

**Minutes of the Meeting of the University Curriculum Committee
October 16th, 2018**

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

Members Present: Angela Lindner, Charles Baer, Joel Brendemuhl, Abdol Chini, Chad Grodi, Youssef Haddad, Stephanie Hanson, Christopher Janelle, Steve Pritz, Matthew Ryan, Richard V. Scholtz, III, Jennifer Setlow, Alexander Sevilla, Joseph Spilane, Venita J. Sposetti, Nicole Stedman, Curtis Taylor, Hans van Oostrom, Nancy Waldron, and Michael Weigold.

Liaisons: Toby Shorey

Guests: Casey Griffith, Erica Studer-Byrnes, Lynn Tomaszewski, Steven Tufts, and Karen Whalen.

Dr. Lindner announced that we have students in the national guard who are helping in the panhandle in the wake of Hurricane Michael. They can from school withdraw without penalty or they can work with their advisors as appropriate. The destruction is thought to require a long term effort and so the university wants to help as best we can.

1. [Approval of minutes of September 18, 2018 meeting.](#)

Approved.

2. Update from the Faculty Senate.

Dr. von Oostrom relayed that the update to the BA in Arts was approved without discussion and at the next meeting the update to the Criminology BA will be reviewed.

3. [Proposed Professional Selling minor, effective Summer B 2019.](#)

Dr. Sevilla gave philosophical reasons for creation of the minor; we have a marketing minor but not one for professional sales. Recruiters often ask for this as careers in sales typically manifest more quickly than careers in marketing.

Steven Tufts provided supporting numbers showing that about 80% of marketing majors were in sales at some point in their career. Having sales experience at the university level was cited as saving \$180,000 in training costs to the employers.

Dr. Studer-Byrnes added that the minor is aligned with other offered minors in the college and is open to all undergraduate students.

CALS requested a consult as they are teaching similar courses to those in the minor. There are also similar offerings within Engineering, which would also like a consult. Some courses in the minor have not yet been requested and approved.

Recycled for consults.

4. [Proposed changes to the Theatre BA, effective Summer B 2019.](#)

Dr. Setlow relayed that the curriculum has not been updated in a long period and needed some straightforward edits, which would include replacing older course offerings with electives and adding more appropriate courses. No change in credit hours.

Approved.

5. [Proposed changes to Theatre Stage Management specialization, effective Summer B 2019.](#)

Dr. Setlow presented this request to add a new specialization concurrently with item 4. The college has a strong core of students in stage management and there is a desire to codify the curriculum and provide a broader base to the major. The theatre BA was cited as being small and flexible enough to accommodate needs of any transfer students. Dr. Lindner requested a review of a semester plan appropriate for transfer students.

Approved.

6. [Proposed suspension of the Art Education BA, effective Summer B 2019.](#)

Dr. Setlow relayed that very low enrollment in the major was leading to a desire to create a certificate, but they didn't want to close the major as things change.

Approved.

7. [Proposed changes to Health Disparities in Society minor, effective Summer B 2019.](#)

Dr. Spillane described a fairly straightforward change to reflect a greater breadth of course options and the desire to consolidate the existing three categories into two. CLAS conducted consults with other colleges and added courses back as a result to those consults, but HHP requested a consult to review affected courses and a perceived degree of redundancy.

Recycled pending consult.

8. [Proposed changes to Biosystems Engineering specialization, effective Summer B 2019.](#)

Dr. Taylor presented this request in Biological Engineering to add a new required course; this would reduce the number of elective credits from 11 to 7.

Approved.

9. [Proposed changes to American Indian and Indigenous Studies minor, effective Summer B 2019.](#)

Recycled at the request of Dr. Spillane due to a rotating topics course in political science which needs a permanent number.

10. [Proposed changes to the CLAS Biology major, effective Summer B 2019.](#)

Dr. Spillane presented this request to add a number of electives to allow for students to take more personalized approaches in achieving their degree.

Conditionally approved.

11. [Proposed changes to the Communication Sciences and Disorders minor, effective Summer B 2019.](#)

Dr. Hanson presented this request as cleaning up the curriculum by eliminating a course from the lower division which wasn't contributing.

Approved.

12. [Proposed changes to Graphic Design BFA, effective Summer B 2019.](#)

Lynn Tomaszewski presented the request to add a course to assist students work in design firms. The course had previously been optional. This would remove one elective course.

Approved.

13. [Proposed changes to Doctor of Pharmacy, effective Spring 2019.](#)

Dr. Whalen presented this tweak to the curriculum to better assess student readiness. This involved week-long course which would be moved to earlier in the spring semester to allow for more remediation, if needed. This move should allow for better graduation rates.

Approved.

14. [CLAS prerequisite clarifications \(information only\).](#)

Dr. Lindner presented this as a cleanup of prereqs; not a change but an effort to make things more specific.

15. Notice of programs moving to UF Online (information only).

- None

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

- Approved - modification to the One Health graduate certificate AAP
- Conditionally approved - modification to the Bachelor of Science in Journalism AAP

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

- Clinical Pharmacy – Revised (12913)
- Epidemiology – New concentrations
 - Cancer Epidemiology (12612)

- Genetic Epidemiology (12615)
- Infectious Disease Epidemiology (12611)
- Psychiatric Epidemiology (12614)
- Master of Science in Anatomical Sciences Education – New (12910)
- Ph.D. in Anatomical Sciences Education – New (12280)
- Ph.D. in Medical Sciences – New concentrations
 - Cancer Biology (12749)
 - Pharmacology and Therapeutics (12744)

18. Notice of new graduate certificates (information only).

- Biology, Epidemiology, and Outcomes (12369)

19. Notice of changes to graduate certificates (information only).

- None

20. Proposed new undergraduate certificates.

Health and Human Performance

- [Sport Management](#)

Conditionally approved to review if a different name might be more appropriate, but changing the name is not required.

21. Proposed changes to undergraduate certificates.

Agricultural and Life Sciences

- [Personal and Financial Planning](#)

Termination request due to lack of interest over several years. The certificate exists at the graduate level if a student really wants to pursue it. Approved.

