Undergraduate Curriculum Forum
MINUTES
Adanti Student Center, Room 301A
Thursday, September 10, 2015


I. The meeting was called to order at 9:35. A quorum (50% + 1) was reached at 9:35.

II. Introduction of new members and alternates

III. Announcements

   a. Mike Shea announced the following exhibition: "Bearing Witness to the Lost History of an Armenian Family through the Lens of the Dildilian Brothers." This exhibition of photographs and text will be on display in the SCSU Lyman Center Lobby Gallery from Sept. 10 to Oct. 18. The images, from SCSU Philosophy Professor Armen Marsoobian's family collection, tell the story of his family against the backdrop of events that included a war that ravaged the world and a collapsing empire. There will be a reception on September 10 (5:00pm to 8:00pm) in the Lyman Center.

IV. Approval of UCF minutes of April 30, 2015
   a. The minutes were approved as written.

V. Introduction of Pilot Innovations and Standing Committees for AY 2015-2016:
   a. NMC – Notifications Management Committee
      Co-chairs: Meredith Sinclair and Corey Hannah
   b. UWIC – University Wide Impact Committee
      Co-chairs: Klay Kruczek and Kelly Stiver
c. PRAC – Program Review and Assessment Committee
   Chair (temporary): Jeff Webb will be the chair for the first meeting or so. They will then elect a chair at a later meeting.

d. LEPAC – Liberal Education Program Approval Committee
   This ad hoc committee will review LEP proposals (including new/revised course proposals associated with an LEP proposal) and the LEP forms in 2015-2016.
   Co-chairs: Deb Weiss and Cindy Simoneau

   Both of these co-chairs will have to take a leave of absence from LEPC. The LEPC by-laws will be followed to replace them: The UCF Steering Committee in consultation with the LEPC will identify and appoint members to serve during their absence. Liz Keenan, UCF Chair, will ensure that the name(s) of faculty members who ran but were not elected to serve in the at-large positions on LEPC during this recent university election be prioritized in this deliberation.

e. WACC – Writing Across the Curriculum Committee (elected membership)
   Chair: Deb Flynn

f. LEPC – Liberal Education Committee (elected membership)
   Chair: To be elected at the first meeting

g. *NPIC – New Programs and Innovations Committee (on hiatus during pilot)
   L. Keenan, UCF Chair will review and log special topics courses for the year.

VI. Selection of Standing committees by representatives and alternates

VII. New Business

a. WAC (Writing Across the Curriculum)
   Deb Carroll and Liz Kalbfleisch informed the UCF body they will be returning at the 9/24 meeting to present a Writing Program proposal. This proposal will be sent out ahead of time for review.

b. IDS representative vote – request has been received per UCF Constitution* from Dr. Sharon Misasi that the IDS Program have representation on UCF by its IDS Director, currently Dr. Jessica Kenty-Drane, and an alternate.
Motion: Allow IDS to have representation on UCF (unanimously approved)

Note: The IDS representative and alternate are determined by the IDS program, consistent with other department and program representation processes.

c. New minor selection form
   - L. Keenan encourages faculty to invite students to declare any minors they are pursuing and to keep copies of the minor declaration form to get a count of minors to use for advising and scheduling purposes.
   - Jen Ruggiero said Brio has a way to track the number of minors, but minors are not part of a degree evaluation yet. She will report about whether concentrations for IDS majors can be tracked in Brio.
   - The minor department chair will sign the form.
   - Any questions about the form should be sent to J. Ruggiero or L. Keenan.

d. TAP (Transfer Articulation Policy)
   D. Weiss, SCSU representative on TAP-FIRC (Framework Implementation and Review Committee), announced that TAP would go into effect in the community colleges in Fall 2016. As early as Spring 2017, we will see students who have completed this degree/package. She will be discussing this more at our next meeting on 9/24.

e. Advising
   Ilene Crawford, Interim Associate Vice President for Academic Affairs, announced that during the year, Provost Bergeron will be creating a workgroup and running workshops and other activities that focus on clarifying and improving advising across the university. Liz Keenan reported that Provost Bergeron has agreed to turn to the elected faculty bodies of UCF and Faculty Senate to identify some faculty members for the workgroup.

f. Initial UCF agenda for Fall, 2015
   L. Keenan briefly discussed some of the agenda items for the fall, including IDS course approval process, LEP issues, and the Writing Program proposal
   L. Keenan urged UCF members to communicate information back to departments and programs AND to bring program issues and concerns to the UCF Chair for consideration by the full body and/or a standing committee.

Adjournment at 10:50 a.m