

Directors of Undergraduate Study Meeting

Wednesday, September 14, 2016

3:30 – 4:30pm

Steele Building, 3020

And

Thursday, September 15, 2016

3:30 – 5:00pm

Steele Building, 3020

Welcome and Introductions

Abigail Panter, Senior Associate Dean for Undergraduate Education

Brief introductions were made to start off each meeting.

Dean Panter shared some information about the upcoming revision to the General Education curriculum. It has been 11 years since the last revision, which was 20 years after the prior revision. The current phase, happening this fall, consists of a 9 member committee of faculty from the College who are planning the process. This planning will lead to implementation of a larger group to begin the process of receiving feedback, analyzing the current General Education, and moving forward with making plans. Implementation is projected for Fall 2019. Dean Panter asks all DUS to make sure they are involved in the process so their voices are heard. The curriculum is from the faculty (they design it, implement it, and teach it). The focus of this revision is a return to first principals, asking “What skills and knowledge should all UNC undergraduates possess by the time they graduate?” Drafts will be shared prior to the Fall 2019 implementation. A question was asked as to whether departments should postpone their own curriculum revisions until the new curriculum is developed. Dean Panter said that this is a decision that will have to be made by each department. Two years feels like a long time to wait, but departments have that option.

2017 Summer School, Announcements

Jan Yopp, Dean of Summer School

Dean Yopp provided updates on what Summer School is doing and what goals they are working toward in the future. Please see the one-pager attached to this email for further details.

Dean Panter feels this is very important to keep the campus vibrant and alive over the summer.

95% of Summer School enrollment consists of UNC-CH students.

Teaching pay was increased to \$6,600 for full time faculty at the September Summer School Administrative Boards meeting.

The Summer School is willing to work with departments on intensive or immersive experiences or 10 week Summer I & II courses.

General guideline for minimum enrollment is 12 for faculty instructors and 8 for graduate student instructors. This isn't a hard and fast rule. New courses will often be given leniency as it can take three years for a course to catch on with students.

Research consultant funds are available for Summer School with the same amount for Graduate Research Consultants (GRCs) as a fall/spring semester.

SACSCOC Decennial Report and Student Learning Outcomes Reports

Abigail Panter

The Decennial Report was delayed due to our probationary status, and proceeded once probation was lifted. The report has been submitted. A campus visit by a group of reviewers will happen in February or March 2017. This group of reviewers will be speaking with wide variety of individuals across campus. One of the topics they may be asking about is the Quality Enhancement Plan (QEP). This is a five-year, \$2 million grant from the provost. The working title for the QEP is "Creating Scientists: Enhancing Learning in the Sciences" and has several aims: increasing high structured learning practices (including AAU projects), how incorporating the humanities can improve science learning, increasing undergraduate research experiences (including Classroom Undergraduate Research Experiences, or CURE courses), incorporating use of our new Maker Spaces, increasing abroad opportunities in the sciences, and encouraging all students to take advantage of these high impact experiences. QEP marketing will begin soon and the goal is to have every campus community member aware of the QEP. The broader goal of the QEP is to improve learning and increase participation in high impact experiences.

Dean Panter thanked everyone for their hard work on the Student Learning Outcomes (SLO) submitted for the SACSCOC report. The next deadline is October 3, and it is expected that the provost will select a university wide yearly deadline in October to begin next year. Dean Panter expressed a desire for a cultural shift in how these reports are viewed by departments. They are not just an exercise for our accreditors, but a chance for departments to take an honest look at what they are doing and either see that things are going well, or find ways to improve. It is important to think of these reports as a whole (including all department degrees, graduate and undergraduate) and examine them as a department. It is also important to think of these in terms of an external review as far as the data gathered, but maintaining the honesty needed to drive good self-assessment that is developed by and owned by the department rather than outside forces. In response to a concern raised at the Wednesday meeting, Dean Panter stressed that these are not, have never been, and are not planned to be punitive in any way. Some new developments on SLOs include a peer-review where some departments will receive feedback from someone in another department in their division. A new online portal is in development so the SLO assessment reports can be uploaded by the department and archived. Dean Panter also stressed that she is available to assist with consultations on developing and improving the SLO plans and reports. Dean Panter invites questions and feedback at any time. Ben Haven can provide templates and The Office of Institutional Research and Assessment can assist with data reports.

Some questions on this topic:

- One issue is gathering data on students (and potentially their employment performance) post-graduation.
 - Dean Panter is developing an exit survey that will be administered to all graduating students. There are models in the professional schools that include employer surveys about recent graduates.
 - There was a follow up comment: job placement is not necessarily part of the mission of undergraduate education, especially in the College, and we should be wary of institutionalizing the outreach about post-graduation job outcomes.
- How is the culture shift Dean Panter is hoping for different from how things are done now?
 - Dean Panter stressed the need to remind everyone in the department that the exercise is on behalf of the department as a cohesive whole, which may not be happening with the piecemeal way that these plans and reports are currently developed and shared.

New Undergraduate Catalog and 2017-18 Revision Process Overview

Nick Sientop, Curriculum Director

Sientop provided a live demo of the new UNC Catalog, including an upcoming improved course search feature. He encouraged departments to link directly to the catalog from department websites so they don't have to independently maintain this information each year. The catalog will still be static information for one year, but items like contact information can be updated throughout the year as well as any typos you discover. Catalog updates for Fall 2017, which include contact information and information about the unit, will use the new online workflow this year with training in the spring. Program (majors and minors) and course updates for Fall 2017 will continue as they have in past years using memos and word documents for program proposals (majors and minors) and CRAS for course changes. These procedures will change for Fall 2018 when the new Course Management System (CIM) is implemented. This system integrates with both the Catalog and ConnectCarolina and will handle program and course updates.

A handout was distributed with additional information on past and continuing implementation of the Catalog and the upcoming Course Management System which can be [found here](#).

2016-2017 Working Groups: Independent Study Policy & Attendance Policy

Abigail Panter

Dean Panter is seeking volunteers to serve on two working groups. One to look at the independent study rules that were developed by a recent task force to see if they are working and whether any updates need to be made. Another is examining the current attendance policy. Relating to that, Dean Panter piloted the Undergraduate Testing Center last semester which provided trained proctors and secure upload of exams and distribution of answers for testing on reading days at 8am, 12pm, and 4pm for students with an excused makeup for their scheduled exam time. This testing center will continue for end of term, and Dean Panter would like to

expand it for midterm evaluations and is seeking feedback on the best dates to offer the makeup sessions for excused midterm makeups.

Questions and Answers

What will the transition period be between CRAS and the new system?

This year all course changes and new courses will be processed through CRAS. This year program (majors and minors) updates will continue to be made as usual with memos and word documents. The usual October 15 deadline will apply for curricula and new course/course updates. The new system will be implemented for next year's October 15 deadline. This year all catalog updates will be made in the new online workflow with training in February 2017.

Word has been going around the Carolina Courses Online (CCO) courses are being cut. Is this permanent?

The General Assembly mandated that any current UNC student be allowed to take CCO courses at no additional cost. This has created problems with the Friday Center's funding, since they are receipt based. The current response has been to cut offerings, which will push students back to traditional fall/spring offerings and summer school. When Dean Panter receives the list of courses to be cut she will share that with the DUS listserv so they can prepare in department for the potential influx of demand from students for these courses. Summer and online summer offerings are an option departments can consider for meeting this demand. Dean Panter is also looking at course demand and ways to better predict it.

Next Meeting: Monday, November 7, 2016 from 12– 2:00pm, Wilson Library (Pleasants Room)