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Minutes of the Meeting of the University Curriculum Committee
December 12th, 2017

</div>

Dr. Lindner convened the UCC at 1:00 p.m. in the Chamber at the Reitz Union.

Members Present: Angela Lindner, Charles Baer, Eleni Bozia, Timothy Brophy, Abdol Chini, Christine Davis, Rodel Enderez, Stephanie Hanson, Christopher Janelle, Monika Oli, David Pharies, Steve Pritz, Kelly Rice, Richard V. Scholtz, III, Jennifer Setlow, Joseph Spillane, Curtis Taylor, Hans van Oostrom, Nancy Waldron, and Michael Weigold.

Liaisons: Toby Shorey

Guests: Diane Beck, Tom Kelleher, Dari Samson, Erica Studer-Byrnes, Karen Whalen, Stacey Wallace, and Elizabeth Wood.

1. Approval of minutes of November 21, 2017 meeting. Approved.

2. Update from the Faculty Senate. Dr. van Oostrom reported that the Dept. Of Health Outcomes and Policy name change was approved. An item of note was a resolution from the Academic Policy Council against using computer language as a language for purposes of foreign language study.

3. Proposal to modify Psychology major, effective Spring 2018. Dr. Pharies presented this modification, which added courses from the Dept. of Women's Studies, laboratory options for one specialization, and would require PSB 3340 instead of PSB 3002 as it is a more rigorous course. Approved; effective term Summer B 2018.

4. Proposal to update Public Health minor, effective Spring 2018. Drs. Hansen and Wood presented. A former specialization was previously made into a full major and this minor would address the resultant gap. This minor would reach different majors and not just people in the college, which would broaden the pool of student applicants who may face public health issues in their respective career paths. Approved; effective term Summer B 2018.

5. Proposal to create Economics minor, effective Spring 2018. Dr. Pharies presented this as resurrecting a previous minor which had been closed when Economics moved to only CLAS. Approved; effective term Summer B 2018.

6. Proposal to terminate BS in Real Estate, earliest available. Dr. Studer-Byrnes relayed that this degree has not been offered since 2011. Accordingly, there are no students in the major. There is a real estate minor and a master's degree available. Approved; effective immediately.

[7. Proposal to change Common Prerequisite Manual for Accounting](#) Dr. Studer-Byrnes presented this housekeeping measure to reflect prior approval to update tracking requirements. The manual wasn't updated as it should have been, and this request would address that previous oversight. Approved.

8. Notice of programs moving to UF Online (information only)
   - None

9. Notice of items from the Academic Assessment Committee (information only)
   - None

10. Notice of items from the Graduate School (information only)
   - None

11. Notice of new graduate certificates (information only)
   - None

12. Notice of changes to graduate certificates (information only)
   - None

13. Proposed new undergraduate certificates
Agricultural and Life Sciences
   - [Gateway to Agroecology](#) Dr. Lindner reviewed the proposal with a recommendation to recycle. The Department of Soil and Water Sciences has requested a consult and more discussion is needed on the proposal of letting certificate advisors void course prereqs if they deem this appropriate. Recycled.

Liberal Arts and Sciences
   - [Medical Geography](#) Dr. Pharies broke down the structure of the proposed certificate. Approved; effective term Spring B 2018.

14. Proposed changes to undergraduate certificates
   - None

15. Proposed new professional certificates
   - None

16. Proposed changes to professional certificates
   - None

17. Proposed new undergraduate courses
Agricultural and Life Sciences
   - [FYC 4XXX – Engaging Communities for Decision Making and Action](#)—approved
   - [WIS 4XXX – Wildlife Behavior and Conservation](#)—conditionally approved
Business Administration

- [MAR 4XXX – Marketing Strategy](#)—approved
- [MAR 4XXX – Professional Selling](#)—approved

Fine Arts
- [MUT 1XXX – Music Theory 1](#)—conditionally approved
- [MUT 1XXX – Music Theory 2](#)—conditionally approved
- [MUT 2XXX – Music Theory 3](#)—conditionally approved
- [MUT 2XXX – Music Theory 4](#)—conditionally approved
- [MUT 1XXXL – Aural Skills 1](#)—conditionally approved
- [MUT 1XXXL – Aural Skills 2](#)—conditionally approved
- [MUT 2XXXL – Aural Skills 3](#)—conditionally approved
- [MUT 2XXXL – Aural Skills 4](#)—conditionally approved

Journalism and Communications
- [ADV 3XXX – Branding](#)—approved
- [ADV 3XXXC – Professional Workshop in Advertising](#)—conditionally approved
- [ADV 4XXX – Advanced Advertising Internship](#)—approved
- [ADV 4XXX – Creative Advertising Competitions](#)—conditionally approved

Liberal Arts and Sciences
- [CHW 4XX1 – Fourth Year Chinese 1](#)—approved
- [CHW 4XX1 – Fourth Year Chinese 2](#)—approved
- [ECO 3403 – Industrial Organization](#)—approved
- [LIN 2XXX – Language in the USA](#)—approved
- [SOP 4XXX – Legal Psychology](#)—approved
- [WOH 3XXX – Global History of Energy](#)—approved

