

<p style="text-align: center;"><b>Minutes of the Meeting of the University Curriculum Committee</b> <b>September 15<sup>th</sup>, 2015</b></p>
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Dr. Lindner convened the UCC at 1:30 in 307 Weil Hall.

**Members Present:** Angela Lindner, Sharon Abramowitz, Joel Brendemuhl, Timothy Brophy, R. Paul Duncan, Linda Haddad, Stephanie Hanson, Christopher Janelle, Dana Meyer, Monika Oli, Brian Ray, Alison Reynolds, Mark Rush, Matthew Ryan, Edward Schaefer, Lauren Solberg, Joseph Spillane, Marko Suvajdzic, Christopher Vallandingham, Hans van Oostrom, and Andrew Wehle.

**Liaisons:** Steve Pritz and Tobin Shorey

**Guests:** Brian Marchman, John Mecholsky, Wendell A. Porter, and Ata Sarajedini

Dr. Lindner opened the meeting by greeting all members and guests and asked for feedback on the new request forms in the Approval system. There was consensus that the new web-based forms are a great improvement. Dr. Lindner also asked for volunteers to assist on the course review committee.

1. Approval of minutes of May 19, 2015 meeting. Approved.
2. Update from the Faculty Senate. The upcoming senate meeting will be Pres. Fuchs' State of the University address and goal setting report.
3. Election of the UCC co-chair. Dr. Hans von Oostrom was elected to a new term.
4. Proposed revision of the curriculum for Sustainability and the Built Environment. Effective spring 2016. Dr. Wehle presented. Approved.
5. Proposed revision to Packaging Science minor. Effective spring 2016. Dr. Brendemuhl presented. Approved.
6. Notice of items from the Academic Assessment Committee (information only)
  - None
7. Notice of items from the Graduate School (information only)
  - None
8. Notice of new graduate certificates (information only)
  - Communicating Value and Web Conversion
  - Cross-Media Sales
  - Digital Humanities
  - Disabilities in Society
  - Early Childhood Studies

- Global Agroecology
- Global Health
- Pharmaceutical Regulation

9. Notices of changes to graduate certificates (information only)

- Advanced Systems Engineering Certificate
- Applied Pharmacoeconomics
- Cell Engineering & Regenerative Medicine
- Death Investigation
- Drug Regulatory Affairs
- Forensic Serology and DNA
- Global Islamic Studies
- Patient Safety & Medication Risk Management
- Pharmacy Regulation & Policy
- Sustainable Development Practice
- Systems Engineering Certificate

10. Proposed new undergraduate certificates

- None

11. Proposed changes to undergraduate certificates

- None

12. Proposed new professional certificates

- None

13. Proposed changes to professional certificates

- None

14. Proposed new undergraduate courses

Design, Construction and Planning

- LAA4XXX – Design Communications for Landscape Architects — conditionally approved

15. Proposed changes to undergraduate courses

Agricultural and Life Sciences

- SUR3331 - Photogrammetry — approved
- SUR3393 - Geographic Information Systems — approved

Arts

- TPP3124 – Improvisation and Social/Political Issues — conditionally approved

Liberal Arts and Sciences

- INS4905 – Individual Studies — approved
- INS4911 – Undergraduate Research in International Studies — approved

16. Proposed new professional courses

Business

- MAN7768 – Supply Chain Strategy — conditionally approved
- MAR7XXX – Marketing Strategy Seminar — conditionally approved
- MAR7627 – Quantitative Research Methods and Data Analysis — conditionally approved
- QMB7565 – Statistical Research Methods — conditionally approved

Nursing

- NGR6700 – Assessments in Nursing Education — conditionally approved

17. Proposed changes to professional courses

Dentistry

- 30 courses to S/U — approved

Law

- LAW6062 - Business Organizations — approved
- LAW6465 - Conservation Clinic — approved

