCC courses. A wrap up session discussing will conclude the institute. Final details still need to be worked out but faculty will be compensated for attending.
- e. Murli will also share a list of upcoming conferences/institutes sponsored by AAC&U and other national organizations that would be relevant to UCC members. Murli noted that attendance at such conferences/institutes by Council members in the past has yielded practical ideas that can used with our UCC program. Those that do attend would be asked to provide an executive summary of the conference/institute.
- f. Council briefly discussed having some type of event related to the UCC in September.

7. Course Approvals –Number of votes includes those submitted by email

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|----|----------|-----------------------------|---------|----------------------------|
| a. | PSY 3650 | Cross Cultural Psychology   | Area 6  | 10 in favor; 1 abstention  |
| b. | POL 3360 | Politics of Asia            | Area 6  | 11 in favor; 1 abstention  |
| c. | POL 1150 | Power, Justice & Freedom    | Area 3a | 12 in favor                |
| d. | POL 3370 | Politics of Latin America   | Area 6  | 12 in favor                |
| e. | MUS 2510 | Sound Engineering Arts I    | WI & TI | 10 in favor; 2 abstentions |
| f. | MGT 4600 | Business, Strategy & Policy | WI      | 10 in favor; 2 abstentions |

8. Meeting adjourned at 11:50am

Submitted by,  
Nancy Weiner