I. Call to order

II. Announcements

III. Approval of UCF minutes of January 22, 2015

IV. Standing Committee Reports
   a. NMC - Notifications Management Committee
   b. UWIC – University-Wide Impact Committee
   c. PRAC – Program Review and Assessment Committee
   d. WACC – Writing Across the Curriculum Committee
   e. LEPC – Liberal Education Program Committee

V. Special Topics Courses
   a. CSC 398 – Cloud Computing
   b. BIO 298 – Genomics I
   c. FIN 398 – Behavioral Finance
   d. PSY 398 – Human Emotions

VI. Old Business – LEP, Q&A and Commentary

VII. New Business

VIII. Adjournment
Undergraduate Curriculum Forum  
Meeting Minutes  
Thursday, January 22, 2015


I. Call to order  
The meeting was called to order and a quorum was reached at 9:36. All members introduced themselves.

II. Announcements — No announcements

III. Approval of UCF minutes of December 4, 2014  
The minutes were approved unanimously without revisions.

IV. Standing Committee Reports

A. NMC – Notifications Management Committee

1. Motion to approve New Course Proposals (Dec. 11)  
a. RSP 315 – Healthcare in the Age of Mass Media  
b. RSP 325 – Dimensions in Healthcare Leadership  
c. RSP 330 – Case Studies in Medical Ethics  
d. RSP 340 – Principles of Care Coordination in Respiratory Disease Management  
e. RSP 415 – Health Care Essentials  
f. RSP 420 – Neonatal/Pediatric Care  
g. RSP 425 – Respiratory Care Education  
h. RSP 430 – Advanced Cardiopulmonary Pathophysiology & Diagnostics  
i. RSP 440 – Evidence Based Practice & Research in Respiratory Care  
j. RSP 445 – Respiratory Care Seminar  
k. RSP 455 – Clinical Practicum I  
l. RSP 457 – Clinical Practicum II

Motion passed unanimously
2. **Motion to approve New Course Proposal (Dec. 11)**
   a. WLL 108 – Technology and Language Learning
      
      Motion passed unanimously

3. **Motion to approve Revised Course Proposals (Dec. 11)**
   a. ENG 307
   b. ENV 491 – Seminar in Environmental and Marine Studies
   c. HIS 227 – Colonial Latin America
   d. HIS 228 – Modern Latin America
   e. MAR 491 – Seminar in Environmental and Marine Studies
   f. MUS 303 – The Classic Era
      
      Motion passed unanimously

4. **Motion to approve LEP Existing Course and Expedited Proposals for minor changes (Dec. 11)**
   a. EDU 322 – Family, School, and Community Partnerships
   b. Earth Science (non-majors)
   c. BA English 1
   d. BS English 2
   e. BS Public Health
      
      Motion passed unanimously

5. **Motion to approve Revised Program Proposals and Departmental Minor Proposal (Dec. 11)**
   a. BA English
   b. BS Public Health (11/18/14)
   c. Public Health MINOR
   d. Public Health MINOR in Wellness
      
      Motion passed unanimously

6. NMC minutes for December 11, 2014 were received.

7. **Motion to approve Revised Course Proposals (Jan. 15)**
   a. ACC 200 - Principles of Financial Accounting
   b. ACC 202 Fundamental Financial Accounting
   c. ACC 220 Managerial Accounting for Accounting Majors
   d. BIO 233 - General Microbiology
   e. REC 207 – Adapting Recreational Games & Activities
   f. REC 356 – Recreation Marketing and Sales
   g. REC 455 – Organization & Administration of Community
   h. SOC 334 – Probation, Parole, Pardon
   i. SOC 338 – Juvenile Delinquency
   j. SOC 350 – Drugs and Society - clarification received
   k. SOC 362 – Criminology
   l. SOC 366 – Penology
   m. SOC 367 – Criminal Justice and Cultural Pluralism
   n. SOC 368 – Sociology of Law
o. CHE 370 - Physical Chemistry I
p. EXS 352 - Individual and Dual Skills and Sports
q. EXS 400 - Group and Team Activities, Sports, and Tactics
r. MAT 494 – Student Teaching

