USF Undergraduate Council - Minutes of April 14, 2008

Present: Jay Coble (VPA), Dell deChant (CAS), Sherman Dorn (COEd), 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 (VPA), Cordell Chavis (SG), Sharon Geiger (Honors), Verna Glenn, Bradley Kamp (COBA), Maja Lacevic (SG), Steve Reader (CAS)

Guests/Ex-Officio: Micki Cuppett (COMed), Dolores Gooding (CoEg), Charlene Herreid (UGS), Regina Young Hyatt (SA), Janet Moore (UGS)

The meeting was called to order at 3:10 p.m.

1. The minutes of March 24, 2008 were approved as read.

2. Announcements

Regina Hyatt will be here at 4:30 to discuss the new Co-curricular transcript. Chair Thompson noted that the General Attendance Policy and the Disruption of the Academic Process Policy that this Council worked on are progressing through the system and there is still time for both policies to gain final approval before the end of the term. Election of new officers will be held at the next meeting. Other topics of concern are the budget, and classroom utilization. There is also discussion going on about on-line faculty-evaluations and how they should be conducted. A variety of processes are still possible. The Council of Education Policy Initiatives have asked for a representative on this issue. No volunteers spoke up.

Chair Thompson met with the Council on Technologies for Instruction and Research (CTIR) on the issue of academic honesty in on-line courses. CTIR is still working on this. They may have a presentation to the Faculty Senate in the fall. Kay Perrin can update members on the work of this Council.

PET 3613 and PET 3696 and proposed modification of the Athletic Program should be added to the today’s agenda under New Course/Curriculum Proposals.

3. Consent Agenda. Non-substantive Changes

There was no consent agenda today.
4. **New Course/Curriculum Proposals**

- HSC 4631 – Critical Issues in Public Health, was reviewed and discussed. It was noted that it is stated that this is a classroom lecture course, but it is an on line course. HSC 4631 was approved.

- ESI 4142 – Project Management, was reviewed and discussed. The Council members thought that the title should be more specific. “Project Management in Engineering” was suggested and accepted by the course representative. ESI 4142 was accepted with the amended title.

- PET 3613, PET 3696 and the proposed changes in the Athletic Program were reviewed, discussed, voted upon and approved.

- Anthropology program changes were discussed. It was noted that the changes would make requirements looser. This was noted to be in contrast with trends in most other subject areas. It was suggested that a representative of this area be invited to the next meeting to discuss this. This item was tabled.

Communication Program changes were reviewed and discussed. The changes were accepted.

5. **UGC Policies and Procedures.**

There was no business discussed regarding UGC Policies and Procedures.

6. **Academic Policy Announcements**

The Academic Program Approval process was discussed. The Council discussed the lack of a formal process to submit program changes. It was suggested that the UGC should adopt a mechanism other than the current manner that program changes are requested by memo.

It was also suggested that the Office of UGS provide more detail on the website in order to show the status of each proposed program or course change. Dr. Moore will discuss this need with Dean Sullins.

Council members were requested to review and submit wording recommendations for the Boilerplate for Syllabi.

7. **Presentations of Interest**

Regina Young Hyatt reported on the new co-curricular transcript system. This is a system that will capture co-curricular accomplishments of the students including
membership in clubs and organized groups, participation in officer positions and awards received. This will allow graduates to show evidence to employers of their experiences outside of the classroom when looking for jobs. Council members offered relevant feedback.

The meeting was adjourned at 5:06 p.m.

The next meeting of the Undergraduate Council will be Monday, April 28, 2008 at 3 p.m. in SVC 2080.