

## UCC Council Meeting Minutes

Friday, October 13<sup>th</sup>, 2017

12:30pm-2:00pm

UC 168A

**Attendance:** P. Kaur, T. Cook, J. Ekeocha, L. Verrani, K. Swanson, P. Griswold, A. Baron, P. Von Dohlen, T. Joachim, L. Birge, M. Gonzalez, N. Weiner, D. Weiseberg, L. Orr, N. Gill, J. Lincoln, D. Hack, C. Weissenborn

### Meeting Called to Order at 12:31pm

#### 1. Agenda Adopted

#### 2. Approve Minutes from 9/15/17

Meeting Minutes approved

Vote: 13 In-Favor, 0 Against, 2 Abstentions

#### 3. Director's Report

J. Lincoln

- Made progress on getting data regarding History of UCC Courses.
- Work getting done to clean up the approval system (ie: getting the correct outlines in the proper place)
- Continued work on tiny technology glitches in the systems
- Received strategic initiative funding to begin providing financial support to courses within the UCC 5 Area.

#### 4. Assessment

L. Orr

- Katie is working on the report for science results
- Technology Intensive Focus Group and the Technology Intensive Rubric still all needs to be written up.
- Data enrollment history.
  - Next session, want to bring that in to become part of our program evaluation.
- Looking for assistance to send out an assessment survey to faculty and students.
  - Faculty one to come from Provost Office, just need to decide what format, when to send and develop it.
  - Want this to be in response to the program outcomes to see if they agree with the outcomes of the program and use it for the program evaluation.
- Combine this information with T.I and C.E focus group information for program evaluation.

Open Board Discussion Student Perspective Survey on the program evaluation:

- Looking for feedback in understanding if they know what the UCCs are.

- Are the classes facilitating in teaching what the students are expected to know
- Look at overall awareness of the UCC and knowledge on the concepts of the UCC.
- Want to ask native students, freshman, and transfers without their associates.
  - These categories can be sorted into the different surveys so each student is taking the appropriate survey.

#### J. Lincoln

- This year is a NESSI year so there is warning to be careful on the coordination and number of surveys being sent from other offices as well.
- May want to look at other means of collecting data: Focus Groups, Selecting students from certain categories of UCC.
  - This may facilitate getting different responses.

#### Open Discussion

- Avoid NESSI problem by focusing on Sophomore and Junior Students.
- Cannot add UCC questions to the NESSI because we have passed the time
- Ask professors to administer a survey in class presuming the survey is short enough. It would be enough students to get feedback.
  - Have students select what age/grade they are to receive the proper survey developed.
- It was offered that professors of the UCC could administer to their classes because of the array of colleges and courses that are taught.
- Questions to include would regard:
  - Awareness
  - Knowledge of each of the different attributes
  - Is anything is missing (ie: should there be another category of UCC)
  - Benefits, and perceptions of benefit of the UCC
  - Does it relate to career or academic goals?
  - Outcomes addressed (ie: critical thinking.)
  - Is the process hard/ easy to select and schedule courses? Was there enough choice and sections available?
  - Were they advised well in terms of UCC courses?
- Want to put together and present to the faculty Senate that give students more options of choices in their first semester pre-packaged courses.
  - Pre-package is according to foundation tests and major.
  - Foreign languages has a problem regarding the priority list and choices, and there is a back-channeling problem.
  - Desire to have a toggle option so that there is some ownership to the choices in classes students can take.
  - More choices available to social sciences, communications and art.
- New registrar has many thoughts on the matter of pre-packaged choices and there needs to be a change in regards to the fact that there are so many schedule changes late in the semester.

- There is a lot of functionality in Banner that isn't used and should be in helping students make course selections and building a schedule.

J. Lincoln

- Numbers regarding new graduation rates 34% 4-year graduation rate.
- Up from 29% last year
- 55% increase from last year.
- Steps attributed to this include packaging of student's classes and schedules.

## 5. Review Panels Update

P. Griswold

- Review Panels are all complete and all filled.
- Area 6: Global Awareness only had one member and is now filled.
- Diversity asked for an additional person, which was added.
- All the chairs were emailed and most of the members decided to stay.
- Most of the panels do their work online and most of the panels review 3-5 courses during the year.
- Other issue in terms of the Senate council is that there is one more business person needed for UCC. This person would serve a 2 year term.
  - Annette will recruit and see if there a person available for this position
- When term is up, you need to reapply if you would like to keep serving.
- When May has all the names, there will be a documentation of all the names and who is one what panel.