Nursing

- NGR6052C – Adult Nursing: Diagnostics and Procedures — conditionally approved
- NGR6241L – Common Adult Health Problems: Clinical — approved
- NGR6244L – Adult-Gerontology Primary Care Nurse Practitioner Clinical 2 — approved
- NGR6350L – Family Nurse Practitioner: Adults, Women, Adolescents, and Children Clinical — approved
- NGR6368L – Nurse-Midwifery: Care of Women and Neonates Clinical III — approved
- NGR6612L – Family Nurse Practitioner: Complex Family Health Care Clinical — approved
- NGR7176 – Advanced Topics in Pharmacotherapeutics in Nursing — approved
- NGR7970L – Advanced Nursing Project — conditionally approved

Veterinary Medicine

- VEM5891 – Shelter Animal Medicine — conditionally approved

18. Proposed new joint courses

Agricultural and Life Sciences

- SUR4XXX - Geospatial Applications of UASs — conditionally approved
- SUR4XXXC - Practicum in UAS Mapping — conditionally approved

19. Proposed changes to joint courses

Agricultural and Life Sciences

- SUR3501 - Spatial measurement Systems — conditionally approved

20. Proposed new 5000 level courses

- None

21. Proposed changes to 5000 level courses

Pharmacy

- PHA5728 – Medicare and Medicaid: Implications for Pharmacy Practice — approved

22. Notice of new graduate courses (information only)

Agricultural and Life Sciences

- BSC6459 – Fundamentals of Bioinformatics

Arts

- HUM6365 – Collaborating Across Disciplines: The Arts Therapies
- HUM6375 – The Arts and Human Development

Business

- BTE7171 – Preparing to Teach in Business

Education

- EEX6099 – Social Perspectives on Disability
- EEX6525 – Disability Related Policy and Legislation
- EEX6778 – Community and Work Access for Individuals with Disabilities
- EEX6930 – Seminar in Disabilities
- SCE5XXX – Science Curriculum Development

Engineering

- ABE5XXX – Communicating in Academia
- CAP5108 – Research Methods for Human-Centered Computing
- CCE6016 – Advanced Engineering Cost Estimating
- CEN5728 – User Experience Design
- EEL5417 – Applied Magnetism and Magnetic Materials
- EEL5447 – Laser Theory and Design
- EES6932 – Modeling the Fate of Air Pollutants
- ESI6346 – Decision Making Under Uncertainty

### Journalism

- MMC5165 – Influence and Selling
- MMC5259 – Customer Relationships and Effective Lead Management
- MMC5406 – Selling Today
- MMC5422 – Customer Research and the Fundamentals of Online Testing
- MMC5717 – Cross Platform Media Selling
- PUR6475 – Digital Social Advocacy

### Liberal Arts and Sciences

- ANG5393 – Media Anthropology
- BOT6656 – Plant Symbiosis
- CPO6719 – Comparative Gender Politics
- PCB6685 – Population Genetics
- RLG5361 – Global Islam
- ZOO6930 – Seminar in Molecular Evolution

### Medicine

- GMS6132 – Introductory Gene and Immunotherapy
- GMS6813 – Applied Topics in Pragmatic Trials and Implementation Science

### Pharmacy

- PHA6273 – Structure, Process and Outcomes of Regulation I
- PHA6435 – Biosynthetic Logic of Medicinal Natural Products
- PHA6472 – Organic Synthesis of Drug Molecules
- PHA6476 – Advanced Combinatorial Chemistry in Drug Discovery

### Public Health and Health Professions

- PHC6971 – Research for Master's Thesis

## 23. Notice of changes to graduate courses (information only)

### Agricultural and Life Sciences

- FAS6154 – Marine Adaptations: Environmental Physiology
- FNR6669 – Forest Conservation and Management Policies and Issues

### Business

- ACG5226 – Advanced Accounting
- BUL5811 – Managers & Legal Environment

### Education

- EEX6786 – Transdisciplinary and Transition Services in Special Education

### Engineering

- ABE6986 – Applied Mathematics in Agricultural and Biological Engineering
- EEL5486 – Electromagnetic Field Theory and Applications I

Medicine

- GMS6038 – Bacterial Genetics and Physiology
- GMS6153 – Advanced Bacterial Genetics
- GMS6803 – Data Management for Clinical Research

Pharmacy

- PHA6273 – Structure, Process and Outcomes of Regulation
- PHA6276 – Regulating Pharmaceutical Access & Cost

The meeting adjourned at 2:12 p.m.

