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Undergraduate Council Meeting : 2013 : 03 : 06

Undergraduate Council

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Undergraduate Council Meeting Minutes

6 March 2013, 2:00 p.m., Conference Room, College of Arts and Science, DAV

Members Present: Tom Ainscough (chair, COB), Bonnie Braun (COE), Kevin Wang (CAS), Jim Schnur (LIB)

Regrets: Joan Eldridge (Academic Advising), Linda Crossman (Registrar),

Guests: Martine Fernandes

Meeting: Called to order at 2:10 p.m. by Tom

Minutes: Minutes of 24 January 2013 **approved as presented**

Old Business

Environmental Sciences and Policy update: Discussion deferred.

New Business

College of Arts and Sciences Proposals: Biology

1. Modification of Biology undergraduate degree to transform the three areas of emphasis into concentrations within the major. The three areas to be created would be Marine Biology, Biomedical Sciences, and Ecology and Evolution. A fourth concentration would allow for students to have a focus in General Biology. General discussion focused on "Proposed Transcript Language" (section 7). Members were uncertain whether the naming convention "Biology: *name of concentration*" could actually be added or whether this was a USF System matter. Finding no other concerns, and,

following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on an investigation to assure that USFSP has the ability to add the proposed transcript language. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

2. Modification of Biology undergraduate degree to transform the Marine Biology "area of emphasis" into a concentration within the B.S. degree. Committee members strongly recommended that this document should include a copy of the MOA between the USFSP College of Arts and Sciences and the USF College of Marine Science in case there are any changes in our relationship within the USF System. We had concerns of a possible situation such as that at USF Polytechnic where a new entity was created from an element within the USF System and a written MOA would allow the partnership to continue without interruption. In addition, there were minor editorial considerations (numbering of sections needs to be corrected "4, 5, 6, 5, 6, 7 ...") and an uncertainty of whether or not proposed transcript language could take place without review at the USF System level. Finding no other concerns, and,

following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on an investigation to assure that USFSP has the ability to add the proposed transcript language, the making of minor corrections, and the attachment of an MOA. Bonnie **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

3. Modification of Biology undergraduate degree to transform the Biomedical Sciences "area of emphasis" into a concentration within the B.S. degree. Committee members were uncertain of whether or not proposed transcript language could take place without review at the USF System level. Finding no other concerns, and,

following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on an investigation to assure that USFSP has the ability to add the proposed transcript language. Bonnie **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

4. Modification of Biology undergraduate degree to transform the Ecology and Evolution “area of emphasis” into a concentration within the B.S. degree. There were minor editorial considerations (numbering of sections needs to be corrected “4, 5, 6, 5, 6, 7 ...”) and an uncertainty of whether or not proposed transcript language could take place without review at the USF System level. Finding no other concerns, and,

following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on an investigation to assure that USFSP has the ability to add the proposed transcript language, and the making of minor corrections. Bonnie **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

5. Modification of Biology undergraduate degree to create a General Biology concentration within the B.S. degree. Committee members strongly recommended that this document should include a copy of the MOA between the USFSP College of Arts and Sciences and the USF College of Marine Science in case there are any changes in our relationship within the USF System. We had concerns of a possible situation such as that at USF Polytechnic where a new entity was created from an element within the USF System and a written MOA would allow the partnership to continue without interruption. In addition, there were minor editorial considerations (numbering of sections needs to be corrected “5, 6, 9 ...”) and an uncertainty of whether or not proposed transcript language could take place without review at the USF System level. Finding no other concerns, and,

following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on an investigation to assure that USFSP has the ability to add the proposed transcript language, the making of minor corrections, and the attachment of an MOA. Tom **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

6. Proposal within the Biology undergraduate degree to create a Senior Seminar Biology alternative as a capstone course elective. Committee members noted areas that this course proposal needed substantial revision, such as: A. Correction of section type (a section number was there rather than type, such as “seminar”); B. Under prerequisites (section 3), the “It is recommended. . .” sentence is unnecessary since course description requires senior standing and “most” courses should have been taken by that time; C. Under justification (section 8), “This course is proposed as an addition . . .” should be changed to “This course is proposed as an alternative . . .” so as not to give the impression that this is an added requirement, since, in actuality, it is an alternate option; D. The syllabus provided lacks standard language (i.e., disabilities, religious holidays).

