

**Minutes of the Meeting of the University Curriculum Committee
February 21st, 2017**

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

Members Present: Angela Lindner, Joel Brendemuhl, Stephanie Hanson, Monika Oli, Steve Pritz, Matthew Ryan, Edward Schaefer, Richard V. Scholtz, III, Alexander Sevilla, Lauren Solberg, Venita J. Sposetti, Curtis Taylor, Christopher Vallandingham, and Hans van Oostrom.

Liaisons: Toby Shorey

Guests: Diane Beck, Casey Griffith, Brian K. Marchman, John C. Peterson, Christine Richmond, Stacy Wallace, and Michael Weigold.

Dr. Lindner welcomed the committee to the new space and reminded everyone that we will be meeting in the Marston Science Library in March. The committee will review in May if the Chamber is the best meeting space going forward.

1. [Approval of minutes of January 17, 2017 meeting.](#) Approved
2. Update from the Faculty Senate. Doctor of Occupational Therapy approved and the 2017 homecoming date was discussed. An informational item on the B.S. in Astronomy to Astrophysics to be reviewed in March.
3. Homecoming 2017 date. Dr. Angela Lindner informed the UCC that the UAA wanted to change the tentative date of October 14th, as the UAA is using that weekend as its fundraising kickoff. September is deemed to be too early for homecoming, so the only available home game dates were Oct. 7th, which is LSU, and Nov. 18th which is University Alabama-Birmingham. The vote was considered to be advisory to the president and the faculty senate.

Votes for Oct. 7th: 1

Votes for Nov. 18th: 16

4. [Changes to the BA in Geology effective summer B 2017.](#) Dr. David Pharies presented, and it was noted that “32 hours of coursework” needs to be updated to be “32 hours of coursework in the major.” Approved.
5. [Changes to the Biomedical Engineering major effective summer B 2017.](#) Dr. Curtis Taylor presented the update which would allow students to finish critical tracking before semester five, which in turn opens them up to pursuing internships in the summer of their sophomore year. Approved.
6. [Changes to the Plant Science major effective summer B 2017.](#) Dr. Joel Brendemuhl presented a significant overhaul of the major. Originally eight specializations were developed within three

CALS departments, but the five current departments have consulted and created the plan for plant science moving forward. Conditionally approved.

7. [Changes to the BFA in Graphic Design effective summer B 2017](#). Dr. Edward Schaefer presented a change which reduced required courses and increased electives. The field has changed and this approach better meets industry needs. A course to be reviewed later in the meeting was tied to this recommendation. Approved.
8. [Changes to the BA in Visual Art Studies effective summer B 2017](#). Dr. Edward Schaefer presented this adjustment which includes putting a capstone event in the program. This would give a cohesive end to the program and tie better to the ALC. The capstone course was later on the agenda so the approval was contingent. Approved.
9. [Changes to specialization in Exercise Physiology effective summer B 2017](#). Dr. Christopher Janelle shared that this change arose from recognition that students and faculty want more distinction between programs. The SLOs would remain the same as would the program objectives. Approved.
10. [Changes to Sport Management Combined Degree program effective summer B 2017](#). Dr. Christopher Janelle presented. Approved.
11. Notice of items from the Academic Assessment Committee (information only)
 - None
12. Notice of items from the Graduate School (information only)
 - None
13. Notice of new graduate certificates (information only)
 - None
14. Notice of changes to graduate certificates (information only)
 - None
15. Notice of existing online programs transitioning to UF Online (information only)
 - Microbiology and Cell Science BSc (2+2) effective summer B 2017.
 - BHS in Communication Sciences and Disorders effective fall 2017.
 - Fire and Emergency services effective fall 2017.
16. Proposed new undergraduate certificates
Arts
 - [Art Education](#) Dr. Schaefer presented. 70% of Arts alumni end up teaching at some point in their career, so this certificate would make the teaching certification available separately. The college is leaving the undergraduate Art Education program alone for now but it will be reevaluated at a later date. Students outside the college could potentially pursue the certificate but they would need to show a skill set that is more likely to belong to someone in the college. Approved.

- [Graphic Design](#) Dr. Schaefer shared that there is much more interest in graphic design than there is current program capacity. The certificate is pretty open ended in regards to how the skills will be used, as they could be used in many disciplines. Contingent on approval of course later on the agenda. Approved.

Engineering

- [Engineering Innovation](#) Dr. Taylor presented this certificate which would address some of the need for soft skills that companies expect from graduates. Approved.

17. Proposed changes to undergraduate certificates

- None

18. Proposed new professional certificates

- None

19. Proposed changes to professional certificates

- None

20. Proposed new undergraduate courses

Agricultural and Life Sciences

- [ANS 4XXXL – Techniques in Small Animal Genetics](#)—approved.