Addendum: University Curriculum Committee  
Course Recommendations  
September 15, 2015

The recommended actions on course requests for this meeting are as follows:

**A = Approved**

**CA = Conditionally Approved - sent back to College. After UCC comments have been addressed, the college may again approve the request. Such requests will typically be handled by UCC staff and not return to the full UCC.**

**R = Recycle – sent back to College. After UCC comments have been addressed, the requests will return to the full UCC.**

**D = Denied – sent back to College. Item will need to be submitted as new request.**

**NR = No recommendation at this time (request will be discussed at the UCC meeting).**

**T = Tabled**

14. Proposed new undergraduate courses

**Design, Construction, and Planning**

- [LAA4XXX Integrated Design Communications](#) [CA]

UCC: Course still listed as introductory – a 4000-level course must have prerequisites and must be “advanced”

Syllabus: **1.** Course listed as introductory. We recommend to either remove the implication that the class is introductory or lower the course number to reflect its introductory level. **2.** “Quality points” should be replaced with “grade points”. **3.** The link to UF grading policies is dead. Please provide the correct, “live” link (see below). **4.** Please add a description of how participation credit is awarded or taken away, as this is absent in the information submitted. **5.** The syllabus states “Two unexcused absences are permitted, after which two or more absences without notification will result in a failing grade for the course.” Rather than including the current description, would replacing it with “3 unexcused absences are allowed without penalty” be clearer to the student? **6.** Attendance policy does not allow for emergencies during which a student may not be able to contact the instructor prior to class (i.e., “failure to notify instructor of an intended absence could result in a full letter grade reduction for the course”).

Duplication and contradictions exist in the various statements about attendance. Please conform the attendance policy to the UF policy, which can be found below.

15. Proposed changes to undergraduate courses

**Agricultural and Life Sciences**

- [SUR3331 Photogrammetry](#) [A]

Request: Combine this 2-credit course with 1 credit SUR3331L to make 3-credit SUR3331C, revise course description

UCC: No objections.

Syllabus: **1.** Please add a description of how participation credit is awarded or taken away, as this is absent in the information submitted. **2.** Please add a description of the penalty for unexcused absences since attendance is required for local students.

· [SUR3393 Geographic Information Systems \[A\]](#)

Request: Combine this 2-credit course with 1-credit SUR3393L and revise course prefix to make a 3-credit GIS3393C, revise course description

UCC: Please add the course title in field 5.

Syllabus: No objections.

**Arts**

· [TTP3124 Improvisation and Social/Political Issues \[CA\]](#)

Request: Revise course name to *Improvisation*; revise transcript title; revise course description

UCC: No objections.

Syllabus: **1.** Please add the link to UF grading policies (see below) and the link to UF attendance policies (see below). **2.** Please add a weekly schedule of topics. **3.** Please include a grade breakdown and explanation of how students will be evaluated. **4.** Please include information concerning required or recommended textbook or other resources for the student. **5.** Please include the statement about online course evaluations (see below). **6.** Please alter wording to accommodate other reasons for excused absences besides illness and official university activities (e.g., religious holidays and family emergencies). **7.** Please adjust the statement about late work to account for emergency absences. **8.** Please alter language regarding Honor Code violations; a student will not necessarily automatically fail if found guilty of a violation. Recommend including the Student Conduct process. **9.** Please alter language regarding students with disabilities; a deadline should be included by when a student must meet with the instructor for accommodations.

**Liberal Arts and Sciences**

· [INS4905 Individual Study \[A\]](#)

Request: Please adjust the contact hours to directed individual study (incorrectly approved as regularly scheduled)

UCC: No objections.

Syllabus: Not strictly necessary to correct a formality, however, no objections. Same syllabus that was approved 3/24/15.

· [INS4911 Undergraduate Research in International Studies \[A\]](#)

Request: Please adjust the contact hours to supervise teaching/research (incorrectly approved as regularly scheduled)

UCC: No objections.

