

2-23-2018

College of Arts & Sciences Council : Academic Programs Committee Meeting : 2018 : 02 : 23

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MEETING 2/23

Kevin, Felipe, Jenny (note taker), Suganthi, Felipe

GRAPHIC DESIGN PROPOSALS

Presented by Erika Greenberg-Schnieder

- **ALL**
 - Justification K: clarify qualifications on each 11
 - Justification B: writing was vague – need to add more examples of topics
 - If there is a restriction, make sure it says on syllabus file AND course submission form.
 - Header/delete template text removed from some files
 - GRA 4190 – pre requisite repeat at the beginning of the syllabus
 - GRA 4179 – pre requisite repeat at the beginning of the syllabus
 - GRA 4137 – inconsistent information of pre requisite between the syllabus and the online form
 - GRA 4880 no course information on top
 - ‘grading...’ section need some clarifications and edits
 - inconsistent information of pre requisite between the syllabus and the online form
 - **ART 3202** header
 - Should not only put ISBN – provide details
 - **SHOULD BE GRA**
 - Header issue/template text ‘grading...’
 - Check that both prereqs are listed in BOTH places
 - Remove Amazon links from textbook section
 - **ART 2302**
 - Inconsistent pre requisites on syllabus and online form
 - GRA 4547
 - Header issue/template text ‘grading...’
 - Remove Amazon links from textbook section
 - GRA 4423
 - Header issue/template text ‘grading...’
 - GRA 3118
 - Header Header issue/template text ‘grading...’
 - Remove Amazon links from textbook section
 - ART 2300
 - TYPOS in WORD DOC // look for mistakes especially in grades
- Note that the following are labeled as **Returned to Proposer** from last meeting.
 - ART 2300C Drawing
 - Need changes as per Shari’s email
 - GRA 4880 Advanced Illustration
 - Need changes as per Shari’s email

APPROVED / PENDING CHANGES

BIOLOGY

Presented by Melanie Whitmore

*Here is the link to the most recent Syllabus Template:

<https://www.systemacademics.usf.edu/proposals/resources>

- PCB 4234 (paper)
 - Syllabus needs to follow template.
- PCB 4315 (online)
 - Syllabus needs to follow template, especially mandate languages.
 - Course pre-requisite needs to be added into syllabus
 - Course number needs to be updated
 - Gender Based Crimes – needs update
 - Accommodation Policy
 - Schedule section (page 3) needs to update course number
 - Textbook information is incomplete in the online form
- BOT 4714C (Online)
 - Shows BSC in the course title in the syllabus
 - Syllabus needs to follow template, especially mandate languages.
- PCB 4402 (Online)
 - Syllabus needs to follow template, especially mandate languages.
- BSC 4937 (paper)
 - Syllabus needs to follow template, especially mandate languages.
- Concentration changes

Approved Pending Changes