

I. Call to order - 9:36 a.m. – quorum reached at 9:40

II. Announcements
   - Social Justice Month is coming in November.
   - English Department faculty member Melissa Talhelm is performing at Best Video Performance Space in Hamden from 7:30 – 9:30 p.m. on Thursday, Nov. 1.
   - The Math Department is hosting a math circle for high school and middle school students Oct. 27 from 10 a.m. – 1 p.m.

III. Approval of UCF minutes of October 11, 2018
    Minutes approved unanimously

IV. Standing Committee Reports

   a. NMC–Notifications Management Committee
      Chair Braxton Carrigan announced that Nov. 1 is the deadline for any programmatic changes to be submitted to NMC. The committee only had two courses to review, and met electronically. Proposals submitted by Monday night will be addressed at the committee’s Nov. 1 meeting, and will help prevent the project from going into the backlog after the deadline.

      Proposals should be submitted to the UCF office on the second floor of ENG.

      On an ad hoc basis, NMC is asking any proposals that may change a TAP agreement to notify Terri Bennett as part of the proposal process. This will become a formal process in the future.

      New Course Proposals
      ENG 125 – Contemporary Antisemitism and Racism (TI CT) – tabled because it needs notification to Judaic Studies.
      FIN 400 – Behavioral Finance
      Approved unanimously.

   b. WACC–Writing Across the Curriculum Committee
No new proposals. Discussion on W-Course proposal motion to come under New Business.

c. UWIC – University Wide Impact Committee

The committee is putting together a framework for Interdisciplinary programs to ensure leadership is chosen through elections, in a similar manner to how chairs and other leaders are chosen on the campus.

d. PRAC/StAR

The committee met for the first time on Monday, Oct. 15. There were 12 members, plus two guests from Interdisciplinary Studies, present at the meeting. Two more members on the committee are needed from UCF. The committee reviewed the IDS report, and will discuss the proposed motion under New Business.

Next meeting is Nov. 5 – The Vice President for Institutional Research and Michelle Johnston, the director of Alumni Relations, will be at the meeting to share what kind of resources they can offer to departments.

The change in constitution for StAR is being submitted to the Faculty Senate.

e. LEPC–Liberal Education Program Committee

Two motions will be discussed under New Business.

The committee has received 60 responses to its survey about LEP course restrictions, and will send a reminder to chairs. The committee hopes before December to come forth with recommendations based on the survey.

f. Special Topics courses – UCF Chair

1. BIO398—Freshwater Invertebrates and Environmental Assessment (1st time offered)
2. THR398—Conceptual Sound Design for TV, Film, and Theatre (2nd time offered)
3. PSY298--Research-Based Career Development & Job Search Training (1st time offered)

   **Logged by chair.**

At least three special topics on Spring schedule that have not been approved by UCF.

UCF chair reminded members to go back to departments and tell them they need UCF approval for all special topics courses.

I. UCF Chair report

UCF chair gave reminder about course caps for W-Courses. At least three being offered exceed the maximum of 22. UCF is asking the provost to lower the W-Course cap to 21, and hopes to one day see 20. Over-enrolling W-Courses hurts those negotiations.
UCF is pushing for a notation under course listings for hybrid offerings, that help students understand the nature of the hybrid course.

The meeting with Faculty Senate leadership and the deans, facilitated by Provost Robert Prezant, has been rescheduled.

II. Updates from:
   a. Writing Center Director Dr. Marie McDaniel (HIS)
      Comments to come during discussion on motion under Old Business.
   b. LEP co-directors–Dr. Terri Bennett (MAT) transfer and policy issues;
      Dr. Karen Cummings (PHY) assessment and scheduling.

Karen Cummings gave an update on assessment data collection. Data will be shared with administration, but not beyond campus unless directed by the department.

Discussion of common assignments across courses to help with assessment of the LEP. It would help with assessment of courses, not just sections of courses. It’s a balance between allowing academic freedom, and working toward a point where there can be a uniform assessment of the LEP. Karen asked members to discuss the common assignment with their departments. ENG 112 was one example of a course that has developed a rubric and a common assignment, and incorporated professional development into the assessment of the assignment.

3. TAP – Dr. Terri Bennett (MAT), Southern coordinator

Comments saved for New business during motions.

III. Old Business

WACC
Motion 1: To remove from table spring 2018 motion to adopt the new W course approval process and Guidelines for Designing and Teaching W-Courses.

Approved unanimously.

Motion 2: To amend the original motion as follows: To adopt the new W-course approval process and Guidelines for Designing and Teaching W-Courses as a pilot for three semesters starting in Spring 2019.

Discussion: Writing Center Director Marie McDaniel described the proposal, which would launch a pilot program to evaluate proposed changes to W-Course proposals. Currently, W-Course approval is tied to instructors and courses. The pilot program would instead link approval to specific courses, and would change the focus from counting the number of words to having specific writing goals measured through assignments and rubrics.

The pilot will start for new proposals in Spring 2019.
Comments included concerns that rubrics proposed through the process might not be sound, and that there should be professional development to go along with the changes. Others wanted time to bring the proposal back to departments for review, before voting.

**Motion:** Table vote on pilot program to give time for UCF members to get feedback from departments.

Motion: Joe Fields  
Second: Deb Weiss  
**In Favor:** 22  
**Opposed:** 13  
Motion to table approved.

