PAC Minutes
April 14, 2015

Present: Theo Addo, Iana Castro, Andy Do, Steve Gill, Gary Grudnitski, Kathy Krentler, Amy Randel, Patricia van Damme, Nik Varaiya
Absent: Heather Honea (on sabbatical)

1. Curriculum Proposals
   a. MIS 481 – Prerequisite Change
      The committee reviewed the PAC form for this proposal and noted that the proposed change had little or no impact on the course-level SLOs. Following the review, the PAC unanimously approved the proposal.
   b. IS Major Change
      The committee reviewed the PAC form for this proposal and noted that the Program Learning Goals and Degree Learning Outcomes for the major are being significantly changed. Wording recommendations for some of the new DLOs were provided. The PAC then entered a broader discussion of what information it would like to see in the case of changes to existing programs that involve changes to the program’s PLGs and/or DLOs. It was agreed that in such cases, a revised assessment plan for the new/revised DLOs is required and that the PAC would like to review the assessment plan revision in order to offer feedback. Further, changes to a program’s DLOs produces the need for a revised program curriculum map.

      The IS major change proposal being considered provided a partial revised curriculum map but not a revised assessment plan. The PAC noted that these two items (a full curriculum map revision and a revised assessment plan) are not requested in the current version of the PAC form for changes to existing programs. The committee agreed that since the current version of the PAC form does not request the items the PAC would like to see in order to provide feedback, it would be unfair to hold up the IS major change proposal until the items are provided. Hence the PAC voted unanimously to approve the IS major change, “grandfathering” it through based on the current PAC form. Krentler agreed to clearly communicate to the MIS Department, however, that the PAC does wish to see a revised assessment plan and curriculum map no later than early Fall (2015) semester.

2. Update Work
   a. PAC Form Version #2
      Based on the discussion described above in Item #1b, the committee reviewed the PAC form version for changes to existing programs. The committee agreed to modifications to the form that will require that any program change that involves a change to PLGs and/or DLOs will need to include a revised assessment plan and a revised curriculum map. Krentler will make the modifications to the form and have the new version posted on the CBA website immediately.
b. **Assessment Plans**
   Krentler has asked assessment representatives to review the assessment plans for their programs as they are currently posted on the CBA website. Updates to the plans should be made. It has also been decided that timelines in plans should refer to frequency of a given assessment rather than a specific semester. This will allow the plans to avoid datedness. Undertaking these updates now will avoid a rush to update materials prior to the next AACSB Continuous Improvement Review. Some revised assessment plans have been received and are posted on the CBA websites. Krentler requested that outstanding revisions be completed by the end of spring semester if at all possible.

c. **Maps**
   The committee reviewed its pledge, made in September 2014, to update all program curriculum maps by the beginning of fall semester 2015. Krentler recommended that if assessment representatives plan to work on this updating project during the coming summer, that they collect the data they will need from their faculty before the end of the current semester as many faculty are not available during the summer. It was agreed that the PAC will review the curriculum mapping tool found in WEAVE at its last meeting of the current semester.

3. **Findings Presentations**
   a. **MKT Programs – Iana Castro**
      Castro presented a summary of the assessment efforts that have been underway in the Marketing Department over the past 18 months. Program Learning Goals and Degree Learning Outcomes have been revised for all three departmental programs. Revised assessment plans have been developed and several new measures are being pilot-tested during the 2014-2015 academic year. Further, new curriculum maps have been developed for the three programs.

   b. **EMBA Program – Patricia van Damme**
      van Damme presented the findings of two DLOs that were assessed for the EMBA program in the past year. Both DLOs met their benchmarks. van Damme explained that a new EMBA committee has been formed and she plans to ask the committee to review the EMBA PLGs and DLOs, which have not been reviewed in several years.

4. **Additional Information**
   a. **REMININDER**: The university deadline for inputting to WEAVE the results of assessments (including planned loop closings) that were done in Fall semester 2014 is **MAY 1st**.

   b. PAC members were asked to forward any budget requests they have for the 2015-2016 AY to Krentler in the next couple weeks as she will be putting together the budget.

   c. Krentler reminded the committee that her FERP status precludes her from working during the summer however she is happy to help the CBA assessment coordinators during this period if they have questions as they work on assessment projects.
Next Meeting: Tuesday, April 28, 2015, 11:00 a.m.; Dean’s Conference Room
Findings presentations at the 4-28 meeting:
- FIN Department (Andy Do)
- MBA Program (Nik Varaiya & Damon Fleming)