University Curriculum Committee
Program and Course Recommendations

April 21, 2026

1. Approval of March 2026 Meeting Minutes

PROGRAMS

Arts

2. **Music Education - Instrumental** **[A]**
   - https://secure.aa.ufl.edu/Approval/reports/21093
   - Summary: Updating 8-semester plan for Music Education - Instrumental degree to comply with recent BOG guidance and changes to the General Education curriculum
   - Action Items:
     - *NOTE - Toby is working directly with COTA on this request.*
   - Discussion Items:
     - None

3. **BA Stage Management** **[A]**
   - https://secure.aa.ufl.edu/Approval/reports/21067
   - Summary: Recycled in April 2025. Update the BA Theater major-Stage Management specialization 8-semester plan to align with BOG guidance.
   - Action Items:
     - *NOTE - Toby is working directly with COTA on this request.*
   - Discussion Items:
     - None

Design, Construction and Planning

4. **BSCM model semester plan changes** **[A]**
   - https://secure.aa.ufl.edu/Approval/reports/22724
   - Summary: Revision of model semester plan for BS Construction Management due to loss of GE designation for MAN 3025.
   - Action Items:
     - None

- Discussion Items:
    - None

Engineering

5. **NE BS Curriculum Change - Increase ENU 2002 credits** **[CA]**
    - https://secure.aa.ufl.edu/Approval/reports/22666
    - Summary: Modify Nuclear Engineering BS curriculum as follows - (1) increase ENU 2002 from 2 to 3 credits; and (2) eliminate 1 credit EGS 4034 requirement.
    - NOTE: This request is recommended for [CA] pending approval of request # 22667 for ENU 2002 credit change, which is also on this agenda.
    - Action Items:
        - None
    - Discussion Items:
        - None

6. **Modification to the Civil Engineering Bachelor of Science Curriculum in the College of Engineering** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22599
    - Summary: Revisions to BS Civil Engineering curriculum as follows - (1) remove EGM3400 Elements of Dynamics as a critical tracking course, and (2) remove the application to graduate as a tracked condition
    - Action Items:
        - None
    - Discussion Items:
        - None

Liberal Arts and Sciences

7. **BIO_BS04 Preprofessional Biology** **[CA]**
    - https://secure.aa.ufl.edu/Approval/reports/22456
    - Summary: Increase critical tracking GPA requirement to 2.5 in the first semester; 2.8 for second semester. GPA increase helps identify students who may not be successful find a new major earlier, enhancing timely graduation.
    - Action Items:
        - The catalog copy indicates credits should be 67-72, but the count actually adds up to 66-72. Please clarify the count and update your document accordingly.
    - Discussion Items:
        - None

8. **BIO-BA-UFO** **[CA]**
    - https://secure.aa.ufl.edu/Approval/reports/22460
    - Summary: Revisions to the UFO BA Biology curriculum in order to remove courses that are either no longer being offered or do not have a UFO section.
    - Action Items:
        - Please remove the excess catalog copies that are uploaded. Please only keep the latest/most accurate catalog copy so that it is clear to the committee what should be implemented. Please make sure that the latest version has only the track changes; any additional internal comments on the document should not be present.
    - Discussion Items:
        - None

9. **Combination Any Undergraduate Degree / MDP program** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22324
    - Summary: Creation of combination degree between any undergraduate degree and the Master of Sustainable Development, double counting up to 15 credits.
    - Action Items:
        - None
    - Discussion Items:
        - None

10. **Correct the Cybersecurity Specialization for the CLAS Computer Science Degree** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22513
    - Summary: Correct the model semester plan for the Cybersecurity specialization (CLAS BS Computer Science) to be 3 classes for 9 credits. Per form, model semester plan was incorrectly implemented as 4 classes for 12 credits.
    - Action Items:
        - None
    - Discussion Items:
        - It appears the current and proposed language are identical on the forms; however, the wording could be clearer, for example, "plus two of" could be more directly stated as selecting two from the list.

11. **SOC_BA Sociology model semester plan changes** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22764
    - Summary: Revise model semester plans for residential and UFO Sociology BA due to removal of gen ed designation for SYG 2000. Adding a GE-S in lieu of an elective that was listed in residential Semester 6 and UFO Semester 2.

- Action Items:
    - None
- Discussion Items:
    - None

12. **General Geology BA major residence policies 2026 GLY_BA02** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22627
    - Summary: Same type of residency statement modification request as the other similar CLAS requests on March agenda. The requirement for General Geology BA will be "A minimum of 15 credits of required geology courses must be UF credit."
    - Action Items:
        - None
    - Discussion Items:
        - None

Public Health and Health Professions

13. **THEM BS update GE-S requirements** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22659
    - Summary: Adjust semester plan due to MAN3025/MAR2023 losing Gen Ed designation; More specifically, add Gen Ed Social Sciences to semester 4.
    - Action Items:
        - None
    - Discussion Items:
        - Please add the number 3 (number of credits) next to LEI3301 in semester four, and LEI3360 in semester five.

