

University Curriculum Committee
Program and Course Recommendations
L136 Marston Library
April 19th, 2016

• **Program Recommendations**

1. Approval of minutes of March 15, 2016 meeting
2. Update from the Faculty Senate
3. [Proposed changes to the Physician Assistant major. Effective summer 2016. Dr. Ralph Rice.](#)
 - **Summary:** Requesting that all core courses be SU rather than letter graded (separate UCC requests to change the PA courses are pending for this meeting in the modify professional course section)
 - **Comments:**
 - Switching to S/U is in line with similar UF professional curricula. There are no concerns.
 - Note the course requests to change to S/U grading later on this agenda.
4. [Proposed changes to the Dance minor. Effective summer 2016. Dr. Edward Schaefer.](#)
 - **Summary:** Request adds specific courses and removes some options, but leaves the structure essentially intact.
 - Exclude DAA1000 from the minor
 - Removed DAN4124 as an option for DAN2100
 - Changed DAN4905 to DAN4930 (Showcase Experience)
 - Removed DAN2611 as an elective option
 - Removed “Audition Only” requirement from DAA4920 elective option
 - Added DAA2331 was an elective option (replacing a 4930 rotating version of the course number)
 - Removed DAA4300 as an elective option
 - Removed Laban Movement as an elective option.
 - **Comments:**
 - No catalog concerns.
 - This request is past the deadline. Should it be approved for only the 2017-2018 catalog or for the 2016 catalog as it is a minor?
 - Unsure of what “DAA2104 ##### Basic Modern Dance” means. Please clarify if the ##### should be removed (this was used previously to designate any course number with DAA prefix, but this does not appear to be the intent here).
 - To what do the DAA##### courses (“Technique”, 2-3 credits and “Technique course”, 2-3 credits) refer? Are these referring to a specific course from an available list from which students choose? The current catalog shows the hash marks as well (<http://arts.ufl.edu/academics/theatre-and->

[dance/programs/dance/degrees-offered/](#)). [Submitter has been corresponding with us. Working to include specific prefix and course numbers which are acceptable within the catalog. Email 4/13/16]

5. [Proposed changes to the Digital Arts and Sciences degree program. Effective summer 2016. Dr. Edward Schaefer.](#)
 - **Summary:** Add tracking courses as Common Prerequisites for Common Prerequisite Manual. No catalog changes necessary, as this is based upon the major approved in March.
 - **Comments:**
 - Please fill out the table in the submission by including the justification for the addition or deletion. This request will likely be reviewed by the larger state-wide CPM committee and must be complete. [Has been added to request. 4/12/16]

6. [Proposal to offer the Accounting minor in UF Online. Effective fall 2017. Dr. Brian Ray.](#)
 - **Summary:** Offer the Accounting Minor in UF Online.
 - **Comments:**
 - No catalog copy; there should be catalog copy for all new UF Online offerings even if there are no substantive changes so the committee can be positive about the equivalent academic rigor. Per precedent, UF Online content approved at the April UCC is usually included in the catalog when it goes live May 1. **Please provide catalog copy.** [Catalog copy and statement of impact/support from Associate Dean has been uploaded to approval system per email, 4/11/16]
 - Please submit a tracked changes version of the on campus minor, reflecting removal of courses that are offered in the on-campus minor but not in the online major. If it is identical, then please specify that the on campus minor should be copied. [Catalog copy has been uploaded to approval system per email, 4/11/16]

7. [Proposal to create the Medical Geography in Global Health specialization. Effective summer 2015. Dr. David Pharies.](#)
 - **Summary:** Create two new specializations: BA in Medical Geography in Global Health, and BS in Medical Geography in Global Health.
 - **Comments:**
 - Thank you for obtaining the external consultations included in this request. Please submit the results of the consultation with Public Health and Health Professions (Dr. Stephanie Hanson).
 - The submitted catalog copy that was submitted it not usable. Please convert what was submitted into a standard 8-semester plan.
 - There is still an outstanding question in regards to the AAP/ALC. The submitted paperwork lists three student learning objectives:

1. Identify and describe the physical and human characteristics of Earth and its regions, the essentials of human-environment interactions, and the techniques of geographic science as they applied to medical geography and global health
 2. Analyze geographic information and apply interpretation of data toward problem solving or modeling related to spatial patterns of health
 3. Interpret and effectively communicate information spatially, graphically and/or with statistics.
- Will they be modifying the ALC for the entire Geography major to reflect these changes? Can a specialization (or two specializations in this case) have different ALCs from the rest of the major?
 1. Agricultural Education and Communication provides an example. It has separate SLOs and Curriculum maps and with the introductory text and assessment types that makes up an Academic Learning Compact. The AEC specializations share the same catalog ALC page but have different sections, which would be the preferred setup unless two different specializations really should be two different majors.

<https://catalog.ufl.edu/ugrad/current/agriculture/alc/agricultural-education-and-communication.aspx>

- A new approval request will be needed specifically for the ALCs and the AAP (both of which go through Dr. Brophy. The ALC winds up in the catalog). The website for that is: http://approval.ufl.edu/alc-slo_new_ugrad
- This request is too late for the 2016 Preview and catalog.