Motion passed unanimously

8. Motion to approve New Course Proposals (Jan. 15)
   a. EXS 412 Medical Documentation - clarification received
   b. WMS 311 – Who Built America? 1500-1928 - clarification received
   c. WMS 314 – Who Built America? 1929-present - clarification received

Motion passed unanimously

9. Motion to approve Revised Program Proposals (Jan. 15)
   a. BS-Business-Business Economics
   b. BS-Business-Finance
   c. BS Sociology_CONC_Criminology and Criminal Justice

Motion passed unanimously

10. Motion to approve Expedited Proposals for Minor Changes
    a. ECP – Rec & Leisure Studies

Motion passed unanimously

11. NMC minutes for January 15, 2015 were received.

B. UWIC – University Wide Impact Committee
   1. Motion to approve Programs (Dec. 11)
      a. Respiratory Care AS-to-BSRT Program (Exercise Science)
      b. Renaissance Studies Minor (Interdisciplinary)
      c. Urban Affairs Minor - Revised and Resubmitted

Motion passed unanimously

2. UWIC minutes for December 11, 2014 were received.

3. Motion to approve Programs (Jan. 11)
   a. Minor in Medical Spanish for Health and Human Service Professionals

Motion passed unanimously

4. UWIC minutes for January 15, 2015 were received.

C. PRAC – Program Review and Assessment Committee
   1. PRAC minutes were received.

D. WACC – Writing Across the Curriculum Committee
1. **Motion to approve W courses**
   a. CHE 490: Chemistry Research
   b. CHE 491: Chemistry Research
   c. Rosenblum, MGT 200: Managerial Communication
   d. Rosenblum, MGT 305, Organizational Behavior
   e. Roe, PHI 325: Bioethics of the Life Sciences
   f. McDonald, WMS 415: Contemporary Feminist Theory

   **Motion passed unanimously**

2. WACC minutes were received

   E. LEPC – Liberal Education Committee
      LEPC minutes were received.

V. Old Business – none

VI. New Business – LEP, Q&A and Commentary. Comments and suggestions included.

   LEP was created to be a regularly reviewed and improved program. This (4th year) is a good time to seek feedback and discuss changes.

   A. One member raised the issue of the drop in enrollment at SCSU and wondered if this is due to the LEP. She stated that the LEP has many more credits than our sister facilities and asked what steps the LEPC and UCF are taking to address this.

   1. It was reported that Provost Bergeron stated to the Faculty Leadership Committee that 15 students transferred to CCSU from SCSU in spring 2015, implying that the LEP is responsible for these transfers. No data as to why they transferred, however, were available. LEP may or may not be a factor. We do not have the data regarding how many students transferred from Central to Southern, however one member stated that she recently advised 4 transfers from Central.

   2. D. Weiss stated that in working on TAP she has been working closely with the other 4-year institutions and has gotten to know the other general education programs. With the exception of Charter Oak, the three sister facilities, ECSU, WCSU and CCSU have similar general education programs in terms of number of credits, rigor, etc.

   B. The issue of Southern’s World Language requirement was raised as being an outlier among the CSUs. Our Provost has expressed concern about this. The national trend appears to be moving away from ensuring foreign language competency in college-educated people. Another member stated that evidence indicates that learning a second language as an adult is not productive since the adult brain is not wired to easily achieve competence in a second language. At the other CSU institutions, students are able to waive their foreign language requirement if they have two (ECSU) or three years (CCSU, WCSU) of a high school foreign language; otherwise they must complete up through a level II of a foreign language as opposed to Southern’s
WLL level III. It was stated that CCSU is possibly revising its foreign language requirement to a more rigorous level. D. Weiss will clarify this.

C. Although enrollment decline coincides with implementation of the LEP, causality has not been demonstrated.

D. The issue of whether or not the LEP math and science requirements are too rigorous was raised. D. Weiss explained that TAP mandates a minimal level for all the ConnSCU institutions of 2 sciences (with a minimum of one lab) and math at the level of intermediate algebra or higher. Southern must comply with this.

