

**Agenda**  
 UCC Agenda  
 December 7<sup>th</sup>, 2017  
 CSS 302 – 1:00 PM – 2:00 PM

Present: Joe Pole, Greg Wellman, Sue Waters, Emily Zyla, Elise Gramza, Roy McLean, Leonard Johnson, Michelle Johnson, Katherine Harris, Dave McCall, Fran Rosen, Rusty Leonard, and Sylvia Maixner

1. Minute Approval – 11/30/17 Meeting  
 Emily moved, Joe seconded. 6 approved, 3 abstained, no disapprove.
  
2. New Business
  - a. Thresholds and Outcomes
    - i. This discussion is to define what the expectations for thresholds and outcomes should be in the Form E/F.
      1. In the manual, there isn't much written. There is more on the Academic Affairs website, but it's hard to find.
    - ii. If we want to enforce proposers to list course outcome, assessment method, and the criteria for success for courses, we need to update the form.
    - iii. We should also find a way to provide examples.
    - iv. It would be good to involve Robbie Teahan and AA, to develop a strong position to create this update.
    - v. These are the steps we're hoping to take:
      1. Update the manual.
      2. Update the Form E/F.
        - a. This will need new columns. Three columns for each side. We'll need to figure out how to make the form not ugly.
      3. Take it to other key players, like Robbie, to make sure we're all on the same page.
      4. Push it to the colleges to get their two cents too.
    - vi. The challenge will be to how far will the UCC be policing the thresholds and outcomes.
      1. Making sure the boxes are all filled in vs. assessing the actual thresholds and outcomes.
      2. We don't need to be evaluating necessarily, just making sure that these things are thought about and written down.

Proposal Number	Title	Notes
18-034	Operations and Supply Management Program Revisions	New checksheet is attached. Emily moved to approve, Dave seconded. 9-0 approved.
18-053	Career Exploration Curriculum Clean Up	Fran moved to approve, Emily seconded. 9-0 approved.

3. Other Business

- a. 18-001 – Emily wrote to Theresa and Kim.
  - i. Theresa wrote to Emily stating that they have not heard back from Amy's office regarding the checksheet, since October.
- b. Form B is being worked on. Michelle has a rough draft in work.