

Minutes
Undergraduate Academic Affairs Subcommittee
Wednesday, October 9, 2013

Members In Attendance: D. Barbeau, M. Barber, E. Blessing, C. Boyd, R. Cole, R. Colignon, L. Dorsey, P. Gregory, B. Emo, K. Ravindra, I. Ruebling, B. Sokol, K. Thatcher, S. Tyuse, J. Welch

Guests: Dr. Russell Blyth, Dr. Jim Hebda and Dr. John Fu and Dean Trevathan

Call to Order: Dr. Dorsey called the meeting to order at 8:30 am.

Approval of minutes from the September 11, 2013 meeting

Correction – Brett Emo not present September 2013 meeting and spelling of last name is Emo (not Imo).

Motion made to accept with corrections noted by Craig Boyd and second Robert Cole.

Discussion: New Academic Program Proposals

New Minor: Actuarial Math- Dr. Blyth and Dr. Hebda presented the updated assessment plan for the program minor. The program has worked with Kathleen Thatcher in development of their assessment plan.

Discussion – concern that assessment plan isn't as rigorous as past proposals, too non-specific. Group acknowledged improvements have been made compared to initial proposal, however, expressed concern in the limited assessment methodologies identified in the plan. Kathleen acknowledged that the program has a plan to improve the robustness of the assessment plan over time as the minor grows.

The committee expressed a recommendation to include an assessment methodology in the learning outcomes directly related to the student experience in the minor (broaden view of assessment beyond test & item analysis so they are sampling the same test item repetitively). Some suggestions that were brought forward included alumni survey data assessment and/or assessment of the national examination data (even if in aggregate) if possible. The committee recognizes that receiving examination data may be difficult if the Society of Actuaries & The Casualty Actuarial Society do not release these data to programs for reporting.

Request to unpack outcomes with multiple components- they will address this issue.

The committee recommended that Kathleen continue to work with the group.

BS in Biostatistics – Dr. John Fu & Dean Trevathan – In general areas from UAAC meeting to be addressed –support letters from Biology, the Registrar, and Advising Leadership; 9 hours of graduate credit fall senior year; and math faculty resources necessary for the major. Referenced the updated proposal for the group sent by Dr. Fu 10-5-13.

Discussion- Noted that Kathleen Thatcher has worked with them on assessment plan.

Graduate credit – proposed cross-listing grad courses @ 400 level. Presented the Registrar’s recommendation of dual offering as the 400 level course has different requirements than the 500 level – agreeable to this option. Dr. Fu will make the change.

Support letters – committee received letters of support from the Registrar’s Office and Advising Leadership. Absent from updated proposal is a support letter from biology. Dr. Fu indicated that has met with the department and hopes to have a letter of support next week.

Dr. Fu informed the committee that there are parallel pre-med and med scholar tracks (not submitted in original proposal – only to biology and pre-professional health) that have been reviewed by Dr. Jeanne Melton (also submitted a letter of support in original proposal).

General comment – this program fits STEM and may attract a new pre-med market of students.

Has the program thought about a capstone experience for the students? Dr. Fu and Dean Trevathan indicated that all undergraduate majors in the College may be required by accreditation to complete a capstone in the future, so they are reviewing the possibility.

Deans Trevathan and Barber presented an interdisciplinary funded post-doc model for Fall 2014 to the committee in response to how to address the concern with regard to the increase student demand on math. Biostats students do not enroll until Fall 2015. Dr. Hebda informed the committee that the increased demand on math courses would not be realized until year 3-4 of the biostats major which would require math to split sections.

After deliberation the committee identified 2 action items:

1. Biology support letter - once this letter is received it will be circulated electronically to gain feedback from the group and solicit a committee recommendation for the VPAA. We do not see a need to wait until the November UAAC subcommittee meeting to revisit the new major (unless documents are not received until that time).

2. The committee recommends that the language with regard to cross-listing in the proposal be updated to reflect the dual offering language presented by the Registrar and submitted to me for final record and submission to the VPAA.

Other: committee inquired whether or not funding should be reviewed prior to a proposal coming forward to UAAC for review. General understanding of current process offered – school/college/center administration has those conversations prior to moving a proposal forward to review.

Adjournment

Dr. Dorsey adjourned the meeting at 10:00 am.

Next UAAC Meetings

UAAC General Meeting

November 6, 2013 VH 219

UAAC Faculty Subcommittee Meeting

November 13, 2013 Vitale Boardroom