

**University of South Florida  
Undergraduate Council  
Minutes for September 10, 2012**

Present: Amanda Alvarez (Student Rep), Jennifer Bosson (CAS), Dell deChant (CAS), Kim McCormick (COTA), Hana Osman (HSC), Tom Pluckhahn, Chair (CAS), Brianne Stanback (BCS), Lily Todorinova (LIB), Ryan Toomey (ENG)

Absent: Diedre Orriola (At-Large)

Guests/Ex Officio: Louis Gray (Registrar's Office), Cynthia Brown Hernandez (UGS), Liz Melton (UGS), Janet Moore (UGS)

The meeting convened at 3:04pm.

1. Council members introduced themselves. Tom Pluckhahn stated that the Undergraduate Council is supposed to have 13 faculty and 3 student members; the Council is currently short 4 faculty and 2 students. He added that the meeting schedule is on the website and encouraged members to read the Council's Charge. This Council makes recommendations to the President, Provost and to the Dean of UGS.
2. The minutes of April 23, 2012 were approved.
3. New Business
  - a. The College of Engineering is working to offer a B.S. in Information Technology (from Lakeland) in Tampa in the future. USF in Lakeland faculty are doing the 'teach out' of the Lakeland students.
  - b. November 19 was identified as an additional meeting date of the Council. The meeting room will be LIB 210 and the meeting time is unchanged.
  - c. Cynthia Brown Hernandez explained the USF in Lakeland Addendum to the Undergraduate Catalog. The document is in compliance and is brought to the UGC for their approval as an addendum to the current undergraduate catalog. It will be posted to the undergraduate catalog page on the Undergraduate Studies' website. Lakeland is not admitting any new or transfer students; they are teaching out the existing majors, minors and certificates through Summer 2015. The Council unanimously approved the Addendum.
  - d. The new UGC proposal site is not yet completed due to staff turnover. It will likely be launched January 2013, depending on staff levels.
4. Consent Agenda
  - a. **Course Changes**
    - i. ECP 3613 – Economics of the Urban Environment – change title to Urban Economics, change course description, and add prerequisites (ECO3101 or ECP3703). **Approved**
    - ii. EML 4123 – Heat Transfer – change the current co-requisite courses--EML 3041 and EML 3701--to prerequisite requirements. **Approved**
    - iii. HUM 2273 – Eastern and Western Culture Since 1400 – revised course description. **Approved**
    - iv. MHS 4412 – Replacing current prerequisite of CLP 4414 with PR/CR MHS 4202. **Approved**
    - v. MHS 4943 -- Replacing current prerequisite of CLP 4414 with PR/CR MHS 4202. **Approved**
5. Old Business
  - a. **Proposal Reviews**
    - i. *Tabled Items*
      1. CHI 1170 – Overseas Study - changes to the learning outcomes were recommended by Tom Pluckhahn. Council members recommended the title be changed to "Overseas Study in China." Council **approved** pending recommended changes to the title and learning outcomes.

2. CHI 4440 – Networking in China and America - changes to the abbreviated title, course objectives and learning outcomes were recommended by Tom Pluckhahn. Suggested changes will be made and sent to the department indicating that they were approved by the UGC. Council **approved** pending recommended changes to the abbreviated title, course objectives and learning outcomes.

#### New Business

- a. **Review Assignments** – Council members assigned to a proposal are responsible for contacting the proposer and inviting him/her to the UGC so he/she is available should the Council have questions. Janet Moore prepared a guide/checklist for Council members to follow when reviewing a proposal. Tom Pluckhahn will email the checklist to Council members and it will also be uploaded to the UGC website. Council members agreed that a statement should be added to the UGC website that states “proposers may expect delays if a representative is not present at the Council meeting when the proposal is being considered.”

#### i. New Courses

1. BME 4332 – Cell and Tissue Engineering (*TOOMEY*)
2. ECP 3403 – Industrial Organization (*deCHANT*)
3. EDP 3271 – Child Development within a School Context (*BOSSON*)
4. EDP 3272 – Learning within a School Context (*BOSSON*)
5. EDP 4275 – Enhancing Learning and Development in Schools (*BOSSON*)
6. EML 4452 – Alternative & Renewable Energy (*TOOMEY*)
7. HHS 2000 – Introduction to Health Professionals (*STANBACK*)
8. HSC 4697 – Environmental and Occupational Risk Analysis (*OSMAN*)
9. NSP 4869 – Fundamentals of Healthcare Finance for RNs (*OSMAN*)
10. SCE 4945 – Practicum in Science Education (*TODORINOVA*)
11. SYP 4675 – Animals and Society (*deCHANT*)

#### ii. Curriculum - New and Changes

1. Five-Year Accelerated Degree in Microbiology (*STANBACK*)
2. Biology Education (*MCCORMICK*)
3. English and American Literature Minor name change to Literary Studies (*PLUCKHAHN*)
4. Technical Communication and New Media Minor name change to Professional Writing, Rhetoric and Technology (*PLUCKHAHN*)