Committee on the Improvement of Undergraduate Education  
October 10, 2011  
(11-12, #2)

Members Present:  Pat Anderson (Alumni), Amanda Cecchi (HHS), Denise Hayman (CHANCE), Dan Brouillette (LAS), Kathleen Musker (HHS), Heather Hanson (LAS), Brian Mackie (BUSE), Billie Giese (VPA), Mark Mehrer (LAS), Kitty Holland (LAS), Anne Birberick (Vice Provost)

Members Absent:  Patti Hurley (CEET), Abul Azad (CEET), Joe Flynn (EDUC), Christopher Jones (Honors), Kenneth Gasser (UCC/LAS), Jessamine Cooke-Plagwitz (LAS)

Others:  Joanne Ganshirt (Honor/Recording Clerk)

APPROVED

I. Approval of agenda

MEHRER/GIESE MOVED TO APPROVE THE AGENDA AS PRESENTED.  THE MOTION PASSED.

II. Approval of September minutes

MEHRER/GIESE MOVED TO APPROVE THE SEPTEMBER MINUTES AS PRESENTED.  THE MOTION PASSED.

III. Presentation on course transformation

At the September meeting, Birberick had asked committee members to consider updating the summer grant proposals. To that end, she had requested the opportunity to make a presentation about course transformation. Birberick made this presentation based on information received from the University of North Texas.

At the conclusion of the presentation, Birberick told the committee members that it was just one model for redesigning courses. There are many, but the presentation was meant to give committee members an idea of what course transformation can be and to start a conversation.

Committee members discussed various aspects of the possibility of course transformation. Giese noted the presentation focused on general education courses. She was not clear how this would work with the grants awarded by CIUE. Birberick said now was the time to look at what has been accomplished with the grants. Does the committee know the impact of the grants? This is one of the largest funds available to faculty members.

Further, Birberick said, some faculty members are receiving awards year after year but the committee has no idea what the impact has been because there has been no assessment. The committee has done its best to evaluate proposals but more is needed. The Provost Office staff is looking at course redesign. Since CIUE deals with undergraduate education, Birberick said as the new vice provost she is asking for proposals on how to affect change to grant process for changes in courses.
Turning to the Excellence in Undergraduate Teaching Award and Excellence in Undergraduate Instruction Award forms, the committee discussed problems from the previous year. A large problem was incomplete nomination papers. Committee members decided a check box should be added to both forms to indicate that all requested information is provided and to add a statement which reads “Incomplete applications will not be considered.”

MEHRER/BROUILLETTE MOVED TO ADOPT THESE CHANGES. THE MOTION PASSED.

In order to allow committee members time to consider the information brought forth in the Birberick presentation, the decision was made to add a third meeting for the semester. MUSKER/HAYMAN MOVED TO SCHEDULE A MEETING FOR NOVEMBER 14 AT 1 P.M. THE MOTION PASSED.

IV. Adjournment

The meeting adjourned at 3 p.m.