

2-26-2010

## Undergraduate Council Meeting : 2010 : 02 : 26

Undergraduate Council

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## Undergraduate Council Minutes

Friday Feb. 26<sup>th</sup> 2010, Conference Room DAV 108

Faculty Present: Michael Lockett (Chair), James Kessenides, Seth McKee, Deanna Bullard, Karin Braunsberger, Michael Sampson, Kaya van Beynen (Secretary)

Regrets: Jennefer Khattabi

Meeting: Called to order at 10:00 by Michael Lockett

Old Business: Minutes from 1/29/10 meeting approved.

### New Business:

New CAS Course Proposal – Environmental Policy and Sustainability:

This course has already been taught 3 times as a Special Topics. The anticipated enrollment is 20 students. Questioned whether this course belonged to the Policy or Science track of ESP, this would be helpful to advisors to know.

Mike L. moved to approve, Karin. seconded, all members of the UGC vote in approval.

New CAS Course Proposal –Communication Skills for Health Professionals:

This course has not been offered before. It could fit into the potential health track. Mark Walters will be using his own textbook (2010).

Karin moved to approve, Deanna seconded, all members of the UGC vote in approval.

Process for New Course Additions:

Need to clarify this process for faculty and make this process more prominent on UGC webpage. Mike L. wrote up a draft of the process for new course approvals, and noted that this process is very similar for new programs. A version of this process is written up on the USFSP Undergraduate Council Policies and Procedures webpage, but the language is very bureaucratic yet unspecific in actual practical step-by-step procedures. Mike L. will start adding his procedure clarifications to the text from the USFSP Undergraduate Council Policies and Procedures website. The UGC will review this next meeting

Changes to the Undergraduate Curriculum Change Request form – Add Linda Crossman, USFSP Registrar as the contact person, change the sentence “Impact on College and University Resources” to “Impact on College, Library, and University Resources,” and include the definition of Substantive and Non-Substantive Changes directly on the form.

This process for new course approval continues to evolve.

### Future Business:

The COB is working on creating a new Major and Minor in Entrepreneurship.

### Schedule of Future Meetings:

Friday April 2<sup>nd</sup> at 10 am

Meeting adjourned at 10:40.