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February 3, 2012 - ALEC UCC Meeting Minutes

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**ALEC Undergraduate Curriculum Committee
Minutes
February 3, 2012**

Present: Mark Balschweid, Kathy Bennetch, Karen Cannon, Kurtis Harms, Myunghwa Kang, Gina Matkin, Jennifer Schoen, Roger Terry and Malika Yadgarova.

Minutes from December 2, 2011 were approved.

Unfinished Business/Ongoing Business

Status of BS/BA degree program – Matkin indicated the CASNR Curriculum Committee had asked every department and every program to have discussions about the BS BA option with their undergraduate committees. The consensus across all programs both in ALEC and CASNR was that no one was really opposed to offering a BA in CASNR, but no one wanted to offer one, so the discussion has ceased and at this point, it's a non-issue.

412 update - Harms reported he and Cannon are co-leading this effort to redesign 412 and maybe eventually 812. At this point, they are brainstorming on what key things to include in this multimedia course. Others may be invited based on their specialization to be included in this discussion. A full report should be ready at the next curriculum committee meeting.

ALEC 388/AECN 388 Ethics in Ag and NR – Balschweid said Bruce Johnson has taught this course for several years, and now he is retiring. Originally this was an Ag Econ course and they were the home department. Somewhere in the 1990's, according to Carol Wusk, it appeared on some paperwork with nothing to back it up that we were the home department, and Ag Econ was the daughter. Balschweid discussed this with Larry Van Tassel, and they discussed it at their faculty meeting. Ag Econ wants to continue being cross listed on this course but they don't have anyone to teach it after Johnson retires. The course will be offered again in the fall with the normal rotation. Some of the options on table include:

- Continue the same agreement with Ag Econ (they teach a section in the spring)
- ALEC uses adjunct to teach their section in the spring, would not cost us any money, CASNR would pay for that individual
- ALEC adopts the class and takes responsibility to teach both fall and spring
- High demand for the course, fills both times, cap at 40 each section
- There is need and demand
- Was a required course at one time, not sure if it is presently
- Cannon would like to teach it and could see it falling into Ag Journalism and Ag Communications
- Having journalism and communication students take an ethics course in CASNR and one downtown.
- Since it's cross listed –does Ag Econ teach it the same way? Is there a different syllabus?
- Been on the books so long, decades, - a degree of separation in the syllabus has occurred.
- Johnson teaches really strong ethical theory – some of the adjunct's didn't. They stuck to ethics situations and working on critical thinking. How do we keep multiple sections of courses taught by grad students and adjuncts more consistent?
- College wide course – mixture – always 60-70 in Johnson's section
- Continue to teach the course with ALEC as the home department

- If Johnson can't teach it in the spring, Ag Econ provide an adjunct? Content best if Ag Econ individual teaches
- ACE area ethics class does attract people across campus
- ALEC typically uses team based learning and tries to work on critical thinking
- Check with Ag Econ for spring semester
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PEARL Assessment Updates – Discussion pursued explaining to Cannon the PEARL evaluation and assessment program to measure program outcomes. Matkin and Cannon will meet to discuss this assessment program.

ALEC Instructional Improvement – Balschweid indicated the ALEC instructional improvement plan is focused on Ed Media faculty to provide them professional development opportunities as they spool into teaching courses. Balschweid will coordinate with Bell to arrange a summer professional development series taught by Bell on teaching strategies.

ACE Area 2 Certification – Matkin announced the ACE 2 certification request for ALEC 102 was approved at the college level. Then it goes to the college-wide ACE Committee.

New Business

CASNR Core Program requirements – Matkin was asked by John Markwell if the UCC would initiate discussions about the current CASNR core and if programs are feeling the need to examine and change that core. They are interested in getting feedback from departments about whether we need to revisit the CASNR core. Matkin will distribute the CASNR Core to the committee to review before our next UCC meeting. Provide your feedback to Matkin.

ALEC 901 - Leading Change in Rural America & Beyond –

Matkin reflected that ALEC 901 was a course Lavern Barrett taught. It was a very popular course. Students chose a community each semester, and they actually went to the community and identified a change that the community was interested in making and helped that community develop a plan. Change is a huge issue right now in agriculture, rural communities, and natural resources. Neither graduate nor undergraduate levels have a course on change. Cannon took a course on Organizational Change the first year of her doctoral program. It was very impactful. If ALEC equips students with the ability to see change and understand it a little better, they will be able to handle changes in whatever organization they go and work in.

- Revising to be communicating and leading change
- Internal communication and public relations need to happen in order to make changes successful
- Undergraduate level course number would be 300 or 400
- ALEC 901 doesn't blend itself well to the current format of being both undergraduate/graduate level but with restricting it could work
- Barrett's class was a civic type course where they met with county commissioners or city council members and taking some aspect of change which included going out and doing needs assessments, survey research, finding out community interests and perceptions and then it culminates at the end of the semester with them providing a document that's a written plan with conclusive evidence, and then recommendations and implications for future which is handed off to the leadership of the community or municipality for follow up on.