14. **BS - Sport Management Revision of SPM Model Semester Plan** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22669
    - Summary: Revise gen eds in BS Sport Management model semester plan due to loss of gen ed designations for MAN3025 and MAR3023.
    - Action Items:
        - None
    - Discussion Items:
        - None

CERTIFICATES

NEW UNDERGRADUATE CERTIFICATES

Liberal Arts and Sciences

15. **Certificate in Digital Methods in History** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22167
    - Summary: Create a new 9-credit undergraduate certificate in Digital Methods in History.
    - Action Items:
        - ~~The catalog copy does not include the 2.0 GPA admission requirement (this requirement appears on the form but not on the catalog copy). Please add the 2.0 GPA admission requirement to the catalog copy.~~ This information has been added to an updated version of the catalog copy which can be found uploaded to the approval system request.
        - ~~The form includes the following statement that does not appear on the catalog copy: "Students must take at least 6 credit hours in history. No more than 3 credit hours taken outside of the department can count toward the certificate. No more than 3 credit hours can be taken as HIS4944." Could you please update either the form or the catalog copy, so that they match.~~ This phrase has been added to an updated version of the catalog copy which can be found uploaded to the approval system request.
    - Discussion Items:
        - None

Public Health and Health Professions

16. **CERTIFICATE - SPORTS ANALYTICS** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22295
    - Summary: Creation of a new certificate in Sports Analytics which will provide learners with the foundational knowledge related to using analytics in the sport industry.
    - Action Items:
        - None
    - Discussion Items:
        - None

CHANGES TO EXISTING CERTIFICATES

Journalism and Communications

17. **Request to Revise the Creative Advertising Certificate** **[CA]**

- https://secure.aa.ufl.edu/Approval/reports/22744
- Summary: Modify Creative Advertising certificate as follows - (1) only prereq is ADV 3008; (2) make ADV 4101 co-req for all courses; (3) courses not required to be taken in sequence and eliminate Portfolio III (ADV 4951) as a requirement.
    - NOTE: The following course modification requests are also on this agenda and pertain to the certificate -
        - ADV 4101 request # 22698
        - ADV 4801 request # 22700
        - ADV 4951 request # 22699
- Action Items:
    - Please provide a revised catalog copy with track changes.
- Discussion Items:
    - Please submit a separate request to the assessment committee to revise/update AAP.

COURSE RECOMMENDATIONS

PROPOSED NEW UNDERGRADUATE COURSES

Approved	Conditionally Approved	Recycle
EUS 3XXX Tutoring in European Less Commonly Taught Languages	**JOUXXX - Media, Communication, and Ethics of Predictive and Generative AI**	
CHM2213L - Organic Chemistry Laboratory for Majors		
New professionalization course for anthropology		
COM3305 - Social media Effects on Interpersonal Communication		
STA 4XXX - Life Contingencies		
POS 4XXX AI Research Methods in Political Science		
Create new course: Sustainability and Technology		
Create new course: Active Learning Program		

Journalism and Communications

18. **JOUXXX - Media, Communication, and Ethics of Predictive and Generative AI** **[CA]**

- https://secure.aa.ufl.edu/Approval/reports/22412
- Summary: Create a new 2000-level course that examines the applications and ethics of predictive and generative artificial intelligence in communication contexts.
- Action Items:
    - The transcript title in the form is over 30 characters – please revise to meet character limit.
    - Please add the instructor's phone number

- Please modify the attendance policy to clarify students may not always be able to provide advance notice due to emergencies or unforeseen circumstances, but should in cases where it is feasible.
- Currently, the syllabus indicates that students have 1 week to make up missed assignments. The University Ombuds has reviewed similar cases in the past and allowed grading disputes on assignments up until the final exam/last week of classes. Could you please update your syllabus accordingly.
- Please add the following link for UF academic policies and resources: https://go.ufl.edu/syllabuspolicies

- Discussion Items:
  - None

Liberal Arts and Sciences

19. **EUS 3XXX Tutoring in European Less Commonly Taught Languages** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22668
    - Summary: Create new variable & repeatable credit course that will train students as tutors in one of the European Less Commonly Taught Languages (LCTLs) and provide a peer-tutoring service.
    - The requested updates to the syllabus for EUS3XXX have been completed and uploaded it to the approval system
    - Action Items:
      - ~~Could you please clarify whether students will be applying grades to undergraduates, or will they just be tutoring. If the student is grading, how will this be done?~~ Per revised syllabus, students will not issue grades.
      - ~~Could you please confirm if the student can repeat this course? If so, how many times/for how many credits?~~ Per revised syllabus, students can repeat for up to 6 credits.
    - Discussion Items:
      - ~~Will the course be departmentally controlled for instructors to evaluate the language of those wishing to tutor?~~ Revised syllabus adds statement that course will be departmentally controlled.

