I. Call to order 9:38 am – Quorum reached at 9:38 am

II. Announcements
   a. Tricia Lin – The annual 64 days of non-violence kicked off yesterday with a schedule to be out next week. This year’s theme is commemorating 400 years of slavery in the Western Hemisphere. The 1619 lecture series kicks off Monday at 5pm with Prof. Harris.
   b. Tricia Lin announced the Lunar New Year Celebration will be on Wednesday 1 pm in Engelman 121 A&B.
   c. LEPC is short one member and needs a member to serve for this semester. David Pettigrew volunteered to serve on LEPC.
   d. Call for UCF Secretary. Those interested do not have to serve on a sub-committee. Please contact Cindy Simoneau if you are interested in serving as the UCF Secretary.
   e. A moment of silence was observed for Prof. Vern Williams.

III. Approval of UCF minutes of December 13, 2018

   Minutes approved unanimously

IV. Standing Committees
   a. NMC – Notification Management Committee
      New Course Proposals –
      ENG 125 – Reading Sexism and Homophobia Critically (LEP T1/CT)
Approved unanimously

Revised Program Proposals -
BS Business Administration, All Concentrations
Business Administration, Finance Concentration
BS Exercise Science, K-12 Physical Education Teacher Certification
BS/Post Bacc. Special Education (affected programs BS SED, BS SED/Elem. Ed (Collaborative) and Post Bacc. SED)
Approved unanimously

Departmental Minors -
EXS Sports Studies Minor
Approved Unanimously

b. WACC – Writing Across the Curriculum Committee
EXS 490 Organization and Administration for Athletic Trainers
Approved Unanimously

JRN 375 Courts and Crime
Approved Unanimously

c. UWIC – University Wide Impact Committee
The role of School Curriculum Committees in evaluating New and Revised Program Proposals.
Please discuss this with your department so we can vote on it at UCF. Our current proposal is to suspend required use of SCC for NPP and RPP for this
year; UCF would like to continue this in the future. UCF will act on this by the end of March. SCC approval is currently required by the Schools of Education and Business, but is not required by UCF.

Ilene Crawford – Does not want to continue the trial run, but would like a decision to be finalized as to whether to continue to require or not require SCC approval.

Meredith Sinclair – The School of Education curriculum committee reported in past it does not have expertise to look at accreditation standards.

Cindy Simoneau – The purpose of the trial run is to speed up course and program approval process.

Mike Shea – We also would like to reduce the workload on the schools and UCF as each school handled the SCC differently and this seemed unequal.

Cindy Simoneau – If reinstated to require SCC approval, there needs to be guidelines and bylaws to speed the process up.

Ilene Crawford – Each department needs to look at it from a university-wide viewpoint as it impacts each school differently.

Cindy Simoneau – The UCF is conducting independent fact finding and UCF representatives need to discuss this with their departments to find out what each department wants going forward.

UWIC also discussed accelerated pathways.

d. StAR – Standards and Assessment Review Committee
The Art Department is currently being reviewed. The review of the Psychology Department has been suspended indefinitely.

e. LEPC – Liberal Education Program Committee
LEPC is coming up with suggestions for students to navigate and complete LEP requirements. This will address major restrictions so it meets the needs of everyone across the university.

f. Library Committee – Dr. Cindy Schofield – See attachment to packet
V. UCF Chair Report
   a. Next Tuesday is the deadline to report third week of attendance.
   b. Thursday, May 9th – Reading Day on calendar. There can be no mandatory requirement for attendance.
   c. Friday, May 10th – This is a required course meeting day.
   d. Monday, February 11th at 1 pm in the theater – President dialogue, all are encouraged to attend.
   e. Grade appeal and academic misconduct policy revisions disapproved by the president. Faculty Senate will be revising again.
   f. Digital measures can make recording of faculty workload reports easier. Revisions to the process coming.
   g. The new university website is live. Let’s work together to get accurate changes made. If anything is missing from the UCF or committees’ website, be sure to report it.
   h. There is a sub-group of faculty working with issues surrounding the Turning Point organization on campus.