E. While much of the discussion emphasis has been on transfer students, the issue of why students are not choosing Southern as freshmen was raised. It was also stressed that it appears that discussions at the University are often unsubstantiated by objective data and this must be done if informed decisions are going to be made. Also, the University must have a commitment to hiring full-time faculty who will teach first-year students in order to create bonds between students and faculty who are here permanently and fully dedicated to SCSU.

F. Data from the other 4-year institutions for fall 2014 (anecdotal):
   1. Eastern: Enrollment increased
   2. Western: Enrollment flat
   3. Central: Enrollment up

G. In choosing LEP classes, students cannot always get the subject that they want. Students do not want to take courses in subject areas they perceive as weak areas for their own abilities. The issue of difficulty being able to register for courses that students want to take was a common theme raised during the discussion. It was pointed out that this is a resource issue not a curricular one. When students are unable to "get into the courses they want," it is because we are strapped for money and faculty. Administration must be committed to funding the LEP if it is to be successful. We need to be clear about why this is a good program. SCSU has a two million dollar budget, but the administration chooses to spend the money in other areas. Students will get lost in super sections without recitation sections.

H. One dean said that academic advising and students love super sections because it means they can get the courses they need to graduate. The UCF advising representative was asked to comment on this. She stated that from the standpoint of being able to get a student into a section, especially at a late date, the super sections are helpful since they typically have openings. She stressed, however, that this does not reflect that it is necessarily the choice of the student to be in a large class or the advisor to place the student in a large class, but rather availability of the class. If a smaller class were available, advising would also be happy with that option.

I. We should have waiting lists for courses. CCSU has this option in Banner so it appears that we should be able to offer it as well.

J. One member inquired as to why there are no EDU courses offered as part of LEP? —H. Marx stated that there are actually four EDU courses available in the LEP.
K. There is external pressure to increase the flexibility of LEP even while enforcing the 120-credit limit and protecting free electives. What can we do to make it more flexible—or make it seem more flexible to students?

L. One of the UCF student representatives stated that a friend of his who started at Southern this spring as a transfer student was advised incorrectly and placed in preparatory English although she had over 600 on her verbal SAT. He informed her that she should be in a higher level. After questioning this issue with academic advising, she was placed in the higher level English class.

M. One UCF student representative, a freshman, stated, “My degree evaluation says I’ll be here 5 years.” Our Registrar’s Office representatives explained that this appears in all of the Banner Degree Evals probably required to be stated for financial aid reasons. The student was obviously distressed and confused by this thinking it would take him 5 years to complete his degree instead of 4.

N. Students generally do not understand the objectives/purpose of the LEP while general education is perceived as something to “get out of the way” or an obstacle” to completing the major. We need to be ambassadors for the LEP. In Tiers 2 and 3 courses, where competencies are being reinforced, the instructors need to know what they are reinforcing and make sure this is part of the course. Students need to see the process happening.

O. Please email Wes O’Brien with additional comments, critiques, and questions about the LEP.

VII. Adjournment - The meeting was adjourned at 10:50 am.

Minutes respectfully submitted by Elena Grossman
Notifications Management Committee
January 29, 2015
MINUTES

Present: Corey Hannah (Co-Chair); Helen Marx (Co-Chair); Mary Jo Archambault; Marty Hartog; David Chevan; Christine Dombrowski; M. Hossain; Cheryl Resha; Lisa Lancor; Mike Knell; Gregory Robbins; Jennifer Ruggiero; Meredith Sinclair; John Sullivan; Sophia Myers (UCF secretary)
Absent: Jeremy Chandler; Yunseon Choi; Clara Kim; Michael Nizhnikov; Eric West

Call to Order: 9:35am

New Course Proposals
MUS 315 - Jazz History Since 1945
   Motion to approve: (M. Knell, 2nd C. Hannah)
   Vote: 13-0-0

