

**Minutes of the Meeting of the University Curriculum Committee
September 20th, 2016**

Dr. Lindner convened the UCC at 1:00 p.m. in Marston Science Library L136.

Members Present: Angela Lindner, Eleni Bozia, Joel Brendemuhl, R. Paul Duncan, Linda Haddad, Stephanie Hanson, Christopher Janelle, Monika Oli, David Pharies, Steve Pritz, Alison Reynolds, Matthew Ryan, Edward Schaefer, Alexander Sevilla, Lauren Solberg, Curtis Taylor, Christopher Vallandingham, Hans van Oostrom, Nancy Waldron, and Andrew Wehle.

Liaisons: Toby Shorey

Guests: Diane Beck, Casey Griffith, Christine Richmond, Mark Rush, and Michael Weigold

1a. [Approval of minutes of May 17, 2016 meeting.](#) Approved.

1b. Election of the UCC Co-Chair. Dr. van Oostrom was nominated and confirmed as the co-chair.

2. [Address on behalf of the Office of the Associate Provost.](#) Casey Griffith presented feedback from a survey concerning the Approval system and UCC processes. The feedback received was primarily positive, but the survey will be sent out again to solicit additional opinions.

3a. [Proposed changes to the External Consultation process.](#) Dr. Lindner led a discussion on a proposal to allow the professional colleges which do not currently offer undergraduate degrees to offer undergraduate courses. It was proposed that the signatures of all of the deans in the colleges involved would be required on any such course, but emailed affirmations from the deans was thought to be acceptable. Dr. Lindner's office would be responsible for spearheading who should be involved in the consultations. Dr. Lindner asked for feedback on the proposal.

During the discussion, it was asked if the various student deadlines could be aligned to one time of day to make it simpler on the students. Steve Pritz will look into this suggestion and report to Dr. Lindner.

3b. Update from the Faculty Senate. Dr. van Oostrom relayed that several undergraduate topics were to be discussed, including the Anthropology degree, the prerequisites for Construction management, and the cancellation of the language degrees to facilitate the Foreign Languages and Literature degree.

4. Notice of items from the Academic Assessment Committee (information only)

- None

5. Notice of items from the Graduate School (information only)

- Modification of the concentration in Aging and Geriatric Practice in the College of Medicine

- New concentration in Human Capital in the Master of Business Administration in the College of Business
 - New concentration in Global Systems Agroecology for the Ph.D. in Soil and Water Science in the College of Agricultural and Life Sciences
 - New concentration in Operative and Esthetic Dentistry for the Master of Science in Dental Sciences in the College of Dentistry
 - Approval of request to rescind the dual degree proposal between UF and the Pusan National University, South Korea for Mr. Jaehyun Park.
6. Notice of new graduate certificates (information only)
- Design, Construction, and Planning**
- Geographic Information Systems (GIS) for Urban/Regional Planners
- Medicine**
- Health Outcomes and Policy
7. Notice of changes to graduate certificates (information only)
- Agricultural and Life Sciences**
- Environmental Education and Communication
8. Proposed new undergraduate certificates
- None
9. Proposed changes to undergraduate certificates
- None
10. Proposed new professional certificates
- None
11. Proposed changes to professional certificates
- None
12. Proposed new undergraduate courses
- Agricultural and Life Sciences**
- [WIS 3XXX - Natural Resource Ecology](#)—conditionally approved
- Engineering**
- [EEE 4553 - Introduction to Biophotonics](#)—approved
- Journalism**
- [JOU 3XXX - Introduction to Web Apps for Media](#)—recycled
 - [JOU 4XXX - Advanced Web Apps for Media](#)—recycled
- Liberal Arts and Sciences**
- [AFA 3XXX - History of Hip Hop](#)—conditionally approved
 - [AFA 3XXX - The Wire](#)—approved

- [GEW 4XXX - German Cities as Cultural Centers](#)—conditionally approved
- [SPN 3XXX - Spanish for Educators](#)—recycled

Medicine

- [MDU 4XXX - Aspects of the Art of Medicine](#)—conditionally approved

13. Proposed changes to undergraduate courses

Agricultural and Life Sciences

- [MCB 3020 - Basic Biology of Microorganisms](#)—approved
- [ORH 3513 - Environmental Plant Identification and Use](#)—approved
- [ORH 3513L - Environmental Plant Identification and Use](#)—approved

Nursing

- [NUR 3816 - Seminar in Professional Nursing](#)—conditionally approved
- [NUR 3826 - Legal and Ethical Issues in Nursing](#)—conditionally approved
- [NUR 4837 – Healthcare Policy, Finance, and Regulatory Environments](#)—conditionally approved
- [NUR 4944L – Transition to Professional Practice](#)—conditionally approved