*Note: See attachments Pilot-W-Course Proposal Form and draft new WACC guidelines.*

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**VIII. New Business**

1. **Motion 1 (From StAR):** Approve Interdisciplinary Studies Assessment Report.  
   *Note: See attachment, IDS Progress Report*  
   Motion approved unanimously.

2. **Motion 2 (From LEPC):** To approve the LAS agreement with Norwalk Community College.  
   Motion approved unanimously.

3. **Motion 3 (From LEPC):** To approve the LAS agreement with Naugatuck Valley Community College.  
   *Note: See attachments Comparison of LAS degrees and NVCC_LAS_Articulation Agreement*  
   Motion approved unanimously.

4. **Motion 4 (From TAP Coordinator):** To endorse the TAP pathway in Geography Studies.  
   *Note: See attachment Geography Pathway Documents; SCSU on pages 20-25 and 33-36*  
   Note: This motion is not approving the TAP pathway. It is simply giving the campus endorsement for the TAP pathway.  
   **Motion:** Karen Cummings  
   **Second:** Braxton Carrigan  
   Motion approved unanimously.

5. **Guest speaker – Helen Marx (EDU), Faculty Director of Undergraduate Advising,**

   Helen Marx gave an overview of a new advising model partnership between Student Affairs and Academic Affairs. The model is based on three core values:

   1. Academic advising belongs in departments
2. Academic advising is more than just course selection.
3. There are students who need more intensive short-term advising beyond what a department can provide.

The new advising model includes “advising centers” related to academic schools and departments, where students can get support when they feel lost or need extra help, with the goal of returning the students to their departments when they are on track. The model is being piloted this year in Business and STEM. The second year it will be in the Arts & Humanities, Behavioral and Social Sciences and IDS. In the third year, the schools of Health and Human Services and Education.

UCF discussion included questions about how faculty are being selected to work in this process (currently chair nominations, but moving to an election next year); how the program is being paid for (both Academic and Student affairs’ budgets, with some redeployment of existing professional advisors); how faculty will be trained to use SCC advising platform, and how the program will be assessed. A concern about release time credits being reallocated from existing committees to this new advising program was also expressed.

The goal is to retain students who may otherwise leave the university, which will help offset costs in increased tuition.

IX. Adjournment - 10:51 a.m.

Respectfully submitted:
Jodie Mozdzer Gil
November 5, 2018

Dr. Cindy Simoneau  
Chairperson, Undergraduate Curriculum Forum  
Southern Connecticut State University

Dr. Simoneau,

The Exercise Science Department during a meeting over one year ago decided to consider the future path of our department, which included a decision to change our departmental name. An ad-hoc committee of representatives of all five programs within the Exercise Science Department was created to examine our name and provide recommendations as to alternatives. This committee unanimously decided to recommend changing the name of the Exercise Science Department to the **Department of Health and Movement Sciences (HMS)**. Their recommendation was considered by the entire department and voted on during our October 12th, 2018 meeting. The department voted unanimously to approve the decision of the ad-hoc committee and subsequently change the name of department. At this time, we are requesting that the Southern Connecticut Undergraduate Curriculum Forum endorses our departmental name change.

The decision to change our departmental name and the selection of the new departmental title was based on the growth of our department and the greater diversity of programs offered. The title Exercise Science was not fully inclusive of all of our programs. Additionally, several ongoing and anticipated changes in our department’s majors and concentrations will further distance a number of programs out from under the Exercise Science umbrella.

The Exercise Science Department sponsors 2 accredited allied health professional programs, Athletic Training and Respiratory Care, professions which are recognized by the American Medical Association. Both of these professions are experiencing dramatic changes nationally and within Southern Connecticut in terms of educational programming. Athletic Training will require a master’s level degree for entry into the profession, and this has already been approved by Southern Connecticut. Respiratory Care is an undergraduate program within our department, and prepares its students for advanced standing at hospitals and other health care facilities.

Our Human Performance concentration, has expanded its focus from research and instruction in the area of sport performance and exercise. Although Human Performance remains a leader in the development of physical exercise experts and conducting research into performance, that program currently offers distinct pre-professional tracks that prepare students for entrance into chiropractic, occupational therapy, physical therapy and physician assistant programs. Research efforts are ongoing exploring diabetics, gait and balance issues of the elderly and hypertension in African-American populations.

Additionally, the department offers programs in Physical Education and School Health. Both of these programs are vital in developing teachers that play a vital role in the instruction of preventive health knowledge through education and exercise. Our School Health program has never been included in our current departmental title.
The approved name, the **Department of Health and Movement Sciences**, fully encompasses the diversity of our current and future programs. Each of our programs is directly or indirectly involved in healthcare—whether in terms of prevention, acute care and/or long term rehabilitation. Most of our programs use physical activity/movement to instruct, conduct research and/or develop therapeutic programs to better lives.

With this information in mind, we are requesting that the SCSU Undergraduate Curriculum Forum endorses the change of our department name from the Exercise Science Department to the Department of Health and Movement Sciences. We are requesting that the UCF approve this request in a reasonable time to permit the Faculty Senate to approve the change by February 1, 2019 so as to offer enough time to make the changes in the catalog and other necessary documents. We feel that as our unit moves forward, this title will best serve the identity and encompass all of our programs.

Thank you to you and the committee for your time and consideration on this matter.

Sincerely,

*Gary E. Morin*

Gary E. Morin PhD, ATC, LAT
Chairperson, Exercise Science