

Undergraduate Studies Council
11/19/08

PRESENT: Choi, Crump, Roberts, Paulson, Taylor, Hall, Berger, Jones, Perry, Milatovic, Jamba, Richard, Croft, Schwam-Baird

David Jaffee opened the meeting opened at 1:35pm.

Minutes from October 15, 2008 meeting were reviewed and approved.

Strategic Planning

David Jaffee distributed a matrix detailing action statements that had been developed by a workgroup which he chairs for the University's strategic planning goal for learning environments. Jaffee explained the rationale and chronology of the action statements. He asked the group to share input on measures that are in place but could be improved, or measures that are not yet in place but could be implemented to enhance the undergraduate learning environment. Jaffee said he would communicate the council's input to his strategic planning workgroup.

- Rick Roberts explained that Career Services offers a wide range of services at the freshman and sophomore level, and suggested that they could be included in intervening means for action statement 2.
- Dan Richard suggested that student integration, specifically differences in integration between transfer versus native students, be addressed at some point as strategic plans are developed.
- Lisa Jamba explained that accreditation bodies want students in some CCEC programs to demonstrate an understanding and engagement with lifelong learning. She said her program is struggling to determine what evidence would satisfy this requirement. She suggested that the meaning of the term 'lifelong learning' in action statement 5 be clarified so that it can be addressed in a meaningful way.
- Sharon Wilburn suggested that there is a need for stronger emphasis on community engagement in the Public Health program.

Reports from Subcommittees

Advising Subcommittee

Lisa Jamba distributed a handout with notes from the advising subcommittee's recent meeting. She said the group discussed the pilot program for undergraduate coordinators, including how to assess the program and what should be expected from coordinators at the end of the year. Jamba asked David Jaffee to talk to deans who would then ask their chairs for information on which programs are fulfilling some of the capacities of the undergraduate coordinator program in an unofficial way. She said the subcommittee would like to explore compensation for individuals carrying out the program to help with the program's viability and consistency across departments. Jamba said she would also like to obtain data from Institutional Research to help with planning the program.

First Year Experience Subcommittee

Marnie Jones reported that the First Year Experience subcommittee met recently and spent time looking at ways to make the FIG (freshman interest group) program sustainable and scalable. She said the group will continue to work on this issue and plan to meet with COAS chairs for assistance. Jones discussed the UNF Reads! program, and said it was suggested that students be offered community service opportunities as part of the program. She said that evidence suggests that student success is related to clear conveyance of university ideals, policies, and social and academic opportunities.

Jones explained the subcommittee's desire to expand Week of Welcome to include academic programming. She said she'd suggest that academic and social programming begin the Wednesday before the Fall 2009 semester begins. Jones asked for the council's endorsement of the proposal that Week of Welcome include more academic programming and begin earlier, and said that upon endorsement, the proposal could be communicated to the provost and president.

- Lucy Croft, chair of WOW planning committee, said that while the planning committee is wholly in favor of expanding the WOW program, funding, staffing and residence hall issues have created difficulties in implementing an expansion.
- The group discussed funding issues; Sharon Wilburn suggested that the group look into how other universities fund similar programs.
- Lucy Croft said it might not be possible to expand the program for Fall of 2009, but said an endorsement from the council may help for the future.

Retention Subcommittee

Katrina Hall distributed a report from the retention subcommittee's recent meeting. She said the group spoke with former chair Karen Reedy concerning recommendations that had been submitted in March, 2008, and were working on analyzing findings from focus groups and developing a questionnaire.

Hall said the subcommittee would like to put forth a recommendation for courses that facilitate retention, such as healthy living, crisis management, maintaining a personal budget, or individual health issues. She said the group would like to see the proposed course evaluated as a general education requirement, but were still working on specifically how they would propose that the course be utilized in the curriculum. The group discussed some ideas for implementing a retention-focused course, and additional resources that would be required. Hall said the subcommittee planned to meet again in November.

David Jaffee said it would be determined whether the Council would meet in December.

Meeting adjourned at 2:40pm.

Minutes submitted by Melody Taylor