

11-17-2017

## College of Arts & Sciences Council : Academic Programs Committee Meeting : 2017 : 11 : 17

University of South Florida St. Petersburg. College of Arts & Sciences.

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# COMMITTEE NOTES ON PROPOSALS

11/17/2017

Present: Joan, Kevin, Christina, Suganthi, Felipe

Absent: Jenny

1. Psychology - data analysis certificate

Presented by Tiffany Chenneville

Confirms submitted Curriculum Intent Form - approved.

12 credits is standard, 3 are core courses for masters, 1 is elective.

Errors on course numbering (correction made on spot, sent to Chair and then forward to members).

Can course be offered permanently as Special Topics?

Course sequence designed to contribute to 2 year completion for dual Master's-certificate students.

Vote: Approved.

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FOR ALL COURSE PROPOSALS: Make necessary changes to syllabi to match standard as presented:

<https://www.systemacademics.usf.edu/proposals/resources>

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## **Courses for Graphic Arts Curriculum**

Presented by Susan Toler

These courses went through system in 2015 - they were approved but misplaced and had to be re-submitted digitally.

Syllabi for courses missing calendar, very similar content, missing new standard language

Restriction mechanisms are inconsistent. Note that restrictions by class create problems, since 2nd-years planning to take courses will not be able to sign up during regular course selection, until after having completed the coursework. Perhaps restrict by major instead?

Ask for re-submission with correct syllabi, matching standard language in the template

2. ART 2300C
3. ART 2251 - Syllabus says GRA 2255, application form has problems on elements a, b, f. Remove "unknown to me" with a yes or a no. Under Justification, Section F, the applicant answers a question with a question. Are Graphic Arts and Graphic Design different programs? The applicant should provide a definitive explanation of how students in a different program can take this course as an elective. The applicant pasted the same information under both course objectives and learning outcomes. These should be different, which course objective being more broad and learning outcomes being more measureable and specific.

4. GRA 4833 - Potential problem with restriction to Juniors only (current sophomores not able to register until the current semester's grades are posted) – suggest to restrict by major instead
5. GRA 4880 - States under section D that no textbook is required, however, the provided syllabus requires a textbook. The page starting with attendance policy reflects a different course, specifically GRA 4833. It should be removed.
6. GRA 4953 - Restrictions by class and field of study

Vote: Request substantial revisions and to be aligned with the general standard expected in USF sample syllabus.

#### 7. Journalism - Food Writing and Photography Certificate

Janet Keeler presenting

Changes to graduate certificate change form

Is anything lost with shift to 12 credits? 12-hour makes it “completable” in a year

Hope to convert Food Writing course from special topics to full course.

Vote: Approved.

#### 8. Sustainability Studies Program Proposal

Susan Toler presenting. Chris Meindl and John Osegovic also show up to help answer some questions.

Change Name of Department from SCL to CAS (no department).

Clarification on meaning of Sustainability requested, suggestion to make this more explicit.

Is this STEM? Yes, officially labeled as such by SUS.

Why is this a B.A. versus a B.S.? Note made of language requirement, not an environmental science degree, truly interdisciplinary degree.

Perhaps create a B.S. in the future as program grows.

Core courses include Physics and Chemistry. Why not Biology? Ecology? Perhaps in the future design a course to provide Biology.

Appendix D: add credits for Capstone course (p. 84)

Requested Clarifications or Editing:

- a. On page 3, add page numbers for the appendixes on the table of contents
- b. On page 6, to have a fair comparison, please use the Florida median salary for sustainability professionals in comparison to the Florida median salary, not the national median salary. Similar statistics are used on page 19.
- c. On page 6, perhaps to offer a few examples when claim “many institutions have majors in other disciplines with tracks in sustainability” in the last paragraph.
- d. On page 8, Table 1 has a long list of prominent local companies, but only two companies offer letter of support so far.
- e. on page 22, doesn't SWOT stand for Strengths, Weaknesses, Opportunities, and Threats?

- f. on page 33, ENT4XXX ends the description with "...in women." Is this a feminist course?
- g. on page 42, two Barnali Dixson's recent publications show inconsistent information (published with years but also show something like "in review").
- h. on page 43, Maria Luisa Corton's publication show year "2016" twice in the reference.
- i. in Appendix D, it is unclear how many credit hours the capstone course (ISS 4942) is.
- j. Please add "of arts" after "bachelor" on last paragraph of page 6 to demonstrate precedence in choosing BA instead of BS for sustainability studies.
- k. Page 6: The word "identified" contained two different font sizes.
- l. Page 7: Remove the additional word "is" from the following sentence: "This proposed program in sustainability studies is incorporates many STEM disciplines..."
- m. Page 15: Replace the second "in" with "is" in the following sentence: "In addition to salaries and benefits, approximately \$8,000 in [sic] anticipated in start-up costs..."
- n. Page 21: Add "at" after "need" in the following sentence: "During this time, faculty in the College of Business and the College of Arts and Sciences identified the emerging field of Sustainability Studies as a need [sic] USFSP."
- o. Page 44: Make "student" plural in the following sentence: "USF St. Petersburg faculty, staff, and student have on-site access to the Poynter Library's collection..."

Vote: Approved with changes pending.

#### 9. EVR 3877

Chris Meindl presenting.

Make necessary changes to syllabi to match standard (template) as presented.

Title is odd, revise?

Course title exists for a very similar course. Perhaps use a title like "Sustainable Human Systems"?

Modify syllabus to match syllabus standard requirements

Learning outcomes: any matched ALC?

Please list all authors' names for the second required reading.

Change element j: No.

Vote: Approved with changes pending.

#### 10. SYA 3310

Chris Meindl presenting.

Make necessary changes to syllabi to match standard as presented

Prerequisites differences with Tampa, ask for concurrent review to have different prerequisites, drop requirement of intro to sociology

Credentialing requirement for course at Tampa? Check with Michelle Madden.

Vote: Revisit proposal (Dec. 1) pending credentialing and concurrent review concerns

11. CHM 3080

John Osegovic presenting.

Make necessary changes to syllabi to match standard as presented  
Add Sustainability SLOs matching ALC  
Make matching changes to electronic course proposal version

Vote: Approve with changes pending.

12. ISS 4942

John Osegovic presenting.

Make necessary changes to syllabi to match standard as presented  
Add Sustainability SLOs matching ALC  
Make matching changes to electronic course proposal version

Under Justification, Section A, the question refers to external accrediting agencies, please only provide the first part of the answer.

Under Justification part C, make "skill" plural in first sentence.

Is this two courses? Originally designed as two courses, but no adequate available internship code, leading to articulation of two-track course.

Clarify internship structure as well as regular meeting requirements (i.e., change the course calendar to clearly indicate dates where each track is required to attend or not attend), expectations for internships, add suggested locations for internship, add the minimum number of hours expected for internship students to meet the requirements according to accreditation standards.

Credentialing requirement for course at Tampa? Check with Michelle Madden.

Vote: Revisit proposal (Dec. 1) pending credentialing and concurrent review concerns

13. Chemistry Program Proposal

Cancelled- CAS Deans Frank Biafora and Susan Toler called the APC chair to withdraw the proposal. May submit "Environmental Chemistry" at 12/1/2017 meeting.

14. APC procedure: CAS faculty council chair requests a written procedure of APC operations (e.g., proposals due one week before the meetings, synchronize meeting schedules with UGC)