12 November 2009 Minutes of the College Undergraduate (UG) Curriculum Committee

Members Present: Terry Adler, Justine Adkisson, Bruce Huhmann, Elliott Willman, Tim Query, Kevin McNelis, Kathy Brook, Sherry Mills, and Tony Popp

Absent: None

Meeting Called to Order at 8:30 a.m

First Order of Business:

Sherry Mills provided an overview of student performance levels for the College of Business (COB) goal used in assessment. Her research into recommended student performance levels provided no real evidence for an approved percentage for student performance. Thus, Bruce moved and Kevin seconded a motion to establish a uniform level of student performance of 80% for every COB goal and sub-goal. Discussion included a reminder that while we as a college may not be meeting student performance goals in a particular area, this is not a bad result as this shows potential for the college to “close the loop” and improve student learning. The results of the vote on the motion are as follows:

Motion passed 5 yes and 0 no.

Second Order of Business:

Sherry Mills asked the UG committee to clearly define what students need to do to demonstrate oral communication skills (e.g., student will make a professional oral presentation to an audience). Rather than clarify the goal, the committee chose to keep this goal broadly stated to allow for different media options, such as oral presentations as part of an online course. One issue that needs to be addressed is the potential inclusion of an oral presentation requirement in BUSA 421. The major concern is how to address this issue with the on-line version of BUSA 421. In discussing this with Dr. Sam Gray, the primary BUSA 421 on-line instructor, there would be need to be training provided by ICT or others to train faculty on how a student, or students as a team, could present on-line in BUSA 421. The committee agreed to address this issue in more detail beginning next semester.

Because we have a broadly-stated oral communications goal, the UG committee agreed to allow the AOL committee the flexibility to select relevant criteria from the combined pool of delivery and nonverbal components in order to assess a wider variety of student performances.

Committee discussed the need for students to demonstrate research skills [use relevant and appropriate sources; cite sources correctly] and decided to keep it as an objective of oral presentation skills rather than including the skill as a separate learning goal or a subset for writing skills.

Sherry Mills asked how research skills could be assessed by individuals unfamiliar with the assignment. The Committee decided that the faculty teaching the course, where oral presentation skills will be assessed, will require the demonstration of research skills as part of the presentation requirements and will perform the assessment of the research skills criteria.

Finally, a reminder from our Fall 2009 convocation to instructors who teach courses included in our assessment matrix: Please include the COB goal being assessed in your syllabi beginning Fall 2009 semester. We ask each department head and instructor to ensure that goals are being embedded in appropriate course syllabi. Again, the courses currently being used to assess COB goals are as follows:
Goal 1a (written communication) -- BCIS 338
Goal 1b (oral communication) -- COMM 265 (soon to be MKT 303)
Goal 2 (diversity) -- MGT 309
Goal 4 (use of IT) -- BCIS 338
Goal 5b (solve problems) -- FIN 341
Goal 5b (think critically) -- ECON 304
Goal 6a (legal issues) -- BLAW 316
Goal 6b (ethical issues) -- MKT 303

Third Order of Business:

Justine provided a summary of an issue dealing with transfer students being allowed to bring in classes with "D" grades. The committee believed that students should not be able to get credit for upper division core courses without at least a "C" grade or better. Kevin moved and Bruce seconded a motion to change the transfer credit grade requirements to as follows:

"Upper division business core course requirements can be satisfied by transfer credits with a "C" grade or higher when the credits are from an AACSB International accredited program."

Discussion ensued regarding the equity of this requirement for transfer students when our own COB students get "D" grades in upper division core classes. The committee believed that the overriding issue is that there is no control over the content of transfer upper division courses. Current COB students have the opportunity to retake an upper division core class if they choose to improve their GPA. The results of the vote on the motion are as follows:

Motion passed 5 yes and 0 no.

Fourth Order of Business:

Dr. Kathy Brook provided a transfer credit proposal that was approved by Department Heads on July 28, 2009. Bruce moved and Tim seconded a motion to approve the proposal "as is" with the noted changes in the previous "C" grade transfer requirement for upper division core classes. The results of the vote on the motion are as follows:

Motion passed 5 yes and 0 no.

Final Note: The UG Curriculum Committee met seven times this past semester. Many things were accomplished and can be found in the minutes for this committee on the COB website. As we are encouraged to celebrate assessment success, we have found that the current assessment process is working well.

Meeting Adjourned at 10:00 a.m.

Next meeting will be scheduled early in the 2010 spring semester.

Submitted by: Terry Adler, Chair