8. [Proposal to close the Russian Language and Literature major. Effective summer 2016. Dr. David Pharies.](#)

- **Summary:** This change was already done in the 2016-17 catalog; “housekeeping” request. Languages being merged/cleaned up*
- **Comments:**
 - Will be removing “Language and Literature” from the title on the request and agenda as this is confusing in regards to the new FLL major.
 - [New ALC and AAP have been uploaded, per email 4/12/16]

9. [Proposal to close the German Language and Literature major. Effective summer 2016. Dr. David Pharies.](#)

- **Summary:** See item 8.
- **Comments:** See item 8.
 - [New ALC and AAP have been uploaded, per email 4/12/16]

10. [Proposal to close the Japanese major. Effective summer 2016. Dr. David Pharies.](#)
 - **Summary:** See item 8
 - **Comments: See item 8.**
 - [New ALC and AAP have been uploaded, per email 4/12/16]
11. [Proposal to close the Chinese major. Effective summer 2016. Dr. David Pharies.](#)
 - **Summary:** See item 8
 - **Comments: See item 8.**
 - [New ALC and AAP have been uploaded, per email 4/12/16]
12. [Proposal to close the French Language and Literature major. Effective summer 2016. Dr. David Pharies.](#)
 - **Summary:** See item 8
 - **Comments: See item 8.**
 - [New ALC and AAP have been uploaded, per email 4/12/16]
13. Notice of items from the Academic Assessment Committee (information only)
 - None
14. Notice of items from the Graduate School (information only)
 - None
15. Notice of new graduate certificates (information only)
 - None
16. Notice of changes to graduate certificates (information only)
 - None
17. Proposed new undergraduate certificates
 - None
18. Proposed changes to undergraduate certificates
 - None
19. Proposed new professional certificates

- None

20. **Proposed changes to professional certificates**

Nursing

- A. Adult-Gerontology Primary Care Nurse Practitioner
 - <http://apps.aa.ufl.edu/Approval/Requests/Info/10795>
 - Request to close, as clinical track of DNP was closed. No objections.
- B. Clinical Nurse Leader
 - <http://apps.aa.ufl.edu/Approval/Requests/Info/10798>
 - Request to close, as clinical track of DNP was closed. No objections.
- C. Nurse Midwifery
 - <http://apps.aa.ufl.edu/Approval/Requests/Info/10797>
 - Request to close, as clinical track of DNP was closed. No objections.
- D. Neonatal Nurse Practitioner
 - <http://apps.aa.ufl.edu/Approval/Requests/Info/10796>
 - Request to close, as clinical track of DNP was closed. No objections.
- E. Nurse Educator
 - <http://apps.aa.ufl.edu/Approval/Requests/Info/10799>
 - Request to close, as clinical track of DNP was closed. No objections.

- **Course Recommendations**

21. Proposed new undergraduate courses

| Approved | Conditionally Approved | Recycle |
|----------|------------------------------------|---|
| | MCB 2XXX: Microbes without Borders | |
| | MCB 3XXX: Lab Skills Bootcamp | |
| | | MCB 3XXX: Professional Development in Microbiology and Cell Science |
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Agriculture and Life Sciences

A. MCB 2XXX: Microbes without Borders **[R][CA] (pending upload of consult forms to request)**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10622>
- ~~Will this course only be offered online?~~ [Yes, email 4/12/16]
- ~~How is this course a part of the International Scholars Program?~~ [The development of the course was funded by the program after it was chosen to be part of the program]
 - ~~Has this course already been approved for inclusion in the ISP?~~ [Yes: <https://www.ufic.ufl.edu/UAP/ISPCourseList.html>]
- Syllabus: “Attendance Policy: this is a Web class – no physical attendance is required”
 - How will participation/online attendance be assessed? [Just by timely submission of the assignments and completing the quizzes]
 - ~~UF Policy: “Requirements for class attendance and make up exams, assignments, and other work are consistent with university policies that can be found at <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.”~~
 - ~~From Syllabus: “must be communicated by formal signed documentation to the instructor **prior to** the missed exam or assignment. Appropriate documentation **MUST** be provided for the absence caused by serious illness, accident, jury duty or death in the immediate family. You **MUST** contact the instructor **IN ADVANCE** of the missed exam or assignment.”~~

- ~~Students may not be able to contact instructor prior to an unforeseen emergency. Please fix the wording to be in line with UF policy.~~
 - [New wording: Late assignments will be penalized by deducting 25% of the possible points for each late day. Excused absences from exams and/or assignments follow the criteria of the UF Undergraduate Catalogue (e.g., illness, serious family emergency, military obligations, and religious holidays) and must be communicated by a formal signed documentation to the instructor as soon as possible. An alternative deadline for exams and assignments will be arranged by the instructor. Requirements for make-up exams, assignments and other work are consistent with university policies that can be found at:
 - <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>]
- Please provide details of **Graded Activities** so that the review committee can better understand the scope and rigor of the course, i.e., directions/description. [“I would like to mention that this class was designed with CITT and has all the rigor a 2xxx (3CR) class should have. Furthermore the scope of the class is outlined in detail in the syllabus (goals and objectives).” Email from instructor, 4/12/16]. **[Instructor has provided a wealth of documents satisfying committee comments. These documents are apparently developed in conjunction with the CITT. This was not clear in the submitted documents, should this be made clearer in the future?]**
- Here is an overview of the activities and assignments
 - ~~“Each week will have a “practical” component where you will have to explore a given topic, go on a field trip or create something at home. Weekly discussions should stimulate teamwork and also critical thinking.”~~
 - What is a “practical” component? [examples provided in email, 4/12/16]
 - How is creation of something at home or going on a field trip assessed online? [By submitting the result, photographs, documentation etc. – how else?, email 4/12/16]
 - How will the weekly discussions be carried out/graded in online course? [“Exactly like it is suggested by the CITT, email examples provided”, email 4/12/16]
 - ~~“A 4 week block of the course is dedicated to the “Global microbiological challenge project”, where students will decide on~~