Revised Course Proposals
THR 131 - Principles of Theatrical Design **
   Motion to approve: (H. Marx, 2nd M. Archambault)
   Vote: 12-0-0

HIS 245 - History of Africa
   Motion to revise and resubmit: (M. Archambault, 2nd J. Sullivan)
   Vote: 13-0-1

HIS 494 - Student Teaching – History
   Motion to approve: (C. Hannah, 2nd J. Sullivan)
   Vote: 13-0-0

EXS 380 - Sport Psychology
   Motion to approve: (L. Lancor, 2nd J. Sullivan)
   Vote: 13-0-0

REC 220 - Inclusive Recreation **
   Motion to approve: (J. Sullivan, 2nd D. Chevan)
   Vote: 13-0-0

REC 241 - Outdoor Adventure Leadership **
   Motion to approve: (M. Archambault, 2nd J. Sullivan)
   Vote: 13-0-0

ART 236 - Ceramics 1 **
   Motion to revise and resubmit: (J. Sullivan, 2nd M. Hartog)
   Vote: 13-0-0
Revised Program Proposals
BS HIS Secondary Education_CONC_7-12 Certification
  Motion to approve: (J. Ruggiero, 2nd M. Sinclair)
  Vote: 13-0-0

BS Math Secondary Education #1
BS Math Secondary Education #2
  Motion to approve pending notification to affected departments: (H. Marx, 2nd C. Hannah)
  Vote: 13-0-0

BS Chemistry/ Biochemistry
BA Chemistry/ General
  Motion to approve pending clarification: (J. Ruggiero, C. Hannah)
  Vote: 13-0-0

BS/MA – History_CONC_7-12 Certification Plus
  Motion to approve: (J. Ruggiero, 2nd M. Sinclair)
  Vote: 13-0-0

Expedited Proposals for Minor Changes
BS Computer Science_CONC_CS & CIS
  Motion to approve: (D. Chevan, 2nd J. Ruggiero)
  Vote: 13-0-0

Departmental Minor Proposals
Science Education and Environmental Studies/Marine Studies
Science Education and Environmental Studies/Environmental Studies
  Motion to approve: (C. Hannah, 2nd C. Dombrowski)
  Vote: 13-0-0

I. Adjournment

** Classified as LEP courses
University-Wide Impact Committee

Minutes 01/29/15


Guest: Provost Bergeron, Frank Bevivo, Ellen Durnin, Kevin Feeney, Janet Phillips, Deb Weiss,

I. Call to Order  The meeting was called to order at 9:40 am (quorum reached).

II. Old Business

Request from Accounting to Reduce the Number of Required Free Elective Credits to 6:
Background: UCF approved this Revised Program Proposal this fall along with the other BUS RPP’s. Marianne told Liz that she would not approve the RPP as it stands now because it is over 120 credits and she wants it to be at 120 now.

The Accounting Department discussed how the four major accounting firms in Connecticut require applicants to have 150 credits, since one must have 150 credits in order to take the CPA exam.

Members of UWIC were concerned that we would be opening Pandora’s box, allowing departments to reduce the number of free electives in order to add more major classes. There was also the request that all majors be transparent on what is required of their majors and to not hide credits.

MOTION: Reduce the number of free electives from 12 to 6 for students pursuing a B.S. Business degree with an Accounting concentration.
(L. Bower-Phipps, 2nd Karen Cummings; 13 – 1 – 1)

III. New Business

A. New Minor Proposal: Exercise Science (Coaching)
Motion to Approve with Minor Revisions: S. Grace, 2nd D. Fairchild (15–0–0)

B. New Minor Proposal: Exercise Science (Sports Studies)
Motion to Table: S. Grace, 2nd B. Rowe (15–0–0)

Grade Replacement Policy Update: Deb Weiss has asked David Pettigrew (Chair of Academic Policy Committee) to have APC consider making Grade Replacements automatic. If a student does NOT want a grade replaced, they will have to fill out a form.
PRAC minutes for 1/29/2015

More of an update than a meeting:

Honors College’s self-study is now due December 2015.

