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Undergraduate Council Meeting: 2014 : 04 : 16

Undergraduate Council

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Undergraduate Council Meeting Minutes
16 April 2014, 2:00 p.m., Conference Room, Piano Man Building

Members Present: Tom Ainscough (chair, COB), Linda Crossman (Registrar), Joan Eldridge (Academic Advising), Kevin Wang (CAS), Jim Schnur (LIB)

Regrets: Bonnie Braun (COE)

Guests: Michael Martínez-Colón, David O’Neill, Thomas Smith

Meeting: Called to order at 2:01 p.m. with quorum present by Tom

Minutes: N/A

New Business

Curricular Matters

1. Proposed New Senior Seminar in Geography (GEO4xxx). Michael Martínez-Colón presented the proposal for a Senior Seminar in Geography that would be part of a revived Geography major on campus if all parts of the proposal are approved. After discussion, the following changes were recommended to assure that the course proposal moves forward without unnecessary delay after review on our campus: 1. Clarify class standing required to enroll in course, such as junior/senior or senior only (right now, a freshman could enroll in the course). 2. In regards to Department/Program resources on pages 3 and 5, use standard language of minimum SACS requirements (i.e., a master’s degree with at least 18 graduate hours in an appropriate field). 3. Provide content related to the major topics covered on the top of page 7.

Following discussion, Jim MOVED that the Undergraduate Council ACCEPT the course proposal contingent on the revisions stated above. Joan SECONDED this motion. Hearing no further discussion, the MOTION WAS APPROVED by vote of the Council.

2. Proposed Course in Environmental Soil, Water, and Land Use (EVR4xxx). Michael Martínez-Colón presented the proposal for an Environmental Soil, Water, and Land Use course that would be part of a revived Geography major on campus if all parts of the proposal are approved. After discussion, the following changes were recommended to assure that the course proposal moves forward without unnecessary delay after review on our campus: 1. Provide a course description on page 4 of 255 characters or less. 2. In regards to Department/Program resources on pages 3 and 5, use standard language of minimum SACS requirements (i.e., a master’s degree with at least 18 graduate hours in an appropriate field). 3. Provide content related to the major topics covered on the top of page 7. 4. Update or refresh sample syllabus (changing year to 2014 and removing references to Blackboard).

Following discussion, Jim MOVED that the Undergraduate Council ACCEPT the course proposal contingent on the revisions stated above. Kevin SECONDED the motion. Hearing no further discussion, the MOTION WAS APPROVED by vote of the Council.

3. Proposed Revival of Geography Major. Upon approving the above two courses, the Council now reviewed the overall Geography major. After discussion, the following changes were recommended to assure that the proposal to revive the academic major moves forward without unnecessary delay after review on our campus: 1. Correct the typographical error for the year (“2014” instead of “20014”). 2. Remove Norine Noonan’s name as RVCAA. 3. On the list of courses required, move the Senior Seminar so its placement is separate from and below the Core Courses. 4. Remove all “STEM” references since the degree plan under consideration is not considered a STEM program. To have a STEM program, substantial revision of this proposal and the courses offered within the major would need to occur.
Following discussion, Jim **MOVED** that the Undergraduate Council **ACCEPT** the major proposal contingent on the revisions stated above. Joan **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

4. **Proposed Concentration in Society and Environment as part of the Geography major.** The Council reviewed the proposed concentration in Society and Environment, noting that the only change necessary was the removal of any “STEM” references since the degree plan under consideration is not considered a STEM program.

Following discussion, Jim **MOVED** that the Undergraduate Council **ACCEPT** the proposed concentration contingent on the revisions stated above. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

5. **Proposed Concentration in Geospatial Science as part of the Geography major.** The Council reviewed the proposed concentration in Geospatial Science, noting that the only change necessary was the removal of any “STEM” references since the degree plan under consideration is not considered a STEM program.

Following discussion, Jim **MOVED** that the Undergraduate Council **ACCEPT** the proposed concentration contingent on the revisions stated above. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

6. **Course Additions to the Leadership Minor.** David O’Neill was present for a proposal to add three courses already offered in the USFSP to the list of courses that are suitable for the Leadership Studies Minor offered by the Bishop Center and the College of Arts and Sciences. The courses under consideration are Social Issues in Entrepreneurial Firms (ENT3503), Creativity and Innovation in Entrepreneurial Firms (ENT3613), and Organizational Behavioral Analysis (MAN3240).

