Undergraduate Programs Committee

Dorothy F. Schmidt College of Arts and Letters

Florida Atlantic University

Minutes of the Friday, August 29, 2014 Meeting

Amended

Members attending:

Clifford T. Brown, Anthropology, Chair; Laura Joella, Music; Amy Broderick, VAAH; Tim Lenz, Political Science; Kathryn Johnston, Theatre and Dance; Stephen Charbonneau, Communications and Multimedia Studies; Myriam S. Ruthenberg, Languages Linguistics and Comp Lit Eric Hanne, History; Marina Banchetti, Philosophy; Mark Harvey, Sociology.

Meeting started at 10 a.m.

1. Call to Order
2. Seating of New Members
	1. Kathryn Johnston (Theatre and Dance); Myriam S. Ruthenberg (LLCL)
3. Election of Secretary
	1. Eric J. Hanne (History) will be Secretary for 2014-15 AY
4. Old Business
	1. ANT 4972 Honors Thesis (re: Memorandum to Honors Council)

Clifford Brown (Anthropology) reviewed discussion with Honors Council on their requirement of a syllabus for Honors Thesis courses. Discussion of need/feasibility/practicality of syllabi for Honor Thesis courses; different Departmental practices. Sense of Committee was to have this issue brought up before the UUPC for discussion with representative of Honors Council and/or Dean of UG Studies present for final decision.

1. New Business
	1. Definition of “Research Intensive Course”

 Lengthy discussion of QEP plan for Research-intensive course designation plan (re: Memo disseminated to UPC members). Sense of Committee: 1) To what purpose is this plan being developed? 2) Has there been discussion of course caps for “designated” courses? 3) Many felt that many if not all of our upper division courses meet this category and that special designation may create an artificial distinction. 4) Concerns regarding the language in memo re: Arts. 5) Committee would like to meet with Donna Chamely-Wiik, Director QEP to discuss this further.

* 1. Discussion of electronic meeting procedures

Discussion of conducting Committee Business electronically or in person. Sense of Committee: Programmatic changes (New Course/Course Change/Program Change) can be addressed electronically. College/University wide matters would require face to face meetings/discussion.

 Meetings for 2014-2015 Academic Year

 September 19 2:00-3:00 p.m. AH 205
 October 24 2:00-3:00 p.m. AH 205
 November 21 2:00-3:00 p.m. AH 205

 February 6 2:00-3:00 p.m. AH 205

 March 13 2:00-3:00 p.m. AH 205

 April 10 2:00-3:00 p.m. AH 205

1. Other Business
	1. New Advising procedures/program at FAU
		1. Major KnOWLedge (“personality tests” to determine best major)
		2. Flight Plan (“four-year plans” with Milestones/Advising tips)
		3. Starfish (software program [requires training] for advisors)

Sense of Committee: Knowledge and use of these systems is sporadic within the college. Faculty members largely unaware of these systems and their role in advising. Members of committee encouraged to visit Career Development Center (CDC) to learn of some of these programs (Major KnOWLedge). Flight Plan and Starfish implementation in process.

* 1. Clifford Brown brought up issue of complexity of Course Proposal forms. Would like to approach UUPC to see if they could 1) Rationalize the form and/or 2) Create a more user-friendly form.
1. Adjournment
	1. Meeting adjourned at 11:10 a.m.