

Minutes  
University of Central Arkansas UCA Core Council  
Tuesday, September 5, 2017  
1:40 p.m. – Library Conference Room, LIB 206

- I. Call to Order
  - a. Dr. Held calls the meeting to order at 1:40 pm.
- II. Consideration of Minutes for April 27<sup>th</sup>, 2017
  - a. Laura Bowles makes the motion to approve, Carey Clark seconds.
  - b. No discussion
  - c. Approved unanimously with one abstention.
- III. Sub-Committee Assignments and charges (Appendix A)
  - a. Assessment Sub-Committee
    - Committee was staffed: Bernard Chen (CNSM); Sonya Fritz (CLA); Donna Wake (CoE); Laura Bowles (CFAC); Laura Hall (CHBS); Stephanie Watson (CoB); Ellen Hostetter (Honors); Director of Assessment, Brandon Combs (ex officio); Jacob Held selected to Chair.
  - b. FYS Sub-Committee
    - Committee was dissolved given that it is redundant given current work being done by the SSRC, on which the Director of the UCA Core sits.
  - c. Curriculum Sub-Committee
    - Committee was staffed: Wendy Lucas (CLA); Steven Tucker (CHBS); Mike Ellis (CoB); New member (CoE); Matt Connolly (CNSM); Carey Clark (CFAC); Ron Novy (UC)
    - Katelyn Knox, last year's chair, agreed to set up the first meeting at which this newly constituted committee will choose its chair. We all thank Katelyn for her service and are grateful for her continued assistance.
- IV. Curriculum Committee
  - a. Proposals distributed
    - Action Items
      1. HED 4370
      2. Political Science Packet (PSCI 3315, 3382, 4310, 4312, 4320, 4334, 4345, 4348)
      3. MGMT 3385
    - Information Items
      1. BIOL 4285
      2. BIOL 1400
- V. Assessment update: RL process, Diversity and Communication
  - a. Held updated the Council on the process of artifact collection, calibration, and scoring for Responsible Living. In addition he noted how the process will continue with Diversity this academic year. Trainings will be offered for faculty relating to Diversity, and looking ahead to next AY, training sessions will be

developed for those faculty teaching courses designated as Effective Communication.

- b. Dr. Combs indicated that he would have a report for the Core Council for its October 3<sup>rd</sup> meeting.

VI. Questions and Concerns

- a. Dr. Boniecki raised a question or concern regarding the Core Council's new handbook and the requirement that LD Core courses be evaluated based on a majority of course content addressing Core outcomes, and UD Core courses being evaluated based on 20% of graded course work specifically addressing core outcomes. His question was how the Council wanted to or would evaluate course proposals according to this criteria, and how this could be made clear to departments and programs as they consider proposing courses for the UCA Core. Discussion ensued with the main points being:

- Is a syllabus an accurate way to gauge course content and material in relation to Core outcomes? Does it provide adequate context, is it sufficient, and is the whole syllabus required?
- Should the Curriculum attachment form be amended to ask more clearly for what the Core council requires in adjudicating these proposals?
  1. If so: Then what is the core council looking for? Is it different in LD and UD core courses? How can this be clearly communicated to programs and department, and included on the form?
  2. Once this is determined can the Core Council provide examples to guide departments and programs as they put forward proposals.

- b. Held asked the Curriculum sub-committee to consider the issue and draft language for the curriculum attachment form that would address these issues, namely:

- What are the standards for LD and UD core courses? Specifically, what do the standards in the Core Handbook mean in relation to actual courses. For example: why are LD courses evaluated based on Course content (as developmental/formative) versus UD courses being evaluated on course work (as summative/demonstration of mastery)
- How will the Core Council make its determinations regarding a proposed course and it meeting these standards? What is it looking for and how does one demonstrate it.
- Examples to guide departments and programs.
- How can this be added to Curriculum Attachment Form A?

VII. Adjournment: Our next meeting will be October 3<sup>rd</sup> 2017