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## Undergraduate Curricula and Assessment Committee Meeting : 2008 : 01 : 09

University of South Florida St. Petersburg. College of Business. Undergraduate Curricula and Assessment Committee.

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**Undergraduate Curriculum Committee Meeting Minutes**  
**January 09, 2008**

Present: K. Braunsberger, C. Davis, G. Kearns, D. Marlin, G. Patterson, M. Wilson, M.J. Jackson, S. Geiger

The meeting was called to order at 10.35am

The meeting covered four topics:

1. The committee reviewed all current goals and objectives for program assessment and decided that some were irrelevant since they do not reflect our current mission statement, and/or because of redundancy. It was also decided that the remaining goals and objectives would have to be reworded to reflect more concise language that could be more easily understood and also to more precisely express what needs to be measured for what purpose. MJ Jackson volunteered to create a first draft to meet the requirement as outlined by the UGCC and designed to meet AACSB requirements.
2. The committee also discussed that many of the current measurements for program assessment will have to be redesigned to move away from a) course grades and b) group grades. In order to make assessment less cumbersome, it was decided to make use of rubrics—in addition to using other tools—that can aid assessment of multiple program objectives. Further, it was agreed that work on the new measurements would begin as soon as the committee has agreed on the final program goals and objectives.
3. The committee further discussed the often confusing use of the word “program” in the current Undergraduate Catalog. At times, program applies to the whole undergraduate program, and at times to individual disciplines. It was decided that one future goal should be to come up with more precise language.
4. Accounting representative Kearns reminded the committee that program level assessments must be identified separately for Accounting majors and St. Petersburg students. This can be done simply by two questions added to the assessment: (1) Are you an accounting major? and (2) Will you graduate as a USFSP student? The committee decided that it would be helpful to identify all students by major discipline and campus.

The meeting adjourned at 12:00 pm.

The next meeting will be Wednesday, January 23<sup>rd</sup>, at 12:00 pm in the conference room. The agenda will include a review of the first draft of the outcome assessment goals and objectives, as well as a reconsideration of current measurement tools used for assessment purposes. Several rubrics have already been distributed to committee members and the committee will discuss its options. Finally, an announcement about change of process for the UGC will be made.