14. Proposed new professional courses

Pharmacy

- [PHA 5XXX – Leadership for Pharmacy](#)—approved
- [PHA 5XXXL - Professional Practice Skills Lab V](#)—approved

Veterinary Medicine

- [VEM 5XXX - Welfare and Wellness for Pets and People](#)—approved

15. Proposed changes to professional courses

Dentistry

- [DEN 7819L - Clinical Orthodontics](#)—approved

Medicine

- [MDC 7140 - Geriatric Clerkship](#)—approved

Nursing

- [NGR 6172 - Pharmacotherapeutics for Advanced Nursing Practice](#)—approved

Pharmacy

- [PHA 5709 - Clinical Applications of PGX](#)—approved

Veterinary Medicine

- [VEM 5008 - Personal/Professional Development](#)—denied
- [VEM 5061 – Introduction to Veterinary Disaster Response](#)—approved

16. Proposed new joint courses

Liberal Arts and Sciences

- [PSY 4XXX/6XXX – Psychology of Eating and Obesity](#)—conditionally approved

17. Proposed changes to joint courses

- None

18. Proposed new 5000 level courses

Engineering

- ABE 5XXX - Writing Grant Proposals for Scholarships and Fellowships (information only as it was approved by the Graduate Curriculum Committee)

19. Proposed changes to 5000 level courses

- None

20. Notice of new graduate courses (information only)

Agricultural and Life Sciences

- MCB 6XXX - Archaea and Biotechnology (graduate half of a joint course)

Design, Construction and Planning

- IND 6XXX - Creativity Applied
- URP 6XXX - Web Mapping and Visualization

Medicine

- GMS 6XXX - Cancer Biology Data Discussion

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

Business

- REE 6058 - Construction Considerations in Real Estate

Design, Construction, and Planning

- URP 6270 - Survey of Planning Information Systems
- URP 6272 - Spatial Analysis for Urban Planners

Education

- SDS 6411 - Counseling with Children
- SDS 6413 - Counseling Adolescents

Nursing

- NGR 7835 - Nursing Scientist and Scholar

The meeting adjourned at 2:27 p.m.

Addendum

University Curriculum Committee Program and Course Recommendations

[September 19, 2016]

Program Recommendations

1. Proposed Undergraduate Certificate

[None this meeting]

Course Recommendations

12. Proposed New Undergraduate Courses

Approved	Conditionally Approved	Recycle
AFA 3XXX – The Wire	AFA 3XXX – History of Hip Hop	WIS 3XXX – Natural Resource/Ecology
EEE 4553 - Introduction to Biophotonics	GEW 4XXX – German Cities as Cultural Centers	JOU 3XXX – Introduction to Webb Apps for Media
PN 3XXX – Spanish for Educators	PSY 4XXX – Psychology of eating and Obesity	JOU 4XXX – Adv. Webb Apps for Media
	MDU 4XXX – Aspects of the Art of Medicine	

Agricultural and Life Sciences

A. WIS 3XXX - Natural Resource Ecology: [R]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10880>
- Comments:
 - Course is currently being taught as WIS4934 – Topics in Wildlife Ecology and Conservation through UF online as a Rotating Topics course.
 1. Please clarify if this course will continue as part of UF Online, be separate from UF online, or be jointly offered.
 2. Please provide a letter of support/awareness for this request from the UF Online offices.
 3. Has consult from biology in support of offering.
 - Quizzes are weighted 1-3% totaling to 19.5%. Please designate the weighting for each quiz, possibly in the table on page 10 of the syllabus.
 - Make-up of quizzes, exams, problem sets, group project work for excused reasons:
 1. Pages 4 and 5 of the syllabus include strong wording that implies a student missing the deadline for submitting assessments and assignments because of an excused reason will not be able to make up that specific work. This violates UF policy if true. Even the class policy to “allow” a student to take a cumulative final if s/he misses an exam does not align with the spirit of UF policy, given that this option penalizes the student with an excused absence compared to other students.
 2. While we understand the intention of the instructor in strongly reminding students to be mindful of deadlines, the instructor must include accommodation and a process for students who have excused reasons for not submitting this work on time.
 3. An additional concern is whether students who do not complete a module on time will not have access to the missed module’s content after the closing date of that module. If this is the case, this would be additional penalty for students beyond grades of “0” in the missed work. Can you please clarify?

Engineering

B. EEE 4553 - Introduction to Biophotonics: [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10820>
- Comments:

- ~~Please revise the “Effective Date” to earliest available as the Fall semester is currently underway.~~
- While not required, the instructor is encouraged to include different formats of the textbook available to the students that have different price points (e.g., hard cover, soft cover, used, e-book, open access, etc.). **[No others are available, per email 9/14/16]**
- The Make-up Exam Policy section is nicely worded.

