

University Curriculum Committee September 19th, 2023

The UCC met from 1:00 to 3:00 p.m. at the Senate Chambers in the Reitz Union Senate Chambers.

Attendees

Members

Angela Lindner, Vandana Baweja, Katie Basinger, Joel Brendemuhl, Konstantina Christodouloupoulou, Nancy Clark, Jennifer Clark, Stephanie Hanson, Jill Ingram, Tom Kelleher, Gillian Lord, Czerne Reid, Alison Reynolds, Richard Scholtz, Jennifer Setlow, Erica Studer-Byrnes, Hans van Oostrom, Katie Vogel Anderson

Liaisons

Casey Bullock, Corrin Fleming, Casey Griffith, Maria Leite, Lee Morrison, Toby Shorey, Lauren Solberg

Guests

Diana Hull, Debra Lynch Kelly, Ann Matthews, Sallie Schattner, Frankie Tai, Jennifer Vogel, Stacy Wallace

Welcome

Notes

1. Introductions and Purpose of the Committee | Dr. Lindner
Dr. Lindner started the meeting by welcoming all our members, new and returning. She continued by reviewing the committee purpose, responsibilities, structure, and senate bylaws. She encouraged members to join the Review Subcommittee to get a closer look at how this works. Dr. Lindner also encouraged committee members to help fellow faculty members with curriculum requests, fostering both a better understanding of the process as well as a strengthened sense of community. Our goal is to create and maintain curriculum of the highest quality!
 - Important topics for this year:
 - Common Prerequisites
 - UF Quest permanent courses
 - Model Semester Plans including Quest 3
 - Undergraduate teaching assistant policy
 - BOG guidance following SB266
 - UF Quest Day November 15th
 - Improve flow of approval requests
 - Committee members also suggested:
 - Post-baccalaureate policies
2. Election of Co-Chair.
Vandana Baweja was elected unanimously by the committee.
3. Approval of the [May minutes](#). – Approved.

4. Update from the Faculty Senate.
Dr. Lindner provided a rough timeline for BOG guidance and compliance with SB266.

Programs

5. None

Certificates

6. Proposed new undergraduate certificates.
 - NoneProposed changes to undergraduate certificates.
 - None

Courses

Undergraduate

7. Proposed new undergraduate courses.

Agricultural and Life Sciences

- [AEC 3XXX- Communication and Leadership for Agricultural and Life Sciences Policy Issues](#) – Approved.
- [AOM 4XXX- Instrumentation and Climate Management in Controlled Environment Agriculture](#) – Approved.
- [ENY 4941- Practical Work Experience](#) – Conditionally Approved.
Clarification of course description needed. Grading rubric potentially needed.
- [FOR 3XXX- Florida's Forest Communities](#) – Conditionally Approved.
Revise quiz policy wording to clarify that students with time extensions through DRC will be provided appropriate accommodations.
- [WIS 2XXX- The Future of Tropical Rain Forests](#) – Approved.

Education

- [SDS 2XXXL- What if there was no Stigma in Mental Health?](#) – Conditionally Approved.
Clarify Personal Wellness project and add to course description. Revise accommodation wording stating that student should meet with professor within the first two weeks.

Liberal Arts and Sciences

- [CPO 4XXX- Social Movements and Contentious Politics in Europe](#) – Approved.

- [MET 4200C- Machine Learning in Meteorology](#) – Approved.

8. Proposed changes to undergraduate courses.

Agricultural and Life Sciences

- [AEB 3114L- Introduction to Agricultural Computer Applications](#) – Recycled.
Revisions needed to course schedule.
- [ANS 3008- Livestock Behavior and Welfare](#) – Conditionally Approved.
Revisions needed to course schedule. Clarification needed to late work policy.
- [FOR 4090C- Urban Forestry](#) – Approved.
- [SUR 4376- Geospatial Applications of UAS](#) – Approved.
- [SUR 4940C- Practicum in UAS Mapping](#) – Approved.

