Undergraduate Programs Committee

Dorothy F. Schmidt College of Arts and Letters

Florida Atlantic University

Minutes of the Friday, September 19, 2014 Meeting

Members attending:

Clifford T. Brown, Anthropology, Chair; Laura Joella, Music; Linda Johnson, Dean’s Office; Amy Broderick, Visual Arts and Art History; Tim Lenz, Political Science; Kathryn Johnston, Theatre and Dance; Stephen Charbonneau, Communications and Multimedia Studies; Myriam S. Ruthenberg, Languages Linguistics and Comparative Literature; Eric Hanne, History; Marina Banchetti, Philosophy; Mark Harvey, Sociology; Graciela Cruz-Taura, Women, Gender and Sexuality Studies; Sika Dagbovie-Mullins, English; Donna Chamely-Wiik, Undergraduate Research

Meeting started at 10 a.m.

1. Call to Order
2. Approval of Minutes  
   a. Correction of dates for College UPC Meetings for AY 2014-15. (Corrected Minutes attached at end of these minutes.
3. Old Business  
   a. Discussion of Research Intensive courses with Dr. Donna Chamely-Wiik   
    i. Summary of Results thus far from the last 2 ½ years of discussion among Deans/  
    Chairs/Curricular committees tied to the QEP.   
    ii. Focus on Determining/Defining Research and Inquiry Intensive (RI) courses that target all six criteria for Distinction Through Discovery (DTD) courses in addition to those that have students engaging in research *outside* the classroom.  
    iii. Goal is to be able to “capture” students’ DTD/RI Coursework on transcripts;   
    also may serve as an aid in retention of students.  
    iv. Some issues raised by College UPC Committee Members: Capping class size;   
    Course Reslease; Ownership of curriculum; Multiple instructors for same course;  
    Collection of data (quantitative/qualitative) from RI courses.   
    v. Sense of Committee: RI Course document a “living document.” More  
    documentation needed; Chamely-Wiik will be bringing information before the  
    UUPC; Chamely-Wiik will also be bringing examples from existing RI Course  
    programs (Details of programs/assessments/”results”)
4. New Business  
   a. English: New Course Proposal: ENG 4904—**Passed**   
   b. Sociology: Program Changes—Response to Spring 2014 External Review—I, II, and III reviewed as a whole by College UPC. IV (SYG 4245 New Course) addressed   
   separately. I, II, III—**Passed**. IV—**Tabled.**  
    i. Add prerequisite for all 4000-level courses in Sociology: At least 9 credits of   
    coursework in Sociology at the 1000, 2000, or 3000 level (or Permission of  
    Instructor) Discussion: Question regarding Banner capability of enforcing the  
    prerequisite.  
    ii. Changed select 4000 level courses to 3000 level:  
    SYD 4700 to SYD 3700 SYO 4530 to SYO 3530; SYO 4400 to SYO 3400; SYO 4100 to SYO 3100; SYP 4570 to SYP 3570; SYP 4650 to SYP 4650.  
    iii. Maintain the requirement of 30 credits of 3000- and 4000-level Sociology  
    courses; require minimum of 15 credits of coursework at the 4000-level, which  
    must include: 1) SYA 4010 or SYA 4120; 2) SYA 4300; 3) Minimum of 3  
    additional 4000-level substantive courses.  
    iv. New Course Proposal: SYG 4345 Sociology of Fashion: Tabled as feedback  
    from other units needed.  
   c. Communications: New Course Proposal: COM 4370—**Passed**.  
   d. VAAH: Course Change request for GRA 3435—**Passed**
5. Other Business  
   a. UUPC Report by Chair, Clifford Brown  
    New IFP Approved
6. Adjournment
   1. Meeting adjourned at 11:30 a.m.

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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.