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Undergraduate Council

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Undergraduate Curriculum Council Report to the Faculty Senate
for the Period May 9, 2007 – April 25, 2008

Submitted to the Faculty Senate, April 25, 2008

UGC Members: Jennifer Baker (ex officio), Bonnie Braun, Grover Kearns (Chair), Mike Luckett, Seth McKee, Tina Neville, Ella Schmidt, Kim Stoddard, Bob Thompson

During 2008 the UGC has reviewed and made decisions upon program and course change proposals and reviewed and refined processes for the coordination of efforts between USF Tampa and USF St. Petersburg programs. Important decisions included the following:

Program and Course Changes: Approved and Reflected in the 2008/2009 Catalog

Change to COB Management Program: Effects both the major and minor. Adds two additional courses for the requirements for the Management Major (i.e., MAN 3301 Human Resource Management and MAN 4600 International Management) and removes one of the required courses from the Management Minor (i.e., MAN 4282 Organizational Assessment). The total hours required for both major and minor remain the same.

New Bachelor of Science in Education Degree: This program will provide graduates with Teaching Certifications in Elementary Education and Exceptional Student Education along with endorsements in ESOL and Reading.

A New Course FLE 3000 ESOL Practicum in the COE: This course is a one credit practicum that is required by the State of Florida. All students in the program are required to have direct field experience.

English Undergraduate Education Program Suspension: The College of Education requested that the program be suspended until further resources are available to promote it effectively. Classes will continue to be made available so that current students in the major would be able to complete their degree.

Florida Certification for Teachers Examination (FCTE) Change in Sequence: The College of Education requested that the timing for the FCTE be changed so that it would be prior to the internship program. This would not change the program requirement, only the sequence. The reason is that students must pass the FCTE to graduate and that current students may take the certification exam too late to receive notification and would be given a grade of incomplete.
Bachelor of Arts in Graphic Design: This new degree program had already been approved by USF Tampa. The following new courses will be part of the program: ART 2190C, ART 2202C, ART 2305, ART 2621C, ART 4925, GRA 3138C, and PGY 2141C.

Criminology New Courses: New course proposals were based on an examination of top schools in criminology (both nationally and internationally). Increased emphasis on crime prevention and crime analysis should support demand for this revised program. The new courses will better prepare our students for graduate work or for work in the field of criminology. New courses are: CCI 3706 Applied Statistics in Crime, CJE 3440 Crime Prevention, CJE 3640 Introduction to Forensic Science, CJE 4651 Introduction to Crime Analysis, and CJL 3500 Introduction to Courts.

Psychology Course: The new course, CLP 4941 Community Practicum in Selected Topics, would allow students to get credit for student internships. This is becoming increasingly important as USFSP continues to emphasize civic engagement.

History Courses: Two new courses were approved: EUH 2000 Western Civilization I and EUH 2001 Western Civilization II.

World Languages Minors: Two new minors were approved: Minor in Spanish and Latino Studies and Minor in French and Francophone Studies. New courses will be created that will include Spanish and French literature as well as studies of business cultures in these countries.

Reduction in Credits to Journalism and Media Studies: Because of an oversight, the journalism and media studies program is listed as requiring 131 credits. The program requirements are being reduced to 125 credits.

Program and Course Changes: Approved and To Be Reflected in the 2009/2010 Catalog

Internships: Four courses in four programs have been adopted as internships that will count towards the major requirements English, Geography, History and Social Sciences. A maximum of one class (1-4 credit hours) will count towards the major. The courses are: ENG 4940, GEO 4940, HIS 4940, and ISS 4940. These parallel the existing internship courses in the College of Education.

Professional Training Option (PTO) in Secondary Education: Students majoring in Interdisciplinary Social Sciences, Environmental Science, English and Journalism may apply to the PTO program for Secondary Social Studies. To complete the option and have it on their transcripts, students must also complete a practicum. This course is the practicum that will be used for all three areas.

Program and Course Changes: Not Accepted

Information Systems Management (ISM) course ISM 3113: The department wanted to change the ISM 3011 prerequisite to a co-requisite to facilitate scheduling. However, the same course number cannot have different prerequisites and co-requisites at different
institutions. The change would have necessitated the creation of a new course that was essentially the same except for the prerequisite.

Process Refinement

**Process for Coordinating Undergraduate Program Changes with Tampa: USF**

Tampa and USF St. Petersburg continued to work together to coordinate information flows regarding anticipated changes in undergraduate programs and courses. Each proposed change has a 30 day review period at the other university. Tampa changes are never automatically mirrored at USFSP. If a program wishes to mirror a Tampa change, then the change proposal must be presented to the UGC following the normal process. The online process for submitting proposals was revised by requiring the department entering the change to notify the affected department chair and the UGC chair at USF Tampa.

**Institutional Residency Document:** The UGC reviewed and discussed the Institutional Residency Document (Version 8-Post AAMC, October 8, 2007). UGC members still had concerns with the exact wording on exceptions as listed in the course catalog section of Appendix A. There does not seem to be a useful reason to include exception types (specifically the UF correspondence courses) in the document and it is not clear in Appendix A who has the authority to approve exceptions. The section on exceptions listed on page 2 of the policy is more useful.

In the interest of expediency, the UGC accepted Version 8, October 8, 2007 of the Institutional Residency Document with the condition that the USFSP UGC revisit the document by April 2008 to remove the specific exceptions listed in the last paragraph of Appendix A and to make it conform more closely with the policy statement on exceptions listed on page 2 of the Oct. 8, 2007 document.

**Review of Changes Affecting Undergraduate Curricula:** When the Institutional Residency Document was sent to the UGC, it was with the understanding that it had already been approved by the Faculty Senate. The UGC had questions and concerns about the document and did not want to accept it without comment. At a later meeting, there was confusion about which was the current version of the document. UGC members had three undated versions. Therefore, the UGC recommends that USFSP respect the approval process and provide ample time for discussion and feedback on any item needing approval. Also, a procedure for dating documents and providing version numbers is recommended to avoid miscommunications.

Respectfully submitted,

Grover S. Kearns, Chair