Design, Construction, and Planning

- [BCN 1012- History of Construction](#) – Approved.

Education

- [SMT 3301C- Classroom Interactions in Mathematics and Science Education](#) – Approved.

Engineering

- [ECH 4323- Process Control Theory](#) – Approved.
- [EMA 3800- Error Analyses and Optimization Methodologies in Materials Research](#) – Approved.

Journalism and Communications

- [RTV 2100- Writing for Electronic Media](#) – Approved.

Liberal Arts and Sciences

- [AST 3043- History of Astronomy through Newton](#) – Approved.

Joint

9. Proposed new joint courses.

Agricultural and Life Sciences

- [FAS 4XXX- Marine Protected Areas](#) – Approved.

Engineering

- [ENU 4XXX- Power Plant Simulation](#) – Conditionally Approved.
More detail needed about homework assignments in syllabus.

Health and Human Performance

- [APK 4XXXC - Clinical Anatomy for the Exercise Sciences](#) – Recycled.

Academic Assessment Committee

10. Information items from the Academic Assessment Committee.

- [Initial/New - Academic Assessment Plan For Soil, Water and Public Health Graduate Certificate](#) - **Recycled**
- [Initial/New - Academic Assessment Plan For Fertilizer Science and Technology \(FST\) Graduate Certificate Program](#) - **Recycled**
- [Ph.D. in Plant Breeding AAP](#) - **Recycled**
- [Mass Communication - remove repeated SLO](#) - **Approved**
- [Nursing PhD SLOs modification](#) - **Conditionally Approved**

Graduate School

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

CERTIFICATES:

- The Herbert Wertheim College of Engineering seeks to create a graduate certificate in Financial Math and Optimization (#17891).
- The Herbert Wertheim College of Engineering seeks to create a graduate certificate in Financial Risk Analysis and Management (#17914).
- The Herbert Wertheim College of Engineering seeks to create a graduate certificate in Financial Technology (#17881).
- The College of Liberal Arts and Sciences seeks to create a graduate certificate in Public Archaeology (#17733).
- The College of Agricultural and Life Sciences seeks to modify the curriculum for the graduate certificate in Tropical Agriculture (#18062).

CONCENTRATIONS:

- The College of Medicine seeks to modify the curriculum for the graduate concentration in Biomedical Informatics for the Master of Science (M.S.) with a major in Medical Sciences (#18412).
- The College of Medicine seeks to modify the curriculum for the graduate concentration in Biomedical Informatics for the Doctor of Philosophy (Ph.D.) with a major in Medical Sciences (#18424).

MAJOR:

- The Herbert Wertheim College of Engineering seeks to modify the curriculum for the Master of Science (M.S.) with a major in Computer Science (#18464).

COMBINATION DEGREES:

- The Levin College of Law seeks to reaffirm the combination graduate/professional degree program between the Master of Accounting (M.Acc.) with a major in Accounting and the Juris Doctor (J.D.) with a major in Law (#18527).
- The Levin College of Law seeks to reaffirm the combination graduate/professional degree program between the Master of Business Administration (M.B.A.) with a major in Business Administration and the Juris Doctor (J.D.) with a major in Law (#18528).
- The Levin College of Law seeks to reaffirm the combination graduate/professional degree program between the Master of Science (M.S.) with a major in Finance and the Juris Doctor (J.D.) with a major in Law (#18529).
- The Levin College of Law seeks to reaffirm the combination graduate/professional degree program between the Master of Science (M.S.) with a major in Real Estate and the Juris Doctor (J.D.) with a major in Law (#18530).

ADDENDUM---Summer Mail Vote:

On 6/15/23, an electronic ballot was sent to Graduate Council members via <https://voting.aa.ufl.edu/> with a voting period of 6/15/23 to 6/20/23. The ballot presented the following proposal:

The College of Engineering seeks to participate in the existing interdisciplinary concentration in Clinical and Translational Science for the Doctor of Philosophy (Ph.D.) with a major in Environmental Engineering Sciences (#18571).

