

4-20-2018

College of Arts & Sciences Council : Academic Programs Committee Meeting : 2018 : 04 : 20

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Recommended Citation

University of South Florida St. Petersburg. College of Arts & Sciences., "College of Arts & Sciences Council : Academic Programs Committee Meeting : 2018 : 04 : 20" (2018). *College of Arts and Sciences: Academic Programs Committee Meeting Minutes*. 30.
https://digital.usfsp.edu/coas_acad_programs_minutes/30

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CAS Academic Programs Committee

Minutes for April 20, 2018

Present: Luis, Jennifer, Christina, Kevin, Joan

Absent: Suganthi

New Course EVR 4000 Methods for Environmental Policy Analysis and Sustainability

Not Approved.

There is already a course under EVR 4873 Environmental Policy and Sustainability, owned by Tampa – unclear whether we are attempting to change this existing course, create a new course

Course was listed on the Sustainability Proposal as EVR 4873 and approved for catalog copy.

Update syllabus to include required components – use resource tab to find template and ensure language matches

List corequisites and prerequisites in the online form

Modify language in Justification E to reflect that it “will interest” other majors, rather than “will serve”

In Justification B, list the 4 prerequisites.

New Course MMC 4300 Explorations in Food Writing / MMC 4600 Explorations in Food Writing

Approved pending changes.

CIP Code: Change to CIP code does not exist, this is an application for a new one.

List course objectives in syllabus

An error in the grading scale in MMC 6300 syllabus.

Include revised catalog copy – copy old catalog and modify to what it would look like after approval, include under additional supporting documents

Include revised copy of the 4-year plan under additional supporting documents

Certificate Proposal Graduate Certificate in Creative Writing

Not approved.

The proposal is incomplete. We need syllabi for core courses AMS 6934, CRW 6025, CRW 6236, CRW 6331.

Course Change ENG 4950 Senior Portfolio

Approved pending changes.

Include revised catalog copy.

Discussion of changes and proposals instructions

In “Make change to and existing undergraduate course”

Verification of USFSP “ownership” is not something Academic Advisors can do.

In “Propose a new Gen Ed undergraduate course”

Step six is incorrect, process begins at APC

In “Propose a new undergraduate course that is not Gen Ed”

Modify to reflect that APC is starting point for GE as well

In “Propose items related to graduate program”

Only courses are online, programs etc. are on paper