Arts

- [ARH 2XXX – Introduction to Asian Art](#)—approved.
- [ARH 3XXX – Text and Image in Chinese Art](#)—approved.
- [ARH 3XXX – Modern and Contemporary Art from Latin America](#)—approved.
- [ART 4XXX – Making + Meaning](#)—approved.
- [GRA 3XXXC – Design Thinking](#)—conditionally approved.
- [GRA 3XXXC – Graphic Design Practice](#)—recycled.

Engineering

- [BME 3XXX – Biomaterials](#)—approved.
- [BME 3XXX – Mechanical Behavior of Biological Tissues and Systems](#)—approved.
- [EEL 4185 – State Variable Methods in Linear Systems](#)—approved.

Liberal Arts and Sciences

- [HBT 3XXX – Introduction to Israeli Culture](#)—approved.

21. Proposed changes to undergraduate courses

Agricultural and Life Sciences

- [MCB 3020 – Basic Biology of Microorganisms](#)—approved.
- [MCB 3023 – Principles of Microbiology](#)—approved.
- [ORH 4804 – Annual and Perennial Gardening](#)—approved.
- [ORH 4804L – Annual and Perennial Gardening Laboratory](#)—approved.

Arts

- [ARH 4453 – Mid-Twentieth Century Art](#)—approved.
- [GRA 2111C – Visual Methods and Processes](#)—approved.
- [GRA 2208C – Typography 1: Letterform](#)—approved.

Engineering

- [EEL 4598 – Data Computer Communications](#)—approved.
- [EES 4005C – Ecological Engineering](#)—approved.

Journalism

- [MMC 1009 – Introduction to Media and Communication](#)—conditionally approved.
- [MMC 3203 - Ethics and Problems in Mass Communications](#)—approved.

Liberal Arts and Sciences

- [ENC 2305 – Analytical Writing and Thinking](#)—approved.
- [STA 4210 – Regression Analysis](#)—conditionally approved.

22. Proposed new professional courses

Pharmacy

- [PHA 5XXX – Managed Care Pharmacy Practice](#)—approved.

Veterinary Medicine

- [VEM 5XXX – Small Animal Dermatology](#)—approved.
- [VEM 5307C – Small Animal Dermatology Elective](#)—approved.

23. Proposed changes to professional courses

- None

24. Proposed new joint courses

- None

25. Proposed changes to joint courses

- None

26. Proposed new 5000 level courses

- None

27. Proposed changes to 5000 level courses

- None

28. Notice of new graduate courses (information only)

Agricultural and Life Sciences

- STA 6XXX – Introduction to Applied Statistics for Agricultural and Life Sciences

Engineering

- EEE 5556 – Introduction to Biophotonics
- EEL 5406 – Computational Photography
- EGS 6XXX – Advanced Engineering Leadership Development
- EGS 6XXX – Divergent Thinking

Pharmacy

- PHA 7XXX - Independent Study

Veterinary Medicine

- VME 6XXX - Risk Assessment and Mitigation for the use and Management of Veterinary Agents

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

Engineering

- EEL 6533 – Statistical Decision Theory
- EEL 6537 – Spectral Estimation

Journalism

- RTV 5702 - Telecommunication Regulation

The meeting adjourned at 2:11 p.m.

Addendum: University Curriculum Committee Program and Course Recommendations

[February 21st, 2017]

Program Recommendations

4. **Changes to the BA in Geology effective summer 2017. Dr. David Pharies.**
[A]
 - <http://apps.aa.ufl.edu/Approval/requests/Info/10674>
 - **Summary:**
 - Request is clarifying tracking and lowering the minimum math course 1147 to a math course that meets Gen Ed.
 - **Comments:**
 - None

5. **Changes to the Biomedical Engineering major effective summer 2017. Dr. Curtis Taylor.** ~~[CA]~~**[A]**
 - <http://apps.aa.ufl.edu/Approval/requests/Info/11373>
 - **Summary:**
 - No curriculum changes, requesting to adjust the order in which students enroll in coursework in order that some critical tracking courses be completed earlier.
 - **Comments:**
 - ~~Moving EEL3111C in order to prevent students from being delayed one year in graduating and opening up internship opportunities —~~
 - ~~Please clarify how these changes will impact transfer students and if there is a plan in place for transfer students.~~
 - a. ~~Will this increase time to degree for transfer students?~~
[The changes will not affect transfer students. The requested change will not increase the time to degree. Transfer students in BME historically take 3 years to graduate after transferring to UF because of our course sequencing and prerequisites; this is still the same for the 2017-18 academic year. Email 2/8/17]
 - b. ~~If there currently is no plan, please create one and upload it to the request.~~ **[We do have a suggested plan of study in place for transfer students that we openly share with them (including prospective students). I have attached the plans of study for 2016-17 and 2017-18. Plans available upon request. Email, 2/8/17]**