Syllabus: Not strictly necessary to correct a formality, however, no objections. Same syllabus that was approved 3/24/15.

16. Proposed new professional courses

**Business**



- [MAN7768 Supply Chain Strategy \[CA\]](#)  
UCC: Please add contact type.  
Syllabus: **1.** Need justification for 3-credit course: provide a breakdown of contact hours. **2.** Grade breakdown does not include a grade for the class research presentation; however, under Grading it states that “your grade will reflect your performance on summaries, presentations, and reports.” **3.** Please include a grading scale.
- [MAR7XXX Marketing Strategy Seminar \[CA\]](#)  
UCC: Please shorten the course description to 50 or fewer words  
Syllabus: **1.** Please explain how this class warrants 3 credit hours. (There are 24 contact hours for this class so it does not appear to be a 3-credit course. Significant work is required out of class, but it does not appear to make up for the lack of in-class hours.) **2.** Please add a description of the penalty for late assignment submissions? **3.** Please refine the attendance policy to allow for emergencies where the student is unable to inform the instructor of an absence ahead of time. **4.** Please add the link to UF grading policies (see below). **5.** Please add the statement about course evaluations (see below).
- [MAR7627L Quantitative Research Methods and Data Analysis \[CA\]](#)  
UCC: Field 3 should be 627  
Syllabus: **1.** Need justification for 3-credit course: provide a breakdown of contact hours. **2.** Please add statements about UF attendance/make up policies (see below), disability accommodations statement (see below), UF grading policies (see below), and about course evaluations (see below). **3.** Please revise quiz make up policy to allow for excused absences.
- [OMB7565 Statistical Research Methods \[CA\]](#)  
UCC: No objections.  
Syllabus: Need justification for 3-credit course: provide a breakdown of contact hours.

### **Nursing**

- [NGR6XXX Evaluation in Nursing Education \[CA\]](#)  
UCC: **1.** Please add weekly contact hours, and rationale; **2.** “Module assignments” is too broad of a topic. Please add more information on different assignments and their grade values.  
Note: With the latest UCC1 revisions, the UCC will no longer be requiring/reviewing syllabuses for new course proposals. All pertinent course information must be included in the UCC1 form.

## 17. Proposed changes to professional courses

### **Dentistry**

- [30 Dental Courses \[A\]](#)  
Request: Convert from graded to S/U.  
UCC: No objections.

### **Law**

- [LAW6062 Business Organizations \[A\]](#)  
Request: Revise course title to *Unincorporated Business Enterprises*; revise transcript title  
UCC: No objections.

- [LAW6465 Conservation Clinic \[A\]](#)  
Request: Make course credit variable from 2-3 credits.  
UCC: No objections.  
Syllabus: No objections.

### **Nursing**

- [NGR6052C Adult Nursing: Diagnostics and Procedures \[CA\]](#)  
Request: Remove NGR6636, NGR6140, and NGR6101 from prerequisite list; add NGR6241 to prerequisite list; remove all co-requisites except NGR6241  
UCC: No objections.  
Syllabus: **1.** Please expand topical outline to a weekly schedule of topics, reading material, and exams/assignments. **2.** Please replace “Quality points” with “grade points”. **3.** Because Attendance and Participation grade is 35% of the final grade, please include an explanation of how Attendance & Participation are evaluated.
- [NGR6241L Common Adult Health Problems: Clinical \[A\]](#)  
Request: Reduce credit hours from 4 to 3.  
UCC: No objections.  
Syllabus: Note: Under Evaluation, 192 hours should be corrected to 144. Recommend providing schedule for clinical seminars if possible.
- [NGR6244L Adult-Gerontology Primary Care Nurse Practitioner Clinical 2 \[A\]](#)  
Request: Increase credit hours from 2 to 3.  
UCC: No objections.  
Syllabus: Note: Under Evaluation, 96 hours should be corrected to 144.
- [NGR6350L Family Nurse Practitioner: Adults, Women, Adolescents, and Children Clinical \[A\]](#)  
Request: Increase course credit hours from 2 to 3.  
UCC: No objections.  
Syllabus: Note: Under Clinical Evaluation, 96 hours should be corrected to 144. Recommend providing schedule for clinical seminars if possible.
- [NGR6368L Nurse-Midwifery: Care of Women and Neonates Clinical III \[A\]](#)  
Request: Reduce course credit hours from 4 to 3.  
UCC: No objections.  
Syllabus: Under Clinical Evaluation, 192 hours should be corrected to 144.
- [NGR6612L Family Nurse Practitioner: Complex Family Health Care Clinical \[A\]](#)  
Request: Reduce course credit hours from 4 to 3.  
UCC: No objections.

