UCF Meeting Minutes
9/28/17


Absent: V. Andrushko, H. Marx, E. West, Y. Liu, S. Bernard, J. Terpstra, R. Ranucci (At-Large), B. Cook (At-Large), E. Rhoades

I. Call to order
   Called to order at 9:38 am. A quorum (50% + 1) was reached at 9:38 am

II. Announcements
   b. University Forum for Fall will be on WWI and will include a Southern Graduate (Historian) as well as other speakers – November 9th from 9:30 am to 11 am at Lyman Center
   c. October is Disability Awareness Month and DCR will be hosting events.
   d. Reminder about Oct 2nd – P & T session with Provost; P & T session on Oct 6th for DEC members and chairs

III. Approval of UCF minutes of September 14, 2017
   A. Minutes approved unanimously

IV. Standing Committee Reports
   A. NMC – Notifications Management Committee
      1. Motion to approve New Course Proposals

         BIO 236 – Cell Biology
         NUR 250 – Health Care Has a Narrative

      Motion approved unanimously
2. **Revised Course Proposals**

   - ANT 442 – Advanced Forensic Anthropology
   - IDS 110 – Experiencing the Arts
   - MIS 365 – Systems Thinking for MIS
   - MIS 370 – Business Information Systems
   - MGT 240 – Legal Environment of Business
   - MGT 300 – Management and Organization
   - MGT 301 – Entrepreneurship/Sm Bus Dev
   - MGT 335 – Business Law
   - MGT 345 – Real Estate Law
   - MGT 405 – Employment Law
   - MGT 412 – Diagnosing Management Problems
   - MGT 430 – Mgt of Multinational Corps
   - MGT 450 – Business Policy and Strategy
   - MGT 460 – International Business

   **Motion approved unanimously**

3. **Revised Program Proposals**

   - BA Biology
   - BS Biology
   - BS Biology CONC_7-12
   - BSN Nursing #1
   - BSN Nursing #2

   **Motion approved unanimously**

4. **Departmental Minor Proposal**

   - Computer Science MINOR

   **Motion approved unanimously**

Minutes of September 21, 2017 were received

**B. WACC**

Motion to approve:

To petition the Faculty Senate for a revision to the all-university committees list which would, first, dissolve WACC as a stand-alone committee and, second, create a new subcommittee of the University Curriculum Forum to which WACC’s former responsibilities would be assigned.
Discussion:
Potential drawback for junior faculty who may not have opportunity to participate if department selections are limited to two for UCF.
New proposal would potential not allow for equal representation for all schools but overall the change is supported.
In favor- currently difficult to do curriculum things with general election. When the subcommittee is part of UCF it would be directly tied to curriculum issues.
Question if there was a particular reason WACC has not had enthusiastic participation; however, it was noted that it is not a WACC issue but in general participation in all committees is down.
In favor because UCF has plenty of people to populate the committee.
Another question from the body was if the committee change from general election to a subcommittee of UCF should be a pilot to allow for a return to the general election structure if it does not work out. Others in favor of this option too; however, if the general sense was that if it does not work as part of UCF, a new motion can be made at that time.

Jeff Webb called the question and seconded by Cindy Simoneau

**Motion approved with 41 in favor and 3 opposed**

Electronic meeting minutes for 9-21-17 were received.

C. UWIC

**Motion to approve:**

Exercise Science 3+2 Athletic Training program proposal.
American Studies Civic Leadership program.
PHI Science, Values, and Society minor.

**Motion approved unanimously**

*Discussion – about new programs and the status with DOE. The recommendation is to continue to move forward and any new program would go into pipeline for approval with DOE*

Minutes of September 21, 2017 were received

D. Ad Hoc Assessment Committee

Discussion: The ad hoc committee developed plan for meeting with the final six affinity groups this semester. Dates included in September 21, 2017 Ad Hoc Assessment Committee.
Other discussions included: The separation of LEP and PRAC assessments; Clarification on the issue was received and LEP will be treated as another Program Area.

Minutes of September 21, 2017 were received

E. LEPC – LEP Committee

Several areas of discussion; with the major discussions including class size and critical thinking as reported in September 21, 2017 minutes.

Jeff Webb to fill at-large position on LEPC which it will bring the committee to 8 after the election.

Minutes of September 21, 2017 were received.

F. Special Topics:
   1. PSY 398: Human and Non-Human Animal Communication
   2. PSY 398: Social Psychology of Stereotypes
   3. MGT 498: Mindful Leadership

UCF Chair has logged these courses

V. TAP Faculty Implementation Review Committee

The most current versions of the Pathways can be found at: http://www.ct.edu/initiatives/tap#pathways.
No new Pathways for approval

VI. Updates from LEP Co-Directors

Terri Bennett:
Email was sent to UCF this morning with clarification on WLL policy and 6 of 7 policy change as well as changing catalog year if needed. Terri has asked that this email be shared with all department members.