Journalism

C. JOU 3XXX - Introduction to Web Apps for Media: **[R]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10980>
- Comments:
 - Please obtain a consult from Digital Worlds Institute and the Department of Computer and Information Systems and Engineering. **[Has reached out to DWI & CISE, per email 9/12/16]**
 - ~~Please include update to Lateness statement, “Lateness and [unexcused] absences will result in a lower final grade. [Updated. 9/12/16]~~
 - ~~Please provide detail in the number of points that will be deducted under mentioned circumstances: [Updated. 9/12/16]~~
 1. ~~“However, if you are seen checking social media or any other sites unrelated to the immediate topics being discussed in class, penalties may be imposed. Penalties range from a warning (first offense) to grade point deductions.”~~
 2. ~~“Points will be subtracted if you miss more than one (1) class meeting, are chronically late, leave class early without having completed assignments, or repeatedly show inattention.”~~
 3. ~~“Lateness and absences will result in a lower final grade.”~~
 - ~~Please fill in the “[date]” in the Course Requirements section. Note too that significant changes in the schedule as posted in the syllabus are not encouraged. [Updated. 9/12/16]~~
 - ~~The Academic Dishonesty wording might be interpreted that a failing grade is automatic if a student is accused of cheating. Perhaps adding a statement after “result in a failing grade for this course” that reads “if the students is found guilty through the UF adjudication process (6C1 4.042, [Updated. 9/12/16] https://www.dso.ufl.edu/secr/process/student_conduct_honor_code/).~~
 - Sophomore standing is a pre-requisite for this course. Why is this course a 3000-level course and not a 2000-level course?
 - **[All items changed in syllabus, but not in form request. Needs to be done before approval]**

D. JOU 4XXX - Advanced Web Apps for Media: **[R]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10981>
- Comments:

- Please obtain a consult from Digital Worlds Institute and the Department of Computer and Information Systems and Engineering. [Has reached out to DWI & CISE, per email 9/12/16]
- Please include update to Lateness statement, “Lateness and [unexcused] absences will result in a lower final grade. [Updated. 9/12/16]
- Please provide detail in the number of points that will be deducted under mentioned circumstances: [Updated. 9/12/16]
 1. “However, if you are seen checking social media or any other sites unrelated to the immediate topics being discussed in class, penalties may be imposed. Penalties range from a warning (first offense) to grade point deductions.”
 2. “Points will be subtracted if you miss more than one (1) class meeting, are chronically late, leave class early without having completed assignments, or repeatedly show inattention.”
 3. “Lateness and absences will result in a lower final grade.”
- Please fill in the “[date]” in the Course Requirements section. Note too that significant changes in the schedule as posted in the syllabus are not encouraged.
- The Academic Dishonesty wording might be interpreted that a failing grade is automatic if a student is accused of cheating. Perhaps adding a statement after “result in a failing grade for this course” that reads “if the students is found guilty through the UF adjudication process (6C1 4.042, [Updated. 9/12/16] https://www.dso.ufl.edu/scer/process/student_conduct_honor_code/).
- This course, like its introductory course, requires that the student obtain web hosting. The wording for this course is less detailed (e.g., includes no cost to the student) than in the introductory course and also allows the student to access a host different from the mentioned “Reclaim Hosting.” Is this intentional? Is the cost to the student the same as for the introductory course? [Updated. 9/12/16]

Liberal Arts and Sciences

E. AFA 3XXX – History of Hip Hop [CA]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10874>
- Comments:
 - Please obtain an external consultation from the College of the Arts simply as a courtesy.
 1. Course is focused on interpreting and understanding a popular style of music.
 - Please clarify which requirements this course will satisfy for the African American Studies major and minor, under “Rationale and Placement in Curriculum”. [The course can be taken as one of those to fulfill the 30 hours of course requirements for the major and 15 hours for the minor. It is not a required course though. Email 9/14/16]
 - The request states that this course satisfies requirements for the African American Studies major and minor and for the History major/minor. If indeed true, a curriculum change request for UCC’s review should be submitted. [Not required for either. Email 9/14/16]

- ~~Are there any attendance requirements beyond the UF policy (e.g., number of absences permitted, etc.)?~~ [No, there are no attendance requirements beyond UF's policy. 9/14/16]
- The course description states that this course will “examine the blossoming of Hip Hop as a musical genre and as a cultural and political youth movement.” The final project will require students to compose and perform a rap song. Will course content include the basic steps for composition (e.g., rhythm development in 16 bars) and performance to prepare the students for this assignment? Will the peer evaluation of response be simply based on applause, or will students be provided a rubric to score their peer performers? [Yes, the course content will include a specific discussion about composition and performance in advance of the assignment. And that more specific discussion will add to the more general discussion all semester long on the composition and performance of Hip Hop. Yes, I provide a rubric that is based on lyrics, delivery, performance, and audience reception. Email 9/14/16]

