

**Minutes from Curriculum and Teaching Committee Meeting  
Thursday, September 9, 2021 at 2:00 pm  
Zoom Conference Call**

**Those present:** James Babanikos (chair), Marcia DiStaso, Eric Esterline, Patrick Ford, Robyn Goodman, Harrison Hove, Judy Hunter, David Ostroff

**Announcements**

Babanikos shared some updates from the August and September ACUA meetings.

From the August ACUA meeting:

- Division of Student Affairs is now the Division of Student Life, as of July 1, 2021.
- Application website has been updated to make it a lot clearer. It went live August 16 <https://test.admissions.ufl.edu> ... check it out!
- A two-year graduation rates for transfer students is now a real thing. Important as UF tries to advance its ranking to a top 5 public university in US News and World Report, and 'time to graduation' is an important criterion.
- Student waitlist – rollout in mid-September, but students will see it when they register for Spring 2022 courses. Workshops on how to use waitlist will also be rolled out.
- Advanced registration priority is now "Time to Degree" instead of "Credit Hours Earned". This will help by allowing students who are closest to graduation get first crack to sign up for courses. It's based on student's primary major, and seeing how many total credits they need to graduate (credit hours to degree) as opposed to how many hours they currently have.
- Calendar changes: Have spring break be at the same time as Alachua School Board; start spring semester a semester later than it usually does... 2<sup>nd</sup> week of January instead of 1<sup>st</sup> week. Share this with faculty to get feedback.

From the September ACUA meeting:

- Dr. Lauzardo gave us an update on COVID. He said that we're on the backend on the Delta wave... there were 265 COVID patients at UF Health Shands Hospital three weeks ago, and that's now down to 170. The vast majority of patients are unvaccinated, so please keep pushing the vaccine. He said there will be more mandated 'targeted' testing of students for COVID, and this will focus mainly on contact tracing.

- Electronic Grade Change process is working perfectly! Absolutely no mistakes were detected thus far.
- Within the week, UF will outsource getting official transcripts to students to the National Student Clearing House. This will make the process simpler, as the office will not have to shut down and prevent students from getting their transcripts during grade processing times.

### **Discussion Items**

#### **Analysis of last spring's Senior Examination Results – Closing the Loop**

- The results of last spring's inaugural Senior Examination were discussed. Overall, the students did quite well as the CJC student average for the test was a respectable 79.3%. Also, the committee was impressed that students scored an 89.3% in SLO 5 (Understand concepts and apply theories in the use and presentation of images and information) because that's a large part of what every department in this college does. Finally, students scored pretty high (with a couple of exceptions) in the major-specific SLOs.
- On the other hand, we could do better in a couple of SLOS: SLO 10 (Critically evaluate their own work and that of others for accuracy and fairness, clarity, appropriate style and grammatical correctness), in which students scored 72.4%; SLO 6 (Demonstrate an understanding of professional ethical principles and work ethically in pursuit of truth, accuracy, fairness and diversity), 74.3%; and SLO 1 (Understand and apply the principles and laws of freedom of speech and press for the country in which the institution that invites ACEJMC is located, as well as receive instruction in and understand the range of systems of freedom of expression around the world, including the right to dissent, to monitor and criticize power, and to assemble and petition for redress of grievances), 75.7%.
- The challenge at this point is to analyze this data, and see what can be done to tweak or finetune our curriculum so that we can improve student learning, and that's what the discussion that followed focused on.
- One of the takeaways was that we can look and see how we can reinforce what students are learning in one class in upcoming courses, so that the material will better sink in.
- Babanikos asked each of the department chairs to email him a couple of paragraphs about what they believe the results of the Senior Examination mean, and how we can use those results to finetune our curriculum.

- Because this last spring was the first time that the exam was given, the Committee felt that we should maybe also look at the instrument itself, the makeup of the exam, and see if we can finetune that to better reflect our student learning.

### **Progress on Other ACEJMC Direct and Indirect Assessment Measures**

- We talked about the professional evaluation of capstone projects, and how the rubrics that we create to evaluate those projects need to reflect the 10 ACEJMC SLOs.
- Also, we thought that the discussion that each department faculty will have on the data collected from these evaluations could pivot around how we could use that data to inform curriculum changes or adjustments.

### **Creating a CJC Incomplete Grade Policy**

- Handing out incompletes seemed to be arbitrary and dependent on the class instructor, and we thought that it would be good to have a consistent policy throughout the CJC, much like CLAS does. However, PR Chair Marcia DiStaso reminded us that this was actually done a few years ago, and that the PR department has a 'contract' that the student fills in with the professor, much like the one that CLAS uses. Marcia shared this document, and it will be a good idea if the four departments used that very same policy, to be consistent.

### **Rethinking the Criteria for the Dean's List**

- Right now, to be on the Dean's List for a specific semester requires that students have a 3.50 gpa taking a minimum of 12 credits. In Spring 2021, 1,066 students were on the Dean's List, and 1,088 in Fall 2020. That doesn't seem very challenging or special. The requirements for the Dean's List vary by college. CLAS, for instance, requires a 3.75 gpa, as does the College of Education. Marcia DiStaso proposed that we increase the gpa for the CJC Dean's List to 3.75, and the committee thought this was a good idea. This proposal will be brought to the CJC faculty in a subsequent meeting.

**The meeting ended at 2:50 pm.**

**Minutes submitted by James Babanikos.**