Final notes:

- Potential general review of policies and timelines with the director of DRC in a future meeting this term.
- Add review of academic policies to coming meeting – for example: policies on exam week, what can and can't be done during that week

Meeting adjourned at 2:21 p.m.

ADDENDUM

Compiled Before the Meeting

University Curriculum Committee Program and Course Recommendations

[September 19, 2023]

4. PROGRAMS

- None

5. CERTIFICATES

NEW UNDERGRADUATE CERTIFICATES

- None

CHANGES TO EXISTING CERTIFICATES

- None

COURSE RECOMMENDATIONS

PROPOSED NEW UNDERGRADUATE COURSES

Approved	Conditionally Approved	Recycle
AEC 3XXX- Communication and Leadership for Agricultural and Life Sciences Policy Issues	ENY 4941- Practical Work Experience	
AOM 4XXXC- Instrumentation and Climate Management in Controlled Environment Agriculture		
FOR 3XXX- Florida's Forest Communities		
WIS 2XXX- The Future of Tropical Rain Forests		
SDS 2XXXL- What if there was no Stigma in Mental Health?		
CPO 4XXX- Social Movements and Contentious Politics in Europe		
MET 4200C- Machine Learning in Meteorology		

Agricultural and Life Sciences

A. AEC 3XXX- Communication and Leadership for Agricultural and Life Sciences Policy Issues ~~[CA]~~[A]

- <https://secure.aa.ufl.edu/Approval/reports/17831>
- Comments:
 - ~~Recommend re-phrasing “regular” college clothes to provide specific requirements such as casual attire or business casual only.~~

B. AOM 4XXXC- Instrumentation and Climate Management in Controlled Environment Agriculture [R][A]

- <https://secure.aa.ufl.edu/Approval/reports/17913>
- Comments:
 - ~~Please update late work policy to be in line with UF policy. The current phrasing implies that students with excused absences may still not be~~

able to receive full credit; i.e. “may submit documentation to instructor for consideration”. Recommend removing language and replacing with UF policy allowing late work in noted circumstances:

- ~~“Acceptable reasons for absence from or failure to engage in class include illness; Title IX related situations; serious accidents or emergencies affecting the student, their roommates, or their family; special curricular requirements (e.g., judging trips, field trips, professional conferences); military obligation; severe weather conditions that prevent class participation; religious holidays; participation in official university activities (e.g., music performances, athletic competition, debate); and court imposed legal obligations (e.g., jury duty or subpoena). Other reasons (e.g., a job interview or club activity) may be deemed acceptable if approved by the instructor.”~~

C. ENY 4941- Practical Work Experience [CA]

- <https://secure.aa.ufl.edu/Approval/reports/18459>
- Comments:
 - Are the reflections considered “discussion” for grade purposes. Recommend changing assignment and grading scheme to have same assessment title.

D. FOR 3XXX- Florida’s Forest Communities [CA][A]

- <https://secure.aa.ufl.edu/Approval/reports/17777>
- Comments:
 - ~~Please provide more detail regarding “in the field” activities, as this is an online course it will be beneficial for students to know the clear expectations for such assignments.~~
 - ~~Will these sessions be supervised or student led? [Student led, with online instructions for activity. 9/13/23]~~
 - ~~Please provide more detail regarding how these field activities will be conducted. [Provided.]~~

E. WIS 2XXX- The Future of Tropical Rain Forests [A]

- Permanent Quest 2
- <https://secure.aa.ufl.edu/Approval/reports/18411>
- Comments:
 - None

