Undergraduate Studies Council
9/16/09

PRESENT: Barr, Brooks, Choi, Croft, Crump, Jaffee, Jones, Kane, Mack, Milatovic, Perry, Richard, Roberts, Vasana
Guest: Judith Miller

David Jaffee opened the meeting at 9:05am.

Jaffee welcomed and introduced new members. He explained the mission of the Undergraduate Studies Council and reported that new subcommittees may be formed in the 09-10 year as needed.

Updates

Undergraduate Coordinators Program
David Jaffee explained the history of the Undergraduate Coordinators program, which was piloted in the 08-09 academic year. He said data and outcomes had been received from the first two program participants, Dr. Peter Magyari (Exercise Science) and Dr. Jennifer Kane (Sport Management), and said that some modifications may be made to the program based on their input. Jaffee said Academic Affairs would like to repeat the program in the 10-11 academic year.

Jennifer Kane discussed her experience as an undergraduate coordinator in the 08-09 year. She suggested that recognition and compensation be extended to include the summer, since student needs continued through the entire year. Kane said she had a positive experience with the program.

UNF Reads!
David Jaffee reported that the UNF Reads! program had begun its second year. He asked the group for thoughts on the program.
  o Marnie Jones said it would be positive for UNF Reads! to be incorporated into Week of Welcome and used more effectively at Orientation. She said it’s been a problem in some courses that sophomores don’t receive free texts and there is no library e-book for this year’s book.
  o Annabel Brooks reported that Student Affairs planned to include a session on the current UNF Reads! topic at an October Student Summit event.
  o Marnie Jones explained that a creativity and innovations festival had been suggested as a Spring UNF Reads! event. Some members of the council said they would support this idea. Jones asked the group to provide her with the names of potential faculty leaders or facilitators for this event.
Director of Student Retention and Transition Programs position
David Jaffee reported that recommendations for a new position had been made at President Delaney and the executive staff’s request for a plan to address stagnant and undesirable retention and graduation rates at UNF. He said a search had recently begun for this new position, Director of Student Retention and Transition Programs. Jaffee said this person would be responsible for developing strategies for improving retention and graduation rates in collaboration with appropriate groups, developing a first year experience program, and addressing transition into second-year studies for freshmen and transfer students. He explained that the Undergraduate Studies Council Retention subcommittee initially made recommendations for a position dedicated to addressing retention rates.

VSA Instrument Selection
David Jaffee introduced Judy Miller, Executive Director of Assessment. Miller said she was looking to identify ways to streamline assessment and make it more meaningful for units. She reported that she and others were in the process of selecting new assessment software for the University.

Miller reported that UNF is a participant in the Voluntary System of Accountability (VSA) for state universities, and explained the significance of the program as a means of accountability and flexibility. She said that UNF administered NSSE (National Survey on Student Engagement) as a VSA requirement, but still needed to choose one of three standardized tests to assess student learning outcomes, and post the data by 2012. Miller said she’d like to administer a pilot test in the 10-11 academic year and the official test in 11-12, which would require the selection of the instrument in 09-10.

Miller distributed samples of two instruments: Collegiate Learning Assessment (CLA) and Measure of Academic Proficiency and Progress (MAPP). She explained that the third VSA-authorized instrument would not be a viable option for UNF. Miller compared the CLA and MAPP instruments, explained how they are administered, and discussed student recruitment concerns for each test.

The group discussed advantages and disadvantages of the two instruments. After this discussion, the majority of the council said they would favor piloting both instruments in the 10-11 academic year to see which is a better fit for UNF, and then choosing the best one for the final assessment in 11-12.

Miller thanked the group for its input. She said she also planned to meet with the GE Council to discuss this issue.

David Jaffee asked the group to email agenda items to him for the next Undergraduate Studies Council meeting.

Meeting adjourned at 10:25am. Minutes submitted by Melody Taylor.