Undergraduate Curriculum Forum  
Thursday April 18, 2019


Guest Speaker: Dr. Robert S. Prezant,  
Provost and Vice President for Academic Affairs

I. Call to order: 9:40, a quorum was reached at 9:40.

II. Announcements

a. Barbra Cook: April is autism awareness month, and on 4/26, at Center of Excellence on Autism, from 1:15- 3:15, a talk will be held in Buley 220 for instructors. On May 20th at the teaching academy, there will a presentation on writing for the autism population.

b. Marie McDaniel: reminder to register for Teaching Academy that will be held on May 20th

III. UCF minutes from April 4, 2019

Minutes from April 4, 2019 – Approved Unanimously

IV. Standing committees

a. NMC – Notifications Management Committee

New Course Proposals
CHE 264 – Organic Chemistry I: Lab Only
CHE 265 – Organic Chemistry II: Lab Only
Approved Unanimously

WMS 435 – Women’s & Social Movements: Gender and Resistance – T3
Tabled by NMC

Revised Course Proposals
NUR 340 – Theoretical Foundations of Nursing Practice -> Transitions to Professional Practice
ESC 359 -> ESC 459 – Engineering Geology
Approved Unanimously

MIS 200 -> BIS 300 - Introduction to MIS -> Introduction to BIS
MIS 360 -> BIS 422 – Supply Chain Management -> Supply Chain Automation and Logistics
MIS 365 -> BIS 305 – Systems Thinking for MIS -> Systems Thinking for BIS
MIS 370 -> BIS 370 - Business Information Systems
MIS 371 -> BIS 371 – Information System Analysis and Design
MIS 375 -> BIS 375 – Decision Support Systems -> Data Analysis and Big Data
MIS 380 -> BIS 380 – Cloud Computing for Business
MIS 385 -> BIS 385 – Designing and Managing Telecommunications -> Design and Administration of Business Messaging
MIS 398 -> BIS 398 – Special Topics
MIS 400 -> BIS 400 – Global Information Systems
MIS 410 -> BIS 410 – Intelligent and Expert Systems -> AI and Expert Systems
MIS 420 -> BIS 420 – Productivity Improvement -> Business Process Design and Improvement
MIS 430 -> BIS 430 – Project Management
MIS 470 -> BIS 470 – Management of Information System Design -> Business Information Design
MIS 497 -> BIS 497 – Internship
MIS 498 -> BIS 498 – Advanced Special Topics in MIS -> Advanced Special Topics in BIS
MIS 499 -> BIS 499 – Independent Study

All MIS Tabled by NMC

SED 449 – From Theory to Practice: A School Based Experience in Special Education -> School Based Practicum in Special Education
Approved Unanimously

EDU 321 – Curriculum, Instruction, and Assessment in Social Studies -> Social Studies Curriculum and Pedagogy
Tabled by NMC

Revised Program Proposals
BS Business Administration/Business Information Systems (BIS)
BS Business Information Systems – Minor Revision
Approved Unanimously

BS Collaborative
BS/BA – IMS ILS – IMS – Minor Revision Proposals
Tabled by NMC

b. WACC – Writing Across the Curriculum Committee – W Proposals:

PSC 365: Research Methods in Political Science
ILS 300: Children’s Literature
HIS 309: Issues in Global History
HIS 389: Topics in the History of Science
Approved Unanimously

CHE 240: Analytical Chemistry
CHE 264: Organic Chemistry 1: Lab
CHE 265: Organic Chemistry 2: Lab
CHE 372: Physical Chemistry Lab 1
Tabled by WACC pending further UCF decision on pending Motion

HIS 222: Medieval Europe
Revise and Resubmit

c. UWIC – University Wide Impact Committee Chair

Motions to reconsider interdisciplinary document, to approve revised interdisciplinary program document pending CBA citation, to approve discontinuation of school curriculum committees pilot program at end of AY 2018-2019, SCC bylaws, opt-out option for SCCs, and Social Justice and Human Diversity course designation to be voted on toward end of UCF meeting.

A motion regarding SCCs and bylaws regarding same was voted on by UWIC For schools continuing to use a School Curriculum Committee, bylaws are to be required to be filed with the UCF office and must include at minimum: 1) Process for election of members 2) A minimum of 3 members 3) Process for election of chair 4) The term limits and length of term for members and chair 5) Meetings- recommended twice a month 6)A description of how bylaws get passed/revised and 7) SCC can be the same committee for graduate and undergraduate curriculum and purview should be clearly stated in the bylaws.

d. StAR – Standards and Assessment Review Committee

StAR next meeting to be held on May 6, 2019 and committee will review art self-study. Next Monday, April 22, 2019, visiting English department – external reviewers. The last meeting for StAR in April was with Graduate Curriculum Committee – as such, no minutes from same given UCF concerned with undergraduate curriculum. However, going forward same will be indicated in the minutes if meeting was for other than undergraduate curriculum.

e. LEPC – Liberal Education Program Committee Co-Chairs

SGA (Student Government Association) has concerns with the World Language portion of the LEP regarding native vs. transfer student requirements.

Many LEPs housed within departments, Technology Fluency and Critical Thinking are not. Language LEP needs to be examined. There was a discussion with Coordinators of Technology Fluency and Critical Thinking. Release time for coordinator positions appears to have been
removed since 2014 and has not been renewed to date. Role of Coordinators could involve ex-officio status on NMC; help support new course proposals, assessment development and analysis, faculty development and possibly invited to Steering Committed to participate in discussion about new courses.

