

Undergraduate Curriculum Committee Meeting Minutes

October 4, 2007

Present: K. Braunsberger, G. Kearns, D. Marlin, G. Patterson, M. Wilson, B. Thompson, M. Jackson, S. Geiger, J. Strachan

K. Braunsberger called the meeting to order at 12:13.

S. Geiger led a discussion of outcomes assessment. The following points were made regarding AACSB outcomes assessments:

- Do not use group or team scores or grades

- Try not to use course grades

- Not all outcomes need to be assessed each year, we can rotate learning goals

- Sampling of student work is fine

- Be sure to “close the loop”

The committee will look at the current process with the eventual intention of setting up a multi-year assessment procedure.

G. Kearns led a discussion of catalog changes.

All course changes (by either USF Tampa or by USFSP) must be posted on the USF Undergraduate Council website

<http://www.stpt.usf.edu/ugc/proposals.htm>

for 30 days to allow comment from the other campuses. It was suggested that a staff person check this site once per week for changes in COB courses.

If USF Tampa implements a course change, we can fill out an “Undergraduate Curriculum Change Request” form within the 30 days and it will apply to USFSP also.

If USF Tampa implements a course change that we do not want, contact Jennifer Baker immediately.

One of the course changes currently listed on the Undergraduate Council website is the change of ISM 3011 from a prerequisite to a co-requisite for ISM 3113, a change previously passed by our committee.

G. Kearns moved, and G. Patterson seconded, a clearer wording in the catalog about the business minor for non-business majors. The wording now better reflects courses regularly offered in St. Petersburg. After a brief discussion, the motion passed unanimously.

Committee members discussed the residency requirements being at USF versus being at USFSP. Others will be consulted for an answer.

The next meeting will be Thursday, October 18, at 12:00 in the conference room. The agenda will include a review of outcome assessment for the AACSB visit and catalog updates.

The meeting adjourned at 1:50.