Undergraduate Curriculum Forum
Thursday, November 29, 2018


I. Call to order – 9:36 a.m. Quorum reached at 9:41 a.m.

II. Announcements

- An open forum will be held Dec. 7 at 11 a.m. in ENG A120 to discuss the results of the campus climate survey.
- Testimonials Project and #MeToo with Nasty Women CT, one of the last events for Social Justice Month, will be held Nov. 29 from 5-7:30 p.m. in ENB121.
- The #MeToo healing quilt project invites submissions of squares to include statements of inclusion and empowerment. The quilt will be assembled next Spring.
- The Theater Department is putting on a production of “How I Learned to Drive.” It opened Tuesday and runs through Saturday afternoon.
- President Joe Bertolino will speak with faculty in a dialogue hosted by the Faculty Senate on Monday Dec. 3 from 1 – 2:30 p.m.
- Southern will host the CSU research conference Saturday May 4, 2019. Faculty are invited to serve on the planning committee.
- The Southern student magazine, Crescent, will be released next week. Students from all departments are invited to get involved in the production of the next edition, set to come out in late Spring.

III. Approval of UCF minutes of November 8, 2018

Correction: Rich Glinka abstained from the one vote.

Minutes approved unanimously, with correction.

IV. Chair Report – Part I

UCF chair gave an overview of how proposals move through the approval process, and how UCF members can keep track of them. The UCF tracker on the website lists all proposals. UCF is now going to add members to Microsoft Teams, so department representatives can view the text of proposals during the approval process.

V. Standing Committee Reports

a. NMC–Notifications Management Committee

All motions in the NMC minutes were approved with the exception of:
Revised Program Proposal
ON HOLD: BS Communication_Concentration: Advertising and Promotions

ON HOLD until sciences vote:
BS Biology 7-12
BS Chemistry 7-12
BS Earth Sci 7-12
BS Physics 7-12
BS Science 7-12 Post Bacc.

Revised Course Proposals
Withdrawn: COM 493 Practicum in Advertising and Promotions
ON HOLD: COM 221: Introduction to Advertising and Public Relations

Sports Management block vote
TABLED: Sports management Revised Program, New courses and Revised Course proposals

NMC Chair noted that the Math Department is changing 100P to 100E for a technicality. There is nothing to act on regarding the change.

b. WACC–Writing Across the Curriculum Committee

The writing contest in the Spring semester will be changed from a single assignment to a portfolio of work. The goal is to gear the award toward seniors, and elevate the status of the award.

c. UWIC – University Wide Impact Committee

UWIC is discussing a policy statement on Interdisciplinary minors, majors and programs. The goal is to have all programs create bylaws to keep on file with the UCF office.

d. StAR–Standards and Assessment Review Committee

The committee hasn’t met since Nov. 5. The committee will review the Nursing EdD program at its next meeting, and the rubric the committee will use.

e. LEPC–Liberal Education Program Committee

The committee will start reviewing data from the survey of chairs regarding LEP restrictions.

f. Library Committee— Dr. Cindy Schofield (ILS)

Cindy Schofield will be attending the Library Committee as a UCF representative. The committee has not met since her appointment, but there is one more meeting scheduled for the semester.
g. Special Topics courses–UCF Chair

The following courses were logged:

1. ART398–Emerging Media (2nd time offered)
2. ART 298 –Introduction to Design & Visual Branding (2nd time offered)
3. SOC398–Sociology of Crime in the Media (1st time offered)
4. SOC398–Science Knowledge and Technology (1st time offered)

VI. UCF Chair report Part II

- Last UCF meeting is during finals – Dec. 13 from 8 – 10 a.m. Participation is needed for quorum in order to vote.
- Committee chair replacements for WACC and NMC are needed for Spring 2019, as current chairs will be on sabbatical.
- A special ballot for two at-large positions will be circulated, for just the Spring 2019 semester.
- A revision is underway for the Honors Convocation to focus on seniors.

VII. Updates from:
1. Writing Center Director Dr. Marie McDaniel (HIS)

   Still working to get embedded tutors in the spring. Increasing our classes that have tutors from 10 to 20. If you have strong writer who would like to have a job next semester, please have the student contact Marie McDaniel.

2. LEP co-directors–Dr. Terri Bennett (MAT) transfer and policy issues; Dr. Karen Cummings (PHY) assessment and scheduling.

   Update from Terri Bennett: The LAS agreement with Norwalk will be signed on Tuesday, and Southern will start accepting those who earn that degree after May. Naugatuck Valley Community College is reviewing its own LAS agreement proposal now, and it is expected to be signed in the Spring semester. Details about a meeting with Tunxis Community College will be brought to the LEPC soon.

   Update from Karen Cummings: The LEP wants to shift affinity groups to advisory groups instead. The idea is to find five people for each area of knowledge who are committed enough to operate as a voluntary collection point for voices of everyone else.

   Assessment for LEP courses is ongoing. The deadline to incorporate the data into a report is 18 months from now. NECH site visitors will come in Fall 2021. The goal is to have collected data, and held a discussion and reflection on what that data says.

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

   At the last TAP FERC meeting, there was a discussion about a 21-credit common requirement for community colleges, which would affect Southern’s framework for acceptance as part of the LEP.
VIII. Old Business

None

IX. New Business

1. UCF Constitution & Bylaws

   See edited proposals of Constitution and current bylaws. For review and possible action on Dec. 13.
   Link to current constitution

   Send suggestions for your committees to the steering committee.

2. **Motion 1 (From UWIC):** Approval of Minor in public relations with minor revisions

   Revisions received November 20, 2018, which indicated bylaws needed to be put into place. The minor includes eight departments from three schools.

   **Motion approved unanimously.**

3. **Motion 2 (From UWIC):** Approval of Minor in Graphic Design

   **Motion approved unanimously.**

4. Topics for spring agenda
   - Enrollment cap in W-Courses
   - Common assignments across sections of same courses, to help with assessment.
   - Accreditation process
   - Expansion of Tier III capstone offerings with fewer department-specific pre-reqs.

Adjournment – 10:47 a.m.

Respectfully submitted:
Jodie Mozdzer Gil