I met with members of the Philosophy Dept. Tuesday 1/20; Recreation & Leisure’s external reviewer Friday 1/23; and will be meeting with Sociology’s external reviewer Wednesday 2/4.

Sharon Misasi, Michael Ben-Avie, and I have been discussing data gathering for IDS (specifically how many IDS students will be asked to provide an essay).

Michael Ben-Avie and I discussed the schedule of the alumni surveys his office creates based on learning outcomes provided by departments. We went over the departments/programs coming up in the next couple of years and who to contact.

The School of Business would like to submit one school-wide report rather than 4 program reports. I've emailed Dean Durnin and Steven Smith, who's the assessment coordinator, to explore the idea further.

PRAC will convene 2/12 to discuss Recreation & Leisure’s report and meet with representatives of the department.

Submitted by

S. Clerc
Southern Connecticut State University
Writing Across the Curriculum Committee

WACC did not meet
Liberal Education Program Committee Meeting

Thursday, January 29, 2015

9:35 – 10:50 – ASC 308

Meeting Minutes

Present: Polly Beals (chair), Siham Doughman, Kim Laing, Frank LaDore, Yilma Gebremariam, Beena Acchpal, Cindy Simoneau, Wendy Hardenberg (recording), Nicole Henderson, Mike Shea, Wes O’Brien, Joe Fields, Dave Petroski, Deb Weiss

Call to Order: 9:37 a.m.

Announcements
  • ConnSCU system-wide conference on April 10th sponsored by BOR-FAC. Held at Manchester Community College (8:30 a.m. to 3 p.m.)

Committee and Ad Hoc reports
  • LEP Director Wes O’Brien: report on UCF discussion of LEP 1-22-15
    • Called a meeting of Tier 3 instructors to discuss assessment, to take place on Feb. 5 (1:30-3 p.m.)
    • Has been meeting with Elizabeth Kalbfleisch to develop a rubric with which to assess reinforcement of CT and WC together in Tier 2 courses.
      1. Plan to use combination of TAP and AAC&U rubrics
      2. Would be administered to students at the end of their sophomore year who have completed at least 5 Tier 2 courses
  • Natural World Affinity Group unhappy about lack of hard number of hours for lab component
    1. Karen Cummings (new coordinator) may come sit in on an LEPC meeting to discuss it

  • WAC Report – if any
    • No report

Old Business
  • Review of draft document mapping LEP Key Elements to TAP competencies (attachment)
    • Tabled for now
New Business

- Reactions to UCF discussion of LEP at Year 4 (from its 1-22-15 meeting)
  - Need to continue working on presentation of the philosophy of the LEP to first-year students. Frank LaDore, Nicole Henderson and others active in FYE shared their insights.
    1. One suggestion is to move toward an active learning model to teach students about the LEP, such as making their own four-year plan, and creating better visual information.
    2. Solicit more student input on effective communications.
    3. The Central Office has purchased DegreeWorks which should greatly improve communication for students and advisors.
- LEP Review – Given that we are now 4 years into the LEP program, the LEPC is at a point where review of the program is important
  - In response to our meeting with Provost and Deans
    1. Perhaps time to consider if the size of the LEP is a barrier to enrollment and graduation.
    2. Academic leaders see LEP Multilingual Communication as being more demanding when compared to other public institutions in CT.
  - Before we make any decisions (or even discuss much at all), bring WLL to meeting.

- Proposal from Deb Weiss for a Gateway CC/SCSU transfer for Liberal Arts and Sciences (LAS)
  1. Gateway’s LAS program graduated about 165 students last year and currently has about 760 students in the program.
  2. Research has demonstrated that students who complete an Associates degree have a higher graduation rate at the 4-year institutions than transfer students without the degree.
  3. Would we like to consider that an LAS degree holder from Gateway would be exempt from the LEP with the exception of MC? Or exempt except for Tier 3?

- Adjournment: 10:50 a.m.

Respectfully submitted by Wendy Hardenberg