20. **CHM2213L - Organic Chemistry Laboratory for Majors** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22620
    - Summary: Creation of a new lab course intended for students completing a BS in Chemistry; Creating this new lab course will allow majors to explore more sophisticated organic chemistry than in the CHM2211L labs.
    - Action Items:

- ~~"You should address any grading disputes on these items directly with your TA no later than one week after your TA posts the score in Canvas. Requests for re-grades will not be accepted after the deadline has passed." - Please remove or modify the second sentence. The University Ombuds has reviewed similar cases in the past and allowed grading disputes on assignments up until the final exam/last week of classes. Could you please update your syllabus accordingly.~~ I have made the requested update to the syllabus for CHM2213L and uploaded it to the approval system.

- Discussion Items:
  - None

21. **New professionalization course for anthropology** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22378
- Summary: Adding a 1 credit professionalization course as an elective to the anthropology program that introduces students to various pathways for a career.
- It [the newest version of the syllabus] now is uploaded and all items addressed.
- Action Items:
  - ~~The syllabus indicates that there is no prerequisite for this course, but the form mentions a prerequisite of sophomore standing. Please update either document accordingly.~~ Revised syllabus includes statement that sophomore standing or higher is required.
- Discussion Items:
  - ~~Could you please clarify what would happen if a student were to have more than one unexcused absence, how would this impact their grade?~~ Revised syllabus includes explanation of grade impact.
  - ~~"If there is any evidence of violation of the Student Honor Code, that suggests the student has not written the majority of the content on their own and is egregiously plagiarized, the instructor may do one or more of the following: ask the student to redo the assignment, deduct major points from the score, or receive a grade of zero for the assignment." - Once any of these actions are taken, the case should also be referred through the Student Conduct Process and Student Conduct and Conflict Resolution. Could you please update your syllabus to include this information.~~ Revised syllabus no longer includes this statement.

22. **COM3305 - Social media Effects on Interpersonal Communication** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22619
- Summary: Request for permanent course number for a course that has previously been taught as COM 4930 (Dial Center) special topics course.
- Action Items:

    - ~~The syllabus indicates quizzes cannot be made up if the student missed class. Could you please revise the syllabus to clarify that students will be able to make up a missed quiz if related to an excused absence?~~ I uploaded the latest syllabus to my course request, where I made the adjustment to the description under my quizzes to account for excused absences that allow students to make up a quiz. This is already explained in my late work policy, but I added the wording under the quizzes section as well for additional clarity.
- Discussion Items:
    - None

23. **STA 4XXX - Life Contingencies** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22658
- Summary: Create new undergraduate course that teaches practical methods used in the actuarial science field and helps students prepare for professional exams.
- Action Items:
    - ~~Please add the instructor's office hours to this syllabus.~~ The instructor office hours were added to the Instructor Information section on page 1
    - ~~Could you please specify what the students are expected to read every week.~~ Information on readings were added to the Methods of Evaluation section starting on page 3 in that the readings of the sections of the textbook covered each week will be assessed on quizzes and in-class assignments. In the Course Schedule section on page 5, a footnote was added at the bottom of the schedule indicating that readings of the sections covered in the textbook are expected each week
    - ~~The link in the University Policies and Resources section (which I assume is meant to be the go-link – https://go.ufl.edu/syllabuspolicies) is not actually hyperlinked. The phrase "Syllabus Policies page" is underlined and looks like a link, but it is not clickable. The review subcommittee suggests uploading a Word version of the syllabus in case the conversion to PDF is causing an issue with the hyperlink.~~ In the University Policies and Resources section, the hyperlink was listed next to the text "Syllabus Policies page". An MS Word version of the syllabus was also uploaded in place of the PDF version that I had originally uploaded.
- Discussion Items:
    - None

24. **POS 4XXX AI Research Methods in Political Science** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22222

- Summary: Create new 4000-level undergraduate course that is designed as an upper-division elective that introduces students to the use of AI techniques for empirical research in political science.
- Action Items:
    - None
- Discussion Items:
    - None