No motions were presented.

f. Library Committee

Student government has voiced that they have a concern regarding space within the library allocated for students. Committee acknowledged and is aware that student space is at a premium.

g. Special Topics courses – UCF Chair has logged:

   CHE 498 Pharmacology: The Chemistry Behind Psychoactive Drugs – 2nd time offered (Fall 2019)

   Summer and Fall Special Topics Courses that have not been approved and logged will be removed from the schedule. Faculty who teach Special Topics courses are encouraged to get their paperwork to UCF office ASAP.

V. UCF Chair Report:

Honors Convocation to be held in Lyman on Sunday, May 5. UCF Chair election to be held at the next UCF meeting on May 2, 2018. Every committee chair is up – Members of committees encouraged to continue leadership roles. Faculty Senate (FS) to meeting on April 24, 2019 and on May 8, 2019, University-wide ballot for leadership positions on FS.

VI. Updates from:

   a. Writing Center Director Dr. Marie McDaniel (HIS)

Motion from WACC – regarding 1-credit courses for approval as W-courses – discussion at end of meeting.

   b. LEP co-directors – Dr. Terri Bennett was not present

As provided by Dr. Terri Bennett: “Advising of new transfer students for Fall 2019 has begun for TAP students and students that deferred from the fall. All other transfer students that have been accepted and have paid the deposit can begin making appointments with advisors; these appointments begin on Monday, April 22.”

   c. Assessment:
Karen Cummings not present.

d. TAP

As provided by Dr. Terri Bennett:

- “Biochemistry and Geography pathways were approved by the BOR and will be offered at the community colleges starting in the Fall of 2019.
- The Economics B.A. pathway will probably go to the BOR for approval in the fall, since Ken is still waiting on responses from the workgroup regarding revisions.
- An MIS pathway has been proposed, and Ken hopes to submit this to the BOR in the fall for approval. He is still working on getting feedback from the four-year schools. Note that this degree will not be part of the existing TAP Business pathway since not all of the four-year schools have the same business core for the MIS degree.
- TAP-FIRC is continuing discussions about assessment of the Framework 30, in light of the proposed 21-credit general education core that has been proposed for the 12 community colleges.”

VII. Old Business

Discussion: SCCs to be required unless schools opt out. Each school should determine how to initiate an opt-out process. The opt-out decision should be reevaluated at least every three years. The opt-out process must provide the opportunity for feedback and votes from all faculty within the school. A minimum quorum of 50% +1 of the school’s full-time faculty must vote for the process to be valid. For schools continuing to use a School Curriculum Committee, bylaws are required to be filed with the UCF office.

1) Motion from UWIC (March 28 action): to approve discontinuation of the School Curriculum Committees (SCCs) pilot program at the end of the 2018-19 AY.

2) Motion from UWIC to approve minimum SCC bylaw requirements.

3) Motion from UWIC to approve the opt-out option from SCCs.

Motions 1, 2, and 3 above approved unanimously

VIII. New Business

a. Motion 1 From UWIC: To reconsider previous approval of the Interdisciplinary Program Guidelines.

From UWIC notes and discussion: Language modified – CBA citations added to interdisciplinary document regarding ex-officio members of steering committees. Committee may also include non-stakeholder members as ex-officio members who shall not vote on curricular issues per CBA.

Motion approved unanimously
b. **Motion 2 from UWIC:** Motion to approve revised interdisciplinary program document. **Motion approved unanimously**

c. **Motion 3 from UWIC:** To bring the idea of the Social Justice course designation (SJD) to the full body of the UCF. **Motion tabled unanimously pending the outcome of ad hoc committee formed by motion #4**

Dr. David Pettigrew discussed the Faculty Senate and SCSU Administration **Curricular Task Force Motion on Designating Courses that Address Social Justice and Human Diversity.** Recommendations contained within the packet. Recommendations from the task force include moving toward a social justice and human diversity course requirement, pedagogy workshops, internships, forums, and commitment to hiring diverse faculty committed to social justice and human diversity. Motion to be addressed at a later date.

d. **Motion 4 From Steering Committee:** To establish an ad hoc committee of UCF for the 2019-20 academic year to review the recommendations of the Curricular Task Force on Social Justice and Human Diversity, and possibly establish a UCF process for incorporating SJD course designations.

Discussion ensued regarding the use of the term “Social Justice” and cultural fluency at the University and how to address diversity in the curriculum – items to be discussed and reviewed by ad hoc committee proposed by Steering Committee in this motion. During discussion on social justice, Dr. Terricita Sass was recognized for her outstanding leadership role at the University. **Motion Approved with 1 abstention**

e. **Motion 5 from WACC:** A proposed W course may be approved if it is fewer than 3 credits if all of the writing requirements are met. **Motion tabled pending more in-depth discussion.**

f. **Speaker: Provost Robert Prezant**

Renewed interest in language requirement at the University. There was also a discussion on Senate Bill No. 26 “An act making permanent the moratorium on the approval of programs at independent institutions of higher education.” None of the provosts nor presidents in CSU were made aware of this bill. Provost Robert Prezant will report back to UCF once he has more information regarding the passage of this bill.

g. **Pre/co-requisites for upper-level courses to be topic of future discussion.**

Meeting was adjourned at 11:00 a.m.