- A world café model version uses both younger generation folks in the community, and the oldest generation that exist in the community and getting all levels of feedback.
- See what other universities offer undergraduate change courses
- If a new class doesn't fill what is the process? Some departments require that a course be taught as experimental course at least twice before it comes forward for approval. At the college level, they will ask for that. If you have a waiting list, that is a supporting element. Adding it to the majors or minor helps also.
- Looking at where the institute is growing sure fits into the goals for this new course

Ag Literacy course proposals – Terry reported two Ag Literacy courses have been funded: Mary Garbacz - Food and Society (outcome #6), Matt Kreifels and David Kwaw-Mensah - Land, Food and People (outcome #8). Terry will work with both instructors to get the necessary undergraduate curriculum forms and bring forward to UCC. They're planning on offering these courses in Spring 2013. CASNR Curriculum Committee needs at least two weeks in advance to consider to even put it on the agenda for the college curriculum committee. Matkin offered her assistance to screen their proposals before submitted to CASNR Curriculum Committee. Once approved there it goes to the University Curriculum Committee for approval. Another option is to teach these as ALEC 496 or 499 as an experimental /special topics class. It can be taught twice as an experimental class before it has to have a number assigned. Balschweid indicated these were being funded to be a permanent course.

Journalism 444 – Matkin reported Journalism is requesting to change the four letter prefix of JOUR 444 to JOMC. This would help them more efficiently track the number of journalism students who take this class. It is cross listed with ALEC hence, it has to be approved by the cross listed department for this change. Cannon moved that we approve the change of the prefix from JOUR to JOMC. Approved.

Increase enrollment per vision Chancellor – Balschweid outlined the Chancellor's goals and indicated the Institute makes up in budget terms 27% of the university's overall budget. Information from the vice chancellor's council was shared. By the year 2017, we will increase student enrollments to 5,000. The Deans put together some metrics showing their vision for how CASNR and other majors in the institute will get our share of 5,000. These are some benchmarks to work toward. Another document calculates each department level. Ron Yoder, associate Vice Chancellor, has requested to meet the faculty for each department to discuss what would be our needs as a department that would help us get to this growth. They will be looking at what program areas and what departments currently have capacities within their departments already existing that could accommodate growth. Ag Journalism is easily going to create the capacity to handle more students and leverage that into a grad program. HRTM will have growth opportunity as well. Also, things are at work at the university level to change the way those students are counted that will quadruple Michelle's student count. Ag Education numbers trend upward because we now have the Skilled and Technical Sciences Teacher Ed program and it will continue to grow with 2 + 2 program agreements in place now with SCC and Metro Community College. Matkin is exploring a stand-alone Ag Leadership undergraduate degree program with career pathways. This would be a critical growth area as well.

Terry asked if there are certain things we need to do to guarantee that growth. Do we need to do some strategic thinking in terms of timeframes and those kinds of things to make sure that it does happen? Balschweid reflected at the faculty meeting a couple months ago where went through the process of identifying what our faculty needs are. On the Ag Comm side with Mike Forsberg, and

the other open position we have, we're set for awhile. The skilled and technical sciences must have somebody and the leadership position is now filled. For the HRTM program, Marilyn Schnepf, Nutrition and Health Sciences are interested in how that will programs grow. Conversations are already started about adding another faculty member besides Dr. Kang. Kang expressed that international students will be attracted to the leadership program as well as transfer students.

Balschweid reflected that Dr. Green has petitioned the Board of Regents to open the planning on the 10 year master plan ahead of schedule because of the growth happening, not only in students but also in the potential additional 150 faculty. East campus will experience some massive growth in the next 5-7 years.

Ten year track – Discussion followed about the need to have some sort of guidelines for new faculty to help them know if they are on track for the 10 year tenure tack. How to keep their records? How to know they are on track? What are the expectations? Getting the necessary feedback is important and possibly having a face to face meeting with the Promotion & Tenure committee to explain and get interaction would be helpful. Terry will work with the P & T committee to develop some guidelines.

Announcements/Updates – Schoen outlined some of the events coming up the next two months. CASNR new admit student banquet is February 24 from 4:20-5:15. The Big Red Road Show in Omaha is Saturday, March 4. They will also be helping out with the FFA banquet for interested Ag education students. They will have a career booth also.

Search Committees – Matkin announced William Bird has accepted our offer and he and his wife have purchased a house here in Lincoln. His office will be in Jason's old office, Room 303A AgHall. He will teach a section of 102 and 202 in the fall to get him to meet our introductory students and to get to know the introductory classes partly because we're going to begin this revision of the leadership program so he can have a firm understanding of that. He will also co-teach with Matkin the ALEC 801 the foundational leadership class at the graduate level.

Terry encouraged this committee to have discussions relating to faculty assignments, duties, and program development.

HRTM - Kang indicated HRTM is preparing to hire one more faculty member as an assistant professor of practice, requiring teaching a minimum of 12 credit hours per semester. HRTM is a high growth area, and they are overwhelmed now with what they are offering. This new position will need to be in place by August 1. This position will also be responsible for the internships which is a big part of that program.

Summer Classes - Matkin said we received funding for two summer classes. ALEC 202 – Leadership Development in Small Groups (taught by Marianne Lorensen) and ALEC 410-Environmental Leadership (taught by Courtney Quinn) will be taught online during first five week session. Both will have limits of 25.

Meeting adjourned.

Submitted by Kathy Bennetch