the problems to be solved and teams of students will provide in depth solutions to their chosen problem.

- Please provide rubric for this project. [Provided in email, 4/12/16]
- ~~“Although it is an online class the course is designed to include weekly activities and teamwork so students will feel as a “part of the class”.~~
 - How will this be done? Please provide details of weekly activities and how students participate. [This refers to group project where teams are formed and the students will work closely together on the project, email 4/12/16]
- “Additional readings and A/V source will be provided to students”. Please provide a sample list of additional materials that will be provided to students and how they will be provided. [We have created several videos ourselves that are part of the class]
- Please note minor typos in course description/syllabus. [new syllabus uploaded, email and approval system 4/12/16]
- Please make sure that email conversations with Biology are included as evidence of external consultation. [This was not uploaded in approval system, but was emailed in large doc format on 4/12/16. See email]

B. MCB 3XXX: Lab Skills Bootcamp ~~[R]~~[CA]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10626>
- Is this course only offered online? [Online only, email 4/12/16]
- ~~From Syllabus: “Excused absences from exams and/or assignments follow the criteria of the UF Undergraduate Catalogue (e.g., illness, serious family emergency, military obligations, and religious holidays) and must be communicated by formal signed documentation to the instructor prior to the missed exam or assignment. Appropriate documentation MUST be provided for the absence caused by serious illness, accident, jury duty or death in the immediate family. You MUST contact the instructor IN ADVANCE of the missed exam or assignment.”~~
 - ~~Students may not be able to contact instructor prior to an unforeseen emergency. Please fix the wording to be in line with UF policy.~~ [
- ~~Is amount of work appropriate for a 1-credit-hour course?~~ [A 1CR course usually consists of 1h contact time and 3h extra work. I believe this is appropriate for 1CR as they should not spend more than 4h/week on reading and assignments. Email 4/12/16]
- Are the variety of applications, tools and software packages utilized in the course provided to the students, and, if so, how? [EndNote is freely available for all UF students; GIDEON we have a UF site license; other

programs are fee (LabMath calculator, Bioinformatics tools); if the student wants to try out some other analysis programs (Sigma Plot or Prism) they can download a trial version, but this is not required, email response 4/12/16.]

- Please provide details of Graded Activities/Assignments so that the review committee can better understand the scope and rigor of the course, i.e., directions, description, number of assignments, how assessments will be made. [Submitter has provided a list of assignments from online course materials. Email 4/12/16]
- Are students expected to have their independent research topics prior to taking the course? Is this also being presented as a type of Independent research? [They can but they don't have to. They can do research on anything they are interested in. email response 4/12/16]

C. MCB 3XXX: Professional Development in Microbiology and Cell Science [R]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10627>
- Request contains consult from Horticultural Sciences.
- Variable credit; 1 and 2 CH options. 2 CH option has additional requirements
 - “1 or 2 periods/week (1CH can be taken online).”-Syllabus
 - If the 1 CH option can be taken online but the 2 CH option cannot, should this be two separate courses?
 - Do the contact hours reflect the difference in 1 CH versus 2 CH?
- This course appears to have some of the same components/goals as the “Lab Boot Camp” in regards to professional development. Is this intended? Will this be redundant for students taking both courses?
- Please provide details regarding the different expectations and individual components of assignments/assessments within each offering 1 versus 2 CHs.
 - Are there different quizzes for each offering?
 - Are the quizzes administered at the same time for both in-class and online offerings?
- “Attendance and class participation (5%): Class attendance and participation in discussions (both online and in class) is required.” How is this assessed?
- What are “Professional development activities” (for 25% of grade in both 1 and 2 CH)?
- “Appropriate documentation MUST be provided for the absence caused by serious illness, accident, jury duty or death in the immediate family. Please make every attempt to contact the instructor IN ADVANCE of the missed exam or assignment”. Please reword to say “as soon as reasonable possible” or variation along those lines. Emergencies may not allow for a student to contact instructor in advance.

- Please clarify the 1 and 2 CH course options with regards to contact hours and course credit hours. Is there the same amount of contact hours for each option with the only difference being the amount/type of assignments?