F. AFA 3XXX – The Wire [CA][A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10875>
- Comments:
 - ~~Please clarify which requirements this course will satisfy for the African American Studies major and minor, under “Rationale and Placement in Curriculum.”~~
 1. ~~Will this be a required course or an elective within the major/minor, and if so will a curriculum change request be submitted?~~
 2. [The course will be an elective within the major/minor and a curriculum change will be submitted upon approval. Email 9/12/2016]
 - ~~Please clarify the course “modules”, how are they laid out through the semester or are they all two-week modules including modules 6 & 7. The description of the modules is confusing. Perhaps it might be more easily understood if the module due dates are included in the Weekly Schedule of Topics?~~ [Each module are approximately 2 weeks with the corresponding dates located after the module number and theme. Each module entails a theme that relates to the theoretical concepts of the show with corresponding assignments, readings, activities, and media that are due within that the period of time of that specific module. Email 9/12/2016]
 - ~~Please update attendance/makeup/Assignments/Quizzes/Discussion response sections of syllabus to be in line with UF policy which may be found here.~~ <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>
 1. ~~For example: “Failure to complete the quiz by 11:00 PM Sunday Night will result in a zero with no chance for make-up.” [A statement such as the following should be included: Unless documentation of an emergency or excused absence can be provided] [Updated syllabus, 9/12/2016]~~
 - ~~Description of the breakdown of grade percentages (Module quizzes, 25%; Module Discussions, 25%; Research Paper, 25%; Lead Discussion, 25%) does not mesh entirely with the descriptions to follow. It is assumed that “Discussion responses” corresponds with “Module Discussions” and “Final Project” corresponds to “Research Paper”?~~ [Updated syllabus, 9/12/2016]

G. GEW 4XXX - German Cities as Cultural Centers: **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10680>
- Comments:
 - ~~The course description does not clearly outline what each form of assessment requires of the student (class activities, module work, etc.). Please provide more information.~~ **[Added language to request to address SLO's and expectations for assessments. Email and Update 9/14/16]**
 - ~~Course requires the use of the video conferencing tool "Big Blue Button" and virtual visits. Please detail what (if any) computing equipment and accessories are required for the course? Will students be required to have a laptop in class?~~ **[Students are required to have a serviceable laptop and a headset in order to avoid audio feedback issues that may otherwise arise. It is not necessary for students to bring their laptops to class. Email and Added addendum to request. 9/14/16]**
 - ~~Will there be a class policy regarding the absence of a group member and how that will impact the grade of the group/individuals?~~ **[If the committee thinks such a policy is needed, I will add one, but I'm not sure it is needed. Students are graded for the work they do, and the work is divided so given students can complete their parts even if one (or more) of the group members does not complete their work. Email 9/14/16]**
 - ~~"Addendum 1" is mentioned in the request, but no additional attachment has been provided.~~ **[Added to request 9/14/16]**

H. SPN 3XXX - Spanish for Educators: **[R][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10923>
- Comments:
 - Please obtain a consult from College of Education
 1. **[EMAIL RESPONSE 9/12/16 We have requested this form from the faculty in Bilingual ESOL education, since that seems to be the area that is most relevant to the current class. However, they only offer graduate programs, so there is no real overlap. The only undergraduate programs offered by COE are in early and elementary education (5 year BA+MA) and in those study plans there are NO courses that relate to language teaching or learning, or world languages at all. This is not a focus of the COE, nor has it been for several years.]**
 2. **[Additionally, the course we propose here is NOT a methods class that is related to any sort of teacher education certification program. It is designed to be an exploratory class for students to learn more about language education in the US in Spanish. While particularly useful for those considering careers in education, most students over the past two years have not had any connection (coursework, minor, major) to the College of Education.]**

- ~~Will this be a required course for any major, minor, certificate? If so, subsequent approval request will be required.~~

1. ~~“Our department is expanding our offerings in Languages for Specific Purposes (LSP), in order to attract new students and to provide more coursework options in our Certificate in Spanish for the Professions. This course has been taught as a rotating topics course and was quite successful.”~~
[The courses is an elective that can be used to fulfill one of the four required courses for our certificate program, or can be used to count towards the major or minor. It is not required for any degree program. Email 9/12/16]

