

Guest: K. Burke, D. Carrol

I. Call to order
   Called to order at 9:35 am. A quorum (50% + 1) was reached 9:35 am

II. Announcements
   a. There is a current LEPC vacancy for Education because Beena Achhpal is on sabbatical for Spring, 2016. The UCF Steering Committee, in consultation with the LEPC appoints replacements for temporary vacancies. Helen Marx from the education department has agree to fill the vacancy.
   b. UCF packet for this meeting includes four new slides on FYE assessment from Michael Ben-Avie as a follow-up to the December presentation.
   c. Jessie Gleason (from WLL) asked for interest in working on an English as a Second Language Institute proposal that needs go to the BOR on March 10th.

The proposed English as a Second Language (ESL) Institute at Southern seeks to provide preparatory ESL education to international students who would like to eventually seek admission to SCSU degree programs but who do not currently possess a level of English language ability to do so. The proposed ESL Institute will be coupled with an academic bridge program open to (a) international students who have successfully completed the ESL Institute and who matriculate as degree-seeking students, as well as to (b) enrolled heritage language students of languages other than English who are already enrolled at SCSU but who need additional language support. Faculty members from departments with special interest in the proposed ESL Institute are encouraged to contact Dr. Jesse Gleason (gleasonj8@southernct.edu / 203-392-8012) with details about how their programs may benefit from this initiative.
d. New members of UCF introduced. They are representing various departments including Mathematics, Management Information Systems, Anthropology, Student Government, Public Health, and IDS.
e. Mary Jo Archambault successfully defended dissertation yesterday.
f. Wear red today in support of negotiations – legislative day will be in early February. March 1st is deadline for arbitration. Please read updates in Table Talks sent electronically to all faculty.

III. Approval of UCF minutes of December 10, 2016

A. Minutes approved

IV. Standing Committee Reports
   A. NMC – Notifications Management Committee

1. **Motion to approve Revised Course Proposals**
   - BIO 220 - Genetics
   - PCH 440 - Food Hygiene
   - PCH 441 - Water Supply and Waste Water Management
   - PSY 210 - Infant and Child Development
   - PSY 259 – Statistics in Psychology
   - PSY 215 - Adolescent Development
   - PSY 219 - Lifespan Development
   - PSY 300 – The Psychology Major: Curriculum and Careers
   - EXS 283 – Clinical Anatomy and Kinesiology
   - EXS 328 – Orthopedic Appliances and Advance Taping
   - EXS 403 – Athletic Training Clinical Practice VI – Capstone
   - ENG 494: Student Teaching - English
   - SOC 370: Methods of Social Research
   - SOC 380: Foundations of Social Theory

   **Motion Approved Unanimously**

2. **Motion to Approve New Course Proposals**
   - BIO 325 - Immunology and Infection
   - BIO 393 – Introduction to Bioinformatics
   - BIO 491 – Seminar in Biotechnology

   **Motion approved unanimously**

3. **Motion to Approve Departmental Minor Revision Proposals**
General PSY Minor  
Motion approved unanimously

4. Motion to Approve Revised Program Proposals  
BS Physics: Concentration General  
BS Physics: Concentration Engineering  
BA Physics  
BS Psychology  
BS Psychology; Concentration – Mental Health  
BA Psychology; Concentration – General  
BA French  
BA Biology  
BS Biology  
BS Biology; Concentration 7-12 Certification  
BS Physics; Concentration 7-12 Certification  
BA Italian  
BS English_CONC_Secondary Education  
BA English_CONC_Literature  
BS/BA Sociology  
BS Earth Science_CONC_Teaching Cert. 7-12  

Motion approved unanimously

5. Motion to Approve Expedited Proposal for Minor Changes  
EEP BS Biology #1  
*Bio 102  
EEP BS Biology #2  
*Bio 103  

Motion approved unanimously

Minutes of December 17, 2015, January 21, 2016 and January 26, 2016 (electronic meeting) were received

B. LEPAC – LEP Approval Committee

Motion to approve LEP Course  
PHY 471, Capstone Experience in Physics (RCP) (T3)  
CSC 400 Computer Science Project Seminar (RCP) (T3)  
JST 303 The Israeli Short Story (New Course) (T3)  
MDS 320 Propaganda in the Media (Existing course – no revision) (T3)  
GEO 311 Geography of the US and Canada (Existing Course – no revision) (T3)  
THR 415 Dramatic Criticism (RCP) (T3)  
ENG 318 Writing for the Web (New Course) (T3)
Motion approved unanimously

Minutes of January 21, 2016 were received

C. UWIC – University Wide Impact Committee
   Motion to approve new concentrations/programs
   BS Biotechnology Major
   Psychological Sciences Minor
   BS/MS Athletic Training Program
   Motion approved unanimously
   Minutes of December 17, 2015 and January 21, 2016 were received

D. PRAC – Program Review and Assessment Committee
   Motion for conditional approval of Philosophy
   One condition includes a clear plan of which direct measures the program
   will implement; when/in which classes they will be implemented; and how
   data will be gathered and stored.
   Motion approved unanimously
   Other discussion: PRAC continues to work with Honors College and no
   motion at this time
   Minutes of December 11, 2015 and January 21, 2016 received

E. WACC – Writing Across the Curriculum Committee
   Motion to approve new W course proposals
   ENG 240 How to Write About Anything
   SED 375 Classroom management
   SED 449: School-based practicum
   Motion approved unanimously
   Minutes of January 21, 2016 (electronic meeting) received

F. LEPC – Liberal Education Program Committee
Discussion: In discussion on LEP reductions and committee will present options at the next full UCF meeting. Plan to have three UCF meetings to discuss.