22. Proposed changes to undergraduate courses

| Approved | Conditionally Approved | Recycle |
|--|---|---------|
| AFA 4937: African American Studies Senior Integrative Seminar II | MAC 1105: Basic College Algebra | |
| ANS 3043: Growth and Development of Farm Animals | MAC 1140: Precalculus Algebra | |
| FRC 1010: Growing Fruit for Fun and Profit | MAC 1147: Precalculus: Algebra and Trigonometry | |
| MAN 4723: Strategic Management | | |
| BME 3053L: Computer Applications for BME | | |
| BME 3060L: Biomedical Fundamentals | | |
| BME 3323L: Cellular Engineering Laboratory | | |
| BME 3508: Biosignals and Systems | | |
| BME 4160: Magnetic Biomaterials | | |
| BME 4311: Molecular Biomedical Engineering | | |
| BME 4409: Quantitative Physiology | | |
| BME 4503: Biomedical Instrumentation | | |
| BME 4503L: Biomedical Instrumentation Laboratory | | |
| BME 4531: Medical Imaging | | |
| BME 4632: Biomedical Transport Phenomena | | |
| EEL 4720C: Reconfigurable Computing | | |
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Agriculture and Life Sciences

A. ANS 3043: Growth and Development of Farm Animals ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10746>
- Change pre-reqs.
- Please provide a sample list of some readings that will be posted to CANVAS since there is no required textbook.
- Excellent syllabus/design!
- ~~“We have an open door policy, but to make sure we are there and have time for you, please schedule an appointment to meet with one of us. We will respond to emails within 48 hours.” This is a bit inconsistent and confusing to a student. Please make sure that students have consistent access to the instructor(s) during office hours each week. [Assoc. Dean in contact with instructors concerning this point. Email 4/7/16, changes made 4/13/16]~~
- ~~Do students who take this course have to already take BSC2011 and BSC2011L?~~
 - ~~If not, will their semester course plans change, and will this impact time to degree? [Students required to take ANS 3043 for their degree must have BSC 2011 and BSC 2011L during semester 4. ANS 3043 is recommended in semester 7. Email response 4/7/16]~~
 - ~~If not, please consult with Biology to notify them of this change and to confirm that ample seats are available in BSC2011 and BSC2011L.~~

B. FRC 1010: Growing Fruit for Fun and Profit **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10708>
- **Rationale:** We wish to remove the prerequisite as we do not enforce it. Additionally, we wish to encourage juniors and seniors from outside our department to take the course if they are interested in it as an elective in addition to freshmen and sophomores.

Business Administration

C. MAN 4723: Strategic Management **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10851>
- **Rationale:** MAR 3023 and FIN 3403 are both course that all business majors must take. Accordingly, adjusting the prerequisite in this way will not have an impact on degree requirements or enrollments in MAN 4723. This adjustment will ensure that 100% of the students enrolled in MAN 4723 have the necessary building blocks for developing effective business strategies.
- **Current Prerequisites:** Current requirement: A grade of “C” or better in MAN 3025 Principles of Management
- **Proposed Prerequisites:** Add completion of MAR 3023 Principles of Marketing and FIN 3403 Business Finance

Engineering

[These BME course changes are reconciling the already existing program requirement that students make a C or better in these courses. The problem these requests are addressing is that students can make less than a C in these courses current and enroll in the next course for which these courses are a prerequisite, despite being advised against it. In other words, even though program requirements require that they retake these courses if they do not make a C or better, they can register for the next course(s) and are not prepared to perform at their best.

Students should not be impacted negatively by these requested changes, as they are already required to meet them.]

D. BME 3053L: Computer Applications for BME **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10694>
- **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. The prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
- **Current Prerequisites:** COP 2271 or equivalent and MAC 2312
- **Proposed Prerequisites:** COP 2271(C) or equivalent and MAC 2312(C)

- E. BME 3060L: Biomedical Fundamentals [A]
- <http://apps.aa.ufl.edu/Approval/Requests/Info/10695>
 - **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. The prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
 - **Current Prerequisites:** CHM 2046 or CHM 2096 and MAC 2313
 - **Proposed Prerequisites:** CHM 2046(C) or CHM 2096(C) and MAC 2313(C)
- F. BME 3323L: Cellular Engineering Laboratory [A]
- <http://apps.aa.ufl.edu/Approval/Requests/Info/10696>
 - **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. The prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
 - **Current Prerequisites:** BSC 2010 and CHM 2046
 - **Proposed Prerequisites:** BSC 2010(C) and CHM 2046(C)
- G. BME 3508: Biosignals and Systems [A]
- <http://apps.aa.ufl.edu/Approval/Requests/Info/10697>
 - **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. The prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
 - **Current Prerequisites:** MAC 2313
 - **Proposed Prerequisites:** MAC 2313(C)
- H. BME 4160: Magnetic Biomaterials [A]
- <http://apps.aa.ufl.edu/Approval/Requests/Info/10698>
 - **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. The prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
 - **Current Prerequisites:** PHY 2048 and CHM 2046 or CHM 2096
 - **Proposed Prerequisites:** PHY 2048(C) and CHM 2046(C) or CHM 2096(C)
- I. BME 4311: Molecular Biomedical Engineering [A]
- <http://apps.aa.ufl.edu/Approval/Requests/Info/10699>

- **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. The prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
- **Current Prerequisites:** BSC 2010, CHM 3217 and PCB 3713C
- **Proposed Prerequisites:** BSC 2010(C), CHM 3217 and PCB 3713C(C)

