UCCP Resources Group
Meeting Notes
March 21, 2007

Present: Dr. Huerta, Dr. Billeaux, Gale Stuart, Dr. Quintanilla, Dr. Balasubrmanya, Dr. Benavides, Dr. Crowley, Dr. Luna, Dr. E. Thompson, Dr. Gigliotti, Dr. Logsdon and Dr. Sterba-Boatwright

Opening:

Dr. Huerta welcomed everyone to the meeting and thanked them for their involvement with this important endeavor. These meetings symbolize the first time the University Core Curriculum Programs (UCCP) Resources Group and members of the Core community have actually met together to plan the future of the Core Program. Dr. Huerta explained that this group has been set up to ensure that everyone is involved; i.e., that Music has input for Music, etc. Introductions were made all around.

A. Discussion of Organizational Chart

Dr. Huerta presented the UCCP Organizational Chart for 2007

B. Texas A&M University – Corpus Christi Core Curriculum - Spreadsheet

Dr. Huerta presented the Core Curriculum - Spreadsheet from Fall 2006. Many of the rules that guide the UCCP are outlined by the Texas Higher Education Coordinating Board (THECB). Chart I, of this spreadsheet, shows that there are 36 State specified required hours in the core that cannot be manipulated in any manner. First year seminars are a University requirement not a State requirement and therefore may be waived for some incoming students: such as a sophomore transfer. Chart II has the only components that can be changed. This document and all components will be discussed more thoroughly during the April 11, 2007 meeting.

C. Academic Program Core Assessment Report

Dr. Huerta stated that the Core Assessment report was sent out. Originally there were 70 objectives required to be assessed by The Southern Association of Colleges and Schools (SACS) and the THECB. Dr. Orser, Dr. Billeaux and Gale Stuart have taken those same 70 objectives and combined them into 14 objectives.

D. 45 - Hour Core

Dr. Billeaux explained that the reason for coordinating the Core Resource Group along with the Core Committee is to get ideas from the people that actually are in the departments of which decisions for assessment will be made. These decisions will be two-part: identifying the goals of the department and finding measures to show how these goals are reached. Learning Communities and Core need to be seen as one when it comes to general learning outcomes so the assessment will be more balanced.
E. **Software for Assessing**

Gale Stuart further explained the Academic Program Core Assessment Report:

- **Column I ~ Objectives** – 3 at least
- **Column II ~ Method**: How do you plan to measure the outcomes of your objectives
- **Column III ~ Expected Performance**: presented an example of: 70% of my students will receive a grade of 80% or better
- **Column IV ~ Actual Performance**: How did the students actually perform
- **Column VI ~ Actions**: What changes need to be made in measures and programs to enhance the actual performance found in Column IV

Gale stated that in the last year it has been found that there was no overall assessment on campus and that the reason for this lack of assessment could be due to the fact that the excel spreadsheets were difficult to use thus making assessment analysis even more difficult.

In January Dr Paul Orser purchased WEAVE a web-based assessment information management system which the University will begin using in the Fall. Many kinks have been worked out and more will be worked out as this program comes along. Unit plans will be pre-loaded into the program to make reporting and updating much easier. The 14 Objectives will also be loaded into the program as pop-ups. Pop-ups are based on outcomes.

Everyone is to find ways to rethink how their unit plan is affecting the Core Curriculum. Keep the goals of the unit but incorporate the goals to a core class.

**Q&A:** Questions came from Drs. Crowley, Quintanilla, Mott, Logsdon and Benavides.

Dr. Huerta answered that all 14 objectives for each course each year will not be assessed. All courses will not be subject to these 14 objectives unless the course provider chooses to explore all of the objectives each year. Mainly 4 – 5 objectives will be chosen for assessment each year in different courses. These defined learning outcomes and measures of these learning outcomes are to be printed in the 2008 catalogue. Dr. Huerta reiterated that this is only a planning session and nothing has been set in stone with the assessment process. Dr. Huerta noted that no forms for assessing outcomes have been decided upon and all these type of decisions will be voted upon by the committee.

*Minutes submitted by:* Danette Williams

*Approved by:* Dr. Carlos Huerta