22. Proposed new professional certificates.

Law

- [Intellectual Property](#)

Been in existence for about 18 years and has been very successful with students and is highly valued with potential employers. It is expected that the rest of the existing law certificates will come to this committee if they are so deemed after law school review.

Asked to clarify the courses that are listed as 2-3 credits, even as it was cited that they are in fact taught as 3 credits.

It was asked how many certificate credits would be greater than the requirement to get a law degree; the answer was none. Certificates are supposed to have at least 9 independent credits to reflect the additional work to obtain the credential.

Recycled.

- [Environmental, Land Use, and Real Estate Law](#)

Prof. Angelo was brought in via phone. Another longstanding certificate which also was cited as being part of the law degree. Includes electives, writing requirement, skills assessment, and GPA requirement. If expanded to include real estate it is thought that enrollment numbers would double.

Again a question of unique credits outside of the degree; cited that no additional credits were required, although the university requires an additional 9 credits as a minimum to earn the additional credential.

It was cited as if these two certificates might instead be considered specializations within the law degree instead of being additional certificates. If there are other similar certificates that are to go before the UCC then further discussion is needed.

Recycled.

23. Proposed changes to professional certificates.

- None

24. Proposed new undergraduate courses.

Agricultural and Life Sciences

- [HOS 4XXX Capstone Planning in Horticultural Sciences](#)—approved
- [HOS 4XXX Horticultural Sciences Capstone](#)—conditionally approved
- [HOS 4XXX Supervised Teaching Experience in Horticultural Sciences](#)—tabled
- [PLS 3XXXC Hydroponic Systems](#)—recycled

Arts

- [DIG 4XXX Production Practicum](#)—conditionally approved
- [DIG 4XXX Undergraduate Lab Assistant](#)—conditionally approved
- [DIG 4XXX Undergraduate Research in DAS](#)—conditionally approved
- [HUM 3XXX Music and Health](#)—conditionally approved

Design, Construction and Planning

- [LAA 4XXX Advanced Design Communication](#)—approved

Education

- [TSL 3XXX ESOL and Reading for Teachers](#)—approved

Honors

- [IDH 2XXX Honors Admissions](#)—recycled

Journalism and Communications

- [ADV 2XXX Advertising Writing](#)—conditionally approved
- [ADV 3XXX Advertising Strategy: Health/Social Influence Approach](#)—conditionally approved

Liberal Arts and Sciences

- [ANT 4XXX Business Anthropology](#)—conditionally approved
- [BOT 4XXX Medical and Forensic Plant Biology](#)—approved
- [ENC 1XXX Multimodal Writing and Digital Literacy](#)—approved
- [EUS 4XXX European Union and its Enlargement](#)—approved
- [EUS 4XXX Seminar in European Union Studies](#)—approved
- [POR 3930 Topics in Brazilian Culture and Civilization](#)—approved
- [POR 4906 Honors Thesis](#)—approved
- [SYD 3300 Sociology of Globalization](#)—approved

25. Proposed changes to undergraduate courses.

Agricultural and Life Sciences

- [HOS 3020C Principles of Horticultural Crop Production](#)—approved

Liberal Arts and Sciences

- [REL 2600 Introduction to Judaism](#)—conditionally approved
- [STA 4210 Regression Analysis](#)—approved

26. Proposed new professional courses.

- None

27. Proposed changes to professional courses.

Pharmacy

- [PHA 5609 Pediatric Pharmacotherapy](#)—approved

28. Proposed new joint courses.

Agricultural and Life Sciences

- [HOS 4XXX Genetics and Breeding of Vegetable Crops](#)—approved
- [SWS 4XXX Aquatic Toxicology: Science and Applications](#)—approved

29. Proposed changes to joint courses.

- None

30. Proposed new 5000 level courses.

- None

31. Proposed changes to 5000 level courses.

- None

32. Notice of new graduate courses (information only).

Education

- EDH 7979 Advanced Research (12242)
- EDH 7XXX Exploration of Research Literature in Higher Education (11697)
- EDH 7980 Research for Doctoral Dissertation (12243)

- EDH 7XXX Research Proposal Development in Higher Education (11698)

Engineering

- EDH 6XXX Public Policy in Higher Education (12241)
- EMA 6940 Supervised Teaching (11782)
- ESI 6XXXX Financial Optimization Case Studies (12066)

Health and Human Performance

- HFT 6XXX GIS and Spatial Analysis for Tourism and Social Data (12675)
- SPM 5XXX Sport Event Management: Principles and Applications (12879)

Journalism and Communications

- MMC 5XXX Public Affairs Communication (12874)

Medicine

- GMS 6XXX Big Data for the Biologist (10833)
- GMS 6XXX Principles of Forensic Medicine I (12917)
- GMS 6XXX Principles of Forensic Medicine II (12918)
- GMS 6XXX Forensic Photography (12923)
- GMS 6XXX Fundamentals of Skeletal Muscle (12510)
- GMS 6XXX Principles of Bloodstain Pattern Analysis (12920)
- GMS 6XXX Principles of Crime Scene Investigation (12921)
- GMS 6XXX Principles of Osetology (12922)

Public Health and Health Professions

- PHC 6XXX Biostatistical Literacy (12608)
- PHC 6XXX Introduction to Applied Survival Analysis (12759)
- PHC 6XXX Statistical Analysis of Genetic Data (12585)
- PHC 7XXX Topics in Precision Medicine and Public Health Informatics (12882)
- SPM 6XXX Management of Olympic Games Functional Areas (12880)

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

Liberal Arts and Sciences

- EAP 5836 Academic Spoken English 2 (12885)

Medicine

- GMS 5613 Medical Human Anatomy by Diagnostic Imaging (12736)
- GMS 5630 Medical Histology (12731)
- GMS 6023 Principles of Neuroscience II (12415)
- GMS 6063 Mechanisms of Aging (12746)
- GMS 6853 Applied Topics in Dissemination and Implementation Science (12562)

Public Health and Health Professions

- PHC 7083 Computational Epidemiology in Population Science (12883)

The meeting adjourned at 2:55 p.m.