18. Proposed changes to undergraduate courses

Journalism and Communications
- [ADV 3001 – Advertising Strategy](#)—conditionally approved
- [ADV 3008 – Principles of Advertising](#)—approved
- [ADV 3302 – Great Ideas in Marketplace Communications](#)—conditionally approved
- [ADV 3500 – Advertising Research](#)—conditionally approved
- [ADV 3502 – Advertising Sales](#)—approved
- [ADV 4101 – Copy and Visualization](#)—conditionally approved
- [ADV 4300 – Media Planning](#)—approved
- [ADV 4700 – Retail Advertising](#)—conditionally approved
- [ADV 4931 – Seminar: Ethics and Problems in Advertising](#)—conditionally approved
- [ADV 4940 – Advertising Internship](#)—approved
- [RTV 3405 – Television and American Society](#)—conditionally approved

Liberal Arts and Sciences
- [DEP 4115 – Infant Development](#)—approved
- [GIS 4001C – Maps and Graphs](#)—conditionally approved
- [EAB 4714C Laboratory in Applied Behavior Analysis](#)—approved

19. Proposed new professional courses

Business Administration
- [ACG 7978 – Advanced DBA Research](#)—approved
- [ACG 7985 – DBA Doctoral Dissertation/Defense](#)—approved

- [FIN 7978 – Advanced DBA Research](#)—approved
- [FIN 7985 – DBA Doctoral Dissertation/Defense](#)—approved
- [MAN 7978 – Advanced DBA Research](#)—approved
- [MAN 7985 – DBA Doctoral Dissertation/Defense](#)—approved
- [QMB 7978 – Advanced DBA Research](#)—approved
- [QMB 7985 – DBA Doctoral Dissertation/Defense](#)—approved

Pharmacy
- [PHA 5XXX – Advanced Pharmacy Practice Experience Readiness](#)—conditionally approved
- [PHA 5XXX – Non-Patient Care Elective Advanced Pharmacy Practice Experience](#)—conditionally approved
- [PHA 5XXX – Patient Care Elective 1 Advanced Pharmacy Practice Experience](#)—conditionally approved
- [PHA 5XXX – Patient Care Elective 2 Advanced Pharmacy Practice Experience](#)—conditionally approved
- [PHA 5XXX – Special Topics/Self-Directed Study](#)—approved
- [PHA 5XXX – Year 3 Enhancement](#)—conditionally approved
- [PHA 5XXXC – Personal and Professional Development I](#)—approved
- [PHA 5XXXC – Personal and Professional Development II](#)—approved
- [PHA 5XXXC – Personal and Professional Development III](#)—approved
- [PHA 5XXXC – Personal and Professional Development IV](#)—approved
- [PHA 5XXXC – Personal and Professional Development V](#)—conditionally approved
- [PHA 5XXXC – Personal and Professional Development VI](#)—conditionally approved

20. Proposed changes to professional courses

Pharmacy
- [PHA 5941 – Community Introductory Pharmacy Practice Experience](#)—approved

21. Proposed new joint courses
- None

22. Proposed changes to joint courses
- None

23. Proposed new 5000 level courses
- None

24. Proposed changes to 5000 level courses
- None

25. Notice of new graduate courses (information only)

Health and Human Performance
- APK 6XXX - Advanced Exercise Physiology
- PHC 7XXX - Quantitative Assessment of Environmental Health Impacts

Liberal Arts and Sciences
- ECO 5206 - Macroeconomic Analysis

Medicine
- GMS 6XXX - Ensuring Rigor and Reproducibility in Clinical and Translational Research
- GMS 7XXX - Principles of Referent Tracking in Biomedical Informatics

Veterinary Medicine
- VME 6XXX - Behavioral Health for Shelter Dogs and Cats
- VME 6XXX - Capstone Project Presentation
- VME 6XXX - Cybercrime in Wildlife Investigations
- VME 6XXX - Topics in International Shelter Medicine

26. Notice of changes to graduate courses (information only)

Education
- MHS 6440 - Marriage and Couples Counseling

Liberal Arts and Sciences
- ECO 5114 - Microeconomic Analysis
- ECO 5216 - Monetary Economics
- ECO 5464 - Game Theory and Industrial Organization

Meeting adjourned at 2:15 p.m.

University Curriculum Committee Program and Course Recommendations

[December 12th, 2017]

Program Recommendations

3. **Proposal to modify the Psychology major effective earliest term available. Michael Farrar. [CA]**
   - https://secure.aa.ufl.edu/Approval/reports/11739
   - **Summary:** 1. Add elective options from another department. 2. Modify the requirements for the behavioral and cognitive neuroscience track.
   - Comments:
     - ~~Has WST course that was recently been approved been added into the curriculum changes?~~ [Course has been added in additional document detailing courses for major 12/7/17]
     - Catalog copy says "two courses may be used, Should this instead say tow of the four available courses be used" This needs to be clarified in the course catalog.
     - PSY4905 is an independent study course number, will only research be allowed under this offering?
     - Eliminating PSB 3002, will this course still be offered? Or is this course being deleted i.e. "sunsetted"

4. **Proposal to modify the Public Health minor effective Spring 2018. Elizabeth Wood. [CA]**
   - https://secure.aa.ufl.edu/Approval/reports/11826
   - **Summary:** The Bachelor of Public Health program is requesting that the courses currently offered to fulfill the public health minor be updated.
   - Comments:
     - ~~Application link to add or cancel a minor is broke, this needs to be updated~~ [Updated]
     - ~~Is the minor restricted to PH students only?~~ [No, the public health minor specifically attracts students from other colleges, outside of public health. Public Health major are not eligible for both a major and minor in one area. Email, 12/5/17]
       - PHC4101 has a prereq of "only health science majors/minors only and department permission." [This is currently in the process of

being updated to include public health and health science majors, public health minors, and with departmental control. Email, 12/5/17]

