Undergraduate Curriculum Forum
MINUTES
Adanti Student Center, Room 301A
Thursday, April 25, 2013


I. The meeting was called to order at 9:35 a.m.
   ▪ Quorum (50% + 1) was reached at 9:38 a.m.

II. Announcements
   a. WACC and Deborah Carroll sponsored this meeting’s refreshment. Deb Carroll welcomed Astrid Eich-Krohm and they explained that there were 27 valid applicants for contest; assignments came from W-courses and were reviewed by WACC using a rubric. The winners were: Sarah Greene (1st place) – Mackenzie Hulbert (2nd place) – Kacey Damiano (3rd place) – Madison Sherman (honorable mention). Dean Durwin congratulated the winners on behalf of the Provost. Barnes & Noble were thanked for donation of gift cards for the winners.

III. Amended agenda to move UCF Chair election to this point. Elizabeth Keenan was the only nominee. Unanimous vote approved in favor of Elizabeth Keenan as the incoming UCF chair.

IV. Approval of UCF minutes of April 11, 2013
   a. Motion to approve minutes of April 11th with corrections of spellings of Marianne Kennedy’s first name and Cathy Simoneau’s last name. Motion approved unanimously.

V. Standing Committee Reports
   a. NMC
      i. Discussion of 4/18 meeting
         1. Motions to approve the following proposals:
            1) New Course Proposals
               ▪ REC 355 Ethics in Sports Management
               ▪ EDU 106 New Literacies: Digital Text & Tools for Learning
               ▪ HON 492 Honors College Capstone: Prospectus
               ▪ HON 492 Honors College Capstone: Thesis
               ▪ NUR 425 Palliative and End-of-Life Care Colloquium
            2) Revised Course Proposals
• REC 331 Programming Therapeutic Recreation Services
• MAT 106 Mathematics in Elementary Education II
• PHI 120 Ethics
• JPN 210 Japanese IV
- PSC 110 U.S. Government
- PSC 130 International Relations
- PSC 300 Governments of Russia I: 1856-1953
- PSC 301 Governments of Russia II: 1953-present
- PSC 304 Politics of Japan and Asian Pacific Rimlands
- PSC 305 Political Economy of Development
- PSC 306 Politics of Asian Communist and Post-Communist States
- PSC 307 Middle East Politics
- PSC 308 Latin American Politics
- PSC 309 Politics in India and Pakistan
- PSC 310 Comparative Public Policy
- PSC 311 European Politics
- PSC 312 Media, Polls and American Politics
- PSC 314 Urban Politics
- PSC 315 Issues in U.S. Government
- PSC 316 U.S. Security Policy
- PSC 317 U.S. Latin American Relations
- PSC 318 African Politics and Culture in the 21st Century
- PSC 319 Congress and Presidency
- PSC 320 Gender and Politics
- PSC 321 The U.S. Legal System
- PSC 322 U.S. Political Parties and Elections
- PSC 325 U.S. Politics and Economic Policy
- PSC 326 Race and Ethnicity in American Politics
- PSC 328 State and Local Government
- PSC 329 Political Participation
- PSC 331 International Organization
- PSC 333 Latin American Security
- PSC 334 World Public Opinion
- PSC 335 Global Politics
- PSC 336 The U.S. in World Affairs
- PSC 337 International Law
- PSC 338 Contemporary World Politics
- PSC 339 Foreign Policy Analysis
- PSC 340 Political Thought I: Classical and Medieval Eras
- PSC 342 Political Thought II: Modern Era
- PSC 344 Political Thought III: Contemporary Era
- PSC 346 Marxism
- PSC 348 Western Political Thought
- PSC 350 Public Administration
- PSC 351 Analysis of Public Policy
- PSC 353 Congress and Public Policy
- PSC 354 Public Personnel Administration
- PSC 356 Politics and Administration in Connecticut
- PSC 357 Administrative Law
- PSC 360 Presidential Politics
- PSC 409 Ethnic Groups and Ethnic Conflict: An International Perspective
- PSC 417 Constitutional Law
- PSC 435 On War
- PSC 440 Intelligence

3) **Revised Program Proposals**
- BS Recreation and Leisure; concentration: Sports Management
- BS Computer Science; concentration: Computer Science: General
- BA Mathematics
- BS Political Science
- BS Political Science; concentration: Secondary Education
- BA Political Science

4) **Minor Revision Proposal**
- JST Judaic Studies

**Motions** (8 separate motions) approved unanimously

5) Corey Hannah and Margaret Das will continue as co-chairs of NMC
   i. Minutes of the 4/18 meeting received

b. **WACC**
   i. Discussion of 4/18 meeting
      1. **Motion** to approve the following W-course proposals:
         1) ENG 218 The American Experience in Literature – Ethnicity, Gender and Identity (Neverow)
         2) ENG 200 Intermediate Composition (Sorensen)
         3) IDS 110 Experiencing the Arts (Dubowchik)
         4) PHI 200 Problems in Philosophy (Holdreth-Reed)
         5) PSY 393 Experimental Methods (Stiver)
         6) WLL 398 Early Brazilian Civilizations (Quaglia)
      2. **Motion** approved unanimously
      3. K. Burke shared that WACC was trying get the student enrollment cap reduced from 23 to 20 in the W-courses
      4. Maria McDaniel will be the WACC Chair next AY.
5. Deb Carroll shared that WACC has a Graduate Assistant (1 full-time GA). An announcement will be in the next Writing Board newsletter to solicit proposals from faculty which would provide up to two faculty support for their courses.

6. Deb Carroll announced that writing portfolios are being explored further for students. She shared some Apps and on-line tools to facilitate portfolios.

ii. Minutes of the 4/18 meeting received

c. PRAC
   i. Discussion of 4/18 meeting
      1. **Motion**: PRAC recommends continuing approval of Communication Department.
         **Motion** approved unanimously
      2. **Motion 1**: Whereas programs and departments are actively engaged in serious and comprehensive program review and assessment, and
         Whereas a standing committee of the Undergraduate Curriculum Forum convenes specifically to review these programs’ assessment and to make recommendations for approval to UCF, and
         Whereas departments and programs are required to gather data on student measures and learning outcomes, and
         Whereas collecting said data is a burden on departments,
         Be it resolved that the university administration provide electronic portfolio software to collect learning outcome measures, that this software be available to students free of charge, that the content be customized by departments/programs, and that excellent IT support for faculty and students be supplied.
         **Motion** approved unanimously
      3. **Motion 2**: Whereas programs and departments are actively engaged in serious and comprehensive program review and assessment, and
         Whereas a standing committee of the Undergraduate Curriculum Forum convenes specifically to review these programs’ assessment and to make recommendations for approval to UCF, and
         Whereas the university already gathers much of the data required for some standards of the Academic Program Review document for the purpose of annual reviews,
         Be it resolved that the university administration, in consultation with the faculty, develop a template to import the data into a form for program review.
         **Motion** approved unanimously
4. **Motion**: The Steering Committee moves to suspend PRAC for the academic year 2013-2014.

   1) UCF members’ responses to this motion underscore the importance of PRAC as a full committee rather than as an ad-hoc committee. Response is that this motion comes from the place that reassigned time for the PRAC chair will not exist for AY 2013-2014. Suggestion arose to consider responsibilities of the ad-hoc committee and how the committee will be led. If much of the work, except assessment, will continue, how can it be justified that a full committee (and reassigned time) would not be provided in support. Ad-hoc committees do not sit on Steering Committee. This ad-hoc committee is intended only for the one year suspension of PRAC. Suggestion to rename the ad-hoc to support a defined task – review of the document – and not anything else similar to the PRAC.

   **Motion** approved with two abstentions

5. **Motion** The Steering Committee moves that an ad hoc committee composed of UCF members be formed at the first meeting of the fall 2013 semester. Members of this committee will fulfill their responsibility to serve on a Standing Committee as per the Constitution for the duration of the committee’s work. The committee will be charged to revise the Academic Program Review document.

   **Motion** approved with five abstentions

   ii. Minutes of the 4/18 meeting received

d. **UWIC**

   i. Discussion of 4/18 meeting

   1. **Motion** to approve the following LEP courses:

      1) PHY 103 T1 TF
      2) ART 264 T2 CD
      3) GEO 200 T2 CE
      4) GEO 357 T3
      5) EDU 106 T1 TF
      6) PHI 220 T2 MB
      7) PSC 260 T2 AE
      8) PSC 270 T2 GA

   **Motion**: approved unanimously

   i. New UWIC Chair will be elected in the fall according to the UWIC bylaws.

   ii. Minutes of the 4/18 received

e. **NPIC**
i. Discussion of 4/18 meeting
   1. Special Topic Courses:
      1) JST/LIT 498 The Holocaust: Italian Perspectives
      2. Special Topics Notification Form updated for use
      3. New NPIC Chair will be announced in the fall.

ii. Minutes of the 4/18 meeting received

f. LEPC
   i. Discussion of 4/17 meeting
      1. Motion to approve changes made to the Affinity Group document. Among the changes is to add an Affinity Group for Tier 3 to create a forum of ideas around the assessment for Tier 3.
      Motion approved with one abstention
      2. LEPC discussed recommendation brought forward by Natural World Affinity Group and is seeking clarification around “significant lab experience”.

   ii. Minutes of the 4/17 meeting received.

VI. Old Business
   a. Addressed under item III above.

VII. New Business
   a. The Steering Committee members recognized Marty Hartog for his service and likewise Marty recognized each member of the steering committee.

Meeting adjourned at 10:51 a.m.
These minutes are respectfully submitted by M. Vancour.