VI. Updates from
   a. LEP co-directors – Dr. Terri Bennett (MAT) transfer and policy issues
      i. Tier 3 prerequisite going into effect in the fall – 6 of 8 of Tier 2, and complete or concurrent enrollment in Tier 1.
      ii. Tier 3 restricted to specific majors. Adding an additional attribute to the course listing that it is open to all students provided LEP requirements are met. There are issues regarding what to call these course due to lack of space for text in descriptions. Terri will send the list to UCF to ensure list is correct within each department.
      iii. Degree evaluation filed for total transfer credits now says initial transfer credits and this now clearly reflects credits for waivers. This is created by Registrar’s Office conducting a manual run of data daily for the beginning
of semester when students transfer in. This is then run weekly for first 2 years the student is enrolled. Students must make sure their transfer records are sent within the first 2 years of transferring for the credit to be counted accurately.

b. TAP – Dr. Terri Bennett (MAT), Southern coordinator
   i. This semester there are 415 transfer students, 28 are TAP. Questions about TAP can be referred to Terri. There were 432 students evaluated; 176 transfer students were evaluated the week before school started.
   ii. Cindy Simoneau – Chairs are seeking a transfer student date a week earlier than current calendar so that classes are not cancelled. In some cases this is causing W courses to have overloads of students.
   iii. Terri will report to us next meeting on number of TAP students.
   iv. Residency requirements require that 30 credits are taken at SCSU but they do not have to necessarily be all of the last 30 credits.
   v. There is a registration advisement team including the Registrar and Terri regarding the cancelation of classes. The problem is the course fill rate.

VII. Old Business
   a. From UWIC:
      i. Motion 1: Approval of New Program Proposal Form & Directions See attachment in meeting packet.
      ii. Motion 1: Approval of Policy for Interdisciplinary Programs See attachment in meeting packet with track changes.
         These motions would require Interdisciplinary Programs to file bylaws with UCF and Faculty Senate.. The program bylaws can use the bylaws of individual departments. This proposal is modeled on successful interdisciplinary programs. Existing programs need to file bylaws.
         Mike Shea called the question, Ilene Crawford seconded.
         Both Motions Approved Unanimously

VIII. New Business
a. Today is Deborah Fairchild’s last day at the SCSU Disability Resource Center. UCF thanks her for her service in informing us of the needs of students with special needs.

b. Motion 1: Endorsement of Name Change for Women’s Studies Women’s Studies name change request Women’s Studies program (WMS) to Women’s & Gender Studies program (WGS) See attachment in meeting packet.

Heidi Lockwood – It is widely understood that Women’s Studies is focused on gender studies. Tricia Lin is bringing in speakers about this to the faculty retreat. Cross-listed courses will now be housed in WGS. This motion is to bring the name change forward to the BOR for approval.

Tricia Lin – Over 900 programs nationwide have undergone a similar name change within recent years.

Cindy Simoneau – The role of UCF here is to endorse the name change.

Approved Unanimously

c. Speaker: Dr. Ilene Crawford, associate vice president for Academic Affairs Assessment –

Our 10-year accreditation visit for NECHE will conclude with a site visit in Fall of 2021. The self-study will be submitted in Summer of 2021. It takes about 2 years to put together the self-study; Ilene is currently putting together a committee for self-study. There are 9 standards for review now, each standard will have its own committee. The administration is currently looking for members for all of these committees. The standards are listed on the NECHE website.

The 5-year interim report was submitted in 2016 and discussed the StAR process for departmental review and the advising model. These are things NECHE will be looking at for the 10-year review.

We currently have Department of Education review of Title 4 financial ability to offer program.

Motion to adjourn Barbara Cook, seconded Mary Jo Archambault.

Adjourned at 10:51 am.