Following discussion, the Undergraduate Council decided to **return this proposal** for necessary revisions

College of Arts and Sciences Proposals: World Languages Education

1. Modification of World Languages and Cultures to set the major requirements at 30 semester hours. Martine Fernandes presented the Council with a proposal to change the number of semester requirements for the major from 35 to 30 hours, while allowing students more interdisciplinary options, changing the number of semester hours for the capstone course from 2 to 3, and making other changes in the interests of attracting student interests.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on the inclusion of a student-centered justification statement. Bonnie **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

College of Arts and Sciences Proposals: Psychology

1. **Modification of prerequisites in Psychology to allow options for quantitative methods more appropriate for diversity of research interests.** The Council reviewed a curriculum change initiated by Michiko Otsuki-Clutter that modified options within the curriculum.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

College of Arts and Sciences Proposals: Journalism

1. **Request for permanent course number for selected topics course entitled Contemporary Issues: Race, Gender, Class, and the Media.** The Council reviewed a request to have a specific course number for this topic, presently offered under a generic selected topics designation, MMC 4936.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on the addition of standard language in the syllabus, such as a statement related to disabilities. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

2. **Request for permanent course number for selected topics course entitled Inforgraphics.** The Council reviewed a request to have a specific course number for this topic, presently offered under a generic selected topics designation, MMC 4936.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on the addition of standard language in the syllabus, such as a statement related to disabilities. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

3. **Request for permanent course number for selected topics course entitled Entrepreneurial Journalism.** The Council reviewed a request to have a specific course number for this topic, presently offered under a generic selected topics designation, MMC 4936.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on the addition of standard language in the syllabus, such as a statement related to disabilities. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

4. **Request for permanent course number for selected topics course entitled Introduction to Social Media.** The Council reviewed a request to have a specific course number for this topic, presently offered under a generic selected topics designation, MMC 4936.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on the addition of standard language in the syllabus, such as a statement related to disabilities. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

5. **Request for permanent course number for selected topics course entitled Video Storytelling.** The Council reviewed a request to have a specific course number for this topic, presently offered under a generic selected topics designation, MMC 4936.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on the addition of standard language in the syllabus, such as a statement related to disabilities. Tom **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

6. **Request for permanent course number for selected topics course entitled Web Publishing II.** The Council reviewed a request to have a specific course number for this topic, presently offered under a generic selected topics designation, MMC 4936.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented. Tom **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

College of Arts and Sciences Proposals: Verbal and Visual Arts

1. **Request for proposed new course, Improving College Writing, ENC 1130.** The Council reviewed a request to have a new course to prepare students for writing requirements in ENC 1101 and other courses.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

2. **Request for proposed new course, Public Rhetorics, ENC 4353.** The Council reviewed a request to add a new course to our inventory.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on proper formatting of syllabus (headings on first page, course number, contact information). Tom **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

3. **Request for proposed new course, Studies in British Literature and Culture, ENL 4425.** The Council reviewed a request to add a new course to our inventory.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

4. **Request for proposed new course, World Authors, LIT 4244.** The Council reviewed a request to add a new course to our inventory.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on inclusion of standard syllabus language. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

5. **Request for proposed new course, World Literary Movements and Genres, LIT 4711.** The Council reviewed a request to add a new course to our inventory.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on inclusion of standard syllabus language. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

6. **Request for change to curriculum in the English major of the Department of Verbal and Visual Arts.** This request addresses the inclusion of the four courses noted in 2. through 5. above, ENC 4353, ENL 4425, LIT 4244, and LIT 4711.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented, contingent on changes as outlined for each specified course. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

College of Business Proposals

1. **Request for proposed new course, Principles of Entrepreneurship, ENT 3004.** The Council reviewed a request to add a new course to our inventory.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented. Tom **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

2. **Request for proposed new course, Doing Business in China.** The Council reviewed a request to add a new course to our inventory.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented. Tom **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

3. **Request for proposed new course, Doing Business in Europe.** The Council reviewed a request to add a new course to our inventory.

Following discussion, Jim **MOVED** that the Undergraduate Council accept the proposed changes as presented. Tom **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

4. **Request for program change regarding integration of Doing Business in Europe and Doing Business in China into the curriculum.** Document had blank fields and was incomplete.

Following discussion, the Undergraduate Council decided to **return this proposal** for necessary revisions

5. **Request for proposed new course, Labor Economics, ECP 3203.** The Council reviewed a request to add a new course to our inventory. The paperwork was not signed, the wrong form was submitted, and the syllabus requires greater depth.

Following discussion, the Undergraduate Council decided to **return this proposal** for necessary revisions

6. **Request for proposed new course, Labor Development, ECS 3013.** The Council reviewed a request to add a new course to our inventory. The wrong form was submitted and the syllabus requires greater depth.

Following discussion, the Undergraduate Council decided to **return this proposal** for necessary revisions

7. **Request for proposed new course, Operations and Supply Chain Procedures, ISM 3431.** The Council reviewed a request to add a new course to our inventory. The paperwork was not signed.

Following discussion, the Undergraduate Council decided to **return this proposal** for necessary revisions

Having no further business, the meeting adjourned at 4:40 p.m. Next meeting: To be determined

Respectfully Submitted,

Jim Schnur
Associate University Librarian