- Should this change be conditionally approved until the prereq changes gave been made to this course?- CG
    - ~~Would it be possible to allow students to take the minor form other areas; i.e. microbiology?~~ [Yes. Email 12/5/17]
    - Eliminating APK 2105 course (Health and Human performance course. Does HHP know the enrollment for this course will be decreasing?
    - Does the new model provide ample common foundation for all students?
        - Ex. ne common course and choose four from a list

5. Proposed new minor in Economics effective earliest term available. David Knight. [A]
    - https://secure.aa.edu/Approval/reports/11761
    - Summary: The Department of Economics proposes the creation of the Economics minor. Attached to this proposal are a history of the Economics minor; a proposed Catalog copy; and support letters from the Food and Resources Economics Department, the Department of Geography, the Heavener School of Business, and the Department of Mathematics.
    - Comments:
        - Was this minor completely terminated? (need to look up in BOG)

6. **Proposal to terminate BS Real Estate [~~CA~~][A]**
    - https://secure.aa.ufl.edu/Approval/reports/11916
    - **Comments:**
        - ~~**Please confirm no students currently in program.**~~ **[There are no students currently in this program. Email from A. Naranjo, 12/7/17]**

7. **Accounting - Change to Common Prerequisite Manual [A]**
    - https://secure.aa.ufl.edu/Approval/reports/11994
    - **Add ACG 2071 to the list of required courses in the Common Prerequisite Manual.**
    - **Comments:**
        - **None**

12. **Proposed new undergraduate certificates**

Proposed new certificate in Gateway to Agroecology effective Spring 2018. Theresa Martin. [R]
    - https://secure.aa.ufl.edu/Approval/reports/11899

- **Summary:** We've had a steady increase in the number of students who are interested in Agroecology but lack a degree in the sciences or the appropriate science coursework to immediately begin a master's program.
- Comments:
    - ~~Is the certificate for undergraduate students at UF or for any applicant?~~
    - ~~Please clarify the three core classes requirement.~~
    - ~~Submission requires catalog copy~~
    - ~~[Updated in system, catalog copy uploaded, 12/7/17]~~
    - ~~Should Transcript title have the word 'certificate' in it?~~
    - Under Rationale:
    - ~~What is meant by 'off book' revenue being provided to the department what does this mean?~~
        - This certificate will provide the appropriate courses to transition into our MS Agroecology program, while providing additional off-book revenue for the department.
    - What does the following mean:
        - Students that have not completed the prerequisite courses required will be reviewed by advisors to determine appropriate action for the student to take.
    - Consult with Plant Science may be needed, regarding PLS 3004C
    - Who certifies the certificate?

Proposed new certificate in Medical Geography effective earliest term available. Sadie Ryan. [A]
- https://secure.aa.ufl.edu/Approval/reports/11869
- **Summary:** A certificate in Medical Geography is proposed, comprising internal courses only, complementing the existing Medical Geography major tracks approved and in place.
- Comments:
    - None
    - Contains Consults

Course Recommendations

17. Proposed New Undergraduate Courses

Approved	Conditionally Approved	Recycle
FYC4XXX – Engaging Communities for Decision Making and Action	WIS4XXXC – Wildlife Behavior and Conservation	
MAR4XXX – Professional Selling	MUT1XXXL – Aural Skills 1	
MAR4XXX – Marketing Strategy	MUT1XXXL – Aural Skills 2	
ADV3XXX – Branding	MUT2XXXL – Aural Skills 3	
ADV4XXX – Advanced Advertising Internship	MUT2XXXL – Aural Skills 4	
CHW4XXX: Fourth Year Chinese 1	MUT1XXX – Music Theory 1	
CHW4XX1: Fourth Year Chinese 2	MUT1XX – Music Theory 2	
ECO 3403: Industrial Organization	MUT2XXX – Music Theory 3	
LIN 2XXX Language in the USA	MUT2XXX – Music Theory 4	
SOP4XXX Legal Psychology	ADV3XXXC – Professional Workshop in Advertising	
WOH3XXX Global History of Energy	ADV4XXX – Creative Advertising Competitions	

Agricultural and Life Sciences

A. **FYC4XXX – Engaging Communities for Decision Making and Action [A]**
   - https://secure.aa.ufl.edu/Approval/reports/12019
   - **Comments:**
     - **None**

B. **WIS4XXXC – Wildlife Behavior and Conservation [CA]**
   - https://secure.aa.ufl.edu/Approval/reports/11503
   - **Comments:**
     - **Request contains consults**
     - ~~**Please include assessment and grading in the UCC form**~~**[Updated in request]**
     - ~~Needs clarification: "In Dr. Sieving's email to Drs. Dahl and Wayne, as a way of differentiating this course from ZOO 3513C she says she does not require that BSC 2010 and 2011 be pre-requisites; however, the UCC form lists these courses as prereqs. There seems to be enough distinguishing the courses but perhaps this issue should be clarified/reconciled."~~
       - ~~What is this email consult saying?~~
       - ["I changed it online to read BSC 2011 only as a pre-requisite. I have not been requiring prerequisites as an 4934 offering, but with a final number at the 4000 level, I can require BSC 2011." Email 12/5/17]

     - [Current make-up policy for course violates UF policy 12/10/17]

       - Midterms. You can take a missed midterm within 7 days after the in- class test date (by appointment with a TA to proctor it with you). **Make- up exams will contain a completely different set of questions than the scheduled midterms, and they can be in a different format of my choosing (e.g., oral).**

       - Final Exam. Show up for the final on the appointed time and date. **No late make- ups,** though we will offer an early final.

