Excellence in Undergraduate Education Implementation Team

January 28, 2005
Algonquin Room
9:00 a.m. 10:00 a.m.
Minutes

1) Judi Dallinger called the meeting to order. She discussed the evolution of the agenda and the subcommittee approach outlined in the agenda to be discussed at today’s meeting.

2) The question was raised about where recommendations made by the Undergraduate Education Implementation Team would go. After some discussion it was thought that any recommendations would ultimately go to the President and Provost, other appropriate channels (governance committees and the like), and to the New Assistant to the President in charge of planning.

“Implementation strategies will be reported back to the President/Cabinet/UPC committee and these groups will help to define immediate goals, goals that can be accomplished in the next 3-5 years, and long term goals” (See 3.c. Agenda 7 December 2004 Mtg.)

The Agenda for 7 December also specified the roles and expected outcomes for implementation teams:
What specific actions must be taken in order to implement the action items?
Who are the responsible parties? What are their roles and responsibilities?
How will success be measured?
What resources will be necessary to achieve the goal?

A list of the 16 Action Items for the Undergraduate Education Implementation Team was circulated that included some of the existing groups and committees thought to be working on individual items.

With this clarification the Team felt their goal was to prioritize items on the Action List and not discuss implementation strategies at this time. Rather than “reinvent the wheel” for each Action Item it was thought best to explore what existing campus groups were already doing.

3) Action Items, Subcommittee and Team member responsibilities, with Priorities

Item 16 – Develop a Survey Research Center
  Status: Done
  Action: None

Item 15 – Create an Institute for Environmental Studies
  Status: Done - A search for a director is taking place
  Action: None
Items 1 and 2 -- Review the process by which new undergraduate degree programs are proposed and review the potential for expanding degree programs
  Status – Priority goal
  Action: Subcommittee was formed. Lance Ternasky will chair the subcommittee. Members include Jim Schmidt, John Hemingway, Dana Moon, Mary Kubasak, and Tom Blackford.
  Other Action: See what Academic Affairs, Faculty Senate, Colleges and Departments are currently doing around these Items.

Item 3 – Explore new offerings for undergraduate programs in the Quad Cities
  Status – Priority goal
  Action: Marty DuPuis will contact Dr. Clerc and report to Implementation Team.

Item 10 – Evaluate the use of service learning pedagogy in the undergraduate program and establish a structure for service learning if appropriate
  Status – Priority goal
  Action: Subcommittee was formed. Paula Wise will chair the subcommittee. Members include Cynthia Struthers, Darlos Mummert, Marty DuPuis, and Mary Kubasak.

Items 5 and 7 – Review student-advisor ratios in light of national norms to ensure students are receiving the appropriate levels of attention and beginning with the students’ first year experience (FYE), find additional ways of mentoring students and advising them of graduate and career opportunities in their field of study
  Status Item 5 – In process A survey is currently being conducted
  Action: Dana Moon will keep the Implementation Team informed
  Status Item 7 – Ongoing via University Director of Advising and Academic Support
  Action: Dana Moon will contact and report to Implementation Team.

Item 4 – Develop a plan for assessment that incorporates accreditation and influences curriculum
  Status – Ongoing per Dallinger.
  Action: Judi Dallinger will submit something to the Implementation Team
  No other action at this time

Items 8 and 9 – Explore the consequences posed by Internet classes to the residential campus experience and develop Internet classes to meet the educational needs of site-bound students
  Status – A number of Internet/technology committees are already working on these items (James Huesmann, Sadiq Shah, and Dean’s Council technology committee were mentioned)
  Action: Lance Ternasky will contact and report to Implementation Team.
Item 11 – Define the goals for summer school and fund them appropriately
   Status – Ongoing (Provost’s office, summer school committee and Vice Presidents)
   Action: Tom Blackford and John Wozniak will review and report to Implementation Team.

Item 14 – Ensure that computer literacy is an integral part of the undergraduate experience and that our graduates have mastered the use of informational technologies
   Status – Ongoing (Potential contact Rodney Greer, COEHS)
   Action: Darlos Mummert will contact and report to Implementation Team.

Item 6 – Seek appropriate ways for graduate programs to contribute to undergraduate education
   Status - Uncertain
   Action: Deferred to Graduate Council and Graduate Education Implementation Team Judi Dallinger will contact Barb Baily and report to Implementation Team.

Item 12– Identify ways to enhance pre-professional programs…
   Status – Long term
   Action: Marty DuPuis will contact Dean Inessa Levi and report to Implementation Team.

4) Next Meeting and Meeting Schedule
   Next meeting February 18 at 9:00 a.m. – President’s Conference Room, Sherman Hall 205

   March 4 meeting - CANCELLED