Curriculum Changes for Approval – Curriculum changes to four degree programs (AREN, ASEN, CVEN, MCEN), previously endorsed by the UEC, were reviewed and recommended for approval with the following conditions:

- The implication for prospective students with AP credits be fully understood and considered for final implementation. This issue was of particular interest to MCEN with regard to its plan to replace the Chemistry for Engineers course with a department-based materials/chemistry course but to allow the former to be substituted for the latter – will students be allowed to forego this new requirement with AP Chem credit?
- Departments will clarify and communicate which curriculum current and transfer students must follow (e.g., only the new one, or either?).

Student Workload and Performance in Lower-division Courses – The Council reviewed an analysis of student self-reported workload and grades for selected lower-division courses (attached). Conclusions from this data set include:

- Freshmen in core courses (Fall 2006- Spring 2012) report studying an average of 2.4 hours per credit hour (including time in class) versus the 3-4 hours/credit hour expected.
- Average grades in these courses are 2.6, with 22% of the students receiving a C- or less.
- Sophomores in Gateway Courses (Fall 2006 – Spring 2012) report studying slightly more, with an average of 2.6 hours, but still far below the 3-4 hours/credit hour that we expect.
- Sophomore average grades in these courses are 2.7, with 18% receiving a C- or less.
- A multi-year analysis of freshmen surveys shows that students report to have studied an average of 15 hours per week outside of class in the fall semester, and 18 hours per week outside of class in the spring semester, well below the recommended 25 – 35 hours per week.

The Council’s conclusions are that lower-division students are not performing as well as we expect, especially in calculus but also in some other courses, and they are not working as hard as we expect. While departmental advisors and faculty currently communicate the higher expectations to the students, there appears to be culture of lower studying commitment well into the sophomore year.

Suggestions for changing this culture were discussed and included the following:

- Communicate the statistical relationship between hours worked and grades earned. Students care about grades and this information would give them a factual correlation to consider in their pursuit of higher grades.
- Develop/utilize placement tests for core freshmen classes to insure students are in the appropriate level. Consider whether AP/IB credit is helpful or counter-productive.
- Use scholarship dollars to incent student performance each semester. Student focus groups indicate that a $500 stipend would be a material incentive to not work outside.
- Use faculty incentives to reward impactful teaching that yields students prepared for the next level of coursework.
- Faculty development programs on strategies for higher levels of student engagement.
- Consider how our strategy for more residential learning communities can impact the student culture for studying.
• Develop better college-wide messaging, including those used by peers, of study expectations.

**Brief Items** - The following were also discussed:

- College faculty-staff meeting, Friday, February 1, 2013, DLC (refreshments, no liquor)
- Faculty and exempt-professional evaluations processes are underway
- Campus enrollments are down 2% overall. The key driver of the campus decrease is a 4% decrease in A&S enrollments. Campus revenues are $7 – 12 million lower than forecast, driven by lower enrollments and higher conversion of non-resident to resident student status. Plans for how the campus will absorb these budget deficits is underway. State revenue forecasts are increasing, which could yield some assistance from the State, but not likely enough to cover the full deficit.
- Our college will submit a proposal for use of the old Law Library space in Fleming (over 20,000 square feet) by end of the month. This proposal largely provides for student project space.
- Future Agenda items for the Admin Council were listed, with additional suggestions solicited.

**In attendance**: Rob Davis, Jeff Sczechowski, Jackie Sullivan, JoAnn Zelasko, Carin Knickel, Penny Axelrad, Dan Schwartz, John Bennett, Jim Martin, Victor Bright, and Angela Bielefeldt for Keith Molenaar.