- ~~Practicum/Observations:~~

1. ~~“Each member of SPN 3XXX will have the opportunity to engage with educators and learners in Spanish in local PK-12 settings during a placement of a minimum of 12 hours.”~~
2. ~~Will students need to have background checks/be fingerprinted by local school system? [Students do not do a student teacher-type placement that requires a Level 2 background check. Instead they are classified as volunteers. They complete the Alachua County Public Schools Application to Volunteer form (attached for reference). After students submit their forms, ACPS staff check the FDLE Sexual Predator site (as made clear on the form). Email 9/12/16]~~
 - a. ~~Please check for any mandatory fees students may have to pay for class observations. If there are any such fees please include within the syllabus and approval request. [There are no fees associated with completing the ACPS Application to Volunteer. email 9/12/16]~~
3. ~~Are the 12 hours required outside of the lecture period, or will students miss lectures to participate in the observations? [There are days when classes are not held; these are indicated on the syllabus ("No hay clase – Tiempo para prácticas" / Translation: "No class - Time for practicum"). In Fall 2016, four classes (the equivalent to roughly 6 hours of class) are canceled so that students may use that time - plus the time they would have used to prepare for those classes - towards their experiential learning. Email 9/12/16]~~

- ~~What determines whether a student works alone or in a group in the final project? If the latter, how are students graded? [The complete description and rubric document for the final project is attached. Students decide what the focus of their projects will be and whether they will be completed individually or in small groups. In Fall 2015, two projects of eleven total were group projects (i.e., the vast majority of students do individual final projects). They submit their preliminary ideas to the professor via the Proposal for the Final Project (pp. 4-5).
Once the project is approved, each student maintains an activities journal noting what work they've done on the project and when (p. 6). This journal is reviewed by the professor every two weeks to ensure that students are working on the project steadily (and also to make sure that students working in groups are contributing equally to the success of the project). Other group members must also review the activities journal and attest to its accuracy.
Each project will be evaluated using the project rubric on pp. 7-10. As the note on p. 10 indicates, the professor reserves the right to differentiate grades of group members~~

as needed based on a final evaluation of the activities journal. Email with document 9/12/16]

I. PSY4XXX - Psychology of Eating and Obesity **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10848>
- Comments:
 - If this is to be taught as an undergraduate and graduate course, please clearly outline how the graduate students will be required additional and a higher level of work. ~~“While they may sometimes be offered in the same semester, that has not and is not always going to be the case – that is, they are not strictly co-listed.”~~ **Wording changed in request doc.**
 1. Please clarify this statement. **[The undergraduate and graduate versions will not necessarily be offered in the same semester(s). Email response 9/12/16.]**
 - Will this course be offered through UF online or separate Department/College online program? **[“Will be offered through both UF online and Department online.” Email 9/12/16.**
 1. **Please obtain a letter of support from UF online, and upload to Approval System.**
 - ~~Rationale states this course was designed as a capstone course, will there be curriculum changes coming after approval?~~ **No.**
 1. ~~“In part, this was designed as a capstone course that integrates most of the core areas of psychology”~~ **[Sentence was unnecessarily complicated – have simplified to say course was originally conceived as capstone course – which is the main curricular rationale. No further changes expected.” Email 9/12/16]**
 - ~~How will the peer review portion of the grading be monitored for consistency and quality of grading? Will this process be “double blind”? How will any conflict of interest be avoided to ensure fairness for every student?~~ **[“What we are doing (last and this semester as seems to work well) is that the peers give scores, but the TA (or instructor) grades all of the papers and assigns a definitive (and consistent) score. That is, the peer “score” is really only a quantitative exercise for the reviewers – but we will provide them with feedback if, after several weeks, an individual is consistently grading above (usual) or below (rare) the TA score. This is now clarified under the grading category.” Email 9/12/16]**

Medicine

J. MDU 4XXX – Aspects of the Art of Medicine: **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11048>
- Comments:
 - ~~Please list any specific ‘required readings’ that students must purchase for the course. How will they access readings that are not required for them to purchase?~~ **[The specific reading I would like to add is: The Immortal Life of Henrietta Lacks by Rebecca Skloot. Additional readings, such as medical articles, will be posted to Canvas. Email 9/14/16]**
 - Please include description of graded items in the syllabus so that students may plan accordingly; resources & support presentation, spring info session presentation, and reflections. **[Listed in email but not in syllabus/form. 9/14/16]**

- Is this a required course for the Medical Honors Program? If so, there may be further approval requests required for any curriculum changes. [“Yes, our hope was that all MHP students take the 2 credit course.”Email 9/14/16]