25. **Create new course: Sustainability and Technology** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22582
    - Summary: Create a new IDS 3XXX course that will be a core course in the Sustainability Studies major and is open to other majors.
    - Action Items:
        - None
    - Discussion Items:
        - ~~Could you please clarify if the prereq of Quest 1 course with grade of C potentially eliminates students who do not have to complete Quest (e.g., students with a Florida public school AA)?~~ Definitely don't want to exclude those folks. We have a lot of students in our major who may fit this category. So I went ahead and made a note in the pre-req on the syllabus that clarifies that.
        - ~~In the form, it says this course "...is well suited for students who have completed introductory sustainability coursework and are ready to focus on one area in depth". However, the requested prereq does not include any sustainability coursework. Could you please clarify if a student who's completed a Quest 1 course but no sustainability coursework be able to be successful in this course?~~ Thank you for catching that. While the course is designed to be especially beneficial for students who have had some exposure to sustainability concepts, I do not intend to require prior sustainability coursework as a prerequisite. Students who have completed Quest 1 (or an equivalent like an AA) willl be able to succeed, as key sustainability frameworks and background will be introduced early in the course. Specifically, for this syllabus on Jan. 13 and Jan. 15.
        - ~~Could you clarify if students required to attend the entire Public Interest Environmental Conference and what happens if the student has another conflict such as class?~~ Great point. I revised the syllabus to say that I encourage them to go. I won't require it in case they have conflicts in their schedule.

26. **Create new course: Active Learning Program** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22583
- Summary: Creation of course number for Active Learning Program (ALP) which has previously been taught under IDS4940 Internship in Interdisciplinary Studies.
- Action Items:
    - None
- Discussion Items:
    - ~~Could you please clarify whether the Interdisciplinary Studies department will continue to host this course.~~ The course will continue to be offered under the Interdisciplinary Studies (IDS) course prefix. At present, there is no dedicated Sustainability Studies course code available, so IDS serves as the appropriate designation. The course is coordinated and taught by Glen Billesbach who is houses in the BA Sustainability Studies Program and the Center for Adaptive Innovation, Resilience, Ethics and Science (CAIRES).
    - ~~Could you please confirm that this course is only allowed to be used for 3 credits. Internship courses are often variable credits, but it appears that this course is not repeatable.~~ This course is structured as a fixed 3-credit experience. The credit designation reflects the combined academic and experiential learning components, including regular course meetings, guided reflection, and supervised internship hours. Given this integrated workload and the course's scaffolded design, it is not offered as a variable-credit.
    - ~~The review subcommittee had some suggestions on how to better improve this syllabus:~~
        - ~~Presenting the grade breakdown in a table format may improve overall clarity and readability.~~ That makes sense. I made a table for the grade breakdown and put it in the syllabus.
        - ~~Including specific values for each assignment (e.g., for example, noting how much each reflection assignment contributes to the overall reflection grade) would help students better understand weighting.~~ I added this for the Reflection Assignments and Work Reflection Logs in the assignment details so students can see how each individual submission contributes to the overall grade.
        - ~~Including rubrics for major assignments would also reduce subjectivity and give students a clearer sense of expectations.~~ I have included rubrics. These are designed to clarify expectations, provide consistent evaluation criteria, and reduce subjectivity in grading. It is section 7 of the syllabus.

- ~~It may also be helpful to include the internship supervisor evaluation form as an addendum so students know how that portion will be assessed.~~ To allow for application flexibility I avoided including the form, but I did make that more explicit in the syllabus, namely that they will be rated on a scale of 1-10.
- ~~The Attendance section heading appears to have an inconsistent font size and could be adjusted for visual uniformity.~~ Oh, nice catch. I've now revised that to be uniform.

PROPOSED CHANGES TO UNDERGRADUATE COURSES

Approved	Conditionally Approved	Recycle
EMA 3066 Name Change to Organic Materials	**Request to Change the Prerequisites and Corequisites for ADV4101**	**Request to Change the Prerequisites and Corequisites for ADV4951**
ENU 2002 (Multiple Changes)		**Request to Change the Prerequisites and Corequisites for ADV4801**
Prerequisite Change for EMA 4615 - Compound Semiconductor Materials		
EMA 3050 Request for Name Change to Inorganic Materials		
PUR4800 - Public Relations Campaigns		
COM4706 pre-req change		
ENG 4940: English Internship		
GLY4905_Individual_Work		
Change of course description LIN2004		
CRW 4211		

Engineering

27. **EMA 3066 Name Change to Organic Materials** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22656
- Summary: Change course title from "Introduction to Organic Materials" to "Organic Materials" due to being a junior level course that provides more than an introduction.
- Action Items:
  - ~~"Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel" - Students cannot be required to report academic misconduct. Please revise; current language is available at https://syllabus.ufl.edu/syllabus-policy/uf-syllabus-policy-links/.~~ This is done. See revised syllabus.
  - ~~Please revise the homework and quizzes section to include similar language to the exams section regarding the ability to make up work if the~~

~~student's absence is excused per University policy~~. This is done. See revised syllabus.