ADDENDUM

Notes Compiled Before the Meeting

University Curriculum Committee Program and Course Recommendations

[October 16th, 2018]

Program Recommendations

3. Proposed Professional Selling minor, effective Summer B 2019. **[R][CA]**

- <https://secure.aa.ufl.edu/Approval/reports/12878>

Summary:

- Creation of new minor

Comments:

- Missing catalog copy **[Uploaded but needs review]**
- Has “MAR XXXX Professional Selling Seminar (may be taken twice, first time before semester 5” been created yet?
- What is the CIP code for this minor?
- It is mentioned that internships have been garnered for 20-25 students. How will the program guarantee quality internships for students as the program grows?
- Students must take their first course prior to completing 60 hours. When will students applied and be admitted to the program?

4. Proposed changes to the Theatre BA, effective Summer B. 2019. **[CA]**

- <https://secure.aa.ufl.edu/Approval/reports/12680>

Summary:

- Eliminate one Physical Science and lab required by the BA. When the BA was created, we assume that it copied the requirements of a liberal arts degree. This science course and lab is not required to graduate.
- Beginning Makeup (1 credit), and Dance Appreciation (3 credits) will be converted to theatre electives and not required courses. This allows Introduction to Light and Sound (4 credits) to be added as a required course for BA’s. Lighting and sound is a lucrative field and a valuable core skill for our theatre graduates.
- In tracking, some courses were moved from spring to fall and vice versa to accurately reflect when those courses are available

Comments:

- ~~The pick 1 of 2 formatting between semester 7 and 8 are different. Should be made consistent.~~ **[Updated 10/6/18]**
- Request states “moving physical science lab”, approval documents do not reflect this. It appears students were never required to take a lab.
- TPA 3247 is not listed as a course in the current catalog for this major, however it appears in semester 3.
- These are not clear in the tracked changes document.

- ~~• The pick 1 of 2 formatting between semester 7 and 8 are different. Should be made consistent.~~

5. Proposed changes to Theatre Stage Management specialization, effective Summer B 2019.

[R][CA]

- <https://secure.aa.ufl.edu/Approval/reports/12852>

Summary:

- Adjusting current BA Theatre program to include an emphasis in Stage Management. Changed current BA Theatre program to include: TPA 4601 Stage Management - 3 credits Advanced Stage Management Seminar (Course # requested) - 3 credits TPA 4946 Production Practicum (Stage Management) - 5-9 credits THE 4945 Summer Repertory Theatre - 3 credits PSY 2012 General Psychology - 3 credits SYG 2000 Principles of Sociology - 3 credits

Comments:

- A word document with tracked changes is required for this type of request. [New tracked changes document uploaded, 10/5/18]
- Are there current "emphases" in this major?
- ~~• A word document with tracked changes is required for this type of request.~~

6. Proposed suspension of the Art Education BA, effective Summer B 2019. **[CA]**

- <https://secure.aa.ufl.edu/Approval/reports/12539>

Summary:

- Request to suspend Art BA. In light of continued low enrollment in the BA (eligibility for FL teaching licensure), we have moved to a certificate in Art Education (eligibility for FL teaching licensure) that can be achieved along with other programs. To effectively promote growth in the certificate, we would like to suspend BA enrollment to analyze the impact before removing it totally.

Comments:

- How many students will this impact? What paths re available for students currently enrolled? [There are currently 10 students enrolled in the Art Ed BA – however, this will not impact any of them as they will be able to continue the degree. This will only suspend future enrollment while we look to grow the certificate and analyze the impact. Email response, 10/4/18]
- Can you provide the number of newly enrolled students in this program in the past 5 years?
- ~~• How many students will this impact? What paths re available for students currently enrolled?~~
- ~~• Can you provide the number of newly enrolled students in this program in the past 5 years?~~

7. Proposed changes to Health Disparities in Society minor, effective Summer B 2019. **[CA]**

- <https://secure.aa.ufl.edu/Approval/reports/12347>

Summary:

- We propose to enhance the structure and content of the 9 credits of electives that students in the HDS minor take. Currently they take one class each from three categories of electives. First, we propose refining to two categories of electives (three credits from Category A and

six from category B). Second, we propose updating a number of the elective courses to better reflect advancements in the field and the mission and goals of the minor.

Comments:

- Please clarify the list of changes in a simple format in the “Proposed Changes” section of the request form. There are a variety of offices on campus that require this information and only have access to the request form itself. The current description is extremely confusing. The uploaded document helps but this information needs to be clear and concise in the form itself.
- PHHP has requested that Critical Issues in Public Health and Global Health Disparities and Disabilities be included in this minor. The response from the program states it will keep the former course. How has the program responded to including the Global Health Disparities and Disabilities course?
- HSC4624 is to be removed. Has HHP been consulted on this proposed change?

8. Proposed changes to Biosystems Engineering specialization, effective Summer B 2019.

<https://secure.aa.ufl.edu/Approval/reports/12577> [CA]

Summary:

- The ABE Curriculum Committee is requesting that ABE3212C, Land and Water Resources Engineering, becomes a required course for the Biosystems Engineering track.

Comments:

- Will the program intend to increase the level of the course to 4xxx since it will be required in the final semester of the major?
- Does adding a water-related course align with ABET requirements and demands of the discipline?

9. Proposed changes to American Indian and Indigenous Studies minor, effective Summer B 2019. [R]

<https://secure.aa.ufl.edu/Approval/reports/12380>

Summary:

- Delete two of the required courses and substitute them for two others: one a Religion course, the other a Political Science course.

Comments:

- Please detail in request form, which specific courses are to be removed. [No tracked changes]
- The Rationale is not clear. Recommend changing to: “The two courses being deleted were taught by a faculty member who has since left UF. The Department responsible for the courses has no one to offer those courses again and the Department does not intend to find replacement faculty. Note, the courses we are requesting, originate from two different departments, thus implementing the Minor's inter-disciplinarity”
- The new form states that POS4931 is to be an elective until it acquires a permanent course number. It is listed, however, in the Required Courses. This rotating topic course will be listed as required course.

