

University Curriculum Committee October 17th, 2023

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

Attendees

Members

Angela Lindner, Vandana Baweja, James Babanikos, Katie Basinger, Joel Brendemuhl, Konstantina Christodouloupoulou, Nancy Clark, Stefanie Gazda, Stephanie Hanson, Jill Ingram, Christopher Janelle, Gillian Lord, Alison Reynolds, Jennifer Setlow, Erica Studer-Byrnes, Hans van Oostrom, Katie Vogel Anderson, Junhao Zhang, Tom Kelleher

Liaisons

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

Guests

Kathy Green, Diana Hull, Jorg Bungert, Kathryn Pearce, Sallie Schattner, Toby Shorey, Frankie Tai, Lissette Tolentino, Stacy Wallace, Allen Wysocki

Welcome

Notes

1. Updates from the Chair | Dr. Lindner

So far, we have not received an update on BOG guidance, which will be provided in response to SB266 as it pertains to General Education. This guidance is likely to come soon. The Communications Task Force has convened once so far to respond to the task of adding public speaking to all 11 GE communication courses. This task force is also exploring the possibility of adding this element to any GE course, potentially leading to badging or credentialing in the future. Faculty discipline committees have also convened to go over the new GE mandates, including those outlined in HB7. As all GE courses must be reviewed yearly to ensure compliance with SB266, this will be conducted on our campus using an online faculty self-audit. A Qualtrics survey will be coming soon for faculty to make comments and voice concerns. Dr. Lindner voiced her awareness of the increase in faculty responsibility that this self-audit creates, but hopes that this method will be the least burdensome. She will report monthly to this committee on the progress of the GE committees and progress made towards compliance. Finally, departments must continue to submit common prerequisite additions/revisions, as this is also required for compliance and is particularly important for our transfer students. We are striving for consistency and reliability. Compliance with all mandates will be expected in Fall 2024.

2. Approval of [September minutes](#). – Approved.

3. Annual Report: Academic Year 2023-2024 | Casey Griffith

- Academic approval requests – this committee does a lot of work!
 - o 157 new courses
 - o 40 curricular modifications
 - o 5 new/modify degrees
 - o 35 new combination degrees

- 21 new certificates
- 1 new educational site
- 477 requests total!
- Additional steps sometimes increase processing time – ex: SCNS – 336 requests were approved/processed by SCNS after coming through the UCC
- 85% of approval committee work is done in UCC alone
- The UCC also approved:
 - Changes to the academic calendar
 - Library support language in syllabuses
 - Common prerequisite alignment with BOG
- Opportunity for feedback – Anything we can improve upon? Improve efficiency?
 - Suggestions:
 - more guidance for certain common mistakes
 - Requiring transfer policy for minors requiring 1 or 2k level courses – Add question about transfer students on approval form
 - Template syllabus language – provide on one platform
 - More training so people know university policies and student protections
 - In-depth training for Review Subcommittee members as well as UCC members
 - Create checklists/guides
 - Send updates on policies and wording that changes – yearly digest
 - Require syllabuses when creating new course and shorten summary forms
 - Require syllabuses at college level even if not required for UCC level

4. Update from the Faculty Senate. – None

Programs

[Proposed Combination Degree for a Bachelor of Science in Biochemistry \(Including Biology, Chemistry, IDS in Biochemistry, Microbiology and Cell Science, and Nutritional Sciences\) with the Master of Science in Biochemistry and Molecular Biology in the College of Medicine](#) | Jorg Bungert | 18510 – Approved.

New combination degree, 30 total credits, 12 credits can overlap Masters, thesis to culminate.

5. [Proposed Termination of the Horticultural Science Bachelor of Science in the College of Agricultural and Life Sciences.](#) | Xin Zhao | 18920 – Approved.

Department merged with Plant Science in Spring 2023.

6. [Proposed Addition of the International Studies Minor in the College of Agricultural and Life Sciences to UF Online.](#) | Allen Wysocki | 18739 – Approved.

Expanding this minor to students in UFO majors.

Certificates

Undergraduate

7. Proposed new undergraduate certificates.

- None

Proposed changes to undergraduate certificates.

- None

Courses

Undergraduate

8. Proposed new undergraduate courses.

Business

- [MAR 494X- Sales Internship](#) – Approved.

