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Undergraduate Council Meeting : 2013 : 01 : 24

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Undergraduate Council Meeting Minutes

24 January 2013, 12:00 p.m., Conference Room, Piano Man

Members Present: Tom Ainscough (chair, COB), Bonnie Braun (COE), Kevin Wang (CAS), Joan Eldridge (Academic Advising), Linda Crossman (Registrar), Jim Schnur (LIB)

Regrets: None

Guests: Rick Smith

Meeting: Called to order at 12:02 a.m. by Tom

Minutes: None reviewed

Old Business

Environmental Sciences and Policy update: The changes approved by Undergraduate Council last spring were contingent on revisions. At this point, those changes cannot take effect because the proposal still requires revision.

New Business

College of Business Proposals for the Economics Program: Members reviewed two proposals emailed by Rick Smith, Economics Coordinator. These proposals would add two courses to the USFSP inventory. Each of these courses is already offered at USF Tampa and has an assigned number in the statewide common course numbering system. They would provide additional upper-level options for business and economics majors. They are ECP3203 (Labor Economics) and ECS3013 (Economic Development).

Following discussion, Jim **MOVED** that the Undergraduate Council accept the course proposal for ECP3203 as presented. Bonnie **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

Following discussion, Jim **MOVED** that the Undergraduate Council accept the course proposal for ECS3013 contingent on minor modifications to offer more complete course information. Bonnie **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

Final Exam Policy Proposal: Dr. Noonan requested that the Undergraduate Council review a proposed policy on Testing and Final Examinations (10-005SP). This proposed policy, if approved through the review process at the Board level, would set a clear standard of ground rules for determining which course should take precedence if there is a conflict during final exam week (if a student has two concurrently scheduled exams or more than two in a given day, according to their schedule). The purpose of this proposal is to resolve conflicts and to provide faculty and students with guidance so that faculty are not placed in a position of having to negotiate with students on an individual basis that may put either party in an uncomfortable situation. While not perfect, this proposal does provide an improved level of clarity and reduces the number of potential conflicts.

Linda expressed her willingness to share this draft with her colleagues in USF Tampa undergraduate studies. All were in agreement that the student's home institution should have priority first and foremost. Other parts of the proposal express that common finals have precedence over individual sections, graduate courses have precedence over undergraduate courses, higher numbered courses have precedence over lower numbered courses, and that a make-up examination period is provided for in the proposal.

Members of the Undergraduate Council **express their support** with the proposals outlined in 10-005SP.

However, in accordance with standard practices for promulgating policies, the Undergraduate Council also supports the notion that such draft policies shall not be published or posted in a manner that gives the impression they have been approved until such approval has been received from the appropriate governing bodies. There may be some confusion if a draft version of an unapproved policy working its way through the review process is posted or promulgated in a manner that a student or faculty member may believe it has been approved when it is still under review.

Support for Undergraduate Council Presence on Web: The current website (<http://www1.usfsp.edu/ugc/index.htm>) has not been substantively revised in years and meeting minutes have now moved over to the USFSP Digital Archive (<http://dspace.nelson.usf.edu/xmlui/handle/10806/1402>). Members of the Council expressed their interest in devoting time to making sure that the materials on the web site are current and relevant, but also expressed their belief that they need a contact in Academic Affairs to assist with updates. Jim mentioned that he has assumed responsibility for placing meeting minutes from the Council on the USFSP Digital Archive.

Having no further business, the meeting adjourned at 1:25 p.m. Next meeting: To be determined

Respectfully Submitted,

Jim Schnur
Associate University Librarian