Undergraduate Curriculum Review Committee (UCRC) Minutes for March 7, 2011,
2:00-2:50 pm, Peace Garden Room, Memorial Union

Present: Marion Harris, Robert Harrold, Rajesh Kavasseri, Andrew Mara, Kevin McCaul, Charlene Myhre, Cynthia Naughton Lisa Nordick, Larry Peterson, Susan Ray-Degges

Absent: RaNelle Ingalls, Seth Rasmussen, Brock Schmeling, Carolyn Schnell, Herbert Snyder

1. The minutes from the meeting of February 28, 2011 were approved as distributed.

2. We revised and approved the new combined survey instrument for faculty, students, staff, alumni, and employers (revised versions attached). Larry will contact the Faculty and Student Senates to ask for volunteers to pilot the surveys. We want them to tell us how long it takes to complete it, if they had trouble understanding anything, and if they have any suggestions to improve it. We should consider tying the student survey to something else they do online such as voting in student government elections.

3. Susan noted volunteered to submit the surveys (face-to-face and GDC) for IRB approval.

4. Reports from Task Groups: The OIRA group will be meeting to look over the materials Marion has received from Bill Slanger.

5. The NDSU team who attended the AAC&U General Education and Assessment Conference in Chicago last week reported on some important points from their consultation with Ann Ferren, Senior AAC&U Fellow about our process. (She had consulted with the NDSU team at the AAC&U GE Institute in Minneapolis in 2009.) Some of her key points were: 1) Pay close attention to the interviews of the candidates for Provost, such a person may have her/his own agenda for GE; 2) Don’t get out in front of either the new Provost or the new AHSS Dean; 3) Send a draft copy of our report to the new Provost, emphasizing “How can we help you?” 4) Connect with issues that are important to both the President and the Provost; 5) If you get the green light from the new Provost, have a feedback session with all of the faculty; 6) Be realistic about your timeline and the realities of the campus (expected flood, new Provost, etc.); 7) Pre-test the survey with faculty and students.

6. Lisa reported that in order to set up a homepage, we need a NAME. Should we have something about Undergraduate Learning (since that’s a wider focus)?

Submitted by Larry Peterson

NEXT MEETING: 2:00, MONDAY, MARCH 21, PEACE GARDEN ROOM