Design, Construction, and Planning

- [BCN 3XXX- Construction Managements Role in Community Risk Reduction](#) – Approved.

Liberal Arts and Sciences

- [AFA 3XXX- African American History: 1619 to 1865](#) – Approved.
- [ENG 2XXX- What is the English Major?](#) – Approved.
- [MET 4XXX- Internship](#) – Recycled.

9. Proposed changes to undergraduate courses.

Agricultural and Life Sciences

- [AEB 3935- Food and Resource Economics Seminar](#) – Recycled.

Liberal Arts and Sciences

- [CHI 4140- Newspaper Chinese](#) – Approved.
- [JPN 1130- Beginning Japanese 1](#) – Approved.
Participation and absence policies needed revision to honor excused absences, faculty member responded promptly just before meeting.
- [JPN 1131- Beginning Japanese 2](#) – Approved.
- [JPN 2230- Intermediate Japanese 1](#) – Approved.
- [JPN 2231- Intermediate Japanese 2](#) – Approved.
- [JPN 3410- Advanced Japanese 1](#) – Approved.

Medicine

- [MDU 4070- Glocal Topics in Healthcare](#) – Approved.

Joint

10. Proposed new joint courses.

- None

Academic Assessment Committee

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

- [Assessment change for SLO6 for Sociology MA and PhD](#) - **Approved**
- [Assessment change for SLO5 for Criminology, Law, & Society MA](#) - **Approved**
- [Assessment change for SLO4 for Criminology, Law, & Society PhD](#) - **Approved**

Graduate School

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

CERTIFICATES:

- The College of Pharmacy seeks to modify the curriculum for the graduate certificate in Applied Pharmacoeconomics (#18638).
- The College of Pharmacy seeks to modify the curriculum for the graduate certificate in Managed Care Pharmacy Systems (#18639).
- The College of Pharmacy seeks to modify the curriculum for the graduate certificate in Pharmaceutical Regulation (#18640).
- The College of Pharmacy seeks to modify the curriculum for the graduate certificate in Pharmaceutical Value Assessment and Communications (#18641).

DEGREE:

- The College of Design, Construction and Planning seeks to close the Master of International Construction Management (M.I.C.M) degree (#18466).

COMBINATION DEGREE:

- The College of Medicine seeks to create a combination degree program between the Bachelor of Science (B.S.) with a major in biochemistry-related programs including Biology, Chemistry, IDS in Biochemistry, Microbiology and Cell Science, and Nutritional Sciences and the Master of Science (M.S.) with a major in Biochemistry and Molecular Biology (#18510).

Meeting adjourned at 2:07 p.m.

ADDENDUM

Compiled Before the Meeting

University Curriculum Committee Program and Course Recommendations

[October 17, 2023]

Programs

4. **The College of Medicine Requests a Combination Degree Program for a Bachelor of Science in Biochemistry -- Including Biology, Chemistry, IDS in Biochemistry, Microbiology and Cell Science, and Nutritional Sciences -- with the Master of Science in Biochemistry and Molecular Biology. [CA] [A]**
 - <https://secure.aa.ufl.edu/Approval/reports/18510>
 - Summary:
 - Create a combination degree program between the Bachelor of Science (B.S.) with a major in biochemistry-related programs including Biology, Chemistry, IDS in Biochemistry, Microbiology and Cell Science, and Nutritional Sciences, and the Master of Science (M.S.) with a major in Biochemistry and Molecular Biology.
 - 30 total credits, 12 academic (didactic) courses double counted for undergrad/grad.
 - Comments:
 - Is there a specific set of courses which may be double counted, or may not count, if so please list them specifically in the form. We did not list any specific courses that would double count. The reason is that we would like to have some flexibility on what we and the undergraduate advisor count towards both degrees because our cohort of students will have different undergraduate majors (Chemistry, Biology, Microbiology and Cell Science, and Nutritional Sciences). We anticipate that most students will take advanced courses from our Biochemistry and Molecular Biology concentration. Response, 10/13/23.
 - This appears to allow for students to take all academic (not research) credits and fulfill all academic credit requirements for the graduate degree, is that the intent? This is a thesis-based BS/MS combined degree program and includes a research component. Students are allowed to double count 12 credits for the BS and MS degrees. We allow both academic (e.g. BCH5413) and research credits (e.g. Independent Research, BCH6905) to double count. This will be coordinated with the undergraduate major advisor. If the student takes all 12 academic/didactic credits as an

undergraduate student, 18 research credits would have to be taken in the following year to satisfy the 30 credits required for the MS degree.