- The program must submit a request for a permanent course number as soon as possible. Political Science must provide commitment (external consult) to requesting a permanent course number.
- Since two faculty who taught the courses that are requested to be replaced have left UF, how are students in this minor currently accommodated for these courses?
- ~~Please detail in request form, which specific courses are to be removed.~~
- ~~The Rationale is not clear. Recommend changing to:~~
- ~~“The two courses being deleted were taught by a faculty member who has since left UF. The Department responsible for the courses has no one to offer those courses again and the Department does not intend to find replacement faculty. Note, the courses we are requesting, originate from two different departments, thus implementing the Minor's inter-disciplinarity”~~
- ~~The new form states that POS4931 is to be an elective until it acquires a permanent course number. It is listed, however, in the Required Courses. What does this mean? Is this course on the agenda for a permanent number?~~
- ~~Since two faculty who taught the courses that are requested to be replaced have left UF, how are students in this minor currently accommodated for these courses?~~

10. Proposed changes to the CLAS Biology major, effective Summer B 2019. **[RCA]**

- <https://secure.aa.ufl.edu/Approval/reports/13045>

Summary:

- Approve the addition of listed approved additional life science (ALS) electives and BSC3096 (Human Physiology) as a third alternative to meet the physiology requirements. The addition of these courses was approved by the Biology Major Executive Committee (BMEC) and the memo with listed courses is attached.

Comments:

- Requested changes must be stipulated in approval form under “Proposed Curriculum Changes”. These forms are what a wide number of offices use to make changes, they do not always have the ability to review additional documents. [Needs to be updated in form. 10/7/18]
- Is catalog copy with requested changes necessary for this change? If so it must be uploaded. [catalog copy included]
- Are there any potential consequences to other programs due to these changes, i.e. common shared courses dropping in enrollment? Letter of support from J. Spillane included. [There are no known potential consequences, the number of students enrolled in the major has increased as well.]
- Has HHP been informed about inclusion of the APK2100C as an ALS elective for BIO-BA residential and UFO majors?
- ~~Requested changes must be stipulated in approval form under “Proposed Curriculum Changes”. These forms are what a wide number of offices use to make changes, they do not always have the ability to review additional documents.~~
- ~~Is catalog copy with requested changes necessary for this change? If so it must be uploaded.~~
- ~~Are there any potential consequences to other programs due to these changes, i.e. common shared courses dropping in enrollment?~~

- ~~• Has HHP been informed about inclusion of the APK2100C as an ALS elective for BIO-BA residential and UFO majors?~~

11. Proposed changes to the Communication Sciences and Disorders minor, effective Summer B 2019. **[CA]**

- <https://secure.aa.ufl.edu/Approval/reports/13042>

Summary:

- In order to better provide students with foundational skills we would like to replace SPA2024 with SPA4004. By doing so, we are giving our students with the foundational knowledge of hearing, speech, and language.

Comments:

- Will this change impact any transfer students or students whose substitution for SPA2024 (with a course other than SPA 4004) has already been approved? [There are no known potential consequences, the number of students enrolled in the major has increased as well. Email response, 10/7/18]
- How have current students been accommodated for SPA2024 since it has not been offered for many years?
- ~~Will this change impact any transfer students or students whose substitution for SPA2024 (with a course other than SPA 4004) has already been approved?~~
- ~~How have current students been accommodated for SPA2024 since it has not been offered for many years?~~

12. Proposed changes to Graphic Design BFA, effective Summer B 2019. **[CA]**

- <https://secure.aa.ufl.edu/Approval/reports/12461>

Summary:

- Change three upper division elective credits to require GRA4953 Design and Professional Practice Studio in order to build student professional development competencies. This is in support of accreditation guidelines. This also supports retention and graduation rates by building necessary competencies for the workforce.

Comments:

- Academic Learning Compact must be submitted in different request. For information in this regard please contact Dr. Timothy Brophy. **[Notified]**
- By shifting an elective to a Semester 6 required course, the number of electives will decrease by 3. This should be mentioned in the Changes field of the form and be noted on a tracked changes document of the catalog copy.

13. Proposed changes to Doctor of Pharmacy, effective Spring 2019. **[A]**

<https://secure.aa.ufl.edu/Approval/reports/13079>

Summary:

- A singular change to the Doctor of Pharmacy curriculum is proposed. This change involves shifting the one-credit APPE Readiness course (PHA 5759) from the summer semester of the third professional year of the Pharm.D. program to the spring semester of the third professional year. Assessment of readiness to enter the clinical training

environment is a requirement of the Doctor of Pharmacy accreditation standards. Movement of the APPE readiness course to the spring semester will allow the College to more fully meet the intent of this accreditation standard and will allow the faculty to better utilize individual student performance in the course when making decisions regarding readiness to enter clinical rotations.

Comments:

- None

Certificates

20. Proposed new undergraduate certificates

Health and Human Performance

Sport Management [CA]

- <https://secure.aa.ufl.edu/Approval/reports/12349>

Summary:

- Create new Sport management certificate. The sport management certificate enables students to examine the interdisciplinary nature of the study of sport management, while applying fundamentals of business to the area of sport. The certificate is designed to allow students to select upper-division courses that pertain to a specific career focus in sport management.

Comments:

- The SLO's in the attached document do not match the SLO's in the request. Committee member recommends using the SLO's in the attached document within the request.
 - "They are fewer, which makes them more manageable for the annual SACS report. They are divided, as expected, into three types: Content, Critical Thinking, and Communication. This said, no. 4 in the request may qualify as Connection."
- Reminder, you will need to submit an assessment plan and submit that as well.
- The certificate name may need to be adjusted pending UCC discussion.

21. Proposed changes to undergraduate certificates

Agricultural and Life Sciences

Personal and Financial Planning [A]

- <https://secure.aa.ufl.edu/Approval/reports/12972>

Summary:

- Termination of certificate

Comments:

- None

22. Proposed new professional certificates

Intellectual Property [CA]

- <https://secure.aa.ufl.edu/Approval/reports/12147>

Summary:

- Requesting approval of a new certificate in Intellectual Property Law which will provide an intensive foundation in intellectual property law for JD students at the College of Law. Courses emphasize the role of intellectual property in technology, business, and litigation, focusing on the substantive law, policies, and skills related to all areas of intellectual property.