1. Please clarify whether this is required or it is ‘hoped’ to be required?

- Please describe the method of determining how many participation points are lost if a student does not contribute during lecture, arrives late (how late?), or leaves early? [Details in email response but no syllabus updates. 9/14/16]
- Pre-approval for excused absences is required. Please make sure that you revise the wording to accommodate students who have emergencies in which they are not able to receive pre-approval for an absence. Also, we recommend that you include after the statement of allowing one week for make-up work the following, “or within a reasonable time upon our agreement”. Doing so will accommodate a student in a circumstance in which s/he cannot complete the assignment within one week. [Syllabus not updated yet. 9/15/16]

13. Proposed Changes to Undergraduate Courses

Approved	Conditionally Approved	Recycle
MCB 3020 - Basic Biology of Microorganisms	NUR 3816 – Seminar in Professional Nursing	NUR 3826 – Legal and Ethical Issues in Nursing
ORH 3513 - Environmental Plant Identification and Use	NUR 4837 – Healthcare Policy, Finance, and Regulatory Environments	
ORH 3513L - Environmental Plant Identification and Use	NUR 4944L – Transition to Professional Practice	

Agricultural and Life Sciences

A. MCB 3020 - Basic Biology of Microorganisms: **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10910>

- Comments:

- Change of pre-requisites/co-requisites to allow students to take the course earlier and thus have more freedom in course choice during academic career.
- ~~Please clarify if changing the co /pre-requisites of this course will have any impact on the curriculum/8 semester plan/critical tracking? If so, please submit an 8-semester plan with tracked changes.~~ **[The change does not affect the 8 semester plan and so no need to change the guidelines for students. It is an option to take Micro and Orgo at the same time but not necessary for tracking. This is the same change we implemented with MCB3023 in the spring. Email 9/12/16]**

B. ORH 3513 - Environmental Plant Identification and Use: **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10892>

- Comments:

- **Rationale:** “The combined plant Identification course has traditionally been divided so that the lecture and laboratory portions each contribute 50% to the final grade. Recently, when the course was broken into two portions for delivery to distance locations, it was not possible to split the course into two equal portions because of its 3-credit valuation. Currently, the lecture is worth 1 credit and the lab is worth 2 credits. The credit for necessary lecture materials was inordinately reduced because of the split, this proposed adjustment to course content will be more appropriate for a 2:1 credit lecture: laboratory split rather than the previous ratio”
- ~~Please clarify the number of quizzes in the course and relevant weight/value/points of individual quizzes.~~ **[“The lecture course is taken concomitant with the lab portion, and has online lectures as well as ten online plant modules. The distance courses administer lab quizzes at the instructor’s discretion. But the lab courses (ORH3513L) are taught in the various distance locations by local instructors. I administer weekly lecture quizzes on the week’s materials, in addition to a lecture midterm and final, values as stated in the syllabus.” Email w/ instructor, 9/12/2016]**
 1. **General question: Should this be a 3 credit course (lecture) and 1 credit lab. The lecture course is currently 1 credit and asking for 2, but seems to have the same amount of content as other 3 credit lecture courses. It used to be a combined course that was split in order to be able to offer the content via distance learning. If I recall most courses that have come through of a similar nature have been 3 credit ‘class’ and 1 credit labs.**

- ~~Is this course part of UF Online?~~ [Neither class is on UF Online. Email with instructor, 9/12/2016]

C. ORH 3513L - Environmental Plant Identification and Use: **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10893>
- Comments:
 - **Rationale:** “The combined plant Identification course has traditionally been divided so that the lecture and laboratory portions each contribute 50% to the final grade. Recently, when the course was broken into two portions for delivery to distance locations, it was not possible to split the course into two equal portions because of its 3-credit valuation. Currently, the lecture is worth 1 credit and the lab is worth 2 credits. The credit for necessary lecture materials was inordinately reduced because of the split, this proposed adjustment to course content will be more appropriate for a 2:1 credit lecture: laboratory split rather than the previous ratio.”
 - ~~Please clarify the number of quizzes in the course and relevant weight/value/points of individual quizzes.~~ [Answered in email regarding companion course]
 - ~~Is this course part of UF Online?~~ [Neither class is on UF Online. Email with instructor, 9/12/2016]

Nursing

D. NUR 3816 - Seminar in Professional Nursing: **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11021>
- Comments:
 - Removing pre-requisite NUR 3140. Correcting pre-requisite from NUR3140 (which does not exist) to NUR3123.
 - Please clarify whether the pre-requisites will be NUR 3123 **and** NUR 3826 or NUR 3123 **or** NUR 3826.
 - Please clarify if changing the pre-requisites for this course will have any impact on the curriculum/8 semester plan/critical tracking?

