

UCC Council Meeting Minutes

Friday, December 8th, 2017

12:30pm-2:00pm

UC 216

Attendance: T. Cook, J. Ekeocha, L. Verrani, K. Swanson, A. Baron, P. VonDohlen, T. Joachim, L. Birge, N. Weiner, D. Weisberg, L. Orr, D. Hack, J. Lincoln, J. Owlett, S. Astarita, C. Weissenborn

Meeting Called to Order at 12:37pm

1. Agenda Adopted

- No abstentions.
- No oppositions.

2. Approve Minutes from 11/10/17

- No abstentions
- No oppositions

3. Directors Report

Jonathan Lincoln for Jon Bone

- Discussion of special topics course in communications
 - o Dianna Peck and Lori Ramos
- Lori Ramos has connections with the radio station in Vieques, Puerto Rico, where the radio station was destroyed by the hurricanes
- It would be a Winter, Civic Engagement class with the purpose to send radio, journalism, and film students to Vieques with equipment to repair it and use some of the old equipment that our station here no longer needs.
 - o The hope is to get the station back on-line to benefit the surrounding community.
- Arrangements have been made for the students to stay with people in the surrounding community.
 - o Lori Ramos, Dianna Peck, the assistant general radio manager would be attending and one of the techs who specializes in audio would also go to supervise.
- One time special topic UCC course for fewer than 10 students.
 - o There is support by the dean.
 - o Would be support from civic engagement funds to assist with student needs.
- Course has been reviewed by the UCC 5 and the TI panel the week of 12/4 to help give students credit for Civic Engagement Credit.
 - o TI approved it
 - o UCC 5 recommended aligning assessments with the student learning outcomes a little better, but still approved.
- Opted not to vote for the course in the meeting.
- Students and faculty will be going down whether the course gets approved or not, but are wondering if credit can be approved, as it is being pulled together very quickly.
- Not a general enrollment course; three credit winter session course; students are being recommended by faculty.
 - o One week trip, with paper writing, and spring presentation.
- Opted to vote for approval through email with responses due by 12/12/17.
 - o No objections to this course of action.

- Was review on special topic courses coming to the UCC out of courtesy as well as conversation about courses that weren't approved by panels within two weeks would just go through to the council for voting.
- New Orleans course is not running this spring break.
 - o Clarified that it wouldn't run more than twice as a special topics course.
 - o Colleges and departments are encouraged to get similar courses approved/ run in the future.
- Note: In the COMM 3990 Community Radio course, there is a typo in that the frequency states the class would run every year.

4. Assessment Update

Lynne Orr

- First draft of the Scientific assessment was passed around and discussed.
- Data was collected from spring semester 2016 by asking the faculty who were teaching UCC Science courses to share their syllabus.
 - o Team of reviewers used the rubric taken from the UCC area outcomes.
 - o Reviewers reviewed syllabus and rubrics and then scores were reconciled.
- Results section:
 - o Only 44 of 138 syllabi were gathered
 - o Lab and lectures were treated separately which was difficult to facilitate and it would be better if we put both lab and lecture together.
 - o Quantitative was completed and submitted.
- Overall, looking for review and feedback to be sent back directly to L. Orr.
- After feedback, set a date to bring it to director's council and faculty senate.
- Second report thus far; TI was completed, but still waiting for a report.
- Observations include:
 - o One course out of 44 that specifically labeled UCC courses
 - o One of 44 states UCC area slews.
 - o One has details on fulfillment of UCC area slews.
- Close to no mention that the courses offered were UCC related. Want to encourage faculty, or provost to clearly mention courses are UCC.
- Lab was treated separate than lectures just due to collection means.
 - o Suggested to treat them as the same for sake of ease of data.
 - o Noted that two different people teaching lab and lectures can make it more difficult.
- Was mentioned that there would be benefit in stating the outcomes of the UCC course so students know what it means to reach the outcome and the objectives.
 - o Would be a beneficial statement for the university, and for the students, if courses were clearly labeled UCC and the outcomes so that there is enhanced learning and understanding of the course purpose.
- Was brought to discussion "why is quantitative less represented in the syllabus?"
 - o May simply be a matter of it not being documented, but still being discussed in class.
 - o Have to recognize that for these courses, a lot of these students are non- majors.
 - o Many people don't think in the terms to add and mention the UCC outcomes (ie: adjunct professors)
- Take the time to review, send thoughts and suggestions, to Lynne Orr.

5. Course Approval

a. KNES 2200 Motion Analysis – Technology Intensive

- Outline needs to indicate that all sections are TI
- No approval date from original faculty department date on the outline.
- Need to take what they have for the outcomes in the proposal and integrate it into the outline for greater clarification on assessment, use of technology, and course requirements.
- More information is in the proposal, than in the outline and there should be both.
- Discussion on how the use of technology impacts society: individuals may have different inter/intra- individuals needs as mentioned in the proposal.
- Move to approve pending the changes. If wanted it brought back to UCC Council vote no.
- Vote:
 - o Approve (pending changes): 9
 - o Opposed: 4
 - o Abstentions: 1

b. MGT- Business Analytics- Technology Intensive

- Missing department approval date.
- Outline needs to indicate that all sections are technology intensive.
- Outline should mention which area of UCC it is meeting
- States that it's a 4000 level course but mentions introductory understanding of concepts, question if the course is labeled correctly.
 - o Note that it is the first course of its kind.
 - o The "introductory" fact related to new information to the students and the amount of pre-requisite requirements.
 - o Suggestion to make a comment stating course description as an overview rather than introduction, but decision it is out of UCC privy.
- Vote:
 - o Approve: 15
 - o Opposed: 0
 - o Abstentions: 0

c. ENG-Literatures of the Americas-Area 6: Global Awareness

- Suggested that course description can mention literature being used, bibliographies, publishers and dates etc.
- Suggestion to add detail to evaluation process and how the concepts are assessed.
- Vote:
 - o Approve (pending changes): 15
 - o Opposed: 0
 - o Abstentions: 0

d. HIST 3700 Traditional China-Area 6: Global Awareness

- Course is cross listed with ASN 3700. When the course is changed, the catalog needs to be changed on both sides.
- Vague description as to how the 6C outcome is being met; simply mentions class participation, assignments, quizzes and exams.
- Vote:
 - o Approve: 14
 - o Opposed: 0
 - o Abstentions: 1

6. Spring Meetings

- Planning ahead to be sure room is available.
- Nancy will send out a doodle poll before the end of the semester to get an understanding of availability and booking a room.
- Thanks given to the council for all the work and effort put in this semester.
- Mention to look at email, vote for special topics course, and provide review for science assessment.
- Jon Bone will be back next semester.
- Note: In education classes the Ed. TPA should be mentioned as there is a significant amount of writing through self-evaluation.
 - o Discussion of lesson plan writing being inclusive as writing intensive. Courses including lesson plans as writing: it would be helpful to provide a sample of the lesson plan.

7. Adjournment

Meeting adjourned at 1:24pm