- Discussion Items:
  - ~~The review subcommittee would like clarification on the statement that the grading distribution is "tentative" and may be adjusted. Is this course being graded on a curve? If not, could you clarify the circumstances under which the grading distribution may be changed?~~ The grading distribution is described as tentative because final cutoffs may be adjusted based on overall class performance to ensure fairness and consistency across the cohort. These adjustments will apply to the class as a whole; individual grades will not be adjusted outside of this process. We've added this statement to the syllabus.

28. **ENU 2002 (Multiple Changes)** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22667
- Summary: Modify course as follows - (1) change credits from 2 to 3; (2) add CHM2045 as a prereq; (3) change course description; (4) change course objectives.
- Action Items:
  - ~~Is MAEB 221 the classroom location or the instructor's office location? If it is the classroom, then please add the instructor's office location to the syllabus.~~ This is done. See revised syllabus.
  - ~~Could you please provide more information on how the group project is evaluated? The syllabus indicates there is a written report component and a presentation component to the project. Recommend explaining how each of these components factors into the student's overall grade for the project, as well as indicating whether peer evaluations are required and/or factor into the individual student's grade.~~ This is done. See revised syllabus.
    - NOTE: A significant amount of information was added to the syllabus covering all aspects of this action item, including more details on each component of the project, information on peer evaluations, and a detailed breakdown of how points will be given and the project assessed.
  - ~~Please add some type of description or other information regarding the homework sets and quizzes such that students are able to understand the workload for each and how their performance will be assessed.~~ This is done. See revised syllabus.
- Discussion Items:
  - ~~According to the Nuclear Engineering Model Semester Plan, students must take either CHM 2045 or CHM 2095 in Semester 1, and students~~

~~must take this course in Semester 3. However, only CHM 2045 is listed as an acceptable prereq for this course. Is CHM 2095 potentially also an acceptable prereq?~~ The pre-requisite is CHM 2045 or CHM 2095. This is corrected as needed throughout all components of the submission.

29. **Prerequisite Change for EMA 4615 - Compound Semiconductor Materials** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22654
    - Summary: Request to change the current prereq of EEE 3396 to EMA 3413. Rationale is that EMA 3413 provides underlying materials science foundation and is a required junior-level course for MSE students (while EEE 3396 is not required).
    - Action Items:
        - ~~Office hours are required to be listed on the syllabus.~~ This is done. See revised syllabus.
        - ~~Please add the deadlines for homework to the syllabus. Homework grades are lowered for unexcused late submissions after the deadline, but there are no deadlines listed.~~ This is done. See revised syllabus.
            - Note from the instructor: Homework is due 2 days after the end of a section. I don't provide exact dates in the syllabus as I like a bit of flex in assigning the dates, just in case something else in the schedule moves or if I find we need more time in a specific section. Specific dates are noted in canvas.
        - ~~Please add the deadline for the final project to the syllabus. The Final Project section references that there will be optional dry runs a week before presentations are due, but there is no mention anywhere of the due date.~~ This is done. See revised syllabus.
    - Discussion Items:
        - None

30. **EMA 3050 Request for Name Change to Inorganic Materials** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22657
    - Summary: Changing course name from Introduction to Inorganic Materials to Inorganic Materials.
    - Action Items:
        - None
    - Discussion Items:
        - There is a small typo in the grade breakdown - "homeworks" should be "homework".

Journalism and Communications

31. **Request to Change the Prerequisites and Corequisites for ADV4951** **[R]**
    - https://secure.aa.ufl.edu/Approval/reports/22699
    - Summary: Modify ADV4951 as follows - (1) remove existing prereqs of ADV4950 w/C or better, advertising major, and department permission; (2) add coreq of ADV4101 with grade of C.
    - Action Items:
        - Please remove outdated honor code language indicating that students are obligated to report misconduct to appropriate personnel.
        - Please revise the attendance policy to allow students to contact faculty after a missed class for excused absences in cases of emergency, or events where advance notice may not be feasible. Please be sure to indicate that students will be provided an opportunity to make up missed assignments due to the excused absence.
            - Please clarify that documentation is not required to be excused for religious holidays (UF policy states "*A student who is to be excused from class for a religious observance is not required to provide a second party certification of the reason for the absence*")
        - Please provide a weekly schedule indicating what topics will be covered.
        - If participation is required, please provide a rubric.
    - Discussion Items:
        - Please clarify if the expectation is to allow students to take the portfolio sequence concurrently, or if students can take them out of sequence based upon the specifics of their project. How will this impact the degree program?
        - Please be sure to provide ADA compliant version of syllabus for students.