- o Please update attendance/**makeup** section of syllabus/request to be in line with UF policy which may be found here: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
  - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;
    - "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
- o ~~Is this course online? Or a part of UF online? Parts of syllabus seem to point that way.~~ **[No, email 12/517]**
- o **From Rationale:**
  - **(a) a Wildlife Biology Common Requirement in the Major.**
  - **Is this a change to the curriculum, if so a separate program change request will be needed?**
  - **Reclarify the consult; it is not clear who was consulted in the forms; i.e name and title of individual, not course title**

Business Administration

C. MAR4XXX – Professional Selling **[~~CA~~][A]**
- https://secure.aa.ufl.edu/Approval/reports/11933
- Comments:
  - o ~~Should title include "for business majors" or program specific language?~~ [No, this course offered to anyone that meets the prerequisites Email, 12/6/17]
  - o ~~Please correct honor code link~~
  - o ~~Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx~~
  - o ~~You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;~~
    - ~~"Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx~~
    - ~~Not required for approval but a word is missing from the sentence on pg 7 that begins "Either way…"~~ [Updated in system, 12/7/17]

D. MAR4XXX – Marketing Strategy **[A]**
- https://secure.aa.ufl.edu/Approval/reports/11932
- Comments:
  - o None

Fine Arts
Apply to all Fine Arts requests:
*Do these comply with the common prerequites that are required by the BOG for music majors.
*A program change will need to be submitted in January which contains these changes.
BOG Common prereq link:
https://dlss.flvc.org/admin-tools/common-prerequisites-manuals/2016-2017/admin-tools/common-prerequisites-manuals/program-listing-alphabetic-order-2016?p_p_id=66_INSTANCE_bLGCMeSoqTEq&p_p_lifecycle=0&p_p_state=normal&p_p_mode=view&p_p_col_id=column-3&p_p_col_pos=1&p_p_col_count=2&_66_INSTANCE_bLGCMeSoqTEq_id=coQ3710vz2axjUT22

E.   MUT1XXXL – Aural Skills 1 **[R][CA]**
- https://secure.aa.ufl.edu/Approval/reports/12071
- Comments:
  - As this course is in a sequence of courses why is it necessary for the course to be offered with repeatable credit? [Updated to non-repeatable, 12/10/17]
  - Are these required courses? Will an updated curriculum plan/program request be following on this change? [Required courses, updated program request will be forthcoming. Email, 12/10/17]
  - Shouldn't the course this is being separated from be a co-req? [Request updated to include co-req's, 12/7/17]
  - Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: [Updated 12/7/17]
  - https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
    - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;
      - "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

F.   MUT1XXXL – Aural Skills 2 **[R][CA]**
- https://secure.aa.ufl.edu/Approval/reports/12072
- Comments:
  - As this course is in a sequence of courses why is it necessary for the course to be offered with repeatable credit? [Updated to non-repeatable, 12/10/17]
  - Are these required courses? Will an updated curriculum plan/program request be following on this change? [Required courses, updated program request will be forthcoming. Email, 12/10/17]
  - Shouldn't the course this is being separated from be a co-req? [Request updated to include co-req's, 12/7/17]
  - Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: [Updated 12/7/17]
  - https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
    - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;

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

G. MUT2XXXL – Aural Skills 3 **[R][CA]**
- https://secure.aa.ufl.edu/Approval/reports/12073
- Comments:
  - As this course is in a sequence of courses why is it necessary for the course to be offered with repeatable credit? [Updated to non-repeatable, 12/10/17]
  - Are these required courses? Will an updated curriculum plan/program request be following on this change? [Required courses, updated program request will be forthcoming. Email, 12/10/17]
  - Shouldn't the course this is being separated from be a co-req? [Request updated to include co-req's, 12/7/17]
  - Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: [Updated 12/7/17]
  - https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
    - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;
      - "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

H. MUT2XXXL – Aural Skills 4 **[R][CA]**
- https://secure.aa.ufl.edu/Approval/reports/12074
- Comments:
  - As this course is in a sequence of courses why is it necessary for the course to be offered with repeatable credit? [Updated to non-repeatable, 12/10/17]
  - Are these required courses? Will an updated curriculum plan/program request be following on this change? [Required courses, updated program request will be forthcoming. Email, 12/10/17]
  - Shouldn't the course this is being separated from be a co-req? [Request updated to include co-req's, 12/7/17]
  - Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: [Updated 12/7/17]
  - https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
    - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;
      - "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

I. MUT1XXX – Music Theory 1 **[R][CA]**
   - https://secure.aa.ufl.edu/Approval/reports/12067
   - Comments:
     - As this course is in a sequence of courses why is it necessary for the course to be offered with repeatable credit? [Updated to non-repeatable, 12/10/17]
     - Are these required courses? Will an updated curriculum plan/program request be following on this change? [Required courses, updated program request will be forthcoming. Email, 12/10/17]
     - Shouldn't the course this is being separated from be a co-req? [Request updated to include co-req's, 12/7/17]
     - Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: [Updated 12/7/17]
     - https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
       - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;
         - "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

