

## **Development of an Undergraduate Major Committee (DUMC)**

October 19, 2018, 2:30 – 4:00 pm, Rio Grande Restaurant

### **NOTES**

1. Approval of undergraduate major by faculty – Amy wants to do in do in steps NOT all at once.
2. Name of the major revisited
  - The consensus was that we should send out a short survey to high school students regarding the name.
  - Cini will check with Ruben Flores regarding high schools to survey, how we might do this, teachers/counselors to reach out to
    - Tamla suggested Jefferson County schools
  - Amy will survey leaders in departments with similar names
3. Course development timeline
  - Course objectives and basic outline by November 26
  - Identify instructors 11/26 – 12/15
    - The question of how those who teach the core courses of the major (e.g. seminars and capstone) and advise students will receive recognition for their work was discussed. Without knowledge of whether teaching and mentoring will be rewarded in the same manner as research grant and publication success are with regard to promotion (i.e. P&T evaluation), merit pay increases, and status/recognition, it will be difficult for faculty to justify committing to teach these courses and advise students. If not addressed, this issue is a barrier to success of the program's establishment and sustainability.
  - Instructors join process and revise course 12/15 – 2/1/2019
  - Instructors (with help from DUMC) enter courses into CIM by February 1
4. Resources needed
  - CIM course template to work with offline (Franck)
  - CAS Syllabus Ramp-up (Vamsi)
5. Groups reported on their progress in developing courses so far.
6. Brainstorm "Soft Skill"
  - What are they?
  - Which ones should we include in our courses?
  - In which courses at which levels
7. Cini an Vamsi will meet with Amy to discuss
  - Process for identifying name of the major
  - Faculty approval process and timeline for major name, student learning outcomes, and curriculum
  - Timeline for next steps, especially course development and approval

The consensus of the committee is that we should send the SLOs and the curriculum (separately) to the faculty and ask them to provide input rather than to vote on them. This is because the faculty has approved by paper ballot that we go ahead with developing the major.

### **A few ideas to begin with**

Oral communication

Public presentations – employers need our graduates to be able to give good presentations, even if it makes them nervous.

Written communication

Write a resume

Situationally appropriate written communication (text, email, cover letters)

Mental health

Notice and Respond training – so students can help each other and know what resources are available to them and others.

Diversity and Inclusivity

Implicit bias and microaggressions – students need to be feeling comfortable in college and be more mature than freshmen

Other diversity and inclusivity issues? We did not come up with other topics to cover yet.

Multigenerational work force – Essential training for success as an employee.

Emotional intelligence – we did not get to this