32. **Request to Change the Prerequisites and Corequisites for ADV4801** **[R]**
    - https://secure.aa.ufl.edu/Approval/reports/22700
    - Summary: Change prereq to ADV 3008 & MAR 3203 with minimum grade of C & 3JM, and switch ADV3001 from a prereq to a coreq.
    - Action Items:
        - Please remove "F" from the grading scale and put "E".
        - The course expectations state "No late work. Deadlines are not negotiable". Could you please revise to clarify late work will be accepted if related to an excused absence?
        - The review subcommittee requests minor revisions to the attendance section, recommending that students do their best not to schedule doctor's appointments during briefings with the client, practice presentation for the

final, or the final. Although the committee understands the importance of attendance, some doctor's appointments such as specialists, or procedures, may not be able to be rescheduled.
    - Please clarify that documentation is not required to be excused for religious holidays (UF policy states "*A student who is to be excused from class for a religious observance is not required to provide a second party certification of the reason for the absence*")
    - Please remove outdated honor code language indicating students are "obligated to report to the appropriate personnel".
- Discussion Items:
    - The syllabus indicates that attitude, effort, and tardiness can either increase or decrease the student's grade. The committee is requesting more specifics on how each would impact the student's overall grade.

33. **PUR4800 - Public Relations Campaigns** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22661
- Summary: Modify course prereqs to specify that all courses currently listed must be passed with minimum grade of C.
- Action Items:
    - ~~The late work policy doesn't have a link where it indicates to "click here" – please update this accordingly.~~ That has been addressed. I attached a corrected syllabus for you here and in the UCC system.
    - ~~The group role of Account Executive appears to require meetings with faculty outside of class time. Could you please confirm that anticipated amount of time the Account Executive role will spend in these meetings.~~ Most of these meeting do occur in class when student groups are given time to meet. When they occur outside of class time, they are typically no more than 15 minutes.
    - ~~Please confirm how many "assignments" will be given throughout the course, other than the discussions and peer reviews listed in the weekly schedule.~~ It varies from semester to semester based on the individual course and students. They occur most class meetings and are used to practice elements of the campaign book that the instructor is observing multiple groups struggle with. They are generally graded for completion, unless substantial errors are made.
        - Submitter agrees with and has no objection to additional comment that each semester's syllabus should have a specific number of assignments listed.
        - ~~Are rubrics used when grading these assignments?~~ No, because they are generally graded for completion

- Discussion Items:
    - ~~The review subcommittee recommends modifying the course description to align with UF best practices.~~ The current catalog description does meet best practices. The catalog description is: Utilizing the principles and techniques of public relations to create comprehensive campaigns for actual clients. The syllabus that was provided has the "longer description" that would be provided in the "longer description" section of Simple Syllabus to provide students with additional context.

34. **Request to Change the Prerequisites and Corequisites for ADV4101** **[CA]**

- https://secure.aa.ufl.edu/Approval/reports/22698
- Summary: Revise prereqs from junior CJC with C or better in ENC3252, ADV3001, and VIC3001 to sophomore CJC or dept permission with C or better in ADV3008 and MAR3203. Remove current coreq of ADV3500.
- Action Items:
    - Instructor phone number is required, could you please update the syllabus accordingly?
    - Required academic policies link is missing (https://go.ufl.edu/syllabuspolicies) (adding this could replace much of the narrative currently in the policy section)
    - The attendance policy says that students must contact the instructor prior to missing class for excused absences. This does not align with the University policy, which says that in cases of accident or emergency, students should contact the instructor as soon as conditions permit. Recommend revising the attendance policy in accordance with the University policy language for accidents and emergencies.
    - The course description does not match the catalog description. Please include the catalog description and perhaps use the current language as a course overview.
    - The "Grade Challenges" section indicates that students have two weeks to appeal the assigned grade. The University Ombuds has reviewed similar cases in the past and allowed grading disputes on assignments up until the final exam/last week of classes. Could you please update your syllabus accordingly.
- Discussion Items:
    - The schedule refers to readings in the "Advertising Concept Book". Could you please confirm if this is a required textbook and how students should obtain it?

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35. **COM4706 pre-req change** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22681
    - Summary: Change prereq from list of specific courses to "junior status".
    - Action Items:
        - None
    - Discussion Items:
        - Please remove the highlighting from the syllabus. Accessibility guidelines recommend avoiding highlighting as a means of emphasis.

