I. Announcements

   a. LEP Course Writing Workshop - April 6, 2018, noon - 2pm (ACS 309). Please spread the word!
   b. Annual Holocaust Remembrance Day on Monday April 9th in EN B121 A and B (1 to 2pm)
   c. Holocaust Exhibit in the library lobby. On Friday, April 13th (3 to 4 pm), there will be a talk about the exhibition
   d. April 6th in EN B121 Informational session on Sabbatical Leaves (1 to 1:55 pm)
   e. Undergraduate Research Forum Saturday April 14th 9 to 4 pm
   f. Sunday Discovery Day/Accepted Student Day, April 15
   g. Wednesday, April 11th, ESPN will be in MO room 205 to discuss their internship program,

II. Approval of UCF minutes of March 22, 2018
Corrections: Cheryl Resha, not absent
Minutes approved unanimously

III. Standing Committee Reports
   a. NMC – Notifications Management Committee

Old Business
Revised Course Proposals
THR 497 - Internship in Theatre Studies
NUR 459 - Leadership and Management in Contemporary
NUR 462 - Health Assessment for RN-BS Students

New Course Proposals
NUR 468 - Promoting Health and Wellness Across the Lifespan
NUR 469 - Informatics and Quality Improvement: Application to Nursing

Revised Program Proposals
BS - Nursing (for RNs)
BA Theatre

Motion to Approve unanimously
New business
New Course Proposals
JRN 211: Broadcast Sports Journalism
Motion to Approve unanimously

Revised Course Proposal
MDS 224 - Reading, Film: Form, Genre, Culture (T2/CE)
EDU 200: Teachers, Schools, and Society (T2 - existing)
EDU 206: Principles of Early Childhood Education (T2 - existing)
EDU 305: Beginning Readers
EDU 307: Children’s Literature and Literacy
EDU 308: Children’s Literature and Literacy: Early Childhood
EDU 309: Curriculum Design and Methods for Preschool
EDU 312: Integrated Curriculum in the Primary Classroom
EDU 316: Child Development and Psychology for Educators
EDU 317: Science Education in the Elementary School
EDU 319: Integrated Mathematics, Science, and Technology
EDU 322: Family, School, and Community Partnerships
EDU 325: Best Practices in Classroom Management
EDU 330: Social Studies in Elementary Schools
EDU 331: Positive Guidance and Culturally Responsive Pedagogy in Early Childhood
EDU 352: Early Childhood integrated curriculum and assessment
EDU 407: Developing Readers
EDU 413: Secondary Education
EDU 414: Applications of Child Development
EDU 415: Responsive Curriculum and Assessment
EDU 416: Leadership, Policy, and Professionalism in Early Childhood Education
EDU 424: Teaching Mathematics in Elementary School
EDU 456: Early Childhood Practicum and Seminar
EDU 471: Supporting English Learners for School Success
EDU 475: Supervised Fieldwork
Motion to Approve unanimously

Minutes of March 29, 2018 were received

b. WACC – Writing Across the Curriculum Committee

Motion to approve W proposals:
SPA 300 “Spanish Composition”, Weng

Motion to approve this course approved unanimously
Discussion: We then discussed proposed revisions to the WAC guidelines and the proposal forms. Liz will incorporate our suggestions into a new WAC guideline document and proposal form. These documents will be distributed to the committee before our next meeting and we plan to hold a vote on these new documents at that time.

Minutes of March 29, 2018 were received

c. UWIC – University Wide Impact Committee
See New Business.

Minutes of March 29, 2018 were received

d. Ad hoc Assessment Committee
Discussion on new program review guidelines presented by Rebecca Silady. See New Business and attached Program Review Document.

Minutes of March 8, 2018 were received.

e. LEPC – Liberal Education Program Committee

Discussed Bylaws which were approved by committee (see attached). These will be voted on at the next UCF meeting.

Discussion on the restrictions on LEP courses (see minutes)

Minutes from March 29, 2018 were received

f. Special Topics courses
   1. WMS/PHI 498, Ethics of Activism, Advocacy, and Change, Lockwood

Logged by UCF Chair

IV. TAP Transfer Pathways under review – http://www.ct.edu/initiatives/tap#pathways

   none

V. Updates from LEP co-directors
   Terri Bennett: LEP advising guide was sent university wide.
   Based on approval of LEP changes last year, prerequisite for Tier 3 in the Fall 2018 is that all students must have all Tier 1 completed prior to taking Tier 3 or must be taking it concurrently. Impacts all of current students. It was decided to delay implementation of this prerequisite until fall 2019 (will give advisors one year to prepare students).