J. MUT1XX – Music Theory 2 **[R][CA]**
   - https://secure.aa.ufl.edu/Approval/reports/12068
   - Comments:
     - As this course is in a sequence of courses why is it necessary for the course to be offered with repeatable credit? [Updated to non-repeatable, 12/10/17]
     - Are these required courses? Will an updated curriculum plan/program request be following on this change? [Required courses, updated program request will be forthcoming. Email, 12/10/17]
     - Shouldn't the course this is being separated from be a co-req? [Request updated to include co-req's, 12/7/17]
     - Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: [Updated 12/7/17]
     - https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
       - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;
         - "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

K. MUT2XXX – Music Theory 3 **[R][CA]**

- https://secure.aa.ufl.edu/Approval/reports/12069
- Comments:
  - As this course is in a sequence of courses why is it necessary for the course to be offered with repeatable credit? [Updated to non-repeatable, 12/10/17]
  - Are these required courses? Will an updated curriculum plan/program request be following on this change? [Required courses, updated program request will be forthcoming. Email, 12/10/17]
  - Shouldn't the course this is being separated from be a co-req? [Request updated to include co-req's, 12/7/17]
  - Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: [Updated 12/7/17]
  - https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
    - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;
      - "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

L. MUT2XXX – Music Theory 4 **[R][CA]**
- https://secure.aa.ufl.edu/Approval/reports/12070
- Comments:
  - As this course is in a sequence of courses why is it necessary for the course to be offered with repeatable credit? [Updated to non-repeatable, 12/7/17]
  - Are these required courses? Will an updated curriculum plan/program request be following on this change? [Required courses, updated program request will be forthcoming. Email, 12/7/17]
  - Shouldn't the course this is being separated from be a co-req? [Request updated to include co-req's, 12/7/17]
  - Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: [Updated 12/7/17]
  - https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
    - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;
      - "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx
  - Grading scheme is unclear. Weekly schedule of topics includes 2 exams, but grade allocation section also lists 20% for tests/projects/quizzes.
    - When are those? UCC form and syllabus say Test in Week 6; are there others? How many tests/projects/quizzes are there? Syllabus says "if there are 5 or more 5 quiz grades the lowest grade may be dropped". Syllabus should clearly state number of assessments.

- • Need more info in general on the assessments; there is a big difference between quizzes and projects.
  - o Syllabus schedule Week 1 says Presentations. Are there student presentations?
    - • [Updated and clarified in syllabus/request 12/10]

Journalism and Communication

M. ADV3XXX – Branding **[A]**
- • https://secure.aa.ufl.edu/Approval/reports/12100
- • Comments:
  - ▪ None

N. ADV3XXXC – Professional Workshop in Advertising **[R̶][CA]**
- • https://secure.aa.ufl.edu/Approval/reports/11480
  - o Comments:
  - o What is the purpose for offering the courses as repeatable for 0 credit? If the Rationale states:
    - • "To allow students for-credit opportunities for intensive hands-on workshops taught by visiting professionals to develop skills in specific areas of the profession for career preparedness."
      [The rationale was that some students may want to participate in these workshops (and have them show up on transcripts) even if they do not need the credit. We can easily drop the 0-credit option if it's a sticking point. Email 12/7/17]
  - o How will contact hours reflect increased credit hours? [We would require syllabuses for varying credit hours to comply with SACS standards: "A credit hour is the amount of work represented in "not less than one hour of classroom or direct faculty instruction and a minimum of two hours out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time…" (http://citt.ufl.edu/online-teaching-resources/student-workload/). 12/7/17]
  - o If variable credit, shouldn't weekly contact hours range from 1-3? UCC form says 1 hour. [Yes. Good catch. I will change form entry for that one. (I do think these will mostly be 1-credit course offerings, but it will be good to have other options.) 12 /7/17]
  - o Is this appropriately categorized as a regularly scheduled, base count course in light of the course timeline that's describe in the UCC form section on Weekly Schedule of Topics? [The intent of the course design is indeed to allow flexibility. Is there another option to award standard credits on a modified schedule, provided the total hours comply with standards? 12/7/17]
  - o Syllabus must include UF attendance makeup policy link.
    - • Additionally, please make sure that course policy is in line with UF make-up policy
    - • "Failure to meet deadlines for assignments will result in a deduction of one letter grade for every 24-hour period that it is late."
      - • Please include statement along the lines of "Unless student has a UF approved excused absence." You may also copy and link the policy itself into the syllabus as long as no syllabus statements contradict the UF policy. [Updated, 12/8/17]
  - o Syllabus does not include required statement about course evaluations. It also is missing the required information about the course faculty (office hours, location, etc). Is this the actual syllabus that was used in Spring 2017?

- o Syllabus and UCC form include minimal information about the assessments for the course. What kind of assignments in and outside of class will be graded? Are group discussions on Canvas graded? Please upload. [We do expect this to be a rotating-topics course with various instructors offering various combinations of assessments. I will check with the instructor to access the canvas site, but how specifically will future instructors have to follow this particular model? Email response 12/7/17]
- o ~~The catalog description is not included in the syllabus.~~ [Updated 12/8/17]
- o How are the credit hours to be determined for each experience?

