I. Call to order  
Called to order at 9:36 am. A quorum (50% + 1) was reached at 9:36 am

II. Announcements  
a. SCSU Annual Wheelchair Basketball Event (intramurals) on October 24th  
b. Alumni Arts Opening in Buley Library  
c. Social Justice Month – proposals extended to October 13, 2017 to submit events

III. Approval of UCF minutes of September 28, 2017
   Corrections:  
   Under UWIC – remove American Studies and PHI from Motion to Approve.

   Minutes approved unanimously with corrections

IV. Standing Committee Reports  
A. NMC – Notifications Management Committee  
   1. Motion to approve New Course Proposals  
      ILS 360 – Data Literacy and Presentation  
      ACL 200 – Civic Leadership in American Society **T2, SS, C&C

      Motion approved unanimously

   2. Revised Program Proposals  
      BS IMS  
      BS Earth Science
Motion approved unanimously

Minutes of October 5, 2017 were received

B. WACC - Writing Across Curriculum Committee
Motion to approve:
SMT 295: Evolution of Fantasy Sports & Sports Gambling

Motion approved unanimously

Electronic meeting minutes for October 5, 2017 were received.

C. UWIC – University-Wide Impact Committee

Motion to approve:
PHI Science, Values, and Society minor.

Motion approved unanimously

Continued discussion around SCCs and need for any by-law changes. Additionally, the committee is in discussion around BS/BA and free electives. Currently (this freshman class) – 75% of Freshman are using free electives for prereqs. Another 300 for English and another 300 in language; so some are using up to 12 credits. Getting more information from programs on whether or not they are credited strapped.

Committee also looking at the need to address “hidden” credits within the 120 program credits.

Minutes of October 5, 2017 were received

D. Ad Hoc Assessment Committee
Met with affinity groups: Creative Drive and Cultural Expression
Discussion around ways to use data meaningful to improve LEP course outcomes:
  Tier 1 – assess “core skills” – benchmarking
  Tier 2 – Assess student learning where there is a need for improvement.
  Within sections of same course: Assessment of certain elements agreed upon by all teaching the various sections (one to three outcomes).
  Some exceptions to “common elements” may be appropriate (if sections are very different).
  In Creative Drive it may be appropriate to measure student attitudes toward “creativity.”
Minutes of October 5, 2017 were received

E. LEPC – Liberal Education Program Committee

Motion made to approve change to the LEP document, page 8, as follows (changes indicated in italics):
Page 8: To ensure uniformity and rigor, in this tier, Written Communication, Quantitative Reasoning, and Multilingual Communication will be taught by the English, Mathematics, and World Languages and Literatures Departments respectively; exceptions shall be made only through approval by these respective departments.

Motion approved unanimously
Minutes of October 5, 2017 were received.

F. Special Topics:
   JRN 398 – Reporting and Writing about Science
   JRN 398 – Drone Journalism
   ART 398 – Emerging Media
   SED 498 – Global Studies in Special Education
   MKT 398 – Social Media Marketing

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.

none

VI. Updates from LEP Co-Directors – no reports

VII. Unfinished business

Motion from Steering Committee. The SC has unanimously approved the following motion:

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:
Speaking In favor
1. This is about sending our pedagogical values to the Provost. Since it comes directly from the LEP Charter, it is already stated, but has not been honored.

2. Faculty Senate also engaged in these conversations. However, based on a desire from new Provost to have a discussion, Senate motion was tabled and the Senate Executive Committee is working with Provost to discuss motion. Senate feels it is going in a productive manner (focused on INQ, CT and W).

3. In favor but caps can have an unintended consequence so there would be a need to ensure freshman students can get classes at optimal times. Large classes can also impact retention.

4. Student reps support the concept but their number one concern is cap consequences on scheduling and pushed back timelines if they can’t get the courses needed. It was also noted that it is hard for students to get into “W” now so what will happen with caps and getting into classes?

5. Important that UCF be on record to support the intent of UCF; some skill development courses need smaller classes. However, resources need to be redirected to support more classes and sections. In addition, it is important to note that there is a need for these skills amongst students to foster retention.

6. Belief that it would enhance student learning and require more courses; however, question is where are the funds to support this.

7. It is important for UCF to learn how many additional sections would be needed. Plan to ask for the numbers.

8. There is a need to advocate for issues and separate the resource issues from the pedagogical issues. Nothing different than is what currently exists in LEP document; and it is a statement from faculty that this is an important consideration.

**Speaking in favor of tabling discussion until after Provost and Senate discuss the issues**

9. Feeling that UCF should work with Senate – question if the UCF body should table and work with Senate on W courses.

10. Important to consider the consequences and in some cases, caps may not be needed.

11. Consider obtaining more data before a vote.

12. Another unintended consequence – fewer sections, not more, due to financial impact and lack of teachers.
Motion passed by majority

VIII. New Business

Guests – Nicholas Valsamis, Director of User Services (IT) and Trever Brolliar, Director of Academic Technologies (IT)

Technology Updates
1. Class renovations – ongoing (150 on the list and 50 have been updated). Renovations in collaboration with facilities and others. Class renovations are not technology only.
2. Help Desk will be able to fix classroom issues remotely.
3. Updates to labs need to be submitted jointly to facilities and the new L tech committee

Academic Technology Questions
4. What IT is doing to develop online courses?
   Currently five CDLC online course at the graduate level are being developed with funding in order to develop common course structure (shell). Goal is to have a shell that is consistent across school lines and student friendly. Request from members to have good samples of shells for online and hybrid courses.
   Suggestion to be sure all online/hybrid courses meets disability accommodation requirements.
   This work came out of 2014 Online Learning recommendations
   Reminder about how to teach an online course available through Karen Musmanno.

L Tech – governance committee – if technology impacts learning, proposals go through this new committee; both proposal phase and project phase. Cannot rely on IT for funding; deans and foundations find the funding for the proposals.
November 13, 2017 next meeting of the L Teach committee.

Questions about replacement laptops and how they are distributed is at the dean and administration level. No clear plan, in part, because of the way laptops are currently assigned and some faculty members may have more than one assigned to them. Goal is to replace the oldest first if needed.

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

Cheryl Resha