- Can transfer students be admitted, if so how would the transfer credit be evaluated? We will consider transfer students for admission to the combined degree program. We would coordinate this with the undergraduate advisor with respect to the credits that can count towards both BS and MS degrees.
- This request is well-prepared. Thank you!
- The external consultation memos state the following: Students who successfully complete their first year of the MS program may double count twelve (12) credit hours from the MS curriculum to satisfy the graduation requirement and be awarded the Bachelor of Science (BS) degree.
- What does this mean functionally? Are the 12 graduate credit hours taken by the undergraduate student not transferred to the graduate record until the student has successfully completed virtually all the remaining M.S. requirements?

5. Proposed Termination of the Horticultural Science Bachelor of Science in the College of Agricultural and Life Sciences. [A]

- <https://secure.aa.ufl.edu/Approval/reports/18920>
- Summary:
 - BS previously merged with Plant Science undergraduate degree program in Spring 2023. This item goes to Faculty Senate, BOT, and BOG.
 - Comments:
 - None

6. Proposal for the International Studies in Agricultural and Life Sciences minor to be offered via UF Online. [CA][A]

- <https://secure.aa.ufl.edu/Approval/reports/18739>
- Summary:
 - Offer existing minor via UF Online.
 - Request has support of UF Online
 - Comments:
 - Is there a plan to increase the number of online courses available for students? The College of Agricultural and Life Sciences is in the process of adding two majors to UF Online (AEC – Communication and Leadership Development and Entomology and Nematology is adding 1-2

specializations). This will further expand the list of available courses in UF Online that can be used for the minor. 10/12/23.

1. What is the current availability of online courses through the academic year? I anticipated this question when I submitted the request. I listed those courses that are available in UF Online on the attached spreadsheet. Since course offerings can change, I did not want to signal the terms they will be taught in as this can change. The point is, there are enough courses available in UF Online that students who stay in UF Online vs. PaCE can earn the minor.
 - Comment: many of the courses on the list of available courses for UF Online students are 1xxx- and 2xxx-level. This is a reminder that, per UF policy, at least 3 of the courses must be 3xxx-level of higher and none of these individual study courses. Fewer than 3 of the total credit hours can be satisfied with individual work.

Certificates

12. New Undergraduate Certificates

- None

13. Changes to Existing Certificates

- None

Course Recommendations

14. Proposed New Undergraduate Courses

Approved	Conditionally Approved	Recycle
MAR 494X- Sales Internship	BCN 3XXX- Construction Management Role in Community Risk Reduction	MET 4XXX- Internship
AFA 3XXX- African American History: 1619 to 1865		
ENG 2XXX- What is the English Major		

Business Administration

A. MAR 494X- Sales Internship [R][A]

- <https://secure.aa.ufl.edu/Approval/reports/16542>
- Comments:
 - Please consolidate attendance, excused absences, and late work policy into a single section in the syllabus. Please update acceptable reasons for an excused absence to include new language: <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/#absencestext>
Updated, 10/16/23.
 - Please include link to UF evals “Students are expected to provide feedback through the course evaluation process. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be notified when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu>.”

Design, Construction and Planning

B. BCN 3XXX- Construction Management Role in Community Risk Reduction [R][CA]

- <https://secure.aa.ufl.edu/Approval/reports/18844>
- Comments:
 - There appears to be 3 different syllabi uploaded within a two week period. Please remove early versions and leave the final version for review. Uploaded current syllabus and removed prior versions. 10/13/23.
 - Please clarify the graded work in the approval form, it currently appears to be a rubric, with no indication of assessments break down of total point value per assignment. How many assignments, quizzes, exams, etc.

Liberal Arts and Sciences

C. AFA 3XXX- African American History: 1619 to 1865 [R][A]

- <https://secure.aa.ufl.edu/Approval/reports/18543>
- Comments:
 - How does participation rubric work in conjunction with the discussion posts? Per syllabus, it appears they’re combined for a discussion/participation grade and participation rubric doesn’t account for the discussion. Separated the discussion post points from participation points. They are no longer combined. Response, 10/16/23.