Education

F. SDS 2XXXL- What if there was no Stigma in Mental Health? [R][A]

- Permanent Quest 2
- <https://secure.aa.ufl.edu/Approval/reports/18120>
- Comments:
 - ~~Suggest adding to syllabus to allow for make-ups/absences in emergencies.~~ Attendance policy was updated to include that students are allowed one personal day per semester in which they can miss class without any points being deducted. 9/13/23
 - ~~Suggestion since assessments focus on wellness plan in additional class policies section, let students know what will prompt a report or referral (e.g. to U Matter We Care) if written in an essay. Instructor is a LMHC so well qualified to manage this process; since TAs be used, will all graded materials be screened by the instructor?~~
 - ~~If there are TA's what training will the TA's be provided in regards to sensitive student information.~~

The instructor and the TA can grade course assignments. The instructor will review and screen all of the student Wellness Plan and Semester Wellness Report assignments. (This information was added to the syllabus under the added instructor reporting policy).

In order to be a TA for this course, the TA must be a graduate counseling student who is, at minimum, in their second semester of their second year of the graduate counseling masters/Ed.S. program. This ensures they have completed the necessary coursework to have a foundational understanding of issues related to mental health and have learned skills they can use to respond in a sensitive and supportive manner. At this time in their graduate studies program, they have also obtained the coursework required for their practicum/internship clinical experience when they begin to practice counseling (with supervision) in the community.

As the current instructor, I work with the assigned TA during their time assisting with the course. This includes weekly or bi-weekly meetings in the supervision of their teaching focused on discussing course preparation, related training on teaching activities, grading, providing student feedback, and addressing student concerns. I provide information to TAs regarding university resources, how to use these resources, and how to connect students to support, and report to U Matter We Care.

TAs are also required to complete the following UF trainings from <https://mytraining.hr.ufl.edu/>:

The Family Education Records and Privacy Act (FERPA, FERPA Basics) training

Maintaining a Safe and Respectful Campus

UF HIPAA training (HIPAA & Privacy - General Awareness)

At risk for faculty & staff kognito training.

- ~~Duty to report? Will student reflections/admissions in written work be protected and will students be made aware of certain requirements on the part of the instructor if information is disclosed?~~ A policy titled instructor reporting was added to the syllabus including the following: “Students are asked to reflect on and evaluate their current wellness and wellness practices. In the event the course instructors have concerns regarding the state of a student’s mental health and wellness at any point, and believe a student may need additional mental health or wellness support based on information disclosed, the instructor may reach out to University of Florida resources, such as by providing the students name and nature of the concern to U Matter We Care. Depending on the information received from the student, the instructor may also contact the student to inquire if the student would like to receive information about university health and wellness services. The instructor and the TA can grade course assignments. The instructor will review and screen all of the student Wellness Plan and Semester Wellness Report assignments.”
 - Information about additional national and county mental health crisis resources were also added to the syllabus.
- ~~Unclear how/where exam will be administered since responses will be entered into Canvas. Will it be in person during final exam period? If not, need proctoring info for final exam?~~ Students are to complete both parts of the exam online via the Canvas course shell. Neither component of the exam are needing to be proctored. Students are given a week (7 days) at the end of the semester during which they can complete each part of the exam when most convenient for them within the dates it is available.
 - ~~How will instructor address possible mental health concerns for students that may be shared in the course of an assignment?~~ Added the instructor reporting policy listed above, which addresses this question, as well as added additional information regarding county and national resources.

Liberal Arts and Sciences

G. CPO 4XXX- Social Movements and Contentious Politics in Europe [CA][A]

- <https://secure.aa.ufl.edu/Approval/reports/17845>
- Comments:
 - ~~Week 14, what is final paper consultation day? Is there any content taught during week 14?~~ Added the instructor reporting policy listed above, which addresses this question, as well as added additional information regarding county and national resources. 9/14/23.

