

## Monk, Betty

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**From:** Kale, Rahul  
**Sent:** Tuesday, April 30, 2013 2:49 PM  
**To:** Monk, Betty  
**Subject:** UCC meeting minutes  
**Attachments:** UCC\_Nov08\_2012\_Approved.docx

Hello Betty,

Please find attached the approved minutes for the Undergraduate Curriculum Committee meeting held on November 8 2012.

If you have any questions, please let me know.

Best regards,

Rahul Kale, Ph.D.  
Associate Professor  
Operations Management and Quantitative Methods  
Department of Management  
Coggin College of Business  
University of North Florida

**Undergraduate Curriculum Committee Meeting Minutes**  
**November 08, 2012**

**Members present:** Lakshmi Goel (Co-chair), Oliver Schnusenberg, Diane Tanner, Rahul Kale, Paul Mason, Louis Woods, Adel El-Ansary, Lynn Jones (nonvoting), Cheryl Campbell (nonvoting)

**Members absent:** Pingying Zhang

The meeting started at 10am and ended at 11:30 am in the conference room, 42/2004. The following issues were discussed:

1. Minutes from the prior meeting on 09/20/2012 were approved.
2. Lynn Jones apprised the committee of relevant accreditation efforts.
3. Lynn Jones apprised the committee of the availability of a course ENC 3250 on Professional Communication in Business to be offered in Spring 2013 as a General Education course. The committee was asked to consider the course for the undergraduate curriculum.
4. Lynn Jones presented standardized rubrics for program-level evaluation. The UCC discussion was not in favor of adoption of the rubrics for written and oral communication across the programs.
5. Lynn Jones apprised the committee of the initiative from the Community-Based Learning Center requesting faculty to declare community-based initiatives within courses.
6. Lynn Jones presented the ETS results through the Below Satisfactory, Satisfactory, and Above Satisfactory rubric. More information was requested by the committee, specifically differentiating between results of transfer vs. FTIC students.

Submitted by,  
Dr. Goel