

Undergraduate Academic Affairs Council (UAAC)
May 24, 2011

Attendees: Gigi Escoe, Vice Provost Undergraduate Affairs (Chair), Julie Burdick (Provost Office), Caroline Miller (Enrollment Management), Debra Merchant (Student Services), Dawn Wilson (Housing), Frank Bowen (Student Life), Kettil Cedercreutz (Co-op and Experiential Learning), Raj Mehta (Honors Program), Pam Person (FYE and Learning Communities), Tara Warden (Asst. Dean/Advising A&S), Doug Burgess (Registrar), Lillian Santa-Maria (Ombuds Office), Karen Hughes (Associate Dean, DAAP), Tina Whalen (Associate Dean, Allied Health), Mare Lewis (Associate Dean, CoB), Joanna Mitro (Associate Dean, A&S), Mimi Martin (Associate Dean, Nursing), Allen Arthur (Associate Dean, CEAS), Regina Sapona (Associate Dean, CECH), Marlene Miner (Associate Dean, RWC), Jennifer Krivickas (Libraries, DAAP), Afsaneh Ardehali (Faculty, CEAS and DAAP), Amberly Miller (Asst. Dean/Advising DAAP), Rich Harknett (Chair of University Faculty), Drew Smith (Student representative), Mark Rooney (Student representative)

Excused: Terrell Finney (Associate Dean, CCM)

This is the first meeting of the Council. The initial charge below is in draft form and will be updated as committee members discuss the Council's priority topics.

Charge: to provide leadership and oversight to the University's emphasis on excellence in undergraduate education. The Council will develop goals, strategies, and a timeline for implementation aligned with the Academic Master Plan as it relates to undergraduate academic experiences. This Council, in coordination with Strategic Enrollment Management (SEM) workgroups and Council on Student Affairs (CSA) and other appropriate groups will work to determine and accomplish an annual UG agenda and assessment plan for continual program improvement. Oversight for the Council will be provided by the Provost and the Vice President for Student Affairs & Chief Diversity Officer.

Priority topics discussed at this meeting:

1. Improving coordination and student academic experiences in light of near capacity enrollments (coordination of LCs, assuring enough courses for students at appropriate times, monitoring GenEd offerings)
2. Enhancing retention efforts and assessing impacts of same in collaboration with SEM
3. Increasing the number, quality, and support for undergraduate experiential learning opportunities (co-op, service learning, undergraduate research, internships, innovation, study abroad, etc)
4. Supporting the implementation of changes to admission standards (with SEM)
5. Making recommendations to the Provost on referred curricular issues involving more than one college
6. Develop a plan or strategy to further UC Forward in every college.

Goals to be worked on in unison with CSA:

- a) Identifying common diversity learning outcomes and plan for their integration throughout the university experience (with support from the President's Diversity Council)
- b) Hosting an annual UG leadership retreat with Student Activities & Leadership Development (SALD)
- c) Increasing opportunities for linkages between curricular and co-curricular experiences
- d) Developing living/learning communities in cooperation with Residence Life

Discussion began with the immediate workload and challenges of semester conversion 2012. Many faculty, staff, and administrators are very busy and burdened with larger than normal work loads. While our goal is operational excellence, the University is near or at enrollment capacity which puts a strain on maintaining this excellence. This Council will help in the communication across units and to maximize collaborations that benefit undergraduate students. Discussion followed regarding SEM (Strategic Enrollment Management) and ICL (Integrated Core Learning), and other committees regarding the importance of identifying redundant efforts. Also important, is the gathering and understanding of the many qualitative and quantitative feedback data from students and to identify the gaps in the information.

The improvement of students' curricular and co-curricular experiences is part of UC2019►, the emphasis of excellence in experiential learning. UCFoward, a committee charged with enriching curricula with interdisciplinary/team-based courses (called transformative courses) is growing in importance on the President's agenda and has been endorsed by corporate partners and the nonprofit sector. As the Academic Master Plan forms specific goals related to undergraduate students, this Council will oversee their implementation.

For the Council to operate efficiently, a subcommittee structure will be formed. Residence Life and FYE/Learning Communities have already begun meeting to discuss Living/Learning communities. The Council will meet on a quarterly basis. This Council is unique in nature, in that its sphere of influence and diverse perspectives could help move initiatives forward. Gigi will be reporting jointly to Mitch Livingston and Santa Ono for this Council.

Immediate Topics to Address

The Council discussed the first priority "Improving coordination and student academic experiences in light of near capacity enrollments (coordination of LCs, assuring enough courses for students at appropriate times, monitoring GenEd offerings)" in depth, with a consensus that other priorities are subsets of this one.

An immediate need is a reporting feature, to easily access information from eCurriculum. There is not an efficient way to plan for semester course capacity and which programs are implicated. This will hopefully be addressed with UCIT this summer.

Performance-based budgeting (PBB) can result in unintended consequences for students that are not helpful for academic success. Discussion followed on the following: Not all PBB decisions are made for the good of each student; PBB can result in a "chasing bodies" approach to enrollment instead of using a strategic enrollment approach to attract a diverse student population; The fall 2011 freshman class will be the largest for most colleges and this may become the baseline for PBB; Is PBB managing the University or are we managing PBB?; It is important to present well articulated data to the PBB administrators; UCFoward is meeting with PBB to work on issues with students working on multi-college projects; A quality outcome for the student is most important- it is difficult to build an academic reputation, but easy to lose it; The problem is not PBB itself, but our decisions about how we handle an environment of declining resources- we can't continue to grow our way out of it- this concept has not "sunk in" to university-wide conversations; The 2012 Budget plan does address quality issues- this is hopeful in light of the PBB challenges; AMP must address these challenges.

Preliminary Formation of Subcommittees (to be completed this summer)

Improving coordination and student academic experiences in light of near capacity enrollments: Caroline, Joanna, Tara, Doug, Dawn, Allen, Pam P., Marianne, Mimi, and Lillian

Enhancing retention efforts: Raj, Jennifer, Kettil

Changes to admissions standards: Raj

UCForward: to be formed at a later date

Next Steps

Instead of breaking into subcommittees for the next meeting, the Council decided to meet this summer after reviewing the draft of white papers from the Academic Master Planning (AMP) committee. Key questions will be sent out before this meeting.

A Blackboard site will be set up for this Council and should be set up for the Council, also we will ask to add members as visitors to the UC2019 ► Bb site.

Next Meeting: to be announced

Minutes: Julie Burdick