6. [Changes to the Plant Science major effective summer 2017.](#) Dr. Joel Brendemuhl **[CA]**

- <http://apps.aa.ufl.edu/Approval/requests/Info/11406>
- **Summary:**
 - **Eliminate these tracks:** Crop ecology, Landscape and Nursery Horticulture, Plant Genetics, Plant Health, Restoration Horticulture, Sustainable Food Production, Community Food Systems (BA), Garden Design and Management (BA)
 - **Replace with these tracks:** Native Plant Conservation, General Plant Science, Greenhouse and Landscape Industries, Plant Breeding and Genetics, Plant Health and Protection, Soil Management & Plant Productivity, Sustainable Crop Production and Turfgrass Science.
 - **Large amount of revisions**
- **Comments:**
 - Why was an extra summer between semesters 4 and 5 added for ALL specializations? [This was done to be in compliance with and to help students visualize and remember the 9-credit summer enrollment requirement. The two courses listed there can easily be moved into other semesters if that is preferred
 - Why is MUL2010 specified in the 8 semester plans?
 - AMH2020 makes some sense given the program, but MUL2010 is unusual. [MUL2010 not only is one of the options for State Core Humanities, it is the only one of those choices that also covers the International requirement. This one course takes care of two requirements for students
 - According to the write-up UNDER the tracked changes, the approved electives area will “require students to obtain approval of their academic advisors for all the electives they select for their specialization.”
 - This goes against current practices on the audit where students take courses and they automatically fall into the audit.
 - How will advisors manage this manually?
 - [The elective courses have already been “advisor approved’ and vetted in the program, however our intention is for students to seek the advice of their advisor as to which of these courses is a best fit for their circumstances and career choices. Therefore, our statement in these paragraphs may read better like something of this nature:
 - a. “Students should consult with their advisor for assistance in selecting the designated listed electives in order to select applicable and appropriate courses for the students’ job and career aspirations.”
 - Will there NO LONGER be a BA offered by plant science, correct? [The Garden Design and Management B.A. specialization is being deleted now. The Community Food Systems B.A. specialization is being temporarily retained until is it moved into another degree program.

- Restoration Hort becomes Native Plant Conservation (BS): Add BSC2010/L as an option for BOT2010C; add BSC2011/L as option for BOT2011C. Ecology and Environment Elective requires 2 credits, Only see three credit options. [We would like to restructure that area as attached.]
- General Plant Science (BS added new): No particular concerns
- Replace Landscape and Nursery Hort with Greenhouse and Landscape Industries (BS):
 - Do the Agribusiness Elective courses count for Approved Electives AND the 3 credits of Agribusiness elective in the plan? [We see where the listing of “Agribusiness elective” might be confused with the other 28 electives in the plan. Alternatively, for clarity, we would like to replace that term with a choice of three specific courses:
 - AEB 3133 Principles of Agribusiness Management;
 - AEB 4424 Human Resource Management; or
 - AEB 3341 Selling Strategically
 - All are 3-credit courses
- Replace Plant Genetics with Plant Breeding and Genetics (BS):
 - Remove AEB2014 and ECO2023 from tracking.
- Replace Plant Health with Plant Health and Protection (BS):
 - Remove AEB2014 and ECO2023 from tracking.
 - Counted 26 electives, but table under 8 semester plan says 22.
 - [The paragraph states:
 - “Approved Electives: Minimum 22 credits
 - In addition to the Plant Pathology elective and the Entomology elective in Semester 7, there are 22 additional elective credits to be completed.”
 - The specific requirement for a Plant Pathology elective and an Entomology elective as referenced in Semester 7 are both listed at 3 credits, for a total of 6 credits – add this to the 22 listed and you get 28, which is what the electives in this specialization add up to, not 26.
 - The intention here is for students to specifically take a Plant Pathology course and an Entomology course of the students’ own choosing (as shown in Semester 7), however for the remainder of the electives (22), students much choose at least one course from each of the focus areas, for a net effect of a minimum of 2 Plant Pathology courses and 2 Entomology courses.
- Soil Management & Plant Productivity (BS): No particular objections

- Replace Sustainable Food Production with Sustainable Crop Production (BS): No particular objections
- Turfgrass Science (BS): No particular objections
- Community Food Systems (BA): crossed out at the TOP of the request, but is still on the 8 semester plans.
 - Will this still be retained? **Yes, it will be retained.**
 - According to the memos UNDER the plans, Community food Systems will move to the CALS Interdisciplinary Studies major. **That move will not take place at this time.**
- This is an unusual move, can rationale be provided? **The Community Food System B.A. will be retained within the Plant Science Major for now. Please check with Dr. Joel Brendemuhl for additional insights.**

7. [Changes to the BFA in Graphic Design effective summer 2017.](#) Dr. Edward Schaefer.