## 6. Course Approvals

### **CIED 2050- Foundations of Bilingual/Multi-Cultural Education- Area 4**

- In title of the course there is a 0 missing at the end; should be 2050, not 205.
- Revise the initials under NJ standards.

Vote to approve pending changes

16 In-Favor/ 0 No/ 0 Abstentions

### **POL 2240- Political Parties- Technology Intensive TI**

- Outline for C1- wasn't believed that the first two items fit for technology intensive.
- C5 and C10 Items didn't seem to fit in the Understanding concepts of technology systems.
- It was believed that the detail describing the course was very long and in depth and there is occasionally a circular argument in how much detail to include
- Not really sure where the use of technology is in the course.
  - Doesn't appear anywhere in the course objectives, teaching strategies methods, or learning activities.
- One use of technology seems to be SPSS, but there is no mention if there is any pre-requisite related to SPSS knowledge or if SPSS is being taught.

- Mention of the benefit of having related pre-requisites for the course in using SPSS.
- Nothing in topical outline gearing towards the use of SPSS, no mention of a lab use
- Strong objections were mentioned in regards to the course as a TI course due to unclear technology use and the fact that the course is so broad, this was reflected multiple times in the conversation.
- Evaluation section doesn't mention any technology; its more class discussions and papers.
- UCC outcomes meet by this course is not technology related, just suggested that technology would be used, no mention that it directly taught.
- TI Panel, had reservations about it because of the broad description and was
- Suggested that it needs to go back and re-clarified, especially on the use of SPSS and how it will be learned and utilized, or is it there just to be used just for the sake of the class.
- This discussion is a good reminder that we need to look at and address the bigger picture regarding the data from the TI Focus Group.
- There is question as to if there was information or reason as to why the review panel approved it.
  - Suggestion to send it back and ask for support.
  - Reflection on the efficiency of review panels operating by email.
- Lack of understanding as to why SPSS is used in a social science course, have to look at the use of political parties recording data in large historical data bases and extract and manipulate information.
- Suggestion to send back to TI review Panel asking for support as to why the course was approved and why there is a misunderstanding.
- Other option is to just vote No on the approval of course.
- There was a clarification conversation on what was being voted for.
- Other possibility would be to defer the vote and table the course pending communication with the TI Review Panel.
- Course was tabled pending communication with the TI Review Panel.

## **7. UCC AREA 5 Community and Civic Engagement Focus Group**

- 23 People will be attending this focus group, taking about 45 mintues.
- Six groups set up to answer questions regarding Area Five.
- There will be a leader for each group, directing in asking questions and writing and recording data.
- This focus group will look at and ask broader questions.
- Review of the questions going to be asked.
  - There was an aforementioned concern as to how much students are going out into the community and doing things rather than just reflecting.

- No current balance in regards to how much of each course is reflection and how much is actual engagement.

J. Lincoln.

- There has been expression on the difficulties of taking students out to do something and engage with the community in these classes.
- A strategic initiative proposal was put forward last year to provide support for UCC 5.
- Two Graduate Students were hired to oversee the activities of the students with this initiative so that Mari Rodriguez can create partnerships in the community.
- Grant budget of \$20k was granted to help support activities. (ie: need of transportation)
  - To use this there will be an application to fill out online, with a deadline in November, so that there is an understanding as to what ideas are out there and if resources can be pooled and funds can be stretched.
- Issue in the UCC 5 courses is determining the area outreach.
  - In a proposed Asian Study Course the idea is to have students prepare their own disaster plans for their surrounding community and learn from disasters that have struck from Japan, and their databases.
  - There are a number of local groups on board in working with the Asian Study course.
- Recognition of Spring Break and Summer programs and courses, traveling to France, or having gone to New Orleans being included as Civic Engagement courses.

#### **8. Next Meeting Dates**

- a. Friday, November 10, 12:30pm-2:00pm UC 216
- b. Friday, December 8, 12:30pm-2:00pm UC 216

#### **9. Adjournment**

Meeting Adjourned at 1:51pm