Comments:

- Please confirm the College of Law currently has the resources to support this request. The attached memo implies this is not firm.
- Assessment plan will also need to be submitted in separate request for Dr. Timothy Brophy.
- If adding up the minimum credits to get to 15 of the core curriculum, it would mean that a student would earn 6 credits of the 3 required courses, and then would need 9 credits of the remaining. This could be as many as 4 (e.g., 3 2-credit-hour courses and 1 3-credit-hour course) additional courses as a maximum. Is this a reasonable load? And would all of these courses be available as students need them?

Environmental, Land Use, and Real State Law: [CA]

- <https://secure.aa.ufl.edu/Approval/reports/12136>

Summary:

- Creation of new certificate.

Comments:

- How readily available are the externship and Conservation Clinic included in the required 3-credit-hour skills course? Is there a complete list of ELUL skills courses?

COURSE RECOMMENDATIONS

24. Proposed New Undergraduate Courses

<u>Approved</u>	<u>Conditionally Approved</u>	<u>Recycle</u>
<u>HOS 4XXX – Genetics and Breeding of Vegetable Crops Production</u>	<u>A. HOS4XXX – Capstone Planning in Horticultural Sciences</u>	<u>PLS 3XXXC – Hydroponic Systems</u>
<u>LAA 4XXX – Advanced Design Communication</u>	<u>HOS 4XXX – Horticultural Sciences Capstone</u>	<u>HUM 3XXX – Music and Health</u>
<u>XXX – ESOL and Reading for Teachers</u>	<u>HOS 4XXX – Supervised Teaching Experience in Horticultural Sciences</u>	
<u>IDH 2XXX – Honors Admissions</u>	<u>DIG 4XXX – Production Practicum</u>	
<u>BOT 4XXXC – Medical and Forensic Plant Biology</u>	<u>DIG 4XXX – Undergraduate Lab Assistant</u>	
<u>ENC 1XXX – Multimodal Writing and Digital Literacy</u>	<u>DIG 4XXX – Undergraduate Research in DAS</u>	
<u>EUS 4XXX – European Union and its Enlargement</u>	<u>ADV 2XXX – Advertising Writing</u>	
<u>EUS 4XXX – Seminar in European Union Studies</u>	<u>ADV 3XXX – Advertising Strategy: Health/Social Influence Approach</u>	
<u>POR3930 – Topics in Brazilian Culture and Civilization</u>	<u>ANT 4XXX – Business Anthropology</u>	
<u>POR4906 – Honors Thesis</u>		
<u>SYD 3300 – Sociology of Globalization</u>		

Agricultural and Life Sciences

A. HOS4XXX – Capstone Planning in Horticultural Sciences: ~~[CA]~~[A]

- <https://secure.aa.ufl.edu/Approval/reports/12999>
- Comments:
 - A satisfactory grade in UF policy says a C or higher is passing for S/U courses. Please adjust and include a grading scale in request/syllabus. [UCC form has been updated accordingly. 10/7/18]

B. HOS 4XXX – Genetics and Breeding of Vegetable Crops Production: ~~[R]~~[A]

- <https://secure.aa.ufl.edu/Approval/reports/11663>
- Comments:
 - Participation component needs a rubric for students.
 - Undergraduate syllabus does not contain policy on late and make-up work. Recommend using the verbiage from the catalog and a link as standard practice.
 - “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>

C. HOS 4XXX – Horticultural Sciences Capstone: ~~[R]~~[CA]

- <https://secure.aa.ufl.edu/Approval/reports/13002>

- Comments:

- ~~Catalog copy says “this course” please correct. [updated, 10/7/18]~~
 - ~~“For the purposes of assigning a grade, students who complete all the online deliverables (See below) and execute a capstone that takes 3 hours per week will register for 2 credit hours. Students executing capstone projects that require a greater time commitment can register for additional credit hours up to 4 credit hours.” [Additional details have been added under Grading Scheme. 10/7/18]~~
 - ~~The 4 credit hour option needs to be more specific. What is a “greater time commitment”? Are the 4 credit hour students doing the same assignments as the 2 credit hour students?~~
 - ~~What do 3 credit hour students need to do?~~
 - ~~Is the intent to have sections for 2 credit AND a 4 credit?~~
 - ~~What is the difference between the different credit options?~~
- [Additional details have been added under Grading Scheme. 10/7/18]

D. HOS 4XXX – Supervised Teaching Experience in Horticultural Sciences: **[R][CA]**

- <https://secure.aa.ufl.edu/Approval/reports/13000>

- Comments:

- ~~Will students in this course be assisting in teaching lower level courses or is this another teaching experience outside of UF? [Students will assist in instruction of introductory and intermediate level horticultural sciences courses. Additional details have been added to course description. Email 10/7/18]~~
- ~~A satisfactory grade in UF policy says a C or higher is passing for S/U courses. Please adjust and include a grading scale in request/syllabus. [updated, 10/7/18]~~
- ~~Course has only 4 lectures. It is assumed the rest is one on one teaching, but that should be specified in the weekly topics. Please clarify. [Updated, 10/7/18]~~
- ~~Please detail what the different requirements are of students for each different credit option, min 0 max 3? What is the different work a 3 credit student would have to perform compared to 2 cr, 1 cr, or 0 cr. [For the purposes of assigning a grade, planning and delivery of 1 lecture and design and grading of 1 assignment are considered equivalent to 1 credit hour. Each additional lecture and assignment planned, designed, and delivered by the student can receive 1 additional credit hour. That is, a student who plans and delivers 2 lectures and designs and grades 2 assignments can register for 2 credit hours. Students can register for up to 3 credit hours of Supervised Teaching Experience per semester and 3 credit hours in total in the Horticultural Sciences program of study. Expectations for students enrolled in 0 or 1 credit hours are identical. 10/7/18]~~

~~Course assignments include undergraduate students receiving grades for grading work of undergraduate students. -CG~~