- Will discussion rubric be added to the syllabus? Currently, only the paper rubric is included. I initially had the discussion rubric in the syllabus, but Word changed the format of the rubric, making it difficult to read. I've added the discussion rubric back to the syllabus.
- Syllabus is inconsistent re: the penalty for unexcused absences. UCC form and syllabus p. 2 say 4 unexcused absences are permitted, and beyond that a student's grade will drop from A to A-, etc. Syllabus attendance policy section on p. 6 says each unexcused absence will cause a grade to drop 10 points. These need to be reconciled/clarified. Removed the language on page 2 regarding the drop in student grades. Changed the number of absences from four to three. Retained the language on page six regarding the 10-point deduction for each unexcused absence. Re-uploaded the syllabus to my course request to reflect these changes.

D. ENG 2XXX- What is the English Major [CA][A]

- <https://secure.aa.ufl.edu/Approval/reports/18600>
- Comments:
 - Are all texts required or will they be provided to students by the instructor? All materials will be required, but students will only have to purchase a few of the titles. Other materials will be provided electronically through e-reserves and/or are readily available online. Every effort will be made to minimize expense for students.

E. MET 4XXX- Internship [R]

- <https://secure.aa.ufl.edu/Approval/reports/17137>
- Comments:
 - Please respond to previously provided UCC comments:
 - Please provide more detail differentiating the various allowable credit options.
 - i. What is the expected amount of effort for each credit option?
 - ii. What are the different assignments?
 - iii. What are the different hours for internship for each option?
 - iv. What are the options 1, 2, 3, 4 and 5 credit?

15. Proposed Changes to Undergraduate Courses

Approved	Conditionally Approved	Recycle
CHI 4140- Newspaper Chinese		AEB 3935- Food and Resource Economics Seminar
JPN 1130- Beginning Japanese 1		
JPN 1131- Beginning Japanese 2		
JPN 2230- Intermediate Japanese 1		
JPN 2231- Intermediate Japanese 2		
JPN 3410- Advanced Japanese 1		
MDU 4070- Global Topics in Healthcare		

Agricultural and Life Sciences

- A. AEB 3935- Food and Resource Economics Seminar [R]
- <https://secure.aa.ufl.edu/Approval/reports/18384>
 - Comments:
 - Students with excused absences may not be penalized with missing attendance points. Please clarify this in the syllabus.

Liberal Arts and Sciences

- B. CHI 4140- Newspaper Chinese [A]
- <https://secure.aa.ufl.edu/Approval/reports/17981>
 - Comments:
 - None
- C. JPN 1130- Beginning Japanese 1 [A]
- <https://secure.aa.ufl.edu/Approval/reports/18756>
 - Comments:

- Removing from course description; “JPN 2230 has a strict attendance policy: if registered students miss two or more class meetings during drop/add, they may be dropped from the class upon notification by the instructor.”

D. JPN 1131- Beginning Japanese 2 [A]

- <https://secure.aa.ufl.edu/Approval/reports/18757>
- Comments:
- Removing from course description; “JPN 2230 has a strict attendance policy: if registered students miss two or more class meetings during drop/add, they may be dropped from the class upon notification by the instructor.”

E. JPN 2230- Intermediate Japanese 1 [A]

- <https://secure.aa.ufl.edu/Approval/reports/18758>
- Comments
- Removing from course description; “JPN 2230 has a strict attendance policy: if registered students miss two or more class meetings during drop/add, they may be dropped from the class upon notification by the instructor.”

F. JPN 2231- Intermediate Japanese 2 [A]

- <https://secure.aa.ufl.edu/Approval/reports/18759>
- Comments:
- Removing from course description; “JPN 2230 has a strict attendance policy: if registered students miss two or more class meetings during drop/add, they may be dropped from the class upon notification by the instructor.”

G. JPN 3410- Advanced Japanese 1 [A]

- <https://secure.aa.ufl.edu/Approval/reports/18760>
- Comments:

- Removing from course description; “JPN 2230 has a strict attendance policy: if registered students miss two or more class meetings during drop/add, they may be dropped from the class upon notification by the instructor.”

Medicine

- H. MDU 4070- Global Topics in Healthcare [A]
 - <https://secure.aa.ufl.edu/Approval/reports/18839>
 - Comments:
 - None