9 Sep 2011 Minutes of the College Undergraduate (UG) Curriculum Committee

Members Present:  Terry Adler, Kevin McNelis, Dennis Clason, Justine Adkisson, Michelle Jasso, Kathy Brook, Greg Roth, and Michael Loera

Meeting Called to Order at 0930.

First Order of Business:

The committee reviewed the CoB “5th Year Maintenance Report” and discussed where our committee needed to add input. We discussed our CoB core undergraduate courses in summary fashion of what we have attempted to improve over the past five years in student learning. As a point of reference, rather than recommend large changes in the core of the BBA curriculum, we have encouraged change with regard to two areas of critical importance in student outcomes: writing and critical thinking. We have done this through many different venues to include workshops, colloquia and departmental meetings. What we have not documented is the effect of these exhortations on the BBA curriculum.

Supporting our AACSB accreditation requires the CoB to show that the committee has had some effect on the ways we all teach in the core. One thing we did to attempt to improve written communication is to develop a writing survival toolkit and place it on the web. Also, we have presented what national experts say about teaching writing skills and how to include this in CoB courses. Consequently, we have asked each instructor who teaches in the CoB core (i.e., ECON 251, ECON 252, ECON 304, MGT 309, MGT 344, MGT 470, BUSA 421, FIN 341, BLAW 316, ACCT 251, ACCT 252, BUSA 111, BCIS 110/338, BCIS 485, and MKTG 303) to answer the following questions and provide relevant documents in support of your feedback:

1. Does your syllabus mention the writing survival toolkit? Do you give the URL to the toolkit in your syllabus?
2. Do you mention the importance of written communication in class?
3. Have you increased the weight written work has on student’s grades?
4. Have you developed a written assignment since the committee urged us to do these things?

As mentioned earlier, the other area of student learning that needs improvement is critical thinking. We have sponsored a critical thinking workshop for all CoB faculty in the Spring 2011 semester with the intent of embedding critical thinking assignments into our core courses. We now ask each instructor in the CoB core to answer the following questions and provide relevant documents in support of your feedback:

1. Does your syllabus mention the importance of critical thinking?
2. Did you attend either of the critical thinking workshops last spring?
3. Have you developed an assignment intended to improve critical thinking?

Committee members from each department will collate and summarize answers to these questions at our next meeting. We will then provide a summary response to be included in the “5th Year Maintenance Report.”

Second Order of Business:

As a reminder to CoB Department Heads, please forward all Course Action Change Forms to our committee as soon as possible for inclusion in future NMSU catalogs. The deadline for submittal to our committee is 1 Oct 2011. Thank you.

Meeting Adjourned at 1035.

Next meeting is scheduled for 16 September 2011 from 0930 to 1030 in BC134.

Submitted by: Terry Adler, Chair