

Bachelor of University Studies Advisory Committee 2018-19 Annual Report

Function: The function of the committee is advisory to the Director of Bachelor of University Studies. The Committee will review all Programs of Study and Capstone proposals, approve the credentials and qualifications of faculty who will teach UST courses, approve policy recommendations, and advise on matters relating to the Bachelor of University Studies degree.

Membership: Mary Mahoney-O'Neill, Associate Dean, College of Education and Human Development; William Ellis, Associate Director, School of Marine Science, Natural Sciences, Forestry and Agriculture; Sharon Oliver, Director, Transfer Admissions; Christopher Mares, Lecturer, Honors College; Philip Dunn, Professor, Construction Engineering Technology, College of Engineering; Richard Powell, Professor, Political Science, College of Liberal Arts and Sciences and Director of the Cohen Institute; Barbara Howard, Director, Bachelor of University Studies, Division of Lifelong Learning (chair). This Committee met four times during this academic year.

Program Actions:

- Reviewed and approved 25 individual student programs of study.
- Reviewed the survey findings for BUS students perceptions' of program and advising quality. Findings were mostly positive and Committee was satisfied with the results.
- The Committee participated in a "SWOT" analysis of the B.U.S. program, in preparation for an external feasibility study, commissioned by the University Professional, Continuing and Online (UPCEA) Center for Research and Strategy.
- Reviewed BUS competencies and progressive course evaluation rubric for NECHE review. Competencies included: reading, content in writing, sources and evidence in writing, using information effectively in writing to accomplish a specific purpose, critical thinking, lifelong learning curiosity, transfer of knowledge, and ethical self-awareness.
- Recommended competency assessment as part of the BUS graduate survey. Worked with the Assessment office to include the NECHE measured competencies.

Policy Actions:

- Reviewed the CLAS BUS pathway and recommended a three year period in which CLAS explores alternative ways to offer this pathway. Ongoing discussion to continue in fall 2019.
- Advised and endorsed the BUS Marketing Committee as a viable part of the recruiting process. Marketing included a social media plan as well.
- Approved the expansion of the admissions' window to the second third of the semester to allow students to enroll in the B.U.S. gateway course, UST 100, Introduction to University Studies.

Faculty Actions:

- Approved credentials of new faculty to teach UST 499, Senior Capstone, in the spring semester and UST 100 in the fall and spring semesters.