E. NUR 3826 - Legal and Ethical Issues in Nursing: **[R]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11024>
- Comments:
 - Removing NUR 3825 as a pre-requisite. “Change of pre-requisite. Current RN/BSN program students take NUR 3826 but are not required to take NUR 3825.”
 - 3XXX level courses must have a prerequisite. This request appears to be removing any/all prerequisites.
 - Have any changes in the curriculum been made that now does not require NUR 3825?

F. NUR 4837 – Healthcare Policy, Finance, and Regulatory Environments: **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11025>
- Comments:

- Remove NUR 3638. Change of pre-requisites. Current RN to BSN students are required to take NUR 4837 but are not required to take NUR 3638.
- Please clarify if changing the pre-requisites for this course will have any impact on the curriculum/8-semester plan/critical tracking?
- Please clarify request and include more detailed rationale.

G. NUR 4944L – Transition to Professional Practice: **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11026>
- Comments:
 - Allow college permission without current pre-requisites. Current RN to BSN students are required to take NUR 4944L but are not required to take NUR 4748 and NUR 4748L.
 - Please clarify if changing the pre-requisites for this course will have any impact on the curriculum/8 semester plan/critical tracking?
 - Please clarify request and include more detailed rationale.

14. Proposed New Professional Courses

Approved	Conditionally Approved	Recycle
PHA 5XXX – Leadership for Pharmacy		
PHA 5XXXL – Professional Practice Skills Lab V		
VEM 5XXX – Welfare and Wellness for Pets and People		

Pharmacy

A. PHA 5XXX – Leadership for Pharmacy: [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10872>
- Comments:
 - Request was previously at UCC and Recycled. Now includes requested documents including consult and explanation of contact hours. (Contact hours map was previously discussed and approved for other courses)

B. PHA 5XXXL – Professional Practice Skills Lab V: [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11072>
- Committee Comments:
 - “The emphasis is on skin and soft tissue conditions which is not evident in most of the documentation. On Page 12, “Patient care focus is for patients with skin and musculoskeletal disorders.” Would recommend being more upfront about this as this is part 5 of a series and should not be a surprise to the students. “

Veterinary Medicine

C. VEM 5XXX – Welfare and Wellness for Pets and People [~~CA~~][A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10652>
- Comments:
 - ~~Please adjust “Effective Term”~~
 - ~~As this appears to be a required course, will there be a follow up curriculum change approval request? [Updated. 9/12/16]~~
 - ~~Please update attendance/makeup section of syllabus to be in line with UF policy which may be found here:~~
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>
 1. You may also copy and paste the following statement into the syllabus, as long as the syllabus does not contradict UF policy;
 - a. “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. ~~Please provide wording that accommodates late work with no penalty for students who have excused absences (including emergencies that do not afford the ability to gain pre-approval).~~
 [Updated. 9/12/16]

- ~~Some faculty have qualifications in teaching and training wellness, etc., but the application mentions heightened risk of suicidality which is not to be taken lightly. Can an on-line class truly prepare trainees for such intense experiences?~~ [Various Faculty involved with course imminently qualified in Mental Health etc. Instructor provided list via email. 9/12/16]
- ~~The course description seems vague. The title is repeated and the second sentence is not helpful. “Learn to protect and promote welfare and wellness for pets and people. Keep yourself mentally and physically healthy while caring for the animals in your professional charge.” Please provide re-editing for clarity.~~ [Updated. 9/12/16]

15. Proposed Changes to Professional Courses

Approved	Conditionally Approved	Deny
DEN 7819L – Clinical Orthodontics		VEM 5008 – Professional Development
MDC 7140 – Geriatric Clerkship		
NGR 6172 Pharmacotherapeutics for Adv. Nursing Practice.		
PHA 5709 – Clinical Applications of PGX		
VEM 5061 – Introduction to Veterinary Disaster Response		

Dentistry

A. DEN 7819L – Clinical Orthodontics: ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11047>
- Comments:
 - ~~Request: Change to S/U grading. “This is a clinical conference rotation course which has had no discrimination with graded scores. Students either do or do not complete assignments, therefore a change to S/U is applicable,” & asking for a “Change of Course Description”.~~ [Clarified rationale: “This is a clinical conference rotation course (where a group of 15 students attend for 3 weeks, followed serially by the remaining groups in the class until the entire class has completed the clinical conferences/clinic over two semesters). Attendance, participation in the conference and clinical observation is required prior to the final examination. For the past several years there has been no discrimination with graded scores (all students have been receiving A grades) in the course. Students either do or do not complete assignments and the competency assessment (pass/fail), therefore a change to S/U is applicable. 9/13/16]
 - ~~Please update Excused/Unexcused absence statement within syllabus to be in line with UF policy. It is recommended that the following be copied and pasted directly into syllabus:~~