H. MET 4200C- Machine Learning in Meteorology [A]

- <https://secure.aa.ufl.edu/Approval/reports/17319>
- Comments:
 - None

PROPOSED CHANGES TO UNDERGRADUATE COURSES

Approved	Conditionally Approved	Recycle
FOR 4090C- Urban Forestry		AEB 3114L- Introduction to Agricultural Computer Applications
SUR 4376- Geospatial Applications of UAS		ANS 3008- Livestock Behavior and Welfare
SUR 4940C- Practicum in UAS Mapping		
BCN 1012- History of Construction		
SMT 3301C- Classroom Interactions in Mathematics and Science Education		
ECH 4323- Process Control Theory		
EMA 3800- Error Analyses and Optimization Methodologies in Materials Research		
RTV 2100- Writing for Electronic Media		
AST 3043- History of Astronomy through Newton		

Agricultural and Life Sciences

- A. AEB 3114L- Introduction to Agricultural Computer Applications [R]
- <https://secure.aa.ufl.edu/Approval/reports/18383>
 - Comments:
 - The course appears to only have a 12 week schedule, please provide more information on the remaining weeks of the semester.
- B. ANS 3008- Livestock Behavior and Welfare [R]
- <https://secure.aa.ufl.edu/Approval/reports/18076>
 - Comments:
 - Presentations may not be held during exam week per UF policy. Please revise.
 - Make-up work – Please clarify, is the student allowed to turn in for four days after the deadline without a penalty? Then on days 5+ the assignment is late, the 20% per day penalty kicks in?

C. FOR 4090C- Urban Forestry ~~[CA]~~[A]

- <https://secure.aa.ufl.edu/Approval/reports/18373>
- Comments:
 - ~~Will there be student feedback or individual student grades for the final group project? Yes. Updated syllabus. 9/13/23~~
 - ~~Make up/Labs: Students with an excused absence must be afforded the opportunity to make up work with no penalty to grade. Please update. Updated.~~

D. SUR 4376- Geospatial Applications of UAS [A]

- <https://secure.aa.ufl.edu/Approval/reports/18429>
- Comments:
 - None

E. SUR 4940C- Practicum in UAS Mapping [A]

- <https://secure.aa.ufl.edu/Approval/reports/18427>
- Comments:
 - None

Design, Construction, and Planning

F. BCN 1012- History of Construction ~~[R]~~[A]

- <https://secure.aa.ufl.edu/Approval/reports/18532>
- Comments:
 - ~~Please include required links such as those for Gator evals:
https://syllabus.ufl.edu/media/syllabusufledu/syllabi_policy_09_09_2022.pdf Updated, 9/15/23~~
 - ~~Please update make up policy to be inline with UF Policy: “MAKE UP POLICY: You are responsible for staying on top of your coursework throughout the semester. Be aware of the closing dates of the quizzes and tests as you WILL NOT be allowed to make up quizzes if you miss the availability period.”~~
 - ~~Students with excused absences must be afforded the opportunity to make up missed work/assessments:
<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>~~

- ~~Grading Logistics section is also at odds with UF policy. Students may have excused absences for reasons other than a medical emergency.~~

Education

- G. SMT 3301C- Classroom Interactions in Mathematics and Science Education [A]
- <https://secure.aa.ufl.edu/Approval/reports/17970>
 - Comments:
 - None

Engineering

- H. ECH 4323- Process Control Theory [~~C~~][A]
- <https://secure.aa.ufl.edu/Approval/reports/18150>
 - Comments:
 - ~~Attendance policy directs students to Spring 21 videos as make-up, recommend referencing the “posted videos” rather than the specific year.~~
 - ~~“Disease” is misspelled in syllabus.~~
- I. EMA 3800- Error Analyses and Optimization Methodologies in Materials Research[R][A]
- <https://secure.aa.ufl.edu/Approval/reports/18218>
 - Comments:
 - Re: release of recordings based on attendance (only if 60% attend), how do excused absences impact this? Will excused students be permitted to view recordings? **Students with an excused absence are counted toward the 60% threshold for attendance; only unexcused absences are penalized.**
 - Late assignments accepted until answers are posted; how do excused absences impact assignment makeup? **Answers are typically posted ~1 week after the homework is due. Students with excused absences can submit late without penalty. I am willing to (and historically have) delayed posting the answers to accommodate excused absences.**
 - Approx. how many quizzes per semester? **There are approximately 8 quizzes per semester.**

- Will students receive the same grade on the group project? Is there a process for students discussing group work issues with the instructor? Students receive the same grade on the group project, but there is a separate assignment within the project categories where the students grade each other (and themselves) on participation. I make it clear during the project that I am happy to discuss group work issues, and in particularly severe cases I have dissolved truly dysfunctional groups.

