Undergraduate Curriculum Forum
MINUTES
Adanti Student Center, Room 301A
Thursday, August 30, 2012


VII. The meeting was called to order at 9:38 a.m.
   ▪ Quorum (50% + 1) was reached at 9:43 a.m.

VIII. Introduction of UCF Members and Alternates

IX. Announcements
   a. No announcements

X. Approval of UCF minutes of May 10, 2012
   a. Minutes of May 10th tabled.

XI. Constitute the Standing Committees
   a. Overview of the following committees by committee chairs:
      i. NPIC
      ii. NMC
      iii. PRAC
      iv. UWIC
   b. The following are appointed committees, so overview provided but no constitution:
      i. WACC
      ii. LEPC

XII. Selection of Standing Committees by Representatives
   a. Members and alternates will have access to the “O”-drive for UCF for access to materials for standing committees, such as proposals. Once permission is entered for each member/alternate the O-drive will appear as an accessible folder in the menu of options.

XIII. New Business
   a. Accolades to Deb Weiss for her work with the Board of Regents and Heidi Lockwood for her work with transfer student orientation. Both dedicated a considerable amount of time and energy working throughout the summer on these activities.
   b. Set the agenda for fall 2012. Recommended topics:
i. Approval of Transfer and Articulation Policy.
ii. UWIC approval of AURs initially granted automatic and temporary approval.
iii. Working out kinks of working with the O-drive to share materials.
iv. Continued monitoring of technology issues. (e.g. Fall 2012 is the last semester for e-learning Vista and transition to Black Board 9; electronic catalog implementation)
v. W-course caps increased from 20-23 students last semester, and UCF wants to try to move them back to 20 students per section for W-courses. Similar issue for Tier 2 courses that require writing and critical thinking. There was an original understanding that these courses would have lower numbers of students enrolled in sections.
vi. Development of Tier 3 courses
vii. NEASC report recommendations that involve curricular issues should be addressed by UCF.
viii. Credits per major/program required for graduation.
ix. Titles for independent studies; need for a title (other than “independent study”) to show on official transcripts.
x. Impact of faculty not being allowed to use certain IT systems and programs to support their work.
xii. Schedule of courses – SCSU needs more variability through a strategic organization – MW/TR/SS offerings to meet students’ needs. Suggestion to share this idea with the Faculty Leadership Council.

Meeting adjourned at 10:41 a.m.

These minutes are respectfully submitted by Michele Vancour.