

Core Undergraduate Learning Experiences (CULE) Members:

Marion Harris, AFSNR
 Robert Harrold, Assessment
 RaNelle Ingalls, Student Affairs
 Rajesh Kavasseri, E&A
 Kevin McCaul, Deans' Liaison
 Andrew Mara, AHSS
 Charlene Myhre, Libraries

Cynthia Naughton, PNAS
 Lisa Nordick, DCE
 Larry Peterson, Provost/VPAA
 Seth Rasmussen, S&M
 Susan Ray-Degges, HDE
 Carolyn Schnell, University Studies
 Herbert Snyder, Business

Meeting, Monday, November 28, 2011, 2:00-2:50, Peace Garden Room, Memorial Union

Tentative Agenda:

1. Approve minutes from 11/14/11, emailed on 11/14/11.
2. Complete final draft of Capstone Improvement Process template (attached). Do we want to change the due date?
3. Report on HLC Cohort Three Workshop (Bob, Herb, and Larry)
4. Report on and Planning for Action Items from CULE Timeline

11 TASKS (some previously in October)	Done	RESPONSIBLE
Complete HLC's Outline for Quality Initiative Proposal Review by November 30	✓	Bob, Herb, and Larry
Get feedback on template and implementation guidelines at HLC Conference 11/17-18	✓	Bob, Larry, Herb
Complete final draft of Capstone template and implementation guidelines based on HLC feedback		All
Complete Capstone Improvement Process procedures (work flow chart)		All
Check with GDC to create system for tracking department responses for Capstone Improvement Process		Larry
Complete meeting with academic departments about GE revision		College representatives
Contact department and college advisory boards through deans or chairs/heads to take GE survey through GDC.		College representatives

12 TASKS	Done	RESPONSIBLE
Share Capstone template and implementation guidelines with Chairs/Heads for feedback on December 14		Larry, Bob, Susan, and Herb
Distribute Capstone Improvement Process implementation guidelines, procedures, and template after any revisions based on feedback from Chairs/Heads		Larry
Confirm final details for Paul Gaston's visit		Larry

01 TASKS	Done	RESPONSIBLE
Paul Gaston's visit		All
Begin sharing information about Capstone Improvement Process with campus after final draft is complete and has been shared with chairs/heads.		All
Update Faculty Senate about CULE progress and surveys after template is complete.		Larry
Update Student Senate about CULE progress and surveys after template is complete.		Larry or Others
Update Staff Senate about CULE progress and surveys after template is complete.		RaNelle, Char
Revise CULE Timeline		All
Begin analyzing information from department meetings, focus groups with local alumni and employers, electronic surveys, & OIRA		All

5. NDSU Team to AAC&U GE Conference, New Orleans, Feb. 23-25 (Herb, Larry, and Rajesh so far)

6. Meetings with colleagues

Date	Unit	Listeners	Format	# of participants
02/23/11	Sociology/Anthropology	Andrew & Bob	face to face	5
03/03/11	Chemistry	Seth	face to face	14
03/21/11	HDFS	Susan & Bob	GDC	18
03/22/11	Residence Life	Larry & Char	face to face	15
03/24/11	Modern Languages	Andrew & Larry	face to face	9
04/04/11	Pharmacy	Cynthia	GDC	17

04/04/11	Nursing	Cynthia	GDC	9
04/05/11	Electrical Engineering	Rajesh & Larry	face to face	12
04/07/11	Professional Advisors	Carolyn	GDC	12
04/08/11	History	Andrew & Larry	face to face	8
04/08/11	Civil Engineering	Rajesh & Bob	face to face	11
04/13/11	Orientation & Student Success	Kevin & RaNelle	face to face	7
04/15/11	Construction Engineering	Rajesh & Andrew	face to face	8
04/15/11	Ag Biosystems	Marion &	face to face	8 +1
04/19/11	Natural Resource Sciences	Marion & Bob	face to face	18
04/20/11	English	Andrew & Larry	face to face	15
04/20/11	HNES	Susan	GDC	11
05/02/11	Microbiology	Marion & Bob	face to face	11
05/06/11	Animal Science	Marion & Larry	face to face	17
05/06/11	Agricultural Economics	Bob & RaNelle	face to face	18
05/10/11	Plant Sciences Curriculum Comm.	Marion	face to face	13
05/11/11	Communication	Andrew & Larry	face to face	13
05/12/11	Food Science	Susan & Larry	face to face	4
07/14/11	Career Services	Marion, Larry, & Carolyn	face to face	4
07/21/11	Memorial Union Staff	Marion, Andrew, & Larry	face to face	12
08/01/11	DCE	Lisa & Larry	GDC	11
08/08/11	Instructional Librarians	Char & Larry	face to face	10
08/24/11	Registration & Records	RaNelle & Larry	face to face	23
09/19/11	Music	Andrew & Larry	face to face	15
10/03/11	Theatre	Larry	face to face	7
10/04/11	Emergency Management	Larry	face to face	5
10/04/11	Mathematics	Seth	face to face	12
10/04/11	Geosciences	Seth	face to face	7
10/24/11	Psychology	Seth	face to face	
10/10/11	Education	Susan	GDC	15
10/28/11	Physics	Seth	face to face	7
??	Polymers and Coatings	Seth	face to face	
??	Biology	Seth	face to face	
??	Art	Larry	face to face	
??	Alumni Association Board members			

7. Questions, concerns, issues, or brainstorms about our journey