Journalism and Communications

- J. RTV 2100- Writing for Electronic Media [A]
- <https://secure.aa.ufl.edu/Approval/reports/18616>
 - Comments:
 - None

Liberal Arts and Sciences

- K. AST 3043- History of Astronomy through Newton [R][A]
- <https://secure.aa.ufl.edu/Approval/reports/18300>
 - Comments:
 - Since students need to know algebra, geometry, and trigonometry for this course, why not required both MAC1105 and MAC 1114? OK not to, but rationale should be revised if dept thinks either/or is sufficient. High school geometry and trigonometry are sufficient for the class. I include a review of trigonometric functions and the geometry needed to follow Greek and Medieval astronomy in class. Updated 9/13/23
 - On Syllabus, please revise what prereqs are needed. Updated syllabus includes the new prerequisite.
 - Syllabus says text is recommended, but also says it will be followed in class. Can students succeed in the course without the textbook? We follow multiple textbooks in the class and all the information students need is presented in class and included in class notes or additional reading. The course content is organized following the first 6 chapters of Hoskin's Cambridge Concise History of Astronomy, but we cover the content at a deeper level by using additional material. The updated syllabus includes the 5 main books used throughout the course. Some of

the books, including Hoskin's and Aveni are available at the Marston Science Library and the UF Latin America and Caribbean Collection.

- Will project grade be based (in part) on peer evaluations? Will there be an individual grade? The class project is individual (not a group project). The project includes an Instrument Proposal, Building Guide, and Final Presentations. The instructor grades the proposal and building guide. Final presentations are evaluated by graduate students working as TAs in the astronomy department, the instructor and peer evaluations using a rubric. All evaluations are taken into account to provide an individual grade for the presentation. The instructor provides the final grade for all presentations I have included the more detailed information on the class project that was available to the students in the Canvas course website and the rubric used to evaluate the presentations in the updated syllabus.
- Make-up exam formats should not change for an excused absence. This potentially penalizes a student for an excused absence and is at odds with UF policy. This has been removed from the syllabus.

PROPOSED NEW JOINT COURSES

Approved	Conditionally Approved	Recycle
FAS 4XXX- Marine Protected Areas		
ENU 4XXX- Power Plant Simulation		
APK 4XXXXC/5XXXXC- Clinical Anatomy for the Exercise Sciences		

Agricultural and Life Sciences

- A. FAS 4XXX- Marine Protected Areas **[R][A]**
- <https://secure.aa.ufl.edu/Approval/reports/18279>
 - Comments:
 - The final project may not be required during the university final exam period. Please update. **Updated, 9/13/23**

Engineering

- B. ENU 4XXX- Power Plant Simulation **[CA][A]**
- <https://secure.aa.ufl.edu/Approval/reports/18270>
 - Comments:
 - ~~Recommend removing “understand” from “understand and apply thermodynamics” in objectives. Unless there is a plan for assessing “understanding”.~~ **The word “understand” has been removed from the objectives. This is updated on the syllabus and the course request form.**
 - ~~Are students allowed to work together for the project?~~ **Yes, students will work on the project together. Groups of three students are the optimal size for this particular project.**

Health and Human Performance

- C. APK 4XXXXC- Clinical Anatomy for the Exercise Sciences **[A]**
- <https://secure.aa.ufl.edu/Approval/reports/16987>
 - Comments:
 - None