J. BME 4409: Quantitative Physiology [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10700>
- **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. The prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
- **Current Prerequisites:** PCB 3713C, MAP 2302, and BME 3060
- **Proposed Prerequisites:** PCB 3713C(C), MAP 2302(C), and BME 3060(C)
- [Please provide a description of how this information will be delivered to students.](#)

K. BME 4503: Biomedical Instrumentation [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10701>
- **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. Three of the prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
- **Current Prerequisites:** MAC 2313, MAP 2302, PHY 2049, and EEL 311C
- **Proposed Prerequisites:** MAC 2313(C), MAP 2302(C), PHY 2049(C), and EEL 311C

L. BME 4503L: Biomedical Instrumentation Laboratory [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10702>
- **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. The prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
- **Current Prerequisites:** MAC 2313, MAP 2302 and PHY 2049
- **Proposed Prerequisites:** MAC 2313(C), MAP 2302(C) and PHY 2049(C)

M. BME 4531: Medical Imaging [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10703>
- **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses.

Three of the prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.

- **Current Prerequisites:** MAC 2313, MAP 2302, PHY 2049, and BME3503L
- **Proposed Prerequisites:** MAC 2313(C), MAP 2302(C), PHY 2049(C), and BME3503L

N. BME 4632: Biomedical Transport Phenomena **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10704>
- **Rationale:** The change will prevent students from enrolling in this course when they have not mastered the material covered in prerequisite courses. The prerequisite courses listed are also critical tracking courses for the major and require minimum grades of C to graduate.
- **Current Prerequisites:** BME 3060
- **Proposed Prerequisites:** BME 3060(C)

O. EEL 4720C: Reconfigurable Computing **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10728>
- **Rationale:** To correct an error. The graduate level prerequisite should not have been listed for the undergraduate course. Graduate students should enroll for the graduate level version (EEL 5721).
- **Current Prerequisites:** EEL 4712C or EEL 5764
- **Proposed Prerequisites:** EEL 4712C

Liberal Arts and Sciences

P. AFA 4937: African American Studies Senior Integrative Seminar II **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10732>
- **Requested Action:** Terminate Course
- No comments. This was approved in program change request in prior UCC meeting. This is follow up request.

[The primary request of the following MAC courses is to include the ALEKS placement test as a prerequisite. The UCC members will engage in discussion of the benefits and possible risks of requiring this test in order to more effectively place students into these courses. Submitters of this request have been asked to present data showing potential benefits of this change, to describe financial impacts on students and whether low-income students might be penalized, and to outline for the UCC when/how/how many times the test will/can be taken.

Comments concerning the syllabi for these courses are tangential to the primary discussion of requiring ALEKS as a prerequisite, but the UCC requests that the instructors respond to these concerns/questions.]

Q. MAC 1105: Basic College Algebra **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10838>
- **Current Prerequisites:** none
- **Proposed Prerequisites:** Completion of ALEKS placement exam prior to registration
- **Rationale:** CLAS advising center has gathered data showing that students who do not take the placement exam have a high non-success rate (<C or W). Placement exam prior to advising/registration will assist in proper placement during Preview and preregistration.
- From Syllabus: “If you miss a Unit test due to legitimate documented circumstances and wish to make it up before April 20th to save the MakeUp for another test, contact Mr. G. immediately. Late excuse documentation will not be accepted.”
 - Please clarify and bring in line with UF attendance policy statement, which allows for make-up exams, and include the following link:
Absences and Make up Work:
Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>”
 - **Makeup Policy on Quizzes:** If you have a legitimate documented reason for not meeting the deadline on a MyMathLab Module Quiz, you have to contact Mr. G. **prior** to the event in order to make up the missing Module (see the contact information on the first page of the current syllabus).
 1. Please rephrase to be in line with UF policy on make-up work, i.e. “contact Mr. G. prior to the event or *as soon as possible...*”
 - We do not accept any late excuse documentation. Quizzes, Homework, and Exams will not be reopened, reviewed, offered, or graded after April 20th. You have to immediately report to Mr. G. any problem with your assignments.
 1. Please remove or rephrase this statement to be in line with UF make-up policy. University approved excuses/documentation must be accepted.

R. MAC 1140: Precalculus Algebra **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10839>
- **Current Prerequisites:** none
- **Proposed Prerequisites:** Completion of ALEKS placement exam prior to registration

- **Rationale:** CLAS advising center has gathered data showing that students who do not take the placement exam have a high non-success rate (<C or W). Placement exam prior to advising/registration will assist in proper placement during Preview and preregistration.
- Prerequisites section in syllabus does not reflect proposed prerequisite change. Please have the form and the syllabus reflect the same information.
- **Makeup Policy**
 - Please bring the makeup policy in line with the UF policy and include link:
Absences and Make up Work:
“Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>
 - “Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence.”
- Please include “Online Course Evaluation Statement” per UF Policy:
 - **Online Course Evaluation:**
 - “Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/> .”