LEP faculty guide to be developed and will include changes.

Terri is also working on catalog pages that will need changes due to UCF changes.

Karen Cummings:
Four main areas:
1. Investigating comprehensive assessment plan for the writing – exposure, WACC, English, writing in other settings like Tier 2 and in program courses. There is a need data that is not redundant but useful.
2. Looking at the flow of data (learning outcome data) – who gets it, what is done with it, and how does administration review it.
3. Collecting portfolio information on small number of freshman students.
4. Looking at how to measure growth in critical thinking.

Question from membership on the focus of writing, i.e., argumentative essays. Karen Cummings responded that there is first a need to get a handle on what is being done and what is an appropriate time to assess; and then may be able to better address the direction of writing.

VII. Unfinished business – none

VIII. New Business

a. Motions from Steering Committee. The SC has unanimously approved the following motions:

i. Per commitment of the previous administration of Provost Selase Williams, the cap on class size for writing classes (W classes) is to be reduced to its original cap of no more than 20 students per class. The temporary increase in W class size to 23 was agreed upon by the UCF, however has not been returned to the original size as promised. The following plan is proposed to phase in this change: Decrease the maximum class size for W classes by one student each year until the 20-student maximum has been reached as follows:
   1. Spring 2018 – 22
   2. Fall 2018 – 21
   3. Fall 2019 - 20

Discussion –
Previous documentation should be included in the motion. A question was discussed regarding a need for more W courses as the cap goes down. Suggestions from members included a discussion with administration that it is not just a workload issue and that class size in W courses is linked to learning and retention. Academic Policy Committee is asking for a similar motion and there is documentation from 2009 that can be included.

Marybeth Fede called the question, seconded by Mike Shea

Motion approved unanimously

Motion:

ii. Follow the LEP Charter recommendations: Tier 1: Foundations, “In order to focus effectively on providing students with fundamental academic competencies, Tier 1 courses are generally capped at 20 students.”
Discussion: how do we know that 20 students is appropriate for all Tier 1? Should be tied to pedagogy and not a broad statement. Discussion ended due to time constraints.

Motion to table until next meeting by Mike Shea and seconded by Cindy Simoneau. **Motion to table unanimously approved.**

b. Guest: Provost Robert Prezant

Welcome by UCF membership

Opening Remarks:

Provost Prezant opened the conversation with a brief statement about his background and connections to writing courses. He offered the following areas for consideration/suggestions:

1. Consider development of new curriculum and emerging disciplines (just beginning to be on the radar)
2. Consider how UCF partners with graduate program? Are there opportunities for more 3 + 2 programs, etc.
3. Examine how UCF and Grad Council work with Provost Office?
4. How do we include experiential learning? It is the best type of learning from the literature – embed a little more deeply and become more vocal about what and how we are doing this.
5. Hot topic among his colleagues: Competency based education – (although Provost Prezant is not sure how he feels, it is an emerging issues). Some schools giving badges – does SCSU want to consider this track?
6. Finally, he is looking forward to working with UCF.

**Questions from Membership to Provost Prezant:**

Q: Provost had initially expressed that there have been many changes to the LEP and at this point, it should be left along for a while. Does he still support this view?
A: It was his initial thought but he needs to re-think, especially about differences between BS/BA programs. UWIC is currently investigating BS/BA and the Provost would like to connect with UWIC on this topic.

Deb W. offered some background information on credit heavy programs – rather than just looking at from BS/BA and free electives; the past free electives have mostly been through exemptions – such as Nursing, Education and Computer Science. UCF and UWIC hope is for more uniform approach.

Q: asked about the provisional status with DOE (technically Spring of 2019).
A: Response from Ilene Crawford that there has been steady progress, especially related to our attendance policy which is viewed thoughtful and rigorous and accurate. Education
Certification Preparation Programs – changes were made to pre-packet them as pre-MS and post-BA certifications (currently they are with DOE and hope to be in place for Fall 2018). There is no prohibition on sending programs forward (within the two petitions per year). At this point it appears that the approval of programs submitted is indicating that DOE believes we have capacity to meet requirements.

Q: concerned about billboards advertising University of Maine in New Haven. Do we now need to think that we are competing regionally?
A: CT may need to look at tuition reduction like other neighboring states.

Q: Asked for further discussion on competency – based education (CBE).
A: CBE gives credit for things such a ‘life experience.’ Questions SCSU will need to consider: Do we value real-life experiences? Are we willing to give credit for it? How is CBE being recognized and used? Is it a competency demonstration and criteria to get credit? All questions that will need to be considered. Suggestion to look at Charter Oak that is already doing competency based education.

Q: Suggesting looking at how we accommodate non-traditional students and scheduling?
Discussion ended due to time but look forward to future discussions between Provost and UCF.

IX. Adjournment
The meeting was adjourned at 10:50 am.
Respectfully Submitted:
Cheryl Resha