[CA][A]

- <http://apps.aa.ufl.edu/Approval/requests/Info/11397>
- **Summary:**
 -
- **Comments:**
 - ~~Must specify which electives and 3/4000 electives will count, unless course from ANY department will truly be accepted. If this is the case then no objections.~~ **[This is the case. Email 2/10/17]**
 - **Committee Comment:**
 - ~~Why not direct students a little more to take electives in the stated areas and/or to minor/earn a certificate?~~ **[We want to ensure support of our students' diverse interests that could inform their graphic design work. Additionally, we have a professional advising structure that coordinates with area faculty to ensure that students have specific recommendations for their educational goals. This helps students find the direction that works best for them. Email 2/10/17]**
 - ~~There is a concern that the ability to take 12 credits in ANY area does not provide students with enough direction.~~ **[We want to ensure support of our students' diverse interests that could inform their graphic design work. Additionally, we have a professional advising structure that coordinates with area faculty to ensure that students have specific recommendations for their educational goals. This helps students find the direction that works best for them. Email 2/10/17]**

8. [Changes to the BA in Visual Art Studies effective summer 2017.](#) Dr. Edward Schaefer. **[CA]**

- <http://apps.aa.ufl.edu/Approval/requests/Info/11404>
 - **Summary:**
 - **The B.A. in Visual Art Studies (VAS) program requests a modification to the curriculum by adding a capstone course, 4XXX Making + Meaning. This course will be required of all VAS majors and can be taken in a student's junior or senior year. The program will be able to assess the VAS major based on the student learning outcomes of this capstone experience.**
 - **Comments:**
 - **Approval contingent of ART 4XXX – Making + Meaning being approved**
9. [Changes to specialization in Exercise Physiology effective summer 2017.](#) Dr. Christopher Janelle. **[CA]**
- <http://apps.aa.ufl.edu/Approval/requests/Info/10882>
 - **Summary:**
 - **Curriculum revisions for the APK-EP specialization include changing tracking requirements (non-GPA related), required courses and approved electives.**
 - **Comments:**
 - **Unaware of any GE-C that are also Diversity/International as indicated in semester 3. The Ge-S course could carry a “D” or “I” in that semester.**
 - **Semester 4 How many credits is this supposed to be?**
 - **Total says 17, but the numbers listed do not added up to 17.**
10. [Changes to Sport Management Combined Degree program effective summer 2017.](#) Dr. Christopher Janelle. **[A]**
- <http://apps.aa.ufl.edu/Approval/requests/Info/11364>
 - **Summary:**
 - **Modifying combined degree documentation**
 - **Comments:**
 - **No objections.**

Proposed new undergraduate certificates

16. Art Education **[R][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11377>
- **Summary:**
 - **Requesting approval of new Art Education certificate. 21 credits.**
- **Comments:**
 - Has consults
 - ~~Certificate includes EDG 4930: ESOL and Reading for Teachers as a required course.~~
 - This is a special topics course and a new course request is not on the agenda, so this cannot be approved. Does this comply with current practices? **[We have modified the request after further consultation with College of Education, to replace the 4930 course with the current TSL4324 course. We hope this permits approval of the certificate at this time. Once the new CoE course is approved, we will then seek to formally modify the certificate with the new course. This TSL course is actually mandated by the state of Florida, so it is a necessary part of the certificate. Email 2/9/17]**

17. Graphic Design **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11394>
- **Summary:**
 - **New Certificate to provide students who wish to better understand graphic design thinking, processes, methods, and practices in to create effective graphic and communication design works. The Certificate Program in Graphic Design utilizes a curriculum structure drawing upon existing coursework and two new proposed courses which have been piloted with success. The Certificate in Graphic Design is a total of 15 credit hours.**
- **Comments:**
 - **Are the 2000-level courses open to anyone? [No. Our GRA 2000 level courses require a prereq of ART1803c, a foundation studio art course limited only to our majors. This is why we have included in our UCC requests the two requests seeking prereq modifications to the following: ART 1803C or Provisional Graphic Design Certificate students with permission of advisor. Email 2/9/17]**
 - a. **It seems that an application and advisor approval is necessary only if the student wants the courses to add up to a certificate granted. [Correct. Students currently can speak with the advisor to see about adding for-major courses on a space-available basis. This practice would continue, but now we are changing the prereqs to**

show the direct relationship with the graphic design certificate. Email 2/9/17]

b. **Approval contingent on courses going through approval system now.**

- **B or better for admission to certificates in prerequisites?**

18. Engineering Innovation [CA]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/10621>
- **Summary:**
 - **The Engineering Innovation Certificate is offered to undergraduate students from all Herbert Wertheim College of Engineering departments and disciplines. The Certificate develops a comprehensive skill set that is applied in innovation-driven enterprises and within larger organizations. The Certificate’s core themes involve the study of innovation, entrepreneurship, leadership, and ethics.**
- **Comments:**
 - **Catalog copy has been provided.**
 - **Grade of B or better in 3 courses (9 credits)**