S. MAC 1147: Precalculus: Algebra and Trigonometry **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10840>
- **Current Prerequisites:** none
- **Proposed Prerequisites:** Completion of ALEKS placement exam prior to registration
- **Rationale:** CLAS advising center has gathered data showing that students who do not take the placement exam have a high non-success rate (<C or W). Placement exam prior to advising/registration will assist in proper placement during Preview and preregistration.
- **Makeup Policy**
 - Please bring the makeup policy in line with the UF policy and include link:
Absences and Make up Work:
“Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be

found at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

- “Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence.”

23. Proposed new professional courses

| Approved | Conditionally Approved | Recycle |
|----------|---|---------|
| | PHA 5702C: Personal and Professional Development III | |
| | PHA 5702C: Personal and Professional Development III | |
| | PHA 5XXX: Leadership for Pharmacy | |
| | PHA 5XXXC: Short Study Abroad Program | |
| | PHA 5XXXC: First Response, Emergency, and Disaster Planning | |
| | PHA 5164L: Professional Practice Skills Lab IV | |
| | PHA 5784C: Patient Care 4: Gastrointestinal & Renal Disorders | |
| | PHA 5787C: Patient Care 5: Endocrinology and Women's & Men's Health | |

College of Pharmacy

[ALL PHA courses require clarification of the contact hours in relation to course credit hours.

- There is a discrepancy in:
 - The amount of non-contact work being counted for total hours for the course
 - The total amount of contact hours (and total stated hours) being lower than required for the assigned credit hours for the courses.
- Additionally, there is a need for clarification of iRAT/tRAT examinations discussed within course syllabi:
 - Are these administered in all courses;
 - Are they certification exams;
 - Are they administered periodically throughout program?]

A. PHA 5XXX: Leadership for Pharmacy **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10872>
- This course is teaching leadership based on several texts that are not Pharmacy specific. A consult with the school of business seems appropriate since there seems to be some overlap with the management track.
 - For example, how is this course different from other leadership courses? How does it specifically relate to Pharmacy?
- Clarification of contact hours:

- Current contact hours include instructor contact AND non-contact hours = 30 hrs.

B. PHA 5XXXXC: Short Study Abroad Program **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10864>
- Minimum of 32 contact hours for 2 credit, currently has 15 listed within syllabus/outline.

C. PHA 5XXXXC: First Response, Emergency, and Disaster Planning **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10865>
- Please clarify the contact hours for the course and credit hours for course. There may be an issue in regards to UF policy.
- Please provide some examples of online readings.
- How long are the videos/tutorials?
 - Are these being counted in the contact hours for the course?
- The timeline of the course is difficult to understand.
 - Does Experiential, Phase II go from September 1-November 27? Is this taken in conjunction with other courses within the program in a ‘module’ fashion?
- Under Quiz/Exam Policy, only the exam is mentioned. Are quizzes online?
 - If a quiz is missed, a sit-down makeup exam is the alternative?
- Under Quiz/Exam Policy, the policies “During the Exam”, “Policies Related to iRAT/tRAT”, and “After the Exam” do not seem to be consistent.
 - Does this refer to 3 different types of exams?
 - Are these exams administered throughout the program or accreditation exams?

D. PHA 5164L: Professional Practice Skills Lab IV **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10873>
- Is the expected work load and amount of contact hours appropriate for a 1 credit hour lab course?
- Please clarify the amount of work and contact hours for the lab course.
- Is this course taken in conjunction with another PHA course?

E. PHA 5702C: Personal and Professional Development III **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10869>
- Is there something missing from this section of the syllabus; **“Student Evaluation & Grading Evaluation Methods and how grades are determined**

Co ”

- Please clarify the contact hours for the course and credit hours for course. There may be an issue in regards to UF policy.
- Course format is listed as on-campus, off-campus, and online.
 - Please clarify in form whether or not this is an online/distance ed. course.
- Why are there quiz/exam/iRAT, tRAT policies on the UCC form and syllabus?
 - Does this course administer those exams?
- Syllabus and UCC form mention a discussion board with a section on netiquette but it's not clear that use of a discussion board is actually a part of this course.
 - Please clarify the use of discussion boards within the course, how they will be assessed,

F. PHA 5784C: Patient Care 4: Gastrointestinal & Renal Disorders **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10860>
- Please clarify the contact hours for the course and credit hours for course. There may be an issue in regards to UF policy.
- Uses language in the Quiz/Exam Policy common to other 5000 level PHA courses.
 - There is confusion regarding how the examinations are administered. Is the exam a sit-down exam (During the Exam) that must be uploaded within 24 hours (After the Exam)? Please clarify the nature of the examinations.
 - Please bring course make-up policy in line with UF Attendance/makeup Policy:
 - i. Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>
 - ii. If students have an excused absence UF policy allows them to make-up exams/work.

G. PHA 5787C: Patient Care 5: Endocrinology and Women's & Men's Health **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10861>
- Please clarify the contact hours for the course and credit hours for course. There may be an issue in regards to UF policy.
- Uses language in the Quiz/Exam Policy common to other 5000 level PHA courses.

- There is confusion regarding how the examinations are administered. Is the exam a sit-down exam (During the Exam) that must be uploaded within 24 hours (After the Exam)? Please clarify the nature of the examinations.
- Please bring course make-up policy in line with UF Attendance/makeup Policy:
 - i. Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>
 - ii. If students have an excused absence UF policy allows them to make-up exams/work.

