Undergraduate Council Meeting: 2015: 01: 21

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Undergraduate Council Meeting Minutes
21 January 2015, 2:00 p.m., 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: Han Reichgelt, Barnali Dixon, Heather Judkins, Michael Martinez, Dona Stewart

Meeting: Called to order at 2:02 p.m. with quorum present by Tom

Minutes: None

Old Business

**Curricular Matters**

1. **Reconsideration of Energy, Environment and Sustainability course proposal (EVR2217) with revisions.** Faculty representing the Environmental Science & Policy program attended this meeting and also provided a document to UGC members prior to the meeting that outlined modifications they had made based upon our suggestions at our meeting on 21 November 2014. Discussions about specific concerns took place regarding the prerequisite of MAC1105 (College Algebra), the appropriateness of this course as a lower-level elective course for all majors in the program, and the revisions of the ‘I’ grade policy. Suggested revisions to SLOs for this course also included a stronger declarative statement regarding student learning outcomes (i.e., beginning SLOs with “Students will be able to . . .”).

   Following discussion, Jim **MOVED** that the Undergraduate Council **ACCEPT** the amended course proposal contingent on revisions of SLOs to reflect stronger language. Kevin **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

2. **Reconsideration of Field Methods course proposal (EVR4933) with revisions.** Faculty representing the Environmental Science & Policy program attended this meeting and also provided a document to UGC members prior to the meeting that outlined modifications they had made based upon our suggestions at our meeting on 24 November 2014. Discussions about specific concerns took place regarding the balance between in-class and fieldwork experience, registration restrictions, and the language in the SLOs. A discrepancy was discovered in the syllabus regarding points for grades. Also, there was conversation regarding the need to strengthen the SLOs and add appropriate Title IX language.

   Following discussion, Jim **MOVED** that the Undergraduate Council **ACCEPT** the amended course proposal contingent on adjustment of points for assignments on the syllabus, revisions of SLOs to reflect stronger language if necessary, and the inclusion of Title IX language. Joan **SECONDED** this motion. Hearing no further discussion, the **MOTION WAS APPROVED by vote of the Council.**

3. **Reconsideration of Sustainable St. Petersburg course proposal (EVR2xxx) with revisions.** Faculty representing the Environmental Science & Policy program attended this meeting and also provided a document to UGC members prior to the meeting that outlined modifications they had made based upon our suggestions at our meeting on 24 November 2014. Discussions about specific concerns took place regarding the need to set the course to fixed credit of 2 hours rather than variable credit, to correct the contact hours (placing them at a minimum of 30), to add detail to the syllabus, to place the course at the 2000-level since target enrollment will be lower-level undergraduates, and to develop language that explains that the use of “St. Petersburg” in the course title reflects an interest in fostering student civic engagement within the community rather than limiting the focus to the geographic limits of a particular city.
Following discussion, Jim MOVED that the Undergraduate Council ACCEPT the amended course proposal contingent on adjustment of fixed credit and contact hours and assuring that SLOs reflect stronger language, if necessary. Tom SECONDED this motion. Hearing no further discussion, the MOTION WAS APPROVED by vote of the Council.

4. Reconsideration of Introduction to Sustainability course proposal (EVR3xxx) with revisions. Faculty representing the Environmental Science & Policy program attended this meeting and also provided a document to UGC members prior to the meeting that outlined modifications they had made based upon our suggestions at our meeting on 24 November 2014. Discussions about specific concerns took place regarding the need to create a title that reflects upper-level curriculum (replacing “Introduction to” with “Perspectives on”), updating the ‘I’ grade policy, replacing colloquial language and use of “attempt to” with statements that imply stronger and measurable outcomes, inclusion of Title IX language, and correction of contact hours (minimum of 45 necessary) for a three credit hour course.

Following discussion, Jim MOVED that the Undergraduate Council ACCEPT the amended course proposal for the course now named “Perspectives on Sustainability” contingent on adjustment of contact hours and assuring that SLOs reflect stronger language, if necessary. Joan SECONDED this motion. Hearing no further discussion, the MOTION WAS APPROVED by vote of the Council.

5. Reconsideration of Environmental Economics and Sustainability course proposal (EVR4xxx) with revisions. Faculty representing the Environmental Science & Policy program attended this meeting and also provided a document to UGC members prior to the meeting that outlined modifications they had made based upon our suggestions at our meeting on 24 November 2014. Discussions about specific concerns took place regarding the need to define the “economic” nature of the course in a way that differentiates it from courses in economics offered by the Kate Tiedemann College of Business (since the course is not cross-listed with COB courses in Economics and does not involve COB faculty) and correction of contact hours (minimum of 45 necessary) for a three credit hour course.

Following discussion, Jim MOVED that the Undergraduate Council ACCEPT the amended course proposal for the course contingent on adjustment of contact hours and assuring that SLOs reflect stronger language, if necessary. Joan SECONDED this motion. Hearing no further discussion, the MOTION WAS APPROVED by vote of the Council.

6. Discussion of revisions to a proposal for a new course: Capstone Experience in ESP (EVR4xxx). Brief discussion ensued about planned revisions to the Capstone course proposed for the Environmental Science & Policy program, a matter originally discussed by the Council on 21 November 2014. However, lacking any formal paperwork to examine, committee members decided to table further conversation regarding this course and await the paperwork.

7. Reconsideration of Marine Field Studies (BSC3xxx). The paperwork reviewed by the Undergraduate Council on 24 November 2014 lacked a signature from the Dean of the College of Arts and Sciences. Therefore, no action was taken regarding the application at that meeting. Faculty representing the Biology program attended this meeting to confirm that the documents are now complete. With appropriate signatures now in place, the packet is complete and was approved by the Council.

8. Reconsideration of proposed modification of the Biology curriculum. The paperwork reviewed by the Undergraduate Council on 24 November 2014 lacked a signature from the Dean of the College of Arts and Sciences. Therefore, no action was taken regarding the application at that meeting. Faculty representing the Biology program attended this meeting to confirm that the documents are now complete. With appropriate signatures now in place, the packet is complete and was approved by the Council.

Announcements

Campus Sustainability Initiatives and Conversations within Campus Leadership: Han noted that the deans would have conversations in the near future regarding the best way to move forward with sustainability initiatives on campus, including curricular initiatives. These meetings may impact the final disposition of some of the courses reviewed during our meeting today. However, the Council has given
approval to the proposals as presented under present curricular parameters, allowing the Council to move the completed proposals forward to Academic Affairs for review.

**General Education Implementation at USFSP:** Linda gave a brief summary of General Education implementation within the USF System, including decisions at USF Tampa that may place it on a different path that other BOG institutions. To assure that USFSP General Education courses meet the expectations that the State of Florida has required for 2015-2016, we will have a “soft launch” of courses that focus on those that meet both the GE needs of students in present and earlier catalogs, as well as those that have been accepted as appropriate under the new GE framework. Regardless of decisions made on other USF System campuses, this allows our students under both present and future GE requirements mandated above the USF System to meet their requirements without penalty. We will have course attributes arranged in such a way as to clarify that courses meet either GE graduation requirement.

The meeting adjourned at 3:01 p.m.

Respectfully Submitted,

Jim Schnur  
University Librarian