Course Recommendations

20. Proposed New Undergraduate Courses

Approved	Conditionally Approved	Recycle
ANS 4XXXXL – Techniques in Small Animal Genetics	GRA 3XXXXC – Graphic Design Practice	GRA 3XXXXC – Design Thinking
ARH 2XXXX – Introduction to Asian Art		
ARH 3XXXX – Text and Image in Chinese Art		
ARH 3XXXX – Modern and Contemporary Art from Latin America		
ART 4XXXX – Making + Meaning		
BME 3XXXX – Biomedical Materials		
BME 3XXXX – Mechanical Behavior of Biological Tissues and Systems		
EEL 4185 – State Variable Methods in Linear Systems		
HBT 3XXXX – Introduction to Israeli Culture		

Agriculture and Life Sciences

A. ANS 4XXXXL – Techniques in Small Animal Genetics [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11296>

- Comments:
 - None

Fine Arts

B. ARH 2XXX – Introduction to Asian Art **[CA][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11308>
- Comments:
 - Is this course replacing ARH 2500 Non-Western Art or will ARH 2500 be phased out? **[New art history major requirements were approved by the UCC last month. In the new requirements, this course or ARH 2500 will be accepted to fulfill a requirement. We will be phasing out ARH 2500 at UF, but we will still accept it to fulfill the requirement from transfer students. Email 2/9/17]**
 - ~~Make-Up Exams, extensions, and incomplete grade will be given ONLY in cases of emergencies or serious illnesses with proper documentation. In all other cases (Family obligations, religious holidays, **disabilities** etc.); extensions may be granted only if informed well BEFORE the deadline.~~
 1. ~~The “before” aspect and inclusion of disabilities and religious holidays within this section is contradictory to 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>
 - 1. ~~You may also copy and paste the following statement into the syllabus, as long as the syllabus does not contradict UF policy:~~**[Fixed in form, 2/9/17]**
 - a. “Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

C. ARH 3XXX – Text and Image in Chinese Art **[R][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11108>
- Comments:
 - ~~There are no prerequisites listed. 3000 level courses require a prereq-~~ **[modified to sophomore standing or above, email 2/9/17]**
 - ~~Punctual attendance of class meetings (20%)~~
 - a. ~~how will this be graded and checked~~ **[Addressed in syllabus, 2/9/17]**

- ~~Course was previously recycled by UCC for attendance policy issues and questions regarding it being jointly offered, 12/14/16. Any mention of joint offering has been removed from this request.~~
 1. ~~Will course still be jointly offered? [No, this was a mistake in previous submission. Email 2/9/17]~~
- ~~“In all other cases (Family obligations, religious holidays, disabilities etc.), extensions may be granted only if informed well **BEFORE** the deadline.”~~
 1. ~~Please remove “before” or see recommendation below~~
 2. ~~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>~~
 - a. ~~You may also copy and paste the following statement into the syllabus, as long as the syllabus does not contradict UF policy;~~
 - b. ~~“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> [The syllabus has been modified now to reflect the changes Email 2/9/17]~~

D. ARH 3XXX – Modern and Contemporary Art from Latin America ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11388>
- Comments:
 - ~~Course level in form is ‘2’ listed as 3xxx level in title. Please clarify [Fixed in form, 2/9/17]~~
 - ~~“Repeated unexcused absences or habitual tardiness will result in a lowering of your attendance and class participation grade.”~~
 1. ~~This will need to be specifically detailed if grades will be effected.~~
 - a. ~~How are attendance points awarded?~~
 - b. ~~What is deduction per infraction?~~
 - ~~Syllabus does not explain the presentation (10%), abstract and bibliography (10%), short paper (25%). A brief description of all should be included. [Removed/fixed in syllabus, 2/9/17]~~

E. ART 4XXX – Making + Meaning **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11403>
- Comments:
 - None

F. GRA 3XXXC – Design Thinking **[R]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11395>
- Comments:
 - Please obtain consults from Engineering and DCP regarding possible overlap of material.
 - **[DCP consult has been received, awaiting Engineering consult. 2/20/2017]**
 - ~~Please include link to UF attendance policy~~
 1. ~~“Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx> [Updated~~

G. GRA 3XXXC – Graphic Design Practice **[CA]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11396>
- Comments:
 - ~~Grading Scheme adds to 90%, please fix.~~
 1. **70% projects and 20% participation [Updated, 2/13/17]**
 - ~~How many students are currently in the Graphic design certificate?~~ **[None. This is a brand new certificate, also going through in this UCC process. Email 2/9/17]**
 - ~~Are there plans to open it to others in the future?~~ **[Not at this time – this course was created specifically to support our brand new certificate. Email 2/9/17]**
 1. **Why is this course limited to the certificate? [We already have coursework for our graphic design majors. As our resources (space, faculty, etc.) are limited, and our studio courses must be capped at about 18 to follow our accrediting organization’s best practice guidelines, we need to closely monitor enrollment. We must promote and support the needs of the certificate at this time of inception. We will, as always – and a matter of practice in our school – allow**

students to take the course on a space-available basis with instructor permission. As we monitor enrollment in this new certificate and the required coursework, we may initiate further UCC actions to open the course up if the demand is sufficient, and we have the resources to allow more enrollment. Email 2/9/17]