   Waivers should be entered into Degree Evaluation

VI. Unfinished business – none

VII. New Business
   a. UWIC Motions (total of 2)

   Motion 1
   A pilot program shall be implemented during AY 2018-2019, during which time New and Revised Program Proposals will not be required to undergo review by the School Curriculum Committees (SCCs).

   The procedure that will be followed is:

   1. New Program Proposals – review by Department Curriculum Committee, University-Wide Impact Committee, and the Undergraduate Curriculum Forum, prior to any necessary reviews at the state, regional, and potentially at the national level.

   2. Revised Program Proposals - review by Department Curriculum Committee, Notifications Management Committee, and the Undergraduate Curriculum Forum.
Within 3 UCF meeting dates of the end of the AY 2018-2019, UWIC will evaluate the impact of the pilot program to determine whether it should be continued or discontinued.

During this trial period, forms and directions for new and revised programs, including the flow of proposals, will be revised to remove the SCC component.

**Discussion:**

Question from membership about why members to SCC are appointed and not elected

Response: The members are supposed to be elected, however there are inconsistencies in how the committees are run. This should not be the case, since the SCCs are governed by the UCF.

**Motion: motion approved unanimously**

**Motion 2**

Combined undergraduate/graduate programs (4+1 or 3+2) shall be eligible to request an exemption from the 12 (for B.S) and 27 (for B.A) elective credit restriction applied to undergraduate degrees. Exemptions would be based on the needs of a particular program, with clear justification of why this is necessary for the program, and would require UCF approval during the program proposal or revision process.

**Discussion:**

Applies to free electives

Graduate School will be putting in an exemption for the 9 credits as non-matriculated.

**Motion: motion approved unanimously**

b. AHAC Motion, UCF Steering Committee Motion - to be discussed jointly

- AHAC recommends approval of the Academic Department Review Document (attached).
- The UCF Steering Committee recommends approval of the Provost’s proposal to award 6 credits per review cycle to each Department, for the purpose of department review. Three credits are to be awarded in the semester prior to the review semester, and three credits are to be awarded during the review semester. The Department Chairperson shall distribute said credits to faculty according to their workload in the review process.

Rebecca Silady reviewed document and highlighted some key areas:

1. StAR – intent is not to judge if the program is viable or a good program, etc. Instead to promote continuous assessment and improvement.
2. Three categories for programs:
   a. Departments that received external accreditation for all programs in the department within the current 7-year cycle will use their accreditation self-study report to satisfy the University’s StAR Department review requirements.
   b. Departments whose programs do not have external accreditation will develop a self-study report for their academic undergraduate and graduate programs.
   c. Departments with a combination of accredited and non-accredited programs will develop a self-study report only for non-accredited programs.
3. Self-Study document included in assessment report (* indicates required areas and other areas are recommended)
4. Report will include direct and indirect evidence
5. External reviewer report included in assessment
6. Calendar is a great summary of process (heads –up option)
7. Full acceptance (7 year approval) or accepted with revisions (1 to 2 years)
8. Department roles are documented under procedures.

Discussion:

1. David Pettigrew: Should UCF be concerned about assumptions at the administrative level? Response: departments have control over narrative (how transparent do they need to be – so the department chooses the narrative). StAR will write the report – so faculty control at two points what is said about departments.

2. Heidi Lockwood spoke in support of motion and questioned including alumni in report Response: Alumni survey can easily be discussed under Who Are and What You Do in the self-study report.

3. Mike Shea spoke in favor of motion; however wanted to bring it back to Department before UCF vote, in particular, the credit issue, especially for departments that might have multiple programs going to new STAR. Response: the committee did examine hardship and every department could identify hardship so overall felt the 6 credits was fair.

4. Other concerns:
   a. Credit issue about what happens to accumulated credits and is it written so credits could be divided among faculty. Response: other credits go away and credits could be divided.
   b. What about credits for external accreditation reports; some departments might have two major reports? Response: not specifically a StAR issue and would most likely be addressed through the Deans.

Motion to table both motions until next meeting

Motion approved by majority

VIII. Adjournment

Motion to adjourn by Cheryl Resha, Second by Braxton Carrington Meeting adjourned at 10:50 a.m.

Respectfully submitted:
Cheryl Resha