36. **ENG 4940: English Internship** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/22653
    - Summary: Revision of ENG4940 prereq from 4 upper-division English courses to English major + 6 or more credits of AML, CRW, ENG, ENL, or LIT.
    - Action Items:
        - ~~Could you please provide clarity regarding the following question from the review subcommittee: "There is a statement in the syllabus that states 'Like the offer to hire, the evaluation must...'. Is an offer to hire required for an S grade, or simply a satisfactory job performance evaluation?~~ The offer to hire is required for registration into ENG 4940. This is one of four courses at English involving a special registration procedure. This procedure is described on this page, as follows: "For three* credits of Internship credit, submit the following to Professor Roger Maioli (our Experiential Learning Coordinator and Associate Chair) at rogermaiolidossantos@ufl.edu along with the Undergraduate Special Registration Request Form:
            - "An offer to hire (from the employer) which states that the student will be working at least 12 hours per week for the entire semester (Fall, Spring, or Summer C), or 24 hours per week for a Summer A or B term. Said document should be produced on the company letterhead and should outline the job duties for the internship position.
            - "A personal statement about why the student wants to take the internship and how it relates to the student's future plans."
    - Discussion Items:
        - The review subcommittee suggests adding examples of the types of approved work experiences to potentially aid students' understanding of the course.

37. **GLY4905_Individual_Work** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22663
- Summary: Revision of course description to be more general; rationale is that the more general wording allows undergraduate majors and minors of all disciplines within Earth Sciences to elect Individual Work in their chosen specialty.
- Action Items:
    - ~~Please provide a sample syllabus from a past offering so that the review subcommittee may look at how the request is tied to the course.~~ Please find attached a sample syllabus for the proposed-to-be-modified GLY 4905 Individual Work course.
        - NOTE: Sample syllabus uploaded to approval system.
- Discussion Items:
    - None

38. **Change of course description LIN2004** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22618
- Summary: Revision of course description to include GE-H requirements, as a GE-H designation is being requested for this course (request # 22580).
- Action Items:
    - None
- Discussion Items:
    - None

39. **CRW 4211** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22655
- Summary: Revision of CRW 4211 from non-repeatable to repeatable; maximum of 9 credits may be accrued by repeating course.
- Action Items:
    - None
- Discussion Items:
    - Comment from the review subcommittee: "I love this so much: (The use of novelty fonts is punishable by imprisonment or fine.)".

PROPOSED NEW JOINT COURSES

Approved	Conditionally Approved	Recycle
EGN 4XXX - Innovating for Defense	**ABE4XXX Contaminants in Agricultural and Biological Systems**	
EGN 4XXX - Innovating for Space		
ESI 4XXX -- Optimization for Engineers: Data-Driven and Classical Approaches		
Create undergraduate cross-listed History of French with Artificial Intelligence		

Engineering

40. **EGN 4XXX - Innovating for Defense** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/21795
- Summary: New cross-listed course providing students with hands-on experience in applying the Lean LaunchPad methodology to real-world national security challenges.
- The actions items and comments for the EGN 4XXX - Innovating for Defense and EGN 4XXX - Innovating for Space courses have been addressed and revised syllabi have been uploaded to the course requests.
- Action Items:
    - ~~Regarding the Team Participation Evaluation section - Please clarify the role of the instructor in determining whether a student is underperforming and in turn adjusting the student's grade. Please also clarify whether all students complete the peer reviews.~~ Per April 14 updated syllabuses, the instructor evaluates all peer reviews; in addition, instructor observations and student meetings are taken into consideration when determining if the student's grade is adjusted. The updated syllabuses also state that all students complete the peer reviews.
    - ~~The review subcommittee is concerned that students will find it extremely difficult to conduct the required 50-100 interviews during the semester. Could you please provide some additional information about this requirement and potential "equivalent activities"?~~ The updated syllabuses state that typically each team member will conduct 10 interviews throughout the semester and also explain that potential interview contacts

will be provided to students. The updated syllabuses also provide examples of equivalent activities (one such activity is review of relevant research papers).

- ~~Please clarify whether any work produced by students in this course is intended for publication. The review subcommittee is concerned that IRB approval may be required for publication due to the interviews.~~ The updated syllabuses contain a statement regarding IRB approval and when/if such approval might be needed.

- Discussion Items:
  - None

41. **EGN 4XXX - Innovating for Space** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/21800
- Summary: New cross-listed experiential learning course solving real-world aerospace and defense problems.
- The actions items and comments for the EGN 4XXX - Innovating for Defense and EGN 4XXX - Innovating for Space courses have been addressed and revised syllabi have been uploaded to the course requests.
- Action Items:
  - ~~Regarding the Team Participation Evaluation section - Please clarify the role of the instructor in determining whether a student is underperforming and in turn adjusting the student's grade. Please also clarify whether all students complete the peer reviews.~~ The April 14 updated syllabuses indicate that instructor observations and documented performance in team deliverables are used to determine adjustments. The updated syllabuses also clarify that all students complete the peer reviews.
  - ~~Please clarify whether any work produced by students in this course is intended for publication. The review subcommittee is concerned that IRB approval may be required for publication due to the interviews.~~ The updated syllabuses now contain a statement regarding IRB approval and when/if such approval might be needed.
  - ~~Could you please clarify whether there are any required textbooks / materials?~~ The updated syllabuses clarify that there are no required textbooks and that supplementary readings are voluntary.
  - ~~For the graduate course, the NASAT2U Program makes up 500 of the 1500 possible points, but there is no explanation of this program nor how it is evaluated. Could you please add an explanation of how to access and complete the program, and how it is evaluated for grading purposes?~~ The updated syllabus contains an explanation of the program and that students

will be preparing a case study on the program. It also contains information on how the case study will be evaluated and graded.

