

UPBC
12/1/10
Blue and White

Attendance: **N. Hoffman, T. Delventhal, K. Martin-Troy, O. Mamed, K. Kobylenski, L. Grasso, Shugju Wu, C. Lovitt, L. Wilder**

- 1.) Review and approve minutes of last meeting. (Grasso, Mamed: Unanimous: Ya)
- 2.) Review of items 11/17/10 Meeting and announcements
 - a. UPBC Charter approval by Senate FS-Senate will utilize one of their FPC placements for UPBC: **Inviting Karen to our next meeting (1/26). Mamed agreed to contact Karen.**
 - b. Master Planning committee update-UPBC members asked to serve? Lovitt is co-chairing the committee
 - c. Responses sent regarding Professor Crundwell's questions to the committee
 - d. No Dec. 15 meeting

3.) Colleen Kruger-Presentation/discussion of Community Engagement and Cont. Ed. **Colleen shared with the group the following list of how they helped departments; Increase revenue, expand number and variety of seminars, Think in new ways about continuing education and how it can be strengthen academic programs, develop & market new programs, organize entrepreneurial initiatives, recruit more student and participants, Broaden participation, Explore and develop alternative delivery of credit and non-credit programs, Connect students with community engagement projects, Explore new options for service learning & student volunteerism, Connect departments to community programs and organizations, Build and nurture relationships with the larger community.**

Grasso asked how the revenue is shared? That someone has an idea that some non-traditional students may be interested in. Then there would be workshop/s on this topic. The Department would get revenue after expenses.

Delventhal Asked how the workshop would work with meeting and space.

Colleen expanded on hopefully 25-30 people would attend and that it could be a workshop online too.

Grasso is wondering what the added value is for the students is to the non-credit online learning courses. He also wanted to know how much contact time is included in the courses. Colleen explained that it is up to the person teaching the course and if the material is able to be done at one meeting online and/or in person.

Colleen also added that they get a certification that completed it. Hopefully over time there could be some kind of certification through the departmental educational society.

Grasso asked about the measurement of community engagement. Could your department measure community engagement across this campus? Hoffman and martin-troy talked about how that there isn't a consistent definition of community engagement across the campus.

4.) Academic Program Review v. 9-Paulette Lemma (no show): **Hoffman and Lovitt are speaking upon it.**

NEED TO ADD/CHANGE:

1. Clarify definitions of Community Engagement and International Education to be included in the call for annual report.
2. Revise the annual reports to include a question that asks departments about their future plans.
3. Get data from CIE on International Education, primarily on course abroad number of offerings and number of students per course.
4. Get data from Continuing Education/Community Engagement (for now a presentation of tables of what the Office will give to the Departments).
5. Rethink how OIRA data are presented to insure they are usable by departments (especially regarding general education, student progress).

Martin-Troy made a movement to send to the senate (Mamed, Delventhal; Unanimous: Ya)

5.) Project Proposal Review for Academic Advising-Mary Pat Bigley

School based advising center is the second phase to their plan. It was something that it would come after CACE. Mary Pat had a hand out. This proposal was based upon the school of business and their advising students. Lovitt brought up the redundancy in CACE and the advising center in the departments and how it is consistant. Grasso was wondering about new faculty advising workshops and Mary Pat is working on having them more consistently. Lovitt talks about one-time money with the requests concentrating on retention, success, graduation the students should also have access to mentorship.

Martin-troy made a movement to propose this to the faculty senate (Delventhal; all Ya except 1 abstention)

6.) Budget update-Larry Wilder

a. General budget: **No Updates**

b. Review budget calendar and finalize presentation materials for February meeting

- a. ideas for campus revenue generation heading into the next two years campus entrepreneurial activities (more summer course offerings) as part of divisional budget proposals

7.) Division updates

a. Academic Affairs

b. Student Affairs

c. Institutional Advancement

d. OIRA

7.) Adjournment: 3:20 (Mamed, Grasso: Unanimous: Ya)