

UNIVERSITY OF SOUTH FLORIDA

Undergraduate Council

Minutes for February 3, 2014 (*postponed from January 27, 2014*)

Present: Jennifer Bosson (CAS), Claudia Cooperman (CAS), Nancy Cunningham (LIB) *for Lily Todorinova*, Dell deChant (CAS), Sara Dykins Callahan (CAS), Kathi Katz (NUR), Kim McCormick (COTA), Richard Plank (BUS), Brianne Stanback, Chair (BCS), Ryan Toomey (ENG)

Absent: Jim King (EDU)- *excused*, Hana Osman (HSC)- *excused*, Deidre Orriola (At-Large),

Guests

/Ex Officio: Louis Gray (Registrar's Office), Cynthia Brown Hernandez (UGS), Liz Melton (UGS), Bob Sullins (UGS), Janet Moore (UGS), Marