I. Call to order
   The meeting was called to order and a quorum was reached at 9:40.

II. Guest, Dr. Chris Catching, Assistant Vice President for Student Affairs
   A. New this fall at Southern
   B. Responsible for various Academic Support units: DRC, SEOP, Academic Success Center, New Student and Sophomore Programs, collaborations with New Haven public schools.
   C. Background at Hofstra and Rutgers, with experience working with similar student support programs, including underrepresented students in STEM fields.
   D. Interested in supporting students in the classroom, looking for trouble areas, helping all students to succeed

III. Announcements
   A. Final Exams: Instructors with students taking exams at the DRC must give the DRC the exam at least 48 hours in advance so they can be prepared.
   B. Photo exhibition opening Thursday, November 9, 6:30–8:30 pm, 943 Dixwell Avenue
   C. Faculty are encouraged to speak to legislators about lack of funding for higher education. The universities are reducing course offerings due to lack of money. Please tell your legislator to allocate more money for higher ed.
   D. Students in hardship
      1. Edible Arrangements founder has given money for students in temporary financial hardship. Assistance up to $1000 (not tuition, but can apply to food, books, diapers, eyeglasses, etc.). If you know a student who may qualify, please forward short appeal to Lisa Lancor.
      2. There is also an AAA fund students can access
E.  Yesterday students mounted a moving protest on campus against police brutality.

IV. Approval of UCF minutes of November 13, 2014 – The minutes were approved without revisions.

V. Standing Committee Reports

A. NMC – Notifications Management Committee

1. Motion to approve Revised Course Proposals
   a. ENG 217 – Introduction to Literature
   b. ENG 218 – American Experience and Literature
   c. ENG 219 – Time and Place in Literature
   d. EXS 485 – Tests & Measurements
   e. JRN 135 – Journalism Technology
   f. PCH 242 – Introduction to Epidemiology
   g. PCH 359 – Environmental Health
   h. PCH 365 – Illness and Disease
   i. BIO 327 – Field Natural History
   j. NUR 351 – Nursing Research
   k. NUR 431 – The Childbearing Family

   Motion passed unanimously

2. Motion to approve Revised Program Proposals
   a. BS in Early Childhood
   b. BS in French
   c. BS in German
   d. BS in Italian
   e. BS in Spanish
   f. BS in History

   Motion passed unanimously

3. Motion to approve LEP Course Proposals
   a. LEP_GEO 260 – Population Geography **T2
   b. LEP_HIS 248 – American Constitution in Historical Perspective

   Motion passed unanimously

4. NMC minutes were received.

B. UWIC – University Wide Impact Committee

1. Motion to approve English Minor in Language, Literature, and Writing (updated)

   Motion passed unanimously

2. UWIC minutes were received.

C. PRAC – Program Review and Assessment Committee

   No report.

D. WACC – Writing Across the Curriculum Committee
1. **Motion to approve W courses**
   a. Pettigrew, JST 204: Introduction to Holocaust and Genocide Studies
   b. Wharton, PSC 475: Capstone Seminar

   **Motion passed unanimously**

2. Please encourage students to submit their writing to the writing competition in March.
3. Please encourage instructors of W courses to apply for a GA for next semester.
4. WACC minutes were received

E. **LEPC – Liberal Education Committee**

1. **Motion**: In order to ensure student success and retention, it is moved that Tier 2 super section classes (more than 40 students) be restricted to sophomore level students and above and that students be allowed to take no more than two super section classes to fulfill their Tier 2 requirements.

   Discussion focused on a number of issues including: is this a pedagogical response to an administrative problem, how to differentiate particular types of courses e.g., large lectures with small labs, how to allow for those supersection instructors who do well and choose to teach in this way, how to allow for first year students who do well to choose to enroll in these courses

   **Motion was tabled**

2. **Motion**: All super section classes will have accompanying recitation sections. Administration will provide the resources to accomplish this.

   **Motion was tabled**

VI. **Old Business - none**

VII. **New Business**

A. **Scott Graves, BOR Technology Updates**

   1. Reps from all 17 campuses participated in discussion of updating all the campuses equitably.
   2. Student-centered support for technology
   3. $20 million of which ~1 million will go to Southern
   4. Active learning space -
      Funds are not just for tech but for furniture as well
   5. Micro-grant process
      a. Each campus would propose a prototype classroom.
b. $80,000 prototype to try, fail, and learn from the process to be evaluated at end of spring

6. Mini-grants on each campus
   a. Faculty will work with CIO and deans on proposals to upgrade classrooms
   b. Tiered classroom upgrade structure
      i. T1: upgrades to existing
      ii. T2: 100k retrofit (proposal by faculty, approval on home campus)
      iii. T3: super high-tech teleconferencing capability - Southern already has the T3, so may be able to redirect more money toward tier 2 needs.

7. Want to leverage whatever smart devices the students bring into the classroom

B. Liz Keenan will be on sabbatical in Spring 2015. Deb Weiss will serve as interim UCF Chair.

VIII. Adjournment

The meeting was adjourned at 10:51 am.

Minutes respectfully submitted by Elena Grossman