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August 31, 2012 - ALEC UCC Meeting Minutes

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ALEC Undergraduate Curriculum Committee
Minutes
August 31, 2012

Present: Mark Balschweid, Kathy Bennetch, Will Bird, Karen Cannon, Dann Husmann, Myunghwa Kang, Gina Matkin, Jennifer Schoen, Roger Terry, Chair, and Malika Yadgarova

Minutes from April 6, 2012 were approved.

Unfinished/Ongoing Business

ALEC 125 - Ag Literacy course proposal ALEC 125 was approved via e-mail sent 8/8/12.

ACE Certification for ALEC 108 – Food in Society is proceeding through the approval process.

CASNR Curriculum Committee meets Sept 7 and Dann Husmann is our representative. They will consider ALEC's second Ag Literacy course, ALEC 125 – Land, Food and People for approval.

Brown bag Seminars for partial appointment faculty - Dr. Bell is offering Brown Bag Seminars for the partial appointment faculty members. Balschweid indicated they had three very informal brown bag seminars this summer. There is interest in continuing these professional development opportunities. ALEC department should be the center and focus of all things related to the teaching and learning phenomenon here on East campus. We could be expanding this into teaching and learning that faculty in our department have and begin efforts to put these sorts of seminars, brown bag programs on campus wide, inviting others and provide a very internally focused effort. Cannon would like some sort of on-line repository including some great essential teaching resources and keeping it updated. Bird had experience at Missouri with all teaching faculty participating in a cohort system of introduction to new methods and peer reviewing. He will investigate more about how it was structured. Balschweid indicated he would like something that plays on the strengths of pedagogical expertise not just lecturing from your notes. Bird expressed at Missouri there was a group of ten faculty who stayed with it throughout the year. The first half introduced these faculty to new methodology, new ways of delivery, and instruction. The second part was practicing it. One faculty would observe the other with a formal reflection meeting after the person finished observing. It was well organized and well received. A question was raised about how this will fit into our strategic plan. Balschweid replied it already is a part of our Instructional Improvement Plan (IIP). Balschweid suggested that Bird to make a presentation of Missouri's system at the next UCC meeting. Terry will add this item to the agenda for next time.
Pearl Assessment (Updates) - Ag Journalism is delinquent. Terry had a conversation with John Markwell on how to incorporate the loss of our lead person (Ellis) in that area and get the program set up for next year. Matkin is serving on the college level Pearl Review Committee and Bell serves on the university level Pearl Committee. Discussion followed about the ACE and Pearl software systems not being intertwined and we got dinged because there wasn't a current plan in place for ALEC 102, however, it was reported as an ACE issue. Terry will visit with John Markwell about this issue.

New Business
Is ALEC considering moving any programs to BA? - Husmann said the CASNR Curriculum Committee is going to address this as well. The joint program with HRTM will go into a BA with CEHS and CASNR starting fall 2013. Matkin expressed as they work on the leadership program this will be on the table

also along with whether we want to move leadership from an option to a major. Cannon envisions even with any changes to the Ag Journalism program they will stay a B.S. in Ag Journalism. Matkin asked when this B.S. and B.A. get initiated will it increase the science requirements in the B.S.? Husmann explained there is still discussion playing out on this question comparing ourselves to our colleague's downtown. Balschweid outlined the process of getting the HRTM joint degree – their diploma will say a Bachelor of Arts from HRTM from the College of Education and Human Sciences and the College of Agricultural Sciences and Natural Resources – so two colleges are conferring this one degree. Also, previously the HRTM program was split with HRTA – an Ag section that dealt with Agro tourism, ecotourism and everything else – lodging, events, hospitality, culinary – that's all gone away now. All the students that are in HRTM are split down the middle for the sake of counting so Dr. Kang program gets half of all the students – which are 250 students at this point including ALEC HRTM students. This would never had happened if HRTM not been able to go to a B.A. The difference in what was required in CEHS and what was required here really got hung up on the science and our ability to have the option to go to the B.A. really made that possible. So now regardless of students in ALEC or whether they are in CEHS – it's all the same. Husmann added through Kang's program, many people are familiar with the business minor for non-business students which is available this fall. Students can get two minors (leadership & communications and business). A joint degree with two minors.