2. Why is a B or better necessary in the prerequisites? [As our graphic design major is a limited access program, and we have limitations to our resources (faculty and space), we want to ensure the most dedicated students pursue this certificate program and required coursework. Our graphic design program holds great esteem nationally, and we want promoting similar excellence of achievement in this certificate program. Additionally, Students in 3000-level major courses are required to demonstrate proficiency through a portfolio review. In the certificate program, we consider a B in the 2000-level graphic design courses to be a letter grade indicating that enough progress has been made and knowledge gained to progress to the 3000-level of courses without a portfolio review. Email 2/14/17]

3. Is this the same requirement for Graphic Design majors, (requirement of B or better). B or better for undergraduate is outside the norm.

▪ ~~Please include the attendance policy link in the syllabus~~

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

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

▪ ~~Ensure correct evaluation link is in syllabus~~

▪ ~~Suggest giving example of excellent vs. good class participation in light of example of needs improvement.~~

▪ ~~Not a lot of information on assessments. Please provide more detail on assessments and projects. [Updated, 2/9/17]~~

Engineering

H. BME 3XXX – Biomedical Materials ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11304>

- Comments

- ~~“Attendance is mandatory but not monitored”~~

1. ~~How is this enforced? [Removed, 2/10/17]~~

- In “Prerequisites”, it says “BME3060(C) & CHM3217 or equivalent”. Does this mean the equivalent for both courses or only for CHM3217? [Specific to CHM3217 only. Email 2/7/17]
- A new edition of the Ratner book is available (2012). Is there a reason for the 2004 edition? [Updated to newer edition, 2/7/2017]
- Please clarify why the listed links are there. The purpose is not always clear from the url. [Updated, 2/10/17]
- Please clarify this to include appropriate and inappropriate uses of technology during class. “Computers, tablets, and cell phones have to be put away during class.” [Updated, 2/10/17]
- “Once the assignment has been handed back and the key discussed, a zero will be assigned on homework”.
 1. In other words, no late assignments will be accepted after the homework is returned and the key is discussed. [Updated, 2/10/17]
 2. This contradicts UF make up policy. Please update to be in agreement.
- Textbooks are listed, but reading assignments are not indicated.
 1. Please include amount of reading. [Updated, 2/10/17]

I. BME 3XXX – Mechanical Behavior of Biological Tissues and Systems [CA][A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11305>
- Comments
 - “Attendance is mandatory but not monitored”
 1. How is this enforced? [Updated, 2/10/17]
 - Rotating topic is selected on form, if this course is to be a permanent course this needs to be fixed. [Updated, 2/10/17]
 - Please clarify this to include appropriate and inappropriate uses of technology during class. “Computers, tablets, and cell phones have to be put away during class.” [Updated, 2/10/17]

J. EEL 4185 – State Variable Methods in Linear Systems [R][A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11343>
- Comments
 - Co-listed w/ EEL 5182
 - No assessments listed in request form but is provided in syllabus [Updated, 2/10/17]
 - If attendance is not required how are absences excused/unexcused? [Updated, 2/10/17]
 - Week 15 topic seems to be missing. [Updated, 2/10/17]

- ~~UCC form—no assessments or assignments described, and no breakdown of assignments in terms of grade weight. [Updated in Form, 2/10/13]~~
- ~~Syllabus—has presentation and final paper listed with N/A for grade weight; if class doesn't include those assignments then delete from syllabus~~
- ~~When is homework due? When are exams?~~
 1. This is not on syllabus. [Updated, 2/10/17]
- ~~What is the last document in the list of submitted documents? This document says makeup exams have to be approved by a UF counselor or physician; is this really required? [Removed, 2/10/17]~~
- ~~Please upload a document detailing the differences between this course and the co-listed graduate course. [Uploaded. 2/10/17]~~

Liberal Arts and Sciences

K. HBT 3XXX – Introduction to Israeli Culture: ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11092>
- Comments:
 - ~~Attendance policy says to notify Dean of Students office for excused absences. But, I assume students should notify instructor (perhaps with some exceptions, especially if there is a long-term problem).~~
 - ~~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>~~
 1. You may also copy and paste the following statement into the syllabus, as long as the syllabus does not contradict UF policy:
 - a. “Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