Minutes from January 21, 2016 received

V. TAP Faculty Implementation Review Committee

No TAP report this month

VI. Special Topics Courses

IDS 398 IDS Internship (Spring 2016)
SCE 498 Teaching Science Seminar (Spring 2016)
PSC 398 Terrorism Extreme Politics (Fall 2016)

UCF Chair has logged these courses

VII. Old Business

Writing Center Director and Program Proposal – report from Dr. Ilene Crawford, Associate VP for Academic Affairs

Writing Center Director – Ilene reported that the university is close to making an appointment and making arrangements with the affected department for the position to begin in Fall 2016. Office of Academic Affairs is looking to find support for the current work with the peer leaders this spring. Details regarding resources (including articulating what existing WAC resources and tutoring resources will be assigned to this position), job responsibilities (including how the WAC Co-Director responsibilities and Writing Director responsibilities such as the tutor training of tutors for the Academic Success Center will be formulated into a workable position) and how coordination between Student Affairs and Academic Affairs will be articulated into a clear organizational structure. The Writing Center Director will have a two-year appointment, consistent with FYE, Faculty Development and Honors College directors.

WAC Co-Directors Debby Carroll and Karen Burke reported that their plan for the next three months will include continued WACC resources and faculty training, such as writing pedagogy and critical reading workshops and as well as consultation to departments considering the writing in the majors model. Debby and Karen will put energies into helping various departments over next three months - what are the department’s writing goals and where are they in curriculum. Departments should contact Debby or Karen to request consultation.
Deb Weiss asked if the university should go forward with the appointment of the Writing Center Director since it is not what UCF had requested. Responses from Debby Carroll and Ilene Crawford included the following issues: it is hard to know until we have that person appointed and the responsibilities are delineated; this is an attempt to fashion the best imperfect solution to the problem; this is an incremental step; the university administration is looking at ways to extend the position so it does not change every two years; there is a need to look at what other resources are needed; one very good result is the new position has moved from Student Affairs to Academic Affairs.

UCF members still feel extreme disappointment with the current plan. Members feel strongly that the director needs to be a tenure track faculty position with clearly designated resources. The Writing Center AND the WAC program need a dedicated person and not someone that changes every two years. Confusion continues as to why it was structured this way, especially if the English department voted to offer a tenure-track faculty line for this position.

**Motion to charge UCF Steering Committee to explore options that respond to the above concerns with the Writing Center Director position.**

**Motion approved unanimously.**

UCF also extended their gratitude to Dr. Crawford for her work on the Writing Center Director position and recognizes her advocacy in attempting to get the best outcome.

**VIII. New Business**

a. New question from membership regarding the Outcomes-Based Committee work at the CSU was raised and in particular a request to Dr. Crawford to bring the discussion back to the Cabinet to ensure SCSU leadership is at the table now that President Papazian is leaving. Dr. Kate Marsland from Psychology is representing SCSU. Dr. Crawford’s understanding is that the timelines are slowing down; however agrees that it is critical that the leadership is at the table. Liz urged UCF members to look at the Faculty Senate minutes of February 3 to see the report that Dr. Marsland made on this issue.

b. Liz thanked the standing committees for their work to meet February 1, 2016 curriculum proposal implementation deadlines.

c. Spring semester agenda:
   1. LEPC will be bringing several credit reduction options to UCF for deliberation to the next meeting on February 11. Tentative plan is
to devote three consecutive meetings over a 6 week-time period to deliberate. If possible, a vote on the options will be taken at the UCF meeting on March 10th, with a back up date of March 31st.
2. UCF Constitution needs to be revised to reflect the pilot curriculum proposal flow innovations in place over the past 18 months. The UCF Constitution must be further approved by the Faculty Senate, so the Constitution revisions will be brought forward right after spring break.
3. Other agenda items include completing the Multidisciplinary Course flow of proposals procedures and review of the Online Policy Committee policy. The Writing Program proposal tabled in Fall, 2015 will remain tabled until there is clarity regarding the Writing Director position, responsibilities, allocation of resources, and alignment into a clear organizational structure.
4. Electing a new UCF chair. Liz Keenan is completing her third year as chair and is ineligible to run again. Anyone who is interested in running for UCF Chair is encouraged to contact Liz Keenan.
   d. UCF extends deep appreciation to Dr. Bette Bergeron for her contributions to SCSU and particularly the undergraduate curriculum while serving as Provost and Vice President for Academic Affairs. A letter of gratitude will be sent by Liz Keenan.
   e. Request from Dr. Bill Farclas, Faculty Senate President, for UCF to vote on a motion to suspend the Provost search until a new President for the university is found.

Discussion from group was overwhelming in favor of suspending the Provost search and supports Faculty Senate letter to the President and to the BOR. UCF added a request that a search for a new President begin immediately.

Motion to approve the request to suspend the Provost search and begin the search for a new President immediately.

Motion approved unanimously.

Adjournment

The meeting was adjourned at 10:49 am.

Respectfully Submitted:

Cheryl Resha