Syllabus: **1.** Please make the make up policy statement consistent with attendance policy statement. Make up policy does not allow for emergencies or excused absences for which a student might not be able to contact the instructor in advanced. **2.** Recommend providing schedule for clinical seminars if possible.

- [NGR7176 Advanced Topics in Pharmacotherapeutics in Nursing \[A\]](#)

Request: Revise course name to *Advanced Topics in Pharmacotherapeutics & Genomics in Nursing*; revise transcript title.

UCC: No objections.

Syllabus: **1.** Please make the make up policy statement consistent with attendance policy statement. Make up policy does not allow for emergencies or excused absences for which a student might not be able to contact the instructor in advanced. **2.** Please replace 'Quality points' with 'grade points'.

- [NGR7970L Advanced Nursing Project \[CA\]](#)

Request: Revise variable credit hours from 1-3 to 1-2.

UCC: No objections.

Syllabus: **1.** Assessment process is unclear. Please provide further explanation and a breakdown of student expectations and instructor/advisor supervision.

### **Veterinary Medicine**

- [VEM5891 Shelter Animal Medicine \[CA\]](#)

Request: Revise course title to *Veterinary Community Outreach Program*

UCC: **1.** Field 2 blank (should be 5); Field 3 should be 891

**2.** Note: Should the transcript title be updated to reflect new course name?

## 18. Proposed new joint courses

### **Agricultural and Life Sciences**

- [SUR4XXX Geospatial Applications of UASs \[CA\]](#)

UCC: **1.** No contact type listed (fill in field 15); **2.** 4000-level courses must be listed as advanced (in field 18); **3.** Please include a rationale

Syllabus: **4.** Please add the penalty for an unexcused absence. **5.** Please add the statement about online course evaluations (see below).

- [SUR4XXXC Practicum in UAS Mapping \[CA\]](#)

UCC: **1.** No contact type listed (field 15); **2.** 4000-level courses must be listed as advanced (field 18); **3.** Please include a rationale.

Syllabus: **4.** Is there a penalty to the Attendance/Participation (20%) portion of the grade for an unexcused absence? How does a student earn or lose participation credit? Please clarify these questions in the syllabus.

## 19. Proposed changes to joint courses

### **Agricultural and Life Sciences**

- [SUR3501 Spatial Measurement Systems \[CA\]](#)

Request: Combine this course with corresponding lab course to create C course, increase course level from 3 to 4, revise course title to *Foundations of UAS Mapping*, revise transcript title, revise course description

UCC: **1.** Please fill in the current transcript title (field 14); **2.** Please add rationale for changes; **3.** does placement in curriculum change with course level increase?

Syllabus: **4.** How much of a deduction to a student's final grade will result from more than two unexcused absences? Please clarify this.

20. Proposed new 5000 level courses

None

21. Proposed changes to 5000 level courses

### **Pharmacy**

- [PHA5728 Medicare and Medicaid: Implications for Pharmacy Practice \[A\]](#)

Request: Revise course title to *Medicare & Medicaid for Pharmacists*; revise transcript title.

UCC: **1.** Please enter "728" in Field 3 (not 5728).

### **Required Statements of Policies:**

Absences and Make up Work: "Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>."

Students Requiring Accommodations: "Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, [www.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/)) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester."

Online Course Evaluation: "Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>."

Grading Policy: "More information on grades and grading policies is here: <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>."