21. Proposed Changes to Undergraduate Courses

Approved	Conditionally Approved	Recycle
MCB 3020 – Basic Biology of Microorganisms	MMC 1009 – Introduction to Media and Communication	
MCB 3023 – Principles of Microbiology		
ORH 4804 – Annual and Perennial Gardening		
ORH 4804L – Annual and Perennial Gardening Laboratory		
ARH 4453 – Mid-Twentieth Century Art		
GRA 2111C – Visual Methods and Processes		
GRA 2208C – Typography 1: Letterform		
EEL 4598 – Data Computer Communications		
EES 4005C – Ecological Engineering		
MMC 3203 - Ethics and Problems in Mass Communications		
ENC 2305 – Analytical Writing and Thinking		
STA 4210 – Regression Analysis		

Agriculture and Life Sciences

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

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11309>
- Comments:
 - “Some students take X-Lab instead of bio, chem or physics lab and it accepted as prerequisite for MCB3020. We currently have to do manual override but it should be automatically accepting the X-Labs ISC2400L or ISC2401L as prerequisite”

B. MCB 3023 – Principles of Microbiology: **[A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11301>
- Comments:
 - “Some students take X-Lab instead of bio, chem or physics lab and it accepted as prerequisite for MCB3023. We currently have to do manual override but it should be automatically accepting the X-Labs ISC2400L or ISC2401L as prerequisite”

C. ORH 4804 – Annual and Perennial Gardening: **[CA][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11153>
- Comments:
 - ~~Changing of credit hours for lab/lecture, but also changing prereq's~~
 - ~~Redistribution of the course credits to reflect a 2 credit hour lecture (ORH 4804) and a 1 credit hour lab (ORH 4804L).~~
 - ~~Rationale should be changed to explain the credit changes better.~~
 - ~~What is the rationale behind changing the prerequisites?~~

[Prerequisites have been chosen to ensure students have an understanding of plant identification and plant propagation. ORH3513 (Plant Identification) will provide students with an understanding of plant identification terminology and the skills to identify plants on the basis of morphological characteristics while PLS3223 (Plant Propagation) will provide students with an understanding of plant reproductive systems and reinforces application of student knowledge of basic plant biology, morphology and anatomy. Without this prior knowledge and skills ORH4804 would have to allocate a significant portion of the course to reviewing these topics resulting in duplication of content. These prerequisites allow a larger portion of ORH4804 to be allocated to identification of new plants and application of plant use information. Email and updated in system, 2/14/17]

D. ORH 4804L – Annual and Perennial Gardening Laboratory: ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11155>
- Comments:
 - ~~Same as above.~~ [Addressed in email and update in approval system, 2/14/17]

Fine Arts

E. ARE 4940 – Student Teaching in Art Education: ~~[R]~~**request withdrawn at submitters request.**

- ~~<http://apps.aa.ufl.edu/Approval/Requests/Info/11405>~~
- ~~Comments:~~

- ~~Form requesting change to 8-11 credits (variable credit), Syllabus says 11 credits~~
 - ~~Course is already listed in catalog as 4-12 credits~~
 - ~~This needs to be clarified~~
- ~~What will the students taking the course for 8 credits do differently than the 11 credit option?~~
 - ~~Does the 8 credit option have a lower time demand?~~
- ~~Is this taught through the College of Education or College of Fine Arts?~~
 - ~~Are both Colleges in agreement on the change?~~

F. ARH 4453 – Mid-Twentieth Century Art: **[CA][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11391>
- Comments:
 - ~~Changing description to include new course content.~~
 - ~~Description does not explain what the change is. It appears the change is catalog change to change emphasis from American Art to International Art.~~
 - ~~Course description in syllabus does not match proposed.~~
 - ~~Attendance policy is in conflict with UF policy (also listed)~~
 - ~~“Each student will be granted two documented excused absences over the course of the semester” should be removed.~~

[Updated in system 2/9/17]

G. GRA 2111C – Visual Methods and Processes: **[CA][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11401>
- Comments:
 - Changing prereq's to make course more visible to students.
 - Does this change mean that provisional graphic design students do not have to take ART 1803C? [That is correct. We hope our “OR” connotes this adequately. Our majors will be required to take the

ART1803c course; however, the provisional certificate students are not required to take it. Email 2/9/17]

H. GRA 2208C – Typography 1: Letterform: ~~[CA]~~[A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11402>
- Comments:
 - Changing prereq's to make course more visible to students.
 - Does this change mean that provisional graphic design students do not have to take ART 1803C? [That is correct. We hope our “OR” connotes this adequately. Our majors will be required to take the ART1803c course; however, the provisional certificate students are not required to take it. Email 2/9/17]

Engineering

I. EEL 4598 – Data Computer Communications: [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11337>
- Comments:
 - Updating course title

J. EES 4005C – Ecological Engineering: [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11371>
- Comments:
 - Prereq updates; CHM2096 is Chemistry for Engineers 2. This course is the equivalent of CHM2046. The course material for CHM2096 is the same and should satisfy the same requirements as CHM2046.

