

UCCC Minutes 8.27.2014  
Room-Witherspoon Center 201  
Call To Order: 12:30pm

## ATTENDANCE

**Members Present (Quorum Present:17 ):** Chair David Auerbach, Alton Banks, Amanda Beller, David Berube, Betty Black, Gene Brothers, Debbie Currie, Scott Despain, Charles Hardin, Helmut Hergeth, Peter Hessling, Andy Nowel, Hatice Ozturk, David Parish, Rebecca Swanson, Martha Reiskind, Robert Warren

**Ex-Officio Members Present:** Catherine Freeman, Barbara Kirby, Brittany Mastrangelo

**Recurring Guests Present:** John Harrington, Li Marcus

**Members Absent:** Charles Clift, Tom Koch

**Guests:** Page Midyette (*Graduate Intern*), Carrie Zelna (*Office of Assessment*)

## WELCOME and INTRODUCTIONS

Remarks from Chair, David Auerbach:

The meeting was called to order at 12:32pm in Witherspoon 201. Chair Auerbach greeted the committee to a new academic year. Members introduced themselves and noted the colleges they represent. Chair Auerbach asked the committee to start considering Chair Elect nominations. The Chair-Elect serves as a substitute if the Chair is out for the 2014-2015 academic year. Members can submit their nominations to Catherine Freeman via email or publicly nominate.

Remarks from Associate Vice Provost Academic Programs, Barbara Kirby:

Dr. Kirby welcomed returning and new members to the first UCCC meeting of the academic year. She introduced a new recurring guest, Page Midyette, a graduate student at East Carolina University who will be observing the committee process. Dr. Kirby explained the [UCCC Charge](#) and reminded members that the committee serves as a standing committee of the Faculty Senate. Dr. Kirby explained that when UCCC makes decisions, they are forwarded onto Dr. Mike Mullen as recommendations. Dr. Mullen then advises the Provost of decisions that might need to be made. Dr. Kirby asked members that serve on their college course and curriculum committees to serve as communicators to identify business being brought forward. She suggested that for UCCC members that are not on their college committees, to ask to be included on the list serve to keep informed of their college's actions. Dr. Kirby notified the committee that the final SACS report is posted online. NCSU was found to be in compliance, and she thanked UCCC for being a part of the process. She emphasized that faculty own and develops degree courses, participating in a sequential way. Additionally, Dr. Kirby explained that the pathways required by the new *Comprehensive Articulation Agreement (CAA)* had been created and implemented. Dr. Kirby thanked the committee for their willingness to serve.

## NEW BUSINESS

- Establish Quorum: The quorum was set using the standard 50% plus one of the voting members as has been the committee's preference in establishing previous quorums. With 22 voting members, the quorum would be set at 12. A motion was made to set quorum at 12 and seconded. The motion was **APPROVED** unanimously.

- Review of Committee Voting Actions: Chair Auerbach went over the various types of voting options for actions to the committee. The handout for this can be found in the [2014-2015 Member Resources Packet](#).<sup>1</sup> Dr. Kirby reminded the committee not to feel guilty if they vote as a body to table an action; this just means that the course has additional information that needs to be addressed.

Actions
Approved
Approved with Friendly Suggestion
Approved with Pending Revision
Denied
Tabled
Withdrawn

- Student Learning Outcomes-Programs & Courses: Dr. Carrie Zelna, from the Office of Assessment, presented a [PowerPoint](#) to the committee about learning outcomes. She explained that UCCC mostly focuses on the course level assessment, and whether a course meets the outcomes as stated. She noted that course outcomes tend to be more specific than program outcomes. For program outcomes, Dr. Zelna noted that these usually contain 4-7 broad high level outcomes; some programs have more, but she suggests 4-7. She explained that many departments use a capstone class, usually a 300 or 400 level course, to assess if students have met the high level outcomes for a program. Finally, Dr. Zelna explained to the committee that all of the categories on the *Bloom's Taxonomy* are sufficient for assessment, but sometimes departments need help showing how a student would demonstrate their ability to meet the objective. She encouraged committee members to let her know if their departments need help with their outcomes, and she and her team would be happy to assist.
- Committee Overview and Agendas: Catherine Freeman went over the committee agenda and responsibilities, using a power point. She reviewed the following: Old Business, Consent Agenda, New Business, and Announcements & Discussion. Additionally, she went over the [2014-2015 UCCC website](#) with the committee, explaining where [Agendas](#), [Member Resources](#), and [Minutes](#) could be located. Dr. Kirby noted that when a committee member is assigned an action, but it is not in their discipline, they are more than welcome to bring the instructor or another faculty member to the UCCC meeting to assist in the review.

**CONSENT AGENDA**

- A motion was made and seconded to approve the consent agenda. One member requested that the Accounting, Business Administration, and Economics curriculum be pulled out for further review. Without further discussion, the remaining actions in the motion were **APPROVED** unanimously.

