

I. The meeting was called to order at 9:39 a.m.
   ▪ Quorum (50% + 1) was reached at 9:39 a.m.

II. Announcements
   a. The Nursing Department is conducting a survey on Academic Integrity which addresses student cheating.

III. Approval of UCF minutes of February 7, 2013
   a. Motion to approve minutes of February 7th with one correction Item iii under NMC - Heidi reported about the tracker not functioning. Motion approved unanimously.

IV. Standing Committee Reports
   a. NMC
      i. New email account nmc@southernct.edu created for conversations regarding proposals
      ii. Discussion of 2/14 meeting
         1. Motions to approve the following proposals:
            1) New Course Proposals
               ▪ PSC 240 Introduction to Political Thought
               ▪ SOC 344 Medical Sociology
            2) Revised Course Proposals
               ▪ GEO 205 Economic Geography I
               ▪ GEO 490 Seminar in Geographic Thought
               Motion: approved unanimously
               i. Minutes of the 2/14 meeting received
   b. WACC
      i. No meeting because access to the WACC account is disabled and K. Burke is waiting on a work order to be completed.
         1. Writing Contests announcements will be forthcoming
         2. H. Lockwood asked that WACC evaluate existing W-course approvals (sunset courses). K. Burke will add this to the agenda.
c. PRAC
   i. No meeting

d. UWIC
   i. Discussion of 2/14 meeting
      1. **Motion** to approve the following LEP courses:
         1) EXS 403 Tier 3
         2) GEO 315 Tier 3
         3) EDU 311 Tier 3
         4) MUS 330 Tier 3
         5) HIS 100 Tier 2 TP
         6) HIS 101 Tier 2 TP
      2. H. Lockwood asked if the aforementioned Tier 3 proposed courses will be offered in the fall. L. Keenan believes all four will.
      3. P. Kalbaugh asked about restrictions on these Tier 3 courses. L. Keenan believes EDU 311 is restricted to education majors and EXS 403 is restricted to exercise science majors; MUS 330 restricted to any student who can play an instrument; GEO 315 opened to all students.
         
         **Motion:** approved unanimously

      4. Tier 3 deadline for expedited review is in early March.
      5. Capstone projects still being sought and issues need to be clarified as we go along. M. Hartog understands that M. Kennedy would like to see a wedding between LEP capstones and major capstones to show true integration through the educational offerings.
      6. Expedited Tier 3 proposals go to P. Beals first. Subject line should say “Tier 3 proposal for fall 2013 – Urgent”. The regular Tier 3 form goes directly to Sophia Myers.
      7. Currently we do not know how many Tier 3 courses we will have. The number of seats is critical. We will need approximately 1350 plus transfer student seats.
   ii. Minutes of the 2/14 received

e. NPIC
   i. No meeting
   ii. Reality of timeline for Special Topics (SP) – schedules are turned in by department chairs a year prior to offering a SP course. Scheduling holds a slot for the courses pending approval from NPIC. More and more SP courses have been offered over time. However, at this point in the year, it is expected that proposals are coming in late compared to previous years. If this is not true then we will have an 80% drop in SP offerings compared to previous years. If this is true, proposals will not be approved for offering next spring. G. Adams will reach out to departments that typically rely heavily on SP course offerings.

f. LEPC
   i. Discussion of 2/13 meeting
1. No motions at this time, but conversations included: number of credits/lab time for NW 1&2; how capstones are understood; assessment issues for LEP.

2. K. Skoczen questioned the authority of affinity groups – where does their power come from for making decisions over Tiers. There is concern over decision to add labs to Natural World (NW) Tier 2 courses. We moved away from AUR but now it seems we are moving toward certain aspects of AUR under LEP. L. Keenan believes affinity groups will discuss areas of knowledge, and affinity groups vote to recommend policy. NW Group is planning to recommend policy, but it’s still under discussion. Question about prerequisites to these NW courses; there is no answer at this time. P. Kalbaugh suggested that Tier 2 be less major driven and more open, and that Tier 3 courses require lab time instead. M. Hartog recommended we wait for the proposal to come to UCF for further discussion.

ii. Minutes of the 2/13 meeting received.

V. IT issues: H. Lockwood and S. Graves shared a PowerPoint presentation on IT policies, which will be made available on the UCF website. Currently there are three policies: Acceptable and Responsible Use of Information Technology (IT 001); Electronic Communication Process (IT 002); Information Security (IT 003)

a. Acceptable and Responsible Use of Information Technology
   i. Approved Oct. 18, 2012 and must be implemented by July 1, 2013 – time to work on this and speak up regarding concerns
   ii. Problems with this policy: inconsistent language (i.e., personal use not allowed and then allowed with provisions); violates AAUP contract, IRB requirements, and student confidentiality – FERPA issues (i.e., monitor and log activities of all users without notice/consent – what happens with data collected and confidentiality issues of this research data); policy fails to respect principles of shared governance (exceptions may be requested but there is no process for appeal) – penalty is removing/blocking user, and no provision of notification.

b. Electronic Communication Process
   i. Appropriate use of communication; approved Oct. 18 and must be implemented by July 1, 2013
   ii. Policy is unrealistic (cannot use unofficial email accounts unless approved by official ConnSCU authority which is undefined); violation of CT state law (employers need to notify employees that ARE being monitored and the manner and which they are monitored) – statute doesn’t allow monitoring non-employees (students); contravenes academic freedom (selectively and secretly monitor and punish employees – impacting academic freedom)

c. Information Security
   i. Protect integrity and security of ConnSCU networks, servers and data; released a month ago and under review
   ii. Relates to flash drives – 17 page policy (extensive compared to others) – “data owner” any data passed through ConnSCU network perceived as data of ConnSCU – ambiguous – cannot install software not supported by
IT – restricting software and media – no discussion of repercussions for non-compliance in the policy

d. AAUP meeting on Dec. 14th with BOR, representatives from HR, Wendy Chang, Vijay Nair (AAUP CSU), Mike Shea (AAUP SCSU), SCSU Reps (H. Lockwood and D. Petrosky), and reps from other CSUs
  i. Discussed email forwarding
  ii. Invited proposal with revisions to first two policies

e. Jan 18th meeting (Heidi and Scott)
  i. Wendy distanced herself from IT policy Committee – she made agreements and suggested that the presidents on each campuses oversee the CIOs (chief information officers). The role of CIOs will be important to how policies are realized.
  ii. Next meeting on March 15th

f. P. Kalbaugh questioned K. Spelke about plans for supporting pedagogy with technology needs as we work through this. K. Spelke replied that these “policies” are a work-in-progress. BOR has created an IT Oversight Committee chaired by D’Onofrio and involves CIOs. SCSU IT is interested in moving to a collaborative model. Since initial approval, IT 001 and 002 were modified. However, W. Chang suggested to him that presidents of campus and designees would interpret. However, policies are not made for interpretation but enforcement. Clarification is essential.

Meeting adjourned at 10:55 a.m. These minutes are respectfully submitted by M. Vancour.