O. ADV4XXX – Advanced Advertising Internship [~~CA~~][A]
- https://secure.aa.ufl.edu/Approval/reports/12097
- Comments:
    - o ~~Please upload a copy of the "application for Internship"~~
        - ~~Does this include a process to agree on course specifics beforehand?~~
        - [Draft of form has been uploaded. 12/7/17]
    - o ~~Is the repeatable credit hour for credit scale within contact hour policy and/or credit hour policy for the College?~~
        - ~~Students must work 65 hours for each credit hour enrolled (1 credit hour for 65 hours worked; 2 credit hours for 130 hours worked; and 3 credit hours for 195 hours worked).~~
        - ~~Must work a minimum of 6 weeks, minimum of three days a week, six consecutive weeks. May not work more than 40 hrs a week.~~
        - ~~Credit may not be adjusted after internship begins~~
        - [Yes, this is consistent with CJC policy and reflects the will of the faculty for appropriate work-hours to credit-hours equivalency. 12/7/17]
    - o ~~Supervisors at internship account for 25% of the grade. Will students be penalized if supervisor does not return form before end of the exam week?~~ [We've been doing this for years, and in rare cases with our existing internships (which are S/U but still require supervisor evals), we have had to enter an "I" until we were able to resolve the issue. But so far that has been the worst case scenario. Email 12/7/17]
    - o ~~Syllabus is missing attendance/makeup policy. Will there be a specific plan for students who must miss internship days for University approved reasons? Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx~~
        - ~~You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;~~
            - ~~"Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx~~ [Updated in system/syllabus. 12/7/17]

P. ADV4XXX – Creative Advertising Competitions [CA]
- https://secure.aa.ufl.edu/Approval/reports/12060
- Comments:
    - o Is it appropriate for 30% of the grade to be from peer reviews?
        - Is there a process in place to properly instruct students on peer evaluation?
    - o Why is this course being offered for repeatable credit and variable credit?

- o What % of the grade are the rough drafts?
  - Rough drafts are pass/fail but students need to be clear on the impact of a rough draft failure on their final grades.
- o There is a note on the syllabus that the project may be confidential and information proprietary; what is the reason for this?
  - What are the consequences if there is a breach?
  - Will students have to sign a non-disclosure agreement?
- o Course seems extremely similar to ADV4XXX Great Ideas in Marketplace Communications
- o Updates made 12/10/17, however instructors have not responded to highlighted questions, 12/10/17]

Liberal Arts and Sciences

Q. CHW4XXX: Fourth Year Chinese 1 [A]
- https://secure.aa.ufl.edu/Approval/reports/11863
- Comments:
  - o None

R. CHW4XX1: Fourth Year Chinese 2 [R][A]
- https://secure.aa.ufl.edu/Approval/reports/11864
- Comments:
  - o If course is a continuation course then the first course in sequence should be the prereq.
    1. [Updated in system to reflect new prereq of CHW4XX0. 12/6/17]

S. ECO 3403: Industrial Organization [A]
- https://secure.aa.ufl.edu/Approval/reports/11757
- Comments:
  - o Degree type does not specify BA/BS etc but just "baccalaureate"
  - o May ask for a course with certain numbers but this may not be granted.

T. LIN 2XXX Language in the USA [A]
- https://secure.aa.ufl.edu/Approval/reports/11505
- Comments:
  - o No issues

U. SOP4XXX Legal Psychology [CA][A]
- https://secure.aa.ufl.edu/Approval/reports/11740
- Comments:
  - o Please clarify the grading scale in the request form. [Updated in system, 12/7/17]

V. WOH3XXX Global History of Energy [CA][A]
- https://secure.aa.ufl.edu/Approval/reports/11646
- Comments:
  - o Prereqs should be listed with an OR between each option. [Updated in system, 12/6/17]

18. Proposed Changes to Undergraduate Courses

Approved	Conditionally Approved	Recycle
ADV 3008 – Principles of Advertising	ADV3001 – Advertising Strategy	ADV3500 – Advertising Research
ADV3502 – Advertising Sales	ADV3302 – Great Ideas in Marketplace Communications	ADV4101 – Copy and Visualization
ADV4300 – Media Planning		ADV4931 – Seminar: Ethics and Problems in Advertising
ADV4770 – Retail Advertising		RTV3405 – Television and American Society
ADV4940 – Advertising Internship		GIS4001C – Maps and Graphs
DEP 4115 - Infant Development		
EAB4714C Laboratory in Applied Behavior Analysis		

Journalism and Communications

A. ADV3001 – Advertising Strategy **[CA]**
- https://secure.aa.ufl.edu/Approval/reports/12018
- Comments:
  - UCC form says there is a change to co-requisites; what is that change?
  - Is this course specifically offered to only ADV majors? Syllabus prereqs do not mention this is only for adv majors.
  - Attendance and makeup policy statements in the syllabus under the Exam section and In-Class Attendance section seem inconsistent with UF policy. What about in case of emergencies? Absence policy on p. 7 not entirely consistent with UF policy either. UF events other than athletic events are excused (i.e. music performances). Late work policy on p. 7 of the syllabus says if excused absence is granted late work may be accepted with penalty. If absence is excused, there should be no penalty.

  - Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

    - You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;

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

B. ADV 3008 – Principles of Advertising [A]
- https://secure.aa.ufl.edu/Approval/reports/11937
- Comments:
  - None

C. ADV3302 – Great Ideas in Marketplace Communications **[CA]**
- https://secure.aa.ufl.edu/Approval/reports/12101
- Comments:
  - This course seems very similar to ADV 4XXX Creative Advertising Competitions is there a large degree of overlap?
    - How do they differ?
  - What is the rationale for the addition of 3JM ADV?
  - Course description differs between syllabus and request form

- o ~~Syllabus differs in actual course title~~
- o ~~Cell phone policy should be amended to allow for emergencies with instructor notification.~~
- o ~~Syllabus – says Sakai not Canvas~~
- o Syllabus details re: instructor collaboration with client to grade?
  - ▪ ~~The rubric provided doesn't seem very specific, which could be an issue given the reliance on a non-academic individual outside of UF to assess for grading purposes.~~
  - ▪ <mark>What is the nature of the client relationship? Is this a person paying for work? How are their opinions taken into account for a grade?</mark>
    - o Updates made 12/10/17, however instructors have not responded to highlighted questions, 12/10/17]

D. ADV3500 – Advertising Research **[R]**
- • https://secure.aa.ufl.edu/Approval/reports/12063
- • Comments:
  - o Request is to change title and update course content
  - o Proposed prereqs were changed from 3JM ADV to ADV.
    - ▪ Does this mean students must be an ADV major and no other majors may register?
    - ▪ ADV major but junior standing not required? Or is this a typo?
    - ▪ If there has been a change to the 3JM ADV prereq, UCC form needs to provide rationale for that change.
  - o Syllabus doesn't include info on what the small or big assignments are (are they papers?). What kind of project will students be asked to do? This will need to be described or points/percent disclosed, must be specific.

E. ADV3502 – Advertising Sales **[A]**
- • https://secure.aa.ufl.edu/Approval/reports/12121
- • Comments:
  - o Removing a prereq

F. ADV4101 – Copy and Visualization **[R]**
- • https://secure.aa.ufl.edu/Approval/reports/11921
- • Comments:
  - o "Points per assignment, as indicated in syllabus schedule. *These points may increase or decrease over the semester depending on our time management in class."
    - ▪ This violates UF policy
    - ▪ Please clarify the grading of assignments and points for students.

G. ADV4300 – Media Planning **[~~CA~~][A]**
- • https://secure.aa.ufl.edu/Approval/reports/12024
- • Comments:
  - o ~~Quiz #1 is missing from course schedule~~
  - o ~~Please bring makeup policy in line with UF policy~~

  - o ~~Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx~~

    - • ~~You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;~~

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

- [Necessary Updates made in syllabus/system. 12/11/17]

H. ADV4770 – Retail Advertising **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12122
- Comments:
  - Deleting course, see program request changes

I. ADV4931 – Seminar: Ethics and Problems in Advertising **[R]**
- https://secure.aa.ufl.edu/Approval/reports/12016
- Comments:
  - Please upload document detailing changes to course which high light the need for an increase credit offering. What has been changed?

J. ADV4940 – Advertising Internship **[R][A]**
- https://secure.aa.ufl.edu/Approval/reports/12099
- Comments:
  - Current Course Description needs clarification; "students will work 100 credits for each credit"?
  - Proposed description:
    - Students will complete an internship in advertising or related field with supervised on-the-job training. 65 hours of work is required for each credit. Weekly progress reports, a summary report, and a supervisor's evaluation are required.
    - Please detail how the course descriptions now differ and what the major difference is between the adv. Course and this course.
    - Is course currently a repeatable credit course for up to 3 credits?
    - Grading scale does not include – or + grading
    - Please provide details on course attendance and absence policy.
    - Please upload internship application forms.
  - [Forms uploaded and Updated in system 12/9/17]

K. RTV3405 – Television and American Society **[R]**
- https://secure.aa.ufl.edu/Approval/reports/11842
- Comments:
  - Course description should be updated as well, currently contains television as centerpiece. If necessary to change title then it is necessary to change the description for the same reason; 'television'
  - Syllabus should include link to UF attendance and makeup policy. Syllabus says no makeups for missed exams; this violates UF policy.

Liberal Arts and Sciences

L. DEP 4115 - Infant Development [A]
- https://secure.aa.ufl.edu/Approval/reports/11791
- No issues, needs to be added to agenda
- Please update request description to detail what change is being requested.

M. GIS4001C – Maps and Graphs **[R]**
- https://secure.aa.ufl.edu/Approval/reports/11794
- Comments:
  - Clarification needed regarding specific changes to course, please upload a syllabus.
  - What changed and why? Please be specific.
  - Is the change removing material from this course to create a lab but keeping the same number of credit?
  - Changing the number of assessments does not change the level of the course.
  - Removing material to create a lab should reduce the amount of credit for the course, unless there is additional material being added to replace the lab effort.

