

ACE Team Meeting
Meeting Notes
April 23, 2008
7:30-9:00 a.m.
211 Architecture Hall



Attendees: **IACE MEMBERS** Kathy Ankerson, John Ballard, Scott Fuess, Frauke Hachtmann, Tiffany Heng-Moss, Peter Lefferts, Greg Snow, Linda Young; **COURSE ALSO** Kelly Dick, Rita Kean, Nancy Mitchell

Unable to attend: Larry Walklin

Nancy Mitchell called the meeting to order at 7:30 a.m.

1. N Mitchell expressed thanks to the College of Architecture for hosting the meeting
 - Thanks to Dean Drummond, Kathy Ankerson, and Geri Wesely
2. Welcome (Dean Drummond)
 - Wayne Drummond, Dean of the College of Architecture welcomed the committee and commented on Architecture and ACE. Architecture plans to submit approximately eight courses for ACE certification.
3. Transfers and ACE
 - N. Mitchell introduced JoAnne Moseman, Academic Transfer Coordinator for UNL.
 - Copies of the Transfer Evaluation Working Group's Summary Report (dated 03/19/2008) were provided to the committee members.
 - An additional handout identified Section IV: Transfers from Other Institutions, of ACE Document 4 (Governance & Assessment), which states:

Through established review of course equivalency and articulation agreements, the office of the Dean of Undergraduate Studies will begin providing institutions from which most students transfer credit to UNL with information regarding the ACE Institutional objectives and Student Learning Outcomes.

When a course from another institution is established as equivalent to a UNL course through articulation or equivalency agreements, then that course will fulfill the same ACE Outcome as the equivalent ACE-certified UNL course.

In cases where no articulation or equivalency agreement exists, the transferring student's UNL home college is empowered to seek the information it needs (from the other institution, copies of course syllabi or assignments, or from an examination of graded student work for that course submitted by the student seeking equivalency credit) to make a determination of whether the transferred course can be counted for that student as ACE-equivalent.

- The handout also identified, and J. Moseman discussed with the committee, recommendations from the Transfer Subcommittee of AARG:
 - Initiate a clear, university wide process and requisite form to evaluate transfer courses which may fulfill an ACE Student learning Outcome, but which have no direct equivalent UNL course. Empower someone (such as the proposed transfer evaluation team) to make those decisions. They would stay with the student even if the student changed college. [About a quarter to a third of incoming UNL students have transfer credit]
 - Consider a transition policy regarding the student's bulletin year for students who have begun work at a Nebraska community college before ACE requirements were known—or who transfer from another UNL college. UNL Advisers and community college transfer advisers have been advising these students based on current (ES/IS) requirements. There should be a consistent university wide policy. For example, the student could have the option of following the current bulletin or the one that was in effect when the student started at the community college or a different UNL college, as long as the student started within the last "X" years and was admitted to UNL by a specific date. This would sunset after the same "X" years. ("X" course be 5 or whatever you determined.)
 - Whenever possible use standard language referring to the ACE requirements
 - Be prepared to train internal constituents on how the new program will affect students (registration & records, advisers, graduation services, etc.)
 - Brief description of the transfer credit evaluation proposal.
 - Nancy [Mitchell] and JoAnn Moseman, Transfer Coordinator, have plans for on-going communication with internal and external constituents to help people understand it is going to be messy until we get it sorted out:
 - Meet with Rita [Kean] and CC Chief Academic Officers (late spring/summer) to discuss rationale for the change.
 - Coordinate with Academic Advisers, especially those who work with transfer students.
 - Coordinate with Community College Transfer Advisers (may want to schedule training at a few sites later in the fall).
 - Communicate with Nebraska High School Counselors regarding college credit that many students take in high school and UNL Extended Education & Outreach.
- Committee discussion was followed by N. Mitchell requesting the formation of an IACE subcommittee to consider the requests made by the Transfer Subcommittee of AARG. Linda Young, John Ballard, Nancy Mitchell, and JoAnn Moseman will form the IACE subcommittee and are charged with drawing up proposals based on the above recommendations, and developing a form that can be used for ACE Outcome transfers. These will be brought before the IACE Committee on May 12 (during the IACE portion of the ACE retreat) for consideration.

4. Motion: Pass the Draft Guidelines for ACE Course Certification
 - The Guidelines for Review of ACE Course Certification Requests will be used by the Interim ACE committee as it considers courses for ACE certification. Faculty may wish to use these guidelines to help them determine whether or not a course they are proposing for ACE certification is submitted for the appropriate Student Learning Outcome (SLO).
 - N. Mitchell will address the concern over how much of a course needs to be dedicated to a student learning outcome in order to be certified by the IACE Committee as follows (it will be added to the FAQs on the ACE website):
 - The ACE team has been asked to let faculty know how much of a course needs to be devoted to an outcome to be considered as sufficient for achieving that outcome. For Student Learning Outcomes 1-3, which focus on developing intellectual and practical skills, the Guidelines ask if the *main* purpose of the course is to teach the skill. In other words, if a faculty member proposes a course for SLO 1, teaching writing must be the main purpose of the course. If that is not the case, the course in question might be better suited to achieving a different outcome. For Student Learning Outcomes 4-10, the Interim ACE committee will verify that students have an opportunity to work toward achieving the outcome, as indicated by the questions on the Guidelines for those specific SLOs. As courses vary so widely across the campus, stipulating that a certain percentage of the course be devoted to the outcome would be difficult to prescribe and impossible to measure.
 - K. Ankerson moved that the draft guidelines be passed. F. Hachtmann seconded the motion. Following discussion the motion carried with all in favor.
5. Motion: Every [undergraduate] College Curriculum Committee (CCC) should be granted (if they desire) view (or read)-only rights to all courses submitted to the Course Approval System for ACE certification.
 - Discussion
 - Alternatives to this action were discussed.
 - It was agreed that if one college has this right then all colleges should be given equal access.
 - It should be clear that if the motion is passed, CCC members will act as advisers only, providing feedback to their college representative on the IACE Committee. IACE Committee members are not mandated to vote according to their CCC's opinions.
 - It should be clear that this motion includes no other individuals or groups other than college level curriculum committee members.
 - Perhaps there is a way to track how often this privilege is utilized.
 - The motion was made and G. Snow seconded. The motion carried with all present in favor.

Meeting adjourned at 9:00 a.m.

Next meeting: IACE, Course Facilitators, Rita Kean, Jessica Jonson, Nancy Mitchell, Larry Walklin
April 30, 2008
East Campus Union (Room TBA)
7:30 – 9:00 a.m.

Meeting notes submitted by
Kelly Dick
Office of Undergraduate Studies
September 23, 2009