E. PLS 3XXXC – Hydroponic Systems: **[R]**

- <https://secure.aa.ufl.edu/Approval/reports/12996>

- Comments:

- ~~Course lists six weeks of topics, for a 3 credit hour course with 3 weekly contact hours. This must be adjusted to appropriately reflect contact hours/credit/effort.~~

F. DIG 4XXX – Production Practicum: **[R][CA]**

• <https://secure.aa.ufl.edu/Approval/reports/13005>

• Comments:

- ~~4000 level courses require prerequisites. [A prerequisite of junior standing has been added in the request form. Update 10/7/18]~~
- ~~What is the rationale behind a 3 credit hour course that is repeatable but only for up to 4 credits? [The course is offered with variable credit from 0-3; thus it is possible that a student may take it twice for 2 credits, for example.]~~
- ~~Is there a standard for assessments in these types of courses for the department? The criteria for earning a S/U is vague, there needs to be some sort of plan. [This course is graded on an S/U basis. S grades will be assigned to students who consistently attend the classes and meetings, demonstrate significant involvement through various assignments, and submit weekly report to the instructor. These weekly reports are expected to illustrate the knowledge that students are acquiring as well as discuss the skills that they are putting into practice. Instructors will use the updates to assess the work that students have accomplished, how it relates to course learning goals and objectives, how it shows their development in a variety of areas within the digital arts and sciences. The specific details of what students will discuss, and content are on a course by course basis.~~
 - ~~Assignments: 40%~~
 - ~~Weekly Report: 40%~~
 - ~~Attendance: 20%~~
 - ~~80% or higher = Satisfactory / 79% or lower = Unsatisfactory]~~

***Grading scheme update needs to be added to the course request form. -CG**

G. DIG 4XXX – Undergraduate Lab Assistant: **[R][CA]**

• <https://secure.aa.ufl.edu/Approval/reports/13006>

• Comments:

- ~~Total allowable repeatable credit is listed at 4, variable credit is list as 0 min 3 max. Does this mean the student make take the course once for 3 credit and once for 1 credit? Is this the intent? [Since the course is offered with variable credit from 0-3, it is possible that a student may take it twice with varying credit levels (2 +2, or 3+1). Updated 10/7/18]~~
- ~~3/4000 level courses are required to have a prerequisite. This may by class standing or admission to program etc. Approval form lists no pre reqs. syllabus does)~~
- ~~**0 Credit Hours:** Students can enroll in this course for 0 credit hours. This situation would be preferred by students who are approaching a maximum number of credit hours toward their degree or who are unable to cover the cost of tuition for these credits. **Students are still expected to complete a minimum of 45 hours of work in the semester or 3 hours per week during the Spring and Fall semester.**~~
 - ~~What expectations can an instructor set if a student is taking the course for zero credit hours? What will grade be based on? [Students registering for 0 credit hours should carefully discuss with their faculty advisor the time expectations for completion of the requirements of the class, and these~~

expectations should be clearly articulated on the Digital Worlds Zero Credit Application Form.]

- There should be some form of written agreement for student which outlines expectations and what must be met for an S grade. The evaluation of grades seems extremely vague. [This course is graded on an S/U basis. S grades will be assigned to students who consistently attend the classes and meetings, demonstrate significant involvement through various assignments, and submit weekly report to the instructor. These weekly reports are expected to illustrate the knowledge that students are acquiring as well as discuss the skills that they are putting into practice. Instructors will use the updates to assess the work that students have accomplished, how it relates to course learning goals and objectives, how it shows their development in a variety of areas within the digital arts and sciences. The specific details of what students will discuss, and content are on a course by course basis.
 - Assignments: 40%
 - Weekly Report: 40%
 - Attendance: 20%
 - 80% or higher = Satisfactory / 79% or lower = Unsatisfactory]

***Grading scheme update needs to be added to the course request form. -CG**

H. DIG 4XXX – Undergraduate Research in DAS: [R][CA]

- <https://secure.aa.ufl.edu/Approval/reports/13007>

- Comments:

- 4000 level courses require prerequisites. [A prerequisite of junior standing has been added in the request form. Updated 10/7/18]
- What is the rationale behind a 3 credit hour course that is repeatable but only for up to 4 credits? [The course is offered with variable credit from 0-3; thus it is possible that a student may take it twice for 2 credits, for example.]
- Is there a standard for assessments in these types of courses for the department? The criteria for earning an S/U is vague, there needs to be some sort of plan. [This course is graded on an S/U basis. S grades will be assigned to students who consistently attend the classes and meetings, demonstrate significant involvement through various assignments, and submit weekly report to the instructor. These weekly reports are expected to illustrate the knowledge that students are acquiring as well as discuss the skills that they are putting into practice. Instructors will use the updates to assess the work that students have accomplished, how it relates to course learning goals and objectives, how it shows their development in a variety of areas within the digital arts and sciences. The specific details of what students will discuss, and content are on a course by course basis.
 - Assignments: 40%
 - Weekly Report: 40%
 - Attendance: 20%
 - 80% or higher = Satisfactory / 79% or lower = Unsatisfactory]

***Grading scheme update needs to be added to the course request form. -CG**

I. HUM 3XXX – Music and Health: [R]

• <https://secure.aa.ufl.edu/Approval/reports/12964>

• Comments:

- 3000 level courses must have prerequisites.
- Please provide more detail regarding participation assignments, how grade is assigned, rubric, etc
- UCC form says late work won't be accepted except in extenuating circumstances and with prior approval. This is not in agreement with UF policy.
- Please update attendance/makeup section of syllabus/request to be in line with UF policy which may be found here:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>
You may also copy and paste the following statement into the syllabus, as long as the syllabus wording does not contradict UF policy;
 - “Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

College of Design, Construction and Planning

F. LAA 4XXX – Advanced Design Communication: [A]

• <https://secure.aa.ufl.edu/Approval/reports/12894>

• Comments:

- Is this new course part of a curriculum or program change? Will future requests be made to adjust the program including this course? [This new course is part of curriculum changes that will be submitted as a future request. Email 10/3/18]

Education

G. TSL3XXX – ESOL and Reading for Teachers: [CA][A]

• <https://secure.aa.ufl.edu/Approval/reports/11660>

• Comments:

- There are a large number of required readings for the course, will these readings be provided to the students or must they be purchased?-[All of the articles, book chapters, website readings, etc. are provided to the students. This purchased book requirements for this course are minimal. Email response 10/4/18]

Honors

H. IDH 2XXX – Honors Admissions: [A]

• <https://secure.aa.ufl.edu/Approval/reports/13017>

• Comments:

- None

College of Journalism and Communications

I. ADV 2XXX – Advertising Writing: [CA]

- <https://secure.aa.ufl.edu/Approval/reports/13078>

- Comments:

- Please provide detail on assignments within syllabus, there are no descriptions or measures of evaluation for the assignments in the course.
- Prereq of ADV major, is this normal for 2000 lvl course? Is this to bar students from taking this course as exploratory?