N. EAB4714C Laboratory in Applied Behavior Analysis [A]
- https://secure.aa.ufl.edu/Approval/reports/11792
- Comments:
  - None

19. Proposed New Professional Courses

Approved	Conditionally Approved	Recycle
ACG7978 – Advanced DBA Research	PHA5XXX – Advanced Pharmacy Practice Experience Readiness	PHA5XXX – Patient Care Elective 1 Advanced Pharmacy Practice Experience
ACG7985 – DBA Doctoral Dissertation/Defense	PHA5XXX – Non-Patient Care Elective Advanced Pharmacy Practice Experience	PHA5XXX – Patient Care Elective 2 Advanced Pharmacy Practice Experience
FIN7978 – Advanced DBA Research	PHA5XXX – Year 3 Enhancement	
FIN7985 – DBA Doctoral dissertation/Defense	PHA5XXXC – Personal and Professional Development V	
MAN7978 – Advanced DBA Research	PHA5XXXC – Personal and Professional Development VI	
MAN7985 – DBA Doctoral Dissertation/Defense		
QMB7978 – Advanced DBA Research		
QMB7985 – DBA Doctoral Dissertation/Defense		
PHA5XXX – Special Topics/Self-Directed Study		
PHA5XXXC – Personal and Professional Development I		
PHA5XXXC – Personal and Professional Development II		
PHA5XXXC – Personal and Professional Development III		
PHA5XXXC – Personal and Professional Development IV		

Business Administration

A. ACG7978 – Advanced DBA Research **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12025
- Comments:
  - Standard

B. ACG7985 – DBA Doctoral Dissertation/Defense **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12034
- Comments:
  - Standard

C. FIN7978 – Advanced DBA Research **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12027
- Comments:
  - Standard

D. FIN7985 – DBA Doctoral dissertation/Defense **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12035
- Comments:
  - Standard

E. MAN7978 – Advanced DBA Research **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12028
- Comments:
  - Standard

F. MAN7985 – DBA Doctoral Dissertation/Defense **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12036
- Comments:
  - Standard

G. QMB7978 – Advanced DBA Research **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12030
- Comments:
  - Standard

H. QMB7985 – DBA Doctoral Dissertation/Defense **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12038
- Comments:
  - Standard

Pharmacy

A. PHA5XXX – Advanced Pharmacy Practice Experience Readiness **[CA]**
- https://secure.aa.ufl.edu/Approval/reports/12117
- Comments:
  - Under "Student Evaluation & Grading" Evaluations are not granular enough. Please show how 100% of grade is assessed.
  - Please site UF policies re: attendance, special needs, grievances etc. or link to pharmacy links for policies.

B. PHA5XXX – Non-Patient Care Elective Advanced Pharmacy Practice Experience **[CA]**
  - https://secure.aa.ufl.edu/Approval/reports/12128
  - Comments:
    - Need policy links
    - Need clarification of:
      - Rotating Topic? Yes
      - Repeatable Credit? Yes
      - If repeatable, # total repeatable credit allowed 6
      - Amount of Credit 6

C. PHA5XXX – Patient Care Elective 1 Advanced Pharmacy Practice Experience **[R]**
  - https://secure.aa.ufl.edu/Approval/reports/12126
  - Comments:
    - Need clarification of what is desired, should total credit possible be 12 allowing students to retake the course twice?:
      - Rotating Topic? Yes
      - Repeatable Credit? Yes
      - If repeatable, # total repeatable credit allowed 6
      - Amount of Credit 6

D. PHA5XXX – Patient Care Elective 2 Advanced Pharmacy Practice Experience **[R]**
  - https://secure.aa.ufl.edu/Approval/reports/12127
  - Comments:
    - Need clarification of:
      - Rotating Topic? Yes
      - Repeatable Credit? Yes
      - If repeatable, # total repeatable credit allowed 6
      - Amount of Credit 6

E. PHA5XXX – Special Topics/Self-Directed Study **[A]**
  - https://secure.aa.ufl.edu/Approval/reports/12118
  - Comments:

F. PHA5XXX – Year 3 Enhancement **[CA]**
  - https://secure.aa.ufl.edu/Approval/reports/12119
  - Comments:
    - Need policy links

G. PHA5XXXC – Personal and Professional Development I **[A]**
  - https://secure.aa.ufl.edu/Approval/reports/12103
  - Comments:
    - None

H. PHA5XXXC – Personal and Professional Development II **[A]**
  - https://secure.aa.ufl.edu/Approval/reports/12104
  - Comments:
    - Pre-reqs need to be listed

I. PHA5XXXC – Personal and Professional Development III **[A]**
  - https://secure.aa.ufl.edu/Approval/reports/12106
  - Comments:
    - None

J. PHA5XXXC – Personal and Professional Development IV **[A]**
- https://secure.aa.ufl.edu/Approval/reports/12116
- Comments:
  - None

K. PHA5XXXC – Personal and Professional Development V **[CA]**
- https://secure.aa.ufl.edu/Approval/reports/12107
- Comments:
  - Grading needs to be clarified
    - If one item out of ten is missing the student fails?

L. PHA5XXXC – Personal and Professional Development VI **[CA]**
- https://secure.aa.ufl.edu/Approval/reports/12115
- Comments:
  - "The Personal and Professional Development courses are pass/fail, therefore those students who accumulate 3 or more professionalism offenses will not pass the course. Repeated unprofessional behaviors will also be evaluated as an end of year milestone and can negatively impact curricular progression" does this = dismissal? Three offenses seems high. Is there a link to this policy?
  - Please site UF policies re: attendance, special needs, grievances etc.

20. Proposed Changes to Professional Courses
Pharmacy
I. PHA5941-Community Introductory Pharmacy Practice Experience [A]
- https://secure.aa.ufl.edu/Approval/reports/12125
- Comments:
  - i. None