USF Undergraduate Council - Minutes of March 24, 2008

Present: Dell deChant (CAS), Laura Gonzalez (Nursing), Michael LeVan (CAS), Sunita Lodwig (USFSM), Kay Perrin (COPH), Dewey Rundus (CoEg), Larry E Thompson (FMHI)

Absent: Keenan Arodak (SG), Tom Brantley (V PA), Cordell Chavis (SG), Sherman Dorn (COEd), Sharon Geiger (Honors), Verna Glenn, Bradley Kamp (COBA), Maja Lacevic (SG), Steve Reader (CAS),

Guests/Ex-Officio: Lori K. Bullin (COPH), Ellen Daley (COPH), Charlene Herreid (UGS), Srinivas Katkoori (CSE), John Large (COPH), Susan Maney, Janet Moore (UGS), Barbara Orban (COPH)

The meeting was called to order at 3:08 p.m.

1. The minutes of February 25, 2008 were approved as read.

2. Announcements

   A new roster for the Undergraduate Council has been issued. Jay Coble is now an official member. Chair Thompson assumes that is the last change for this academic year. Elections are coming up. The Chair position is up for election. Third-year members may run for the chair. In the event that no third-year member is available, a second-year member may be nominated. The election will be held at the last meeting. The chair is expected to participate with other councils so the job is a lot of work. The chair of the UGC Council is a voting member of the Faculty Senate Executive Council.

3. Consent Agenda. Non-substantive Changes

   A motion was made and accepted on the consent agenda. CHM 4060 was approved as a non-substantive change.

4. New Course/Curriculum Proposals

   - HSC 4172 – Women’s Health: A Public Health Perspective, was reviewed and discussed. The Council asked the proposers to reword one line of the course objectives and item #7 on the syllabus. HSC 4172 was approved.
• HSC 4001 – Foundations of Global Health, was reviewed and discussed. There was a question about copyrights. HSC 4001 was approved.

• HSC 4630 – Understanding U.S. Health Care, was reviewed and discussed. HSC 4630 was approved.

• CDA 4213L – CMOS – VLSI Design Lab was reviewed and discussed. The Council asked that the syllabus be updated and that the proposer add common sense descriptions of the course. CDA 4213L was approved with changes to the syllabus.

• ENG 3014 – Introduction to Literary Methodology, was reviewed and discussed. ENG 3014 was approved.

• LIT 3093 - Contemporary Literature, was submitted for a substantive change. It is planned that the course will be refocused for majors and will not be a Gordon Rule course any more. The substantive change to LIT 3093 was approved.

• HUM 2515 – Introduction to the Cultural Study of Popular Music, was reviewed and discussed. The syllabus needs boilerplate language for accommodating absences and disabilities. The Council digressed to discuss language of a possible “boilerplate” syllabus to be posted at the UGC website near “Anatomy of a Syllabus.” This was approved. Chair Thompson will look for a boilerplates statement including USF policies, etc. that must go on each syllabus. The Council returned to discussing HUM 2515. HUM 2515 was approved.

Consideration of PET 3613, PET 3696 and the Athletic Training program items was tabled until Sherman Dorn’s return.

5. **UGC Policies and Procedures.**

6. **Academic Policy Announcements**
   
   a.) **Handling Disruption of the Academic Process.** The latest draft of the policy was reviewed by the Senate Executive Committee. It was pointed out that the Office of Student Rights and Responsibilities is in Student Affairs. It was the preference of the SEC that academic disruption is an academic matter and should stay in the academic hierarchy. The policy passed with change. It will not be sent back to the SEC via the Graduate Council.

   b.) **Plus/Minus Grading Changes.** This issue of offering the A+ grade came up before the Faculty Senate and was defeated.

   c.) **Faculty Evaluations.** The Faculty Senate discussed putting faculty evaluations for on-line courses on Blackboard. Further exploration with the Provost’s Office and other involved parties will be pursued.
d. **General Attendance Policy.** The General Attendance Policy draft that was sent to the FSEC was readdressed. With minor change, the document was approved for resubmission to the FSEC via the Graduate Council.

7. **Distribution and Assignment of new course proposals, etc.**

   - ESI 4142 – Project Management was assigned to Dell deChant.
   - HSC 4631 – Critical Issues in Public Health was assigned to Sunita Ludwig.
   - Anthropology was assigned to Laura Gonzalez.
   - Communication was assigned to Dewey Rundus.

The meeting was adjourned at 5:10 p.m.

The next meeting of the Undergraduate Council will be Monday, April 14, 2008 at 3 p.m. in SVC 2080.