Journalism

K. MMC 1009 – Introduction to Media and Communication: [CA]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11383>
- Comments:
 - Adds pre-requisite of freshman status, 2J, or 3JM as prerequisites to MMC 1009.

- Rationale: The course is intended for students in the College of Journalism and Communications, or for 1st year students who wish to explore the majors in the College. This will ensure course access for those students
 - Has there been an issue with other students taking the course? [In the current semester, 37 of the 260 students are from non CJC-majors. At the same time, we had 50 students request the course whom we couldn't accommodate Email, 2/8/17]
 - If the intent is to ensure the course is for students interested in majors in the college why limit it to only freshmen or students already 2nd or 3rd year journalism majors? [The course has several purposes, primarily to orient our students to the College. Given the demand for the course the objective of using it to attract majors is no longer valid. Instead we are using MMC 2604 Mass Media and You for that purpose. Email, 2/8/17]

L. MMC 3203 - Ethics and Problems in Mass Communications: [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11382>
- Comments:
 - None

Liberal Arts and Sciences

M. ENC 2305 – Analytical Writing and Thinking: [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11298>
- Comments:
 - None

N. STA 4210 – Regression Analysis: [A]

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11181>
- Comments:
 - None

22. Proposed New Professional Courses

Approved	Conditionally Approved	Denied
PHA 5XXX – Managed Care Pharmacy Practice		MDT 7XXX - Elective Topics/Urology
VEM 5XXX – Small Animal Dermatology		MDT 7XXX - Elective Topics/Dermatology

Agricultural and Life Sciences

A. MDT 7XXX - Elective Topics/Urology: **[D]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/9194>
- Comments:
 - Review subcommittee recommends the submitter be contacted and this request resubmitted as they are outdated (2014), current requests denied.

B. MDT 7XXX - Elective Topics/Dermatology: **[D]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/9195>
- Comments:
 - Review subcommittee recommends the submitter be contacted and this request resubmitted as they are outdated (2014) current requests denied.

Pharmacy

C. PHA 5XXX – Managed Care Pharmacy Practice: **[CA][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11376>
- Comments:
 - ~~In “Exam Policy”, what are nonessential materials?~~
 - ~~Points for “Participation in TBL activities” may be deducted for “distracting or unprofessional behavior” and later “disrespectful behaviors with faculty, staff, or other students, and inappropriate discussion board or social media postings.”~~
 - ~~This language is too vague. Give some examples of disrespectful behaviors and inappropriate social media postings. [Updated and addressed in request. 2/16/17]~~

Veterinary Medicine

D. VEM 5XXX – Small Animal Dermatology: **[R][A]**

- <http://apps.aa.ufl.edu/Approval/Requests/Info/11400>
- Comments:
 - ~~Is this appropriate for a 2-credit course in the curriculum?~~ [Yes, the course includes 30 instructional units, which equates to two instructional periods per week throughout a 15-week period. Email 2/8/17]
 - ~~There are no prerequisites listed~~ [The course will be restricted to professional veterinary students (VM-students). Email 2/8/17]
 - ~~“Offered in Fall for 4th-year students in advanced didactic courses”~~ What are advanced didactic courses? Advanced didactic courses include courses that students may take after they have completed their first four semesters of required course work plus their first round of clinical training. In this case, all students will have completed a required dermatology during their fourth semester (second year) of didactic coursework
 1. ~~Is this course limited to 4th-year students in veterinary medicine?~~ [Yes]
 2. ~~How will that be controlled?~~ [The Office for Students and Instruction (OSI) only releases the course section numbers to students that are eligible for this advanced course. In this case, that opportunity will be made available only to students who had completed two years of required coursework plus their initial clinical training period. In addition, OSI monitors all class rosters to insure compliance. Email 2/8/17]
 - ~~In the “Weekly Schedule of Topics”, #17-28 say “Discussion of clinical cases”.~~
 1. ~~Will the students have materials to review prior to class?~~ [The material for case discussion is presented in class. There is an introductory signalmen, history and physical exam information and then the class is divided into different working groups and tasked with making differential diagnoses and treatment plans. Each group has a self-selected "captain" who must present their plan and defend it to the rest of the class. Each group presents and we highlight pros and cons of the approaches of the different groups. Email 2/8/17]
 - ~~“A makeup final exam will be provided for students who miss either the exam due to extreme, documented circumstances.”~~
 1. ~~However, the grade is based on one 2-hour exam at the end of the course. What other exam?~~ [That is a typographical error and should be corrected as shown above. Dr. Marsella uses the same exam for students that cannot take the day of the exam and the

exam is taken at OSI using a proctor. The date for the exam is coordinated between the student and OSI. Email 2/8/17]