- Discussion Items:
  - ~~Is the SpaceCom tour listed on the Weeks 3-4 schedule one of the three graded "experiential learning tours"?~~ The updated syllabuses no longer include the SpaceCom tour.
  - ~~Please clarify the time commitment and any expenses required for the SpaceCom and experiential learning tours. Do any of these tours require travel outside of Gainesville? When during the semester are the experiential learning tours expected to take place? Should students expect to need to pay for gas, food, etc. in order to complete these tours?~~ The updated syllabuses no longer include references to experiential learning tours.
  - ~~The review subcommittee wanted to bring to your attention that a student in their first semester at UF could be considered a sophomore; if the student enters with at least 30 transfer credits, the system will classify them as a sophomore. If the intention is for this course to be offered to upper-level students or students who have been at UF for some time, you may wish to revise the prereq to junior-level or higher.~~ The updated syllabus has not changed the prereq.

42. **ESI 4XXX -- Optimization for Engineers: Data-Driven and Classical Approaches** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22490
- Summary: New cross-listed elective engineering course.
- Action Items:
  - ~~Instructor phone number and office hours are required to be listed on the syllabus.~~ They have been added.
  - ~~The grading scale ends at D- instead of E.~~ E has been added to the grade table.
- Discussion Items:
  - ~~The review subcommittee expressed some concern that approx. 80% of the undergraduate course grading and approx. 70% of the graduate course grading are based on non-proctored submissions (e.g., homework assignments). Could you please provide some additional information regarding the course assignments and grading, including whether the course was intentionally designed to focus on homework assignments?~~ The instructor envisioned the class grade to be based on the ability of students to formulate models of processes and systems. It is

more appropriate to use homeworks rather than exams which are too short to enable a real evaluation of these skills.

- ~~Recommend listing specific due dates for homework assignments and project. Currently, the schedule just lists them as due during week 1, week 2, etc. It would be helpful for the students to indicate whether they are due, for example, on the first day of the week (i.e., Monday).~~ Specific due dates have been added.
- ~~The weekly schedule table lists Chapters 1-9 in weeks 1-10, and then in weeks 11-14 switches to listing topics instead of chapter numbers. Recommend including chapter numbers and topics in all weeks for clarity.~~ The table with the weekly schedule now contains chapter numbers and the list of topics corresponding to specific chapters is provided in the list preceding the schedule, since there is insufficient room in the table to include both chapter numbers and topics.

43. **ABE4XXX Contaminants in Agricultural and Biological Systems** **[CA]**

- https://secure.aa.ufl.edu/Approval/reports/22602
- Summary: Creation of a new cross-listed course providing students with hands-on experience in applying engineering solutions to mitigate agricultural pollution. Graduate course submitted in request # 22603.
- Action Items:
  - The review subcommittee expressed concern that there appears to be little distinction between the undergraduate and graduate versions of this course. Please clarify what the substantial difference(s) between the undergraduate and graduate versions of this course is/are.
  - Could you please clarify whether there any required textbooks / materials?
  - Both syllabuses state the course is "in person and online", but there are twice-weekly in person class meetings listed and the approval system form says course is primarily classroom. Could you please clarify whether this is an in-person or hybrid course?
- Discussion Items:
  - The review subcommittee suggests deleting the following sentence from the course description: "This course is a combination of lectures, readings, group discussions, and hands-on activities, including field trips and samplings, wastewater treatment plant tour, laboratory experiments, analytical instrument operation, and data analysis."

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44. **Create undergraduate cross-listed History of French with Artificial Intelligence** **[A]**

- https://secure.aa.ufl.edu/Approval/reports/22330
- Summary: Create undergraduate version of FRE6845, with an AI designation for cross listing.
- Action Items:
    - None
- Discussion Items:
    - None

PROPOSED CHANGES TO JOINT COURSES

Approved	Conditionally Approved	Recycle
EEL4598-Update to Computer Programming Courses		

Engineering

45. **EEL4598-Update to Computer Programming Courses** **[A]**
    - https://secure.aa.ufl.edu/Approval/reports/19395
    - Summary: Updating prereqs to allow for more acceptable prereqs. NOTE: Co-listed with graduate level course - EEL 5718.
    - Action Items:
        - None
    - Discussion Items:
        - None