Action	Type
Minutes from May 7, 2014 Meeting	
ACC 340 <i>Accounting Information Systems</i>	Remove Software Skills Test Pre-Requisite
ACC 410 <i>Governmental and Nonprofit Accounting</i>	Remove Software Skills Test Pre-Requisite
ACC 411 <i>Business Valuation</i>	Remove Software Skills Test Pre-Requisite
ACC 420 <i>Strategic Management Accounting</i>	Remove Software Skills Test Pre-Requisite
ACC 440 <i>Enterprise Resource Planning Systems</i>	Remove Software Skills Test Pre-Requisite
ACC 450 <i>Auditing and Assurance Services</i>	Remove Software Skills Test Pre-Requisite
ACC 451 <i>Internal Auditing</i>	Remove Software Skills Test Pre-Requisite
ACC 495 <i>Special Topics in Accounting</i>	Remove Software Skills Test Pre-Requisite
ACC 498 <i>Independent Study in Accounting</i>	Remove Software Skills Test Pre-Requisite
ACC 499 <i>Internship in ACC</i>	Remove Software Skills Test Pre-Requisite

<sup>1</sup> [Member Resources Packet, page 8.](#)

BUS 340 <i>Information Systems Management</i>	Remove Software Skills Test Pre-Requisite
MIE 480 <i>Business Policy and Strategy</i>	Add Pre-Requisite of BUS 340 or ACC 340
Accounting- <i>Financial Analysis</i>	Edit to the Natural Science Requirement
Accounting- <i>Information Systems</i>	Edit to the Natural Science Requirement
Accounting- <i>Internal Auditing</i>	Edit to the Natural Science Requirement
Accounting- <i>Managerial</i>	Edit to the Natural Science Requirement
Accounting- <i>Undeclared</i>	Edit to the Natural Science Requirement
Economics (BA)	Edit to the Natural Science Requirement
Business Administration- <i>Entrepreneurship</i>	Edit to the Natural Science Requirement
Business Administration- <i>Finance</i>	Edit to the Natural Science Requirement
Business Administration- <i>Human Resources Management</i>	Edit to the Natural Science Requirement
Business Administration- <i>Information Technology</i>	Edit to the Natural Science Requirement
Business Administration- <i>Marketing</i>	Edit to the Natural Science Requirement
Business Administration- <i>Operations/Supply Chain Management</i>	Edit to the Natural Science Requirement
Business Administration- <i>Undeclared</i>	Edit to the Natural Science Requirement

- **Accounting, Business Administration, & Economics Curricula-APPROVED**, 15 in favor, 1 against, 1 abstention

*Discussion:* The presenter explained that the curricular actions are taking the eight hour requirement assigned before the GEP was instituted, and modifying the requirement to the minimum seven hours required by the *General Education Program*. The Poole College of Managements believes this will benefit students, especially potential transfer students. One member noticed that the additional lab is what would be removed. He believes that business people ought to know what scientists do. He believes that this will teach Management majors the mores and ethos of data collection. The member believes that losing a lab course is not a minor thing. The presenter agreed with the sentiment explaining that his college did not move to the seven hour requirement in 2009. He noted though that this will help transfer students. The presenter noted that it becomes an argument of “What is the GEP versus what will help students economically?” Additionally, it is has been tougher for students to enroll in lab courses, with the presenter noting that the university cannot provide the courses logistically. One member explained that people do not have the technical resources to deal with the issues. A different member said that if the faculty feel that two classes with labs are required, then they should be required, as they are in his college. Dr. Kirby confirmed with the presenter that the seven hour *Natural Sciences* GEP requirement is met, and so the change is acceptable to the university. She noted that UCCC could debate this matter philosophically, as there are several issues at play: Decoupling science courses from labs and the amount of lab courses offered. Without any additional discussion, the action was **APPROVED**.

## ANNOUNCEMENTS and DISCUSSION

*CourseLeaf Implementation Plans:* Catherine Freeman outlined the upcoming switch to CourseLeaf, an online course and curriculum workflow system. She explained that testing will occur in late September, and the anticipated university rollout will occur in January 2015. Chair Auerbach explained to the committee that the following are discussion topics that may need subcommittee and/or committee review for the 2014-2015 academic year. He asked the committee to consider whether they would be willing to serve on a subcommittee regarding these issues.

2014-2015 Discussion Topics
Review of the Attendance Policy-Inconsistencies Between Reg 02.20.03 and Practice
Instructional Formats-Review Remaining Formats and Common/Evening Exams (Outside of Class Time Components)
GA Requirement Regarding Individualized and Student Contract Specifications
Departmental Certificates-Establishing Guidelines

Meeting adjourned at 2:17 pm.

*Respectfully submitted by Gina Neugebauer*