- ~~1. 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. 9/13/16]~~

Medicine

B. MDC 7140 – Geriatric Clerkship: ~~[CA]~~ [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11065>
- Comments:
 - Please adjust “Effective Term” [changed to earliest available. 9/12/16]
 - Please provide a more detailed rationale for change from letter grade to S/U option. [Updated wording: The proposed change to S/U will not alter the course description as posted within the UF College of Medicine: "The aim of the clerkship is to provide 4th year medical students with a four-week in depth experience working on multiple geriatric teams to improve the function of frail older patients and manage their acute and chronic medical problems." 9/12/2016]
 - ~~Description on request gives the impression that this is requesting a new course rather than change to current course. Please clarify what is the desired request.~~ [Clarified in updated description & via phone conversation, 9/12/2016]

Nursing

C. NUR 6172 - Pharmacotherapeutics for Advanced Nursing Practice: ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11020>
- Comments:
 - Please clarify “Rationale”, regarding request to change prerequisites. Is this removing NGR6002C? [Change is required due to the change in the DNP curriculum. Changes to the DNP curriculum occurred in the past year and NGR 6002C is no longer required as a pre-requisite to this course. This course will be taken by students before NGR 6002C therefore the pre-requisite must be removed. Edited into approval system 9/13/16]
 - ~~Is the current “Rationale” statement, in regards to changes to curriculum that have already been approved or will be coming?~~ [Answered. 9/12/16]

Pharmacy

D. PHA 5709 - Clinical Applications of PGX: [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11041>
- Comments:
 - Request to terminate/close course.

- “This course was created as part of a revised curriculum, however, after additional review and revision, it was determined that the course would not be needed.”

Veterinary Medicine

E. VEM 5008 - Professional Development: **[D]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10999>
- Comments:
 - Please revise “Request Description”. It currently does not make sense or describe the request/course/desired action.
 - Please provide rationale for changing this course to S/U (none is included in request).
 - The attached syllabus does not appear to be a completed version, perhaps it was mistakenly uploaded to system. It is missing several required areas from the UF syllabus policy which can be found here: <http://www.aa.ufl.edu/syllabus-policy>
 1. There is one student objective listed. Was this intended?
 - How are grades determined for students to earn an S or U?
 1. Not included in syllabus.

F. VEM 5061 – Introduction to Veterinary Disaster Response: **[R][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10655>
- Comments:
 - ~~Is this a jointly offered course? The attached syllabus lists two different course numbers.~~ **[Yes. Email and update 9/12/16]**
 - ~~3XXX to 5XXX level courses require prerequisites. None are listed in syllabus or in request.~~ **[Updated in syllabus ok on form. 9/12/16]**
 - ~~The syllabus does not provide a weekly schedule of topics or course progression over semester, please provide one in line with UF’s syllabus policy;~~ http://approval.ufl.edu/syllabus_requirements **[in syllabus hyperlink to PACE chart. 9/12/16]**
 - ~~Please update make up work, late assignments section of syllabus to be in line with UF policy. It is recommended that the following be copied and pasted directly into syllabus:~~
 1. ~~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>
 2. ~~The syllabus cannot contradict UF policy, and must allow for excused absences, make up work for excused absences.~~

~~3. Please make sure wording is included to accommodate excused absences caused by emergencies (i.e., not providing the luxury of pre-approval).~~
[Updated 9/12/16]

~~* Please clarify what is considered passing for assignments, and, ultimately, the course. What is required in the completion of the 8 assignments? Is there an expected level of completion/rubric to be met for a satisfactory?~~ [Updated in syllabus 9/12/16]

17. Proposed Changes to Professional Courses

- None

18. Proposed changes to joint courses

- None

19. Proposed new 5000 level courses (information only)

Engineering

- A. ABE 5XXX - Writing Grant Proposals for Scholarships and Fellowships

20. Proposed changes to 5000 level courses

- None

21. Notice of new graduate courses (information only)

Agricultural and Life Sciences

- MCB 6XXX - Archaea and Biotechnology (graduate half of a joint course)

Design, Construction and Planning

- IND 6XXX - Creativity Applied
- URP 6XXX - Web Mapping and Visualization

Medicine

- GMS 6XXX - Cancer Biology Data Discussion

Veterinary Medicine

- None

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

Business

- REE 6058 - Construction Considerations in Real Estate

Design, Construction, and Planning

- URP 6270 - Survey of Planning Information Systems
- URP 6272 - Spatial Analysis for Urban Planners

Education

- SDS 6411 - Counseling with Children
- SDS 6413 - Counseling Adolescents

Nursing

- NGR 7835 - Nursing Scientist and Scholar
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