



**Undergraduate Curriculum Management and
Assurance of Learning Committee
Meeting Minutes
Friday, September 24, 2021, 11:00 a.m.**

Meeting Facilitator(s): Fang Lin and Mary Jo Goedeke, Co-chairs

Secretary: Mary Jo Goedeke

In Attendance

Jae Choi, CIS

Mary Jo Goedeke, Accounting

Anil Lal, Economics

Fang Lin, Finance

Matthew Lunde, Marketing

Shipra Paul, Management

Bienvenido Cortes, Economics, Associate Dean Graduate School of Business

Guests in Attendance: Stephen Horner, Associate Dean Kelce Undergraduate School of Business

Guests in Attendance: David Hogard, Academic Advising

Committee Meeting

The co-chairs of the UCM&AOL Committee, Fang Lin and Mary Jo Goedeke, called the meeting to order at 11:00 a.m. by Zoom meeting.

- I. Curriculum Management.
 - a. New Management Minor

Mary Goedeke presented a New Minor Request Form submitted by Sang-Heui Lee. The committee members reviewed the document. After consideration of the courses to be included in the minor and the availability of these courses and general discussion, the request for management minor was approved.

b. Revision to Computing Minor

Fang Lin presented a Request for Revision for the Computing minor. Jae Choi advised that one of the courses required by the minor as previously written was no longer available. Also, the program needed to trim the total credit hours required from 21 to 18 hours. After a general discussion the revisions to computing minor were approved.

II. AOL

a. Updates on curriculum change implementation for assessed goals

i. Critical Thinking

Shipra Paul advised that since the last meeting she met with Choong Lee and they did discuss specific curriculum changes. Fang Lin and Shipra Paul agreed to work on a summary of curriculum changes to be implemented prior to next semester.

ii. Teamwork/Professional Deliverables

Mary Goedeke updated the committee on the status of the Teamwork learning goal assessments. She provided the committee with a copy of the summary curriculum revisions which was prepared by David Hogard for implementation in the Business Professionalism course. Stephen Horner advised he will provide similar curriculum changes to the committee later this semester. Stephen Horner also advised that the scheduled re-assessment in Business Strategy was on track for administration at the end of the semester.

b. Updates on upcoming Fall 2021 assessments

i. Communication

The next item for discussion was the Communication learning goal which is set to be assessed this Fall in Principles of Marketing taught by Matthew Lunde and Kristen Maceli. Mathew Lunde reported that he and Kristen Maceli are prepared to administer the first assessment of the communication goal this semester.

ii. Information Technology

The final item for discussion was the status of the Information Technology learning goal which is also set for first assessment this Fall. This learning goal is being assessed in ACIS 420 Computer Information Systems, all sections of which are taught by Jae Choi. Jae Choi presented a revised version of the Information Technology rubric. He also provided a verbal description of the changes and rationale. He advised that he talked with colleagues at other schools about what they did for their learning goals. Bienvenido Cortes and Mary Goedeke had assisted Jae Choi with revisions prior to the meeting. Ultimately changes were made to reduce the specificity of the stated learning goals. The committee considered how the revised goals aligned with the AOL IT goal as stated. Jae explained that utilizing business tools and “solving business problems” are ambiguous phrases, but that performing operations and conducting system development are methods by which business problems are solved.

Mary Goedeke commended the committee on its hard work and stated that all assessments for this semester were on track for execution. There were no further AOL meetings necessary this semester. The committee agreed that if issues arise that further meetings may be scheduled at the appropriate time. The committee will meet as necessary for upcoming curriculum legislation items.

The committee was adjourned.

/s/ Mary Jo Goedeke
Mary Jo Goedeke, Secretary and Co-Chair