Following discussion, Jim **MOVED** that the Undergraduate Council **ACCEPT** the proposal to add these courses to the Leadership Minor. Joan **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

7. **Proposed Honors Course in Honors Great Political and Social Thought (IDH3116).** Thomas Smith presented the proposal for an Honors Great Political and Social Thought course. After discussion, the following changes were recommended to assure that the course proposal moves forward without unnecessary delay after review on our campus: 1. Provide content related to the major topics covered on the top of page 7. 2. In regards to Department/Program resources on pages 3 and 5, use standard language of minimum SACS requirements (i.e., a master’s degree with at least 18 graduate hours in an appropriate field).

Following discussion, Jim **MOVED** that the Undergraduate Council **ACCEPT** the course proposal contingent on the revisions stated above. Joan **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

A second course proposal, Honors Selected Topics/Seminars (IDH3930) was not acted upon because the only action necessary was to designate courses scheduled for this course number either as lower-level (IDH2930) or upper-level (IDH4930), rather than to schedule them at the 3000-level. Linda will work with Thomas as individual courses scheduled as Selected Topics/Seminars.

8. **Consent to offer Music and Culture (MUL2010) as a General Elective course at USFSP.** This course application form to include Music and Culture as a General Education course has already been reviewed by the General Education Committee. The course will be developed by USF Sarasota/Manatee and the Council’s consent would affirm its belief that the course is an appropriate course for GE requirements, but would not include any expectation that this course would have to be offered on a regular basis.

Following discussion, Jim **MOVED** that the Undergraduate Council **ACCEPT** the course proposal as an appropriate course to satisfy GE requirements at USFSP. Joan **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**
9. **Consent to offer Theater and Culture (THE2000) as a General Elective course at USFSP.** This course application form to include Theater and Culture as a General Education course has already been reviewed by the General Education Committee. The course will be developed by USF Sarasota/Manatee and the Council’s consent would affirm its belief that the course is an appropriate course for GE requirements, but would not include any expectation that this course would have to be offered on a regular basis.

   Following discussion, Jim MOVED that the Undergraduate Council ACCEPT the course proposal as an appropriate course to satisfy GE requirements at USFSP. Joan SECONDED this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

10. **Proposed Permanent Course Number for IRS VITA Tax Practicum (TAX4147).** This course has been offered in the past as a selected topics course.

   Following discussion, Jim MOVED that the Undergraduate Council ACCEPT the course proposal to award this course a permanent number as a regular part of the curriculum. Kevin SECONDED the motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

**Discussions**

**Revision of Catalog to Place Majors, Minors, and Certificate Programs in Different Areas.** After the Council discussed the additional courses added to the Leadership Minor, Linda mentioned that the current configuration of majors and minors in the catalog may be confusing for students. At the present time, majors and minors are listed one after the other. However, many students may elect to pursue minors in a separate college from their major, and this arrangement may seem confusing or difficult for students to understand. Linda asked the opinion of other members in attendance their thoughts, and the general consensus was that majors should be kept separate from minors, and with the growing number of (or potential for the growth in) certificate programs, they should also have a separate place in the catalog.

**Clarification of Role and Scope of Undergraduate Council.** Prior to our meeting, Tom shared a faculty member’s statement to the Council that he had been given permission to share by the faculty member. In this statement, the faculty member inquired if the Undergraduate Council had a responsibility to serve in an advocacy role for securing resources for courses, such as lobbying for new faculty hires. After discussion, members of the Council in attendance reaffirmed that the role and scope of our body should remain true to the standards that were established when this Council came together during the original USFSP SACS application. A copy of this document appears here: http://dspace.nelson.usf.edu/xmlui/handle/10806/4384

   While some parameters of the Undergraduate Council have been refined, such as the number of members from Colleges, we adhere to the principles set forth in this document, specifically that the Council recommends to the RVCAA and reports to Faculty Senate “on matters pertaining to Undergraduate courses, curricula, and instructional programs of USFSP. . . . To this end, the USFSP Undergraduate Council will address itself to questions about Undergraduate academic policies related to admissions criteria, academic standards, the curriculum, and graduation requirements.”

   Having no further business, the meeting adjourned at 3:59 p.m. This will be the final meeting of the 2013-2014 academic year.

   Respectfully Submitted,

   Jim Schnur
   University Librarian