

**UNIVERSITY OF SOUTH FLORIDA**  
**General Education Council**  
**Minutes for December 2, 2024**

**PRESENT:** Marie Bourgeois, Chair (PH), Joanna Burchfield, Vice-Chair (EN), John Abresch (LIB), Karen Atwood (AC), Lauren Braunstein (EU), Sara Callahan (AC), Shane Combs (UGS), Michael Cross (JGHC), Madeline Domino (BU), Jane Govoni (EU), Morgan Gresham (AC), Manisha Joshi (BC), Jennefer Karnegie (EU), Daniel Marlin (BU), Jay Michaels (AC), Elizabeth Miller (AC), Gauri Pradhan (AC), Richard Smith (AC), Walter Silva Sotillo (EN)

**ABSENT:** Sara E. Green (AC), Emily Mann (LIB), Jason Nethercut (AC), Lindsay Peterson (CBCS), Natasha Zurcher (NR)

**GUESTS/EX-OFFICIO:** Kyna Betancourt (UGS), Addye Buckley-Burnell (C&PD), Allison Cleveland-Roberts (AC), Mary Collins (UGS), Mazhab “Mazi” Ferguson (OCE&P), Colin Forbes (UGS), Rebecca Gibbons (ODS), Lorene Hall-Jennings (UAA), Jessica Harris (ODS), Timothy Henkel (UAA), Lisa Landis (CBCS), Jennifer Lister (CBCS), Lynn Lynch (RO), Diane Mellon (C&PD), Ali Mrani Alaoui (UGS), Kelly Pearson (AC), Jennifer VanDeWoestyne (UVPSS)

**Meeting Commenced – 3:00 p.m.**

**1. Welcome and Announcements**

Marie welcomed the council members to another General Education Council.

**2. Approval of November 18, 2024 General Education Council Meeting Minutes**

The minutes were approved as is (no revisions).

**3. Informational Items**

**1. Quality Enhancement Plan at USF – Addye Buckley-Burnell**

Dr Buckley-Burnell, the Associate Vice President & Executive Director Center for Career & Professional Development, gave a presentation about this year’s Quality Enhancement Plan (QEP). It is titled *ExCeL*, short for Experiential Centered Learning. The goal for ExCeL is to ensure students are career-ready come graduation by expanding meaningful experiential learning opportunities.

In addition to traditional co-ops and internships, access to employment and undergraduate research are to be expanded as they are the High Impact Practices that align with student engagement, retention, and first-destination outcomes (e.g. graduate school, full-time employment, median salary). All students will not be siphoned into the same experience; rather the goal is to provide students with a better concept of their post-graduation career goals and experiences will be aligned accordingly.

Ultimately, ExCeL would like to aid students in Identifying and Evaluating experiential learning opportunities that match their interests, while also giving them the tools to effectively Demonstrate and Communicate career readiness competencies acquired through courses and experiences. Therefore, a mandatory career module has been launched for all first-year students at the university. This will inform students about various aspects of the career cycle, such as how to choose a major and what experiences will align with their chosen program. These modules will be updated with additional topics (e.g. resume-building) into the Spring and Fall semesters.

A Faculty Champion Program has been established to strengthen the partnership between faculty and the Center for Career & Professional Development. Faculty will be trained in the career development cycle in assurance that these resources will be embedded into their courses. A stipend will be provided for those who participate and at the end of the year a recognition ceremony will be held to laud those who exemplify the ExCeL mission.

New funding opportunities are also being created by leveraging Federal Work Study (FWS) funds and grants for both on and off-campus experiences.

Dr Buckley-Burnell charges the council with keeping the ExCeL QEP in mind for student experience tracking. Posters will be placed around campus (and are available online) for students to upload their experiences into Handshake, thereby providing helpful data for the Career & Professional Development team. She also entreats council members to be aware of any potential on-campus internships they may be able to create that are eligible for FWS funding. Lastly, she asks for faculty to assist in assessing student outcomes by way of Canvas Outcomes. This can be done by adding pre-made elements to rubrics and question banks. There is no reporting-out from faculty; once the elements have been included, data is automatically sent to the Career & Professional Development team. The goal is to have a better understanding of what students are accomplishing in their courses directly from the source.

Being the director for this year's QEP, Dr Buckley-Burnell welcomes council members to contact her with any further questions or comments they may have. Additional information about the QEP also can be found on the following websites:

<https://www.usf.edu/qep>

<https://careers.usf.edu/excel-with-experience-infuse-into-experiences/>

## **2. Update on GEC Subcommittee – Marie Bourgeois**

Marie was unable to discuss the strides made during the past subcommittee meetings due to an extenuating circumstance, but updates can be provided if contacted via email.

#### **4. New Business**

##### **Course Change Proposals – (Proposals Needing Reviewer Assignment)**

1. PET 4941 – Internship in Exercise Science (**eff. 25-26**)  
(requesting change to APK prefix, title, course hours, description, requisites, and objectives) (MARIE BOURGEOIS)  
*Course Attributes: TGEH, INT*

**Meeting Concluded – 3:38 p.m.**