24. Proposed changes to professional courses

| Approved | Conditionally Approved | Recycle |
|---|------------------------|---------|
| PAS 5000C: Physical Diagnosis | | |
| PAS 5001C: Patient Evaluation And Hospital Practicum | | |
| PAS 5003C: Medical Communications | | |
| PAS 5004: Clinical Problem-Solving / Differential Diagnosis | | |
| PAS 5008C: Advanced Clinical Practicum | | |
| PAS 5010: Introduction To Medicine I | | |
| PAS 5013: Evidence-Based Medicine For Physician Assistants | | |
| PAS 5020: Introduction To Medicine II | | |
| PAS 5022C: Gross and Radiographic Anatomy | | |
| PAS 5025: Human Physiology | | |
| PAS 5026: Pharmacotherapeutics | | |
| PAS 5027C: EKG Interpretation/ACLS | | |

College of Medicine

~~[The PAS courses will need to provide a basis for what constitutes Pass/Fail (S/U) with all the requested courses. How will students be assessed and how will in-semester grades correlate to an S and to a U overall grade?]~~ [Submitter has provided comments for each course which indicate there is a numbered grading scale for each course. A minimum of 70% is required for passing. Email, 4/12/16:

“Each course to be designated as a Pass/Fail (S/U) option will still maintain their current numerical grading rubric for exams and minimal overall numerical percentage to pass (70%). Numerical percentages will be maintained within the program grade book and student records to continue with monitoring academic progress. The use of the S/U option will be used for reporting on their University transcript.”]

A. PAS 5000C: Physical Diagnosis ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10587>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- [Course grading will be based on a combination of factors including performance on the lab practicum exam as well as weekly lecture quizzes and 2 exams.
- The final grade will be equally weighted as follows:

- **30% for the 2 exams (15% for the Mid-Term and 15% for the Final which will be cumulative),**
- **30% for the Final Practicum**
- **40% for the 8 Weekly Quizzes (5% per quiz).**
- **A 70% or above for the final grade is required to Pass.**
- Updated in Approval system and email, 4/12/16]

B. PAS 5001C: Patient Evaluation And Hospital Practicum ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10601>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- [Updated in Approval system and email, 4/12/16
 - 30%- Resident Evaluation and Write-ups /
 - 30%- Soap Notes and Admission Orders /
 - 30%- Lab Medicine Assessments /
 - 10%- Hospital Practicum Quizzes / Post-operative note-Pass/Fail* / ICP- Pass/Fail* / Handoff Assignment– Pass/Fail*
 - *Failure to pass a pass/fail item will result in an incomplete for the course until the failure is appropriately and successfully remediated. Failure to remediate adequately will result in an incomplete in the course.
 - **A 70% or above for the final grade is required to Pass.]**

C. PAS 5003C: Medical Communications ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10582>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- [The final grade for this course will be derived from 3 areas:
 - **Quizzes (20%)** – 4 quizzes (5% each and 20% of final grade)
 - **Laboratory Distribution (40%)** –
 - **Interview #1 and HPI #1** - The oral presentation and written report will be graded on a **Pass/Fail** basis (any component that results in an initial failure will require remediation at the laboratory instructor’s discretion and direction).
 - **Interview #2 and HPI #2** – – The interview as well as oral presentation will be graded on a **Pass/Fail** basis and the written report will receive a numerical grade (10%). **Interview #3 and**

- **HPI #3** – The interview will be graded on a **Pass/Fail** basis and the oral presentation (**presenting only the HPI**) as well as a full written report (including the CC, HPI, PMH, FH, SH, ROS) will receive numerical grades (**Oral = 10% and Written Report = 20%**).
- **Interview #4 (Patient Perception Questionnaire = PPO)** – Although the interview will receive a numerical grade based on the student’s professionalism that is evaluated by the standardized patient at the Harrell Center, it will receive an overall grade of **Pass/Fail**.
- **Final Examination (40%)**
- A final grade of 70% or higher is required to pass this course.
- Updated in Approval system and email, 4/12/16]

D. PAS 5004: Clinical Problem-Solving / Differential Diagnosis ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10598>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- [Eleven quizzes will be given that are based on the assigned readings and PowerPoint presentations during the previous lectures.
 - The quiz scores will be averaged (weighted at 5% each) and account for 50% of the final course grade.
- A final cumulative examination accounting for 50% of the course grade.
- A score of 70% or higher is required to pass this course.
- Updated in Approval system and email, 4/12/16]

E. PAS 5008C: Advanced Clinical Practicum ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10602>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- ~~to better understand what is Pass and what is Fail within this course?~~

| Item | Percentage of Grade | Consists of: |
|------------------------------------|--|---|
| Final Exam | 50 | Sections: ACP Lecture Series Cadaver Lab Pelvic Exam Pharmacotherapeutics Radiology Review |
| Pharmacotherapeutics | 20 | Two quizzes each counting 10% |
| Problem Based Learning Assignments | 30 | 2 Worksheets worth 10 points each total of 20 points 2 SOAP Notes worth 10 points each total of 20 points Participation 60 points |
| OSCE | Pass/Fail (must pass to pass the class) | |
| Genetics Module | Pass/Fail (must pass online quiz by 80% to pass the class) | |
| Life Long Reflective Paper | Pass/Fail (must pass to pass the class) | |