J. ADV 3XXX – Advertising Strategy: Health/Social Influence Approach: [R][CA]

- <https://secure.aa.ufl.edu/Approval/reports/13028>

- Comments:

- 3000 level courses require a prerequisite [added the following to the proposal: Prereq: ADV; minimum grades of C in MAR 3023 and ADV 3008. Needs to be updated in request form]
- Will certificate changes be forthcoming regarding this course being ‘required’? [The certificate is currently being proposed and is under review within the college]
- Recommend changing course description to fit more in line with course catalog standard.
 - For consideration: *Focuses on the process of advertising and promotional strategy from a health/social influence approach. Centered on global health issues. Prepares students to “sell science” and market public health messages to change the world.* [provided new syllabus but this needs to be updated in the request form]
- What are the workshops in the schedule? [Workshops are when we collectively work on the group project in class so that students maintain progress and get ongoing feedback from peers and myself on their SMPs. Based on where we are in the class they engage in various discussion activities regarding their SMP and presentation development (e.g., skills for presenting). I’ve added language “group project” in front of workshop so this is clear.]
- Links and Policy are problematic: The caps, directives, etc. Some statements are against UF policy. E.g., punishing the whole class for the mistake of one – “Should I find that you are abusing this privilege, the entire class will be banned from using laptops or any other electronic device.” The language used anticipates trouble and often sounds like a threat. [Revised and replaced with the following text:
 - Use of Technology in Class. The use of cell phones is not permitted in class. Should you need to keep your cell phone on hand due to a personal reason, please inform me prior to class. You may only use technology in class (tablet, laptop) for class purposes. If a student’s use of technology is disruptive to the class, that student will be asked to leave. Needs to be updated in the request form]
- The following policies do not align with UF policy:
 - Late Policy. I do not accept late work. Should your work be late due to an unforeseen circumstance you must notify me within 24 hours and provide documentation to prove that your absence is excusable.
 - Make-up Exams. If you know now that you cannot make an exam on the date scheduled, it is your responsibility to make prior arrangements with me. This must be done during the first two weeks of the semester. If you are unable to come to class on an exam day for an unforeseen reason, notify me within 24 hours via phone and email, and no later than the day of the exam before it is

administered. To make up the exam, I will need written documentation of the emergency. You will need to make-up the exam within 2 business days.

- Recommend using the UF approved verbiage:

“Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx> [Updated in syllabus, but needs to be updated in the request form. –CG]

Liberal Arts and Sciences

K. ANT 4XXX – Business Anthropology: [R][CA]

- <https://secure.aa.ufl.edu/Approval/reports/12902>

- Comments:

- 3/4000 level courses require a prerequisite. [Added the prerequisite “One course in Anthropology or instructor permission. Is this possible at Registrar- CG. 10/4/18]
- How will class participation and attendance be measured? Is there a rubric for students to understand where the grade for 20% of the course is coming from? [The class participation and attendance are outlined in the syllabus under “Attendance” and is provided below.
 - “Class attendance: 10% of your final grade.
 - There is a point available for every class you attend. Classes that have a guest speaker provide an additional point for attendance. These days are clearly marked on the syllabus and will be announced.
 - In-class participation: 10% of your final grade.
 - For each class you attend, 1 participation point is available. For classes that have a guest speaker, an additional participation point (2 total) will be available. Participation will be graded based on attentiveness, asking and answering questions, engaging with class material, and a lack of being distracted by devices.
 - Unexcused absences will lower your grade by 1 point, as well as eliminate any possible participation points for that day. Each student is given 1 free attendance point (so you can miss one non-guest speaker class with no penalty).”

L. BOT 4XXXC – Medical and Forensic Plant Biology: [CA][A]

- <https://secure.aa.ufl.edu/Approval/reports/12884>

- Comments:

- Seeking permanent course number for course previously offered as special topics.
- Weekly contact hours listed as 4 for a 3 credit hour course. Please provide an explanation for the 4th hour of contact. [My proposed course (BOT 4xxx - Medical and Forensic Plant Biology) meets for four periods/hours per week, and it is a combined lecture and lab course (“C” designation is requested). That is the reason for the 4 contact hours and 3 credits. Please let me know if you need any additional explanation. Email response, 10/4/18]

M. ENC 1XXX – Multimodal Writing and Digital Literacy: [A]

- <https://secure.aa.ufl.edu/Approval/reports/12251>

- Comments:

- UF support for course through CIO and access to Adobe software. Will students have to pay for Adobe? [UF CIO Elias G. Eldayrie has indicated that UF will provide licenses to Adobe Creative Cloud for students enrolled in this class. I will confirm with him that this is still the case. Email response 10/3/18]

N. EUS 4XXX – European Union and its Enlargement: ~~[CA]~~[A]

- <https://secure.aa.ufl.edu/Approval/reports/12901>

- Comments:

- Prereq of “sophomore standing or higher.” Is there a reason for this? Is the intent for this 4000 course to be open for any student or students within certain majors? Would Junior level be more appropriate as well? [The course is open to all majors because it does not assume an existing knowledge of the EU. The course is appropriate for advanced sophomores, juniors, and seniors. Email 10/3/18]
- Rationale: This course was previously available as EUS 4211 and we would like to return the course code. CES went through a period where no faculty were available to teach the course. The course is unique and not offered in any other department. The course serves as a complement to the EU Politics and Institutions course (EUS 4210), providing a more in depth discussion of the politics and policies involved in EU enlargement.
 - Was previous course deleted? [Yes, the course was deleted. At the time it was dropped, we did not have faculty available to offer the course. Now, we have faculty to teach the course and would like to reinstate the course code.]