ALEC 495C 1. Registration 2. Course Syllabus – Do the students have to register for the particular semester when they do the work? Discussion followed about the timing of registration:
Student does internship during summer but waits to register until the fall. If student had a health issue during the summer they would not be covered since they were not registered.
If they are going an internship during the summer, they should sign up for the credit in the summer.
The newly hired HRTM faculty now has a 12 month appointment and she could be monitoring these internships.

Can students sign up for zero credits? The study abroad students still enroll, but they don't enroll for credit. They still pay fees. Cannon asked a question about the zero credits and wondered if it affects their health insurance. Husmann responded that the study abroad fees cover the health insurance. If some other courses put down zero credits, then they are not covered for health insurance. More clarification is needed on using zero credits.

A lot of students do multiple internships, yet there is no way to capture on their transcript or for their records of other internships that they do. Would registering for zero credit help this situation also?
A very few ALEC students will complete the ALEC 495C internship (ACE 10) now since HRTM 479 is now in the approval process at the university level. They have three internship courses and should complete 700 hours internships requirements through three different courses. If that course is approved as ACE 10, other HRTM students will go with that. This is a temporary issue so it was decided not to submit the new ALEC 495C.

Husmann mentioned at the last Faculty Advisory Committee meeting they did a blanket request and anybody that was under the 2011-12 catalog was put up to the 120 hour program. If a student runs a new degree audit after August 15 it's going to throw them up to the new bulletin. Several complaints have been received from the faculty as well as from the students. This has been a communication issue more than anything else. When you work with your advisees and you have their preregistration in late September/early October, you might want to go ahead and run a DARS on some of your students and see what program they are in.

New Course Approvals LIFE 120 and 121 packets - Husmann mentioned the new life science 120 and 121 packets should be arriving soon and he needs your feedback before Sept 7. The faculty will need to vote on them before the next faculty meeting. Once Dan sends those out, look at those because they could have a significant change in your program. He is asking for your feedback on the appropriateness of the content and if you are going to use those in your BS.

Husmann reported the undergraduate catalog will be coming out soon right after the first of the year. If you have any program changes, they need to be updated in the bulletin. Are you going to put ALEC 108 and 125 in your curriculum for the fall 2013? For example, If ALEC 125 is going to be an ACE 8 class, will you require that or will you still say to the students they need ACE 8 or will you put that in the list of classes that are already there? Balschweid mentioned when the competition was announced the purpose was that the audience for those courses not be CASNR students. It doesn't mean you could require them as an ACE course, but these are fully intended to attract students who are outside the CASNR majors. Each program leader takes that responsibility to get those updates in the bulletin. Start working on it now. Any changes must go through here fist.

MyPlan usage/needs – Husmann talked about the new note taking system for advising called, My Plan. Matkin suggested a brownbag to share and see what others are doing in MyPlan.

Announcements/Updates

Recruitment – Malika indicated the fall numbers are not available yet. Hopefully, should have them by the faculty meeting next week. Husmann reported college wide we are up by 3.6 or 3.7 %. University level is down around 400 students. CASNR keeps going up, last fall it was 1,938 students and we are now at 8% increase with 1,999 students. This fall the recruitment materials will be updated and before they go to print they will be shared with each program leader and every faculty member to make sure they have an opportunity to give feedback.

Search Committee Reports – Terry reported the search committee for the Life Science Communications, Assistant Professor Position is progressing. At the first meeting this week Dr. Balschweid gave the charge and the committee is ready to go to work. Five applications have been received.

Kang reported two, Assistant Professor of Practice, HRTM faculty have been hired. Shannon Rowen, will take care of internships and teaching Guest Service Management. Dipra Jha, will be teaching Introduction to Hospitality, Introduction to Events, and Introduction to Lodging. He will be coordinating a study tour to Las Vegas during fall break.

NCAAAE Conf is October 4 – 6 in Illinois. Cannon, Bird and Balschweid had papers accepted. Husmann has a poster accepted and Cannon will present it for him since he isn't attending this year. Midwest Academy of Management conflicts with AAAE this year and graduate students had papers already accepted hence will not be attending AAAE.

UNL Career Fair is October 4. There is a faculty/employer brunch so please let Julie know if you are attending so she has an accurate count for the brunch. Sophomore students or above should be encouraged to attend since those students are looking for internships and employment.

Meeting adjourned 9:12 a.m.