[Uploaded 4/12/16]

F. PAS 5010: Introduction To Medicine I ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10585>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- [Students must earn 70% or higher in at least 6 of the 8 sections of Introduction to Medicine 1 in order to pass the course.
- Any section grade below 70% will require remediation. However, the original test score will remain the section grade. The course grade will be the average of all 8 sections.
- Any student who receives a grade below 70 on more than two section examinations in one semester will be decelerated or dismissed from the school on academic grounds.
- A student who receives a grade below 70 on more than three section examinations within the academic year will also be subject to deceleration or dismissal from the school on academic grounds.
- Updated in Approval system and email, 4/12/16]

G. PAS 5013: Evidence-Based Medicine For Physician Assistants ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10603>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).

- [Small Group Attendance & Participation* 30%
*Includes Take-Home Self-Assessment Quiz
- Final Exam 40%
- Group Research Project & Presentation 30%
- A score of 70% or higher is required to pass this course.
- Updated in Approval system and email, 4/12/16]

H. PAS 5020: Introduction To Medicine II ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10600>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- [Students must earn 70% or higher in at least 7 of the 9 sections of Introduction to Medicine I in order to earn a “C” or higher grade in the course. The course grade will be the average of all 9 sections.
- Any section grade below 70% will require remediation. However, the original test score will remain the section grade.
- Any student who receives a grade below 70 on more than two section examinations in one semester will be decelerated or dismissed from the school on academic grounds.
- A student who receives a grade below 70 on more than three section examinations within the academic year will also be subject to deceleration or dismissal from the school on academic grounds
- A score of 70% or higher is required to pass this course.
- Updated in Approval system and email, 4/12/16]

I. PAS 5022C: Gross and Radiographic Anatomy ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10583>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- [In the Anatomy section two written and two practical examinations will be given, i.e., a mid-term and Final.
 - Exam 1 practical 35 points/ Written 95 points (10 extra points for histology)
 - Exam 2 practical 35 points/ Written 85 points
- The points of the practical and written exam will be added together and a percentage out of 100 will be calculated as the final score.
- The breakdown of the Radiographic Anatomy grade is as follows:

- Quiz I (Chest) – 10%
- Quiz II (Abdomen) – 10%
- Quiz III (Skull/Spine) – 10% /
- Total Quiz percentage : 30%
- Comprehensive Exam : 70%
- This final score will be 80% of the overall Gross Anatomy score combined with 20% of the Radiologic Anatomy section.
- A score of 70% or higher is required to pass this course.
- Updated in Approval system and email, 4/12/16]

J. PAS 5025: Human Physiology ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10584>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).

Committee Comments:

- ~~“In general, ok with changes to S/U option pending acceptable submission of curriculum change request. But, it is not clear from these course modification requests how it will be determined if a student gets an S or a U”~~
- ~~Can criteria be provided to better understand what is Pass and what is Fail within this course?~~
- [There are five exams. The course final grade is based on the total number of points the student accrues spanning over all five exams. A “point” is equal to an exam question scored with the correct answer. The total points added up from the five exams are divided by the total possible points added up from all five exams with a percentage calculated.
- Summative evaluations of students' learning will be based on the core competency-based and problem solving objectives stated above. The points used to compute final grades will be determined after all exams have been completed.
- A cumulative score of 70% or higher is required to pass this course.
- Updated in Approval system and email, 4/12/16]

K. PAS 5026: Pharmacotherapeutics ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10586>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- [Final grades will be computed based on 5 exams, each weighted 20%.

- A cumulative score of 70% or higher is required to pass this course.
- Updated in Approval system and email, 4/12/16]

L. PAS 5027C: EKG Interpretation/ACLS ~~[C]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10599>
- **Change S/U Only:** Yes
- **S/U Only Status:** Change to S/U Only
- **Rationale:** The UF School of Physician Assistant Studies, after a self-study analysis of the curriculum, is requesting conversion to a Pass/Fail (S/U) curriculum of the didactic year (first year).
- [EKG will comprise 80% of grade (3 quizzes/ 2 EKG interpretations= 50% / Final exam= 50%)
- ACLS will comprise 20% of grade
- A cumulative score of 70% or higher is required to pass this course.
- Updated in Approval system and email, 4/12/16]

25. Proposed new joint courses

- A. ANS 4702: Physiology of the Mammary Gland and Lactation **[A]**
- <http://apps.aa.ufl.edu/Approval/Requests/Info/10793>
 - “Please note: This course is taught concomitant with the graduate version ANS 6702. The graduate students will be required to perform all of the graded tasks as listed above and they will also be required to write an essay on a chosen mammal’s characteristics and lactation strategy, and present (group presentation of 15 minutes) on a research paper or topic selected by the instructor.”

26. Proposed changes to joint courses

- None

27. Proposed new 5000 level courses

- None

28. Proposed changes to 5000 level courses

- None

29. Notice of new graduate courses (information only)

- None

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

- None

UF Policy Example Statements:

Absences and Make up Work:

“Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.”

Students Requiring Accommodations:

“Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must

be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.”

Online Course Evaluation:

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

Grading Policy:

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