O. EUS 4XXX – Seminar in European Union Studies: [A]

- <https://secure.aa.ufl.edu/Approval/reports/12903>

- Comments:

- Is course meant to be repeatable 3 times? Is this allowable in the program requirements? [Yes, we would like to make the course repeatable 3 times. This is our standard for other EUS repeatable credit courses (i.e. EUS 3930 and EUS 4930). Email, 10/3/18]

P. POR3930 – Topics in Brazilian Culture and Civilization: ~~[CA]~~[A]

- <https://secure.aa.ufl.edu/Approval/reports/12683>

- Comments:

- Is this request appropriate as 3000 level or should it be 4000? (Departmental questions) We already have a 4000-level rotating course that is used for more advanced/literary/linguistic topics. Our cultural studies courses (in both SPN and POR) are at the 3000 level, and it is this kind of flexibility we are looking for with this course number, specifically in the cultural areas.
- Is this an existing course that is now requesting a permanent course number with this title? This seems to be asking that all rotating topics courses in POR now be titled under “Topics in Brazilian...” [No, we submitted a sample course that we WOULD have taught under this

number had it been available. It had to be offered instead as a literary rotating topics number, which didn't make much sense but was what we had at the time! Email 10/3/18]

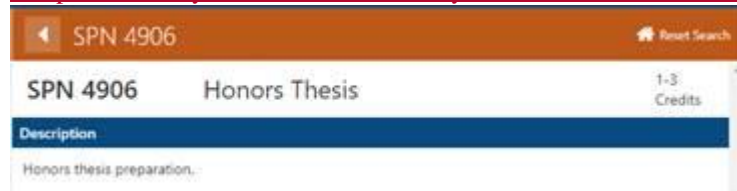
Q. POR4906 – Honors Thesis: **[CA][A]**

• <https://secure.aa.ufl.edu/Approval/reports/12657>

• Comments:

▪ What are guidelines for choosing thesis topic? Is there a standard departmental form in use for these options? [As with any thesis, the guidelines are necessarily general, given the varying specializations of faculty and that widely different areas that interest students. We have recently tried to standardize the process for writing an honors thesis, with guidelines that can be found here: <https://spanishandportuguese.ufl.edu/undergraduate-programs/graduating-with-honors/>. Beyond the suggestions given there, we try not to constrain project ideas too much a priori, and instead work with students to come up with something that is interesting to them but meet our requirements for rigor, etc. email 10/3/18]

▪ How can a student satisfy a thesis requirement either with a 1 credit or 3 credit (for example) course? Shouldn't a thesis course consistently require the same amount of work? Aren't thesis requirements somewhat standardized? If not, why not? [We followed the model that is currently on the books with the Spanish honors thesis (SPN4906, see below), so as to create parity between the two programs, especially in anticipation of our new combined major rolling out (any day now!). In about 90% of the thesis cases, students do indeed enroll at 3 credits, but sometimes they don't have room in their schedule for the full three or prefer to use one. Those cases are usually students who were able to do a large part of the research/prep in a previous class, and just need to finish up data collection or revising to make it thesis-worthy. We certainly don't encourage or allow anyone without any prior work in that area to think they can complete a thesis in 1 credit hour...! (But these courses are often paired with/come after SPN/POR 4905, where they work on the project in an independent study and thus could, feasibly, finish with fewer hours. Email 10/3/18]



R. SYD 3300 – Sociology of Globalization: **[A]**

• <https://secure.aa.ufl.edu/Approval/reports/12853>

• Comments:

▪ Letter of support comment from Special Assistant to Asst. Provost and director of UF Online. Review.

25. Proposed Changes to Undergraduate Courses

<u>Approved</u>	<u>Conditionally Approved</u>	<u>Recycle</u>
<u>HOS 3020C – Principles of Horticultural Crop Production</u>	<u>REL 2600 – Intro to Judaism</u>	
<u>STA 4210 – Regression Analysis</u>		

Agricultural and Life Sciences

A. HOS 3020C – Principles of Horticultural Crop Production: **[A]**

- <https://secure.aa.ufl.edu/Approval/reports/12995>
- Comments:
 - None

College of Liberal Arts and Sciences

B. REL 2600 – Intro to Judaism: **[CA]**

- <https://secure.aa.ufl.edu/Approval/reports/12774>
- Comments:
 - The proposed title doesn't make the religious content of the course obvious. Such a title could fit a course in cultural anthropology, sociology, or a course on Zionist political movements. Would the course description change?
 - The proposed title seems excessively redundant. "Jews, Judaism, and Jewishness", please provide a syllabus so that the review subcommittee may see course content.

C. STA 4210 – Regression Analysis: **[A]**

- <https://secure.aa.ufl.edu/Approval/reports/12965>
- Comments:
 - None

27. Proposed Changes to Professional Courses

<u>Approved</u>	<u>Conditionally Approved</u>	<u>Recycle</u>
<u>PHA 5609 – Pediatric Pharmacotherapy</u>		

Pharmacy

A. PHA 5609 – Pediatric Pharmacotherapy: [A]

- <https://secure.aa.ufl.edu/Approval/reports/13080>
- Comments:
 - Updating prerequisites.

28. Proposed New Joint Courses

<u>Approved</u>	<u>Conditionally Approved</u>	<u>Recycle</u>
<u>SWS 4XXX – Aquatic Toxicology: Science and Applications</u>		

A. SWS 4XXX – Aquatic Toxicology: Science and Applications [~~CA~~][A]

- <https://secure.aa.ufl.edu/Approval/reports/12688>
- Comments:
 - A separate approval request will need to be submitted for the graduate course to be created. This will need to go through the graduate level approval process as well. [Graduate level submission is in system and pending at the graduate curriculum committee. Email 10/3/18]