

UAAC Minutes  
November 14, 2012

In Attendance: Debbie Barbeau, Fr. Michael Dorsey, Elizabeth Bessinger, Jennifer  
Jennifer Connolly, Bart Van Gorp, Prof. Steven Kovin, Colyn Syber, Johny Elizabeth Whitt

Guests: Bill Dannevik, Irma Rueling, Wami Wami

Dr. Whitt called the meeting to order. The minutes from the October 10, 2012 were approved with a  
correction noted.

Dr. Rueling addressed the committee's questions regarding the *Concentration* and *Minor*.

- PHIL 105 can be waived for students in this program per Fr. Dorsey's recommendation of the department
- Renaming Concentration to Minor
  - ✓ "Concentration" signifies a large body of knowledge
  - ✓ "Minor" is an extension of the subject knowledge, more work in the area of outside research, and more practice in different areas
  - ✓ Distinction between "Concentration" and "Minor" will be clearly addressed to the course work
- Steps for gathering and using aggregate data needed for the proposed minor program
  - ✓ Each IPE course includes quizzes, assignments, and other assignments based on course objectives
  - ✓ Qualitative data includes student commentary on course evaluations
  - ✓ Aggregate data will be used to determine the program's strength and areas needing improvement.

The UAAC faculty subcommittee's discussion included the following:

- Either "Concentration" or "Minor" will be listed on student's transcript
- PHIL 105 may be waived based on the needs of the program and Fr. Vitali's recommendation
- Dr. Dorsey made a motion to approve the proposal
- Dr. Tyuse seconded the motion
- Proposal passed with no objections
- Dr. Whitt will take the proposal to Dr. Paulina for her recommendation to the UAAC

Dr. Wulam and Dannevik met with the faculty subcommittee to discuss any questions or concerns about the *Concentration* and *Minor*.

- Concerns about having first year students and graduate students in the same class
  - ✓ The course would cover the concepts and material at a higher level than the remote sensing

- Confusion on the number of credit hours needed to complete the certificate
  - ✓ 18 credit hours are needed to receive the certificate
- The subcommittee asked for a "flow chart" of pre-requisite courses and courses
  - ✓ Dr. Wulamu provided the document
- How will assignments embedded in courses be used to provide data about the effectiveness of the overall program
  - ✓ Assignments, tests, quizzes and class projects will be embedded in the courses
  - ✓ Each year a summary of the results of the above mentioned measures will be done and the results will be discussed with the director of the department, faculty and reported to the department chair
  - ✓ These results will be used to evaluate student learning outcomes
  - ✓ At the end of each class students will be asked to reflect on what they have learned and these will be forwarded to the department chair and course instructor for review
  - ✓ Exit surveys will be conducted
  - ✓ Capstone project report will be used as indirect measure of the program's success
  - ✓ Employers will be asked to evaluate the performance of students in terms of skills of graduates

The UAAC faculty subcommittee's discussion included:

- Graduate rubric must be clearly defined
- Rubric language needs to be clear
- The syllabus must outline the requirements graduate students need to complete
- If these changes are made, the subcommittee will support the proposal
- Dr. Hing made the motion to approve the proposal with notated changes
- Dr. Tyuse seconded the motion
- No objections were made

Dr. John Rivasde brought forward information on the program name change from:

- Changing From: Computer Science Technology,
- To: Computer Information Systems

The reasoning behind the name change is to reflect current trends in the field. It would aid in differentiating the program from the BS degree program in Computer Science in the College of Arts and Sciences. The changes are consistent with the recommendations of the Association for Computing Machinery, the Association for Information Systems, and the Association of Information Technology Professionals.

The motion is carried.