

Minutes Approved at the 1/24/14 Meeting - lbo
UCC Council Meeting Minutes

Friday, December 12, 2013
UC 208

In attendance: Maggie Williams, Kathy Malanga, Kate Makarec, Justina Ekeocha, Carol Granoff, Nancy Weiner, David Weisberg, Peter Griswold, Karen Swanson, Becky Fegeley- Baird, Mike Chen-Ho Chao, Brian O'Broin and Lynne Orr

Meeting called to order at 12:11

1. **Agenda adopted** by Kate Makarec

2. **Minutes of the November 15, 2013 Meeting Approved**

3. **Chairs Report**

- New faculty Orientation: Kathy and Maggie met with two faculty members.
 - Kathy brought up that faculty orientation varies by year
- Assessment Council:
 - Kathy said that she and Maggie went over the draft assessment plan, what has been done in the past.
 - The assessment council will be meeting to determine what the senate wants them to do. They are organizing data that is already there.
 - The university will be purchasing Campus Labs (Program Review).
 - May want to reform an assessment-working group.
- "Some sections" issue- There was a course that was not approved. Now, all sections will be meeting area 5.
- Discussion on Writing Intensive Courses
 - Students are confused by these designations (WI and TI).
 - WI courses are to grow into writing in the discipline and grow as a writer
 - Brain brought up the point that students may be writing intensely but their writing quality may not be assessed/ receive feedback
 - There are some courses that are writing intensive by nature but the course is not designated as "UCC writing intensive"
- Nomination for Co Chair: David Weisberg and Julie Rosenthal were nominated
 - Note from Kathy: Nancy Weiner will be replacing Kathy as Assistant Director in the Library

4. **UCC Director** (Maggie Williams)

Priorities – Discussion

1. Communicating the value of the UCC program to the campus
 - a. Anecdotally talking to people, getting the word out, attending as many department meetings and college meetings as possible
2. Looking to delegate assessment component
3. Council's priorities
 - a. Making the process more inviting to faculty; going to faculty meetings is a great way to start; looking for faculty input and making faculty feel welcome to the process
 - b. Kate stated that the process of getting a course accepted as a UCC course is a long process
 - i. Kate suggested that this inability to get courses out there efficiently is a downfall of the program
 - ii. How do we get things that are interesting up and running when they are relevant?
 - iii. How do we get something implemented quickly, on a trial basis?
 1. Lynne suggested looking at Kinesiology as a strong model
 2. Kathy suggested arguing a different alpha code

3. Brain stated that all departments offer 399 courses; why can't we give courses UCC designation on a 6 month trial/ temporary basis. All they would have to do is get the department to approve it.
 4. Kathy motioned that this process would have to be approved by the faculty senate
 5. It was mentioned that interesting more relevant courses would be a great way to get the students and faculty more excited about course topics
- c. UCC is just like the GE program
 - i. Council needs to give faculty the opportunity to connect with students in a different way
 - ii. A main theme throughout the conversation was that creativity will reinvigorate students and faculty
 - d. Mike suggested more communication to the advisors
 - i. He had a 3 hour training and the UCC requirements were not salient
 - ii. Mistakes happen in banner
 - iii. UCC outcomes 5 and 6 can be taken at the same time; only 4 needs to be taken before 5 and 6
 - iv. Look for an advisor list serve
 - v. An advisement cheat sheet: First log in →/UCC →documents → "Advisor Tips" or "Advisor Cheat Sheet" on the
 1. Suggestions to review it in Spring to make it a more useable document
 2. Thoughts to get some air time at the Provost's Meeting
 - e. Student Development Group would like the opportunity to meet with the UCC council in the Spring for ideas on how to connect with the faculty

NOTE from Maggie: anyone who needs to get in touch with her should email her "over and over and over again"

5. **Assessment** (Lynne Orr)

- Common Data Sets
 - Fall 2011-Fall 2013:
 - UCC course enrollment sections
 - Average Class Size by Department
 - The science total is higher despite the fact that there is only one science course required
 - Majors by College 2009-2013: Some things to consider in terms of number of sections needed
 - Table 2.8:
 - Liberal studies is new and many education majors are taking liberal studies as their academic major
 - Science and Math: a large increase for athletic training and biology
 - Growth in minors
 - Questions invited
 - On the back of the packet is information that Kathy and Maggie picked up from a recent meeting with faculty

6. **UCC Council Priorities**

Review of spring semester charges

- Spring Charges:
 - Review the feedback from both the UCC Forum and the UCC Retreat. Identify priorities and set targets in alignment with the strategic plan.
 - Examine feasibility of offering experimental UCC courses designed to address topical issues.
 - Strengthen outreach to faculty teaching foundational UCC courses, FYE and advisors. Enhance communication to students about the UCC, its goals and outcomes.
 - Involve students in the review of UCC effectiveness. Gather information on the student experience of UCC and compare this with faculty expectations
- Annual Reports are in the Share Drive
- Charges for 2013-2014 academic year:
 - Working with the **Assessment Council** to develop and refine an assessment plan and protocols for the new UCC program.

- Review the UCC objectives in the University Strategic Plan. Work with the UCC Director, the Senate, and the Administration to develop strategies and priorities for implementing the strategic plan initiatives.
- Standing Charges:
 - The UCC Council, working with the Undergraduate Council, shall monitor the General Education program and review and recommend to the Senate all proposed course and curriculum changes for UCC credit.
 - The UCC Council will review and make recommendations regarding all changes in the UCC Policy to the Senate.

Draft Implementation Plan, 2013-2015

7. Course approvals

- Sound Engineering Arts III-WI will be sent out for the council to review

Course	UCC Designation	Approval	Notes
ARTS 2850 3D	Tech Intensive	Approved (16 in favor; 0 Abstentions; 1 opposed)	Add in the description: "This is a TI course" Change: Effect to affect
ENG 3500 Literature of American Cultures	Area 4 (WI Pending)	Approved (16 in favor; 0 Abstentions; 0 opposed)	Approved for Area 4 only; WI designation must happen on a later date
NUR Cultural Foundations of Nursing	Area 4 (Diversity & Justice) (WI Pending)	Approved (15 in favor; 0 Abstentions; 0 opposed)	Approved for Area 4 only; WI designation must happen on a later date
POL 1160 African Political Thought	Area 3A (Historical & Philosophical) (WI Pending)	Approved (14 in favor; 0 Abstentions; 1 opposed)	

8. Adjournment

Meeting adjourned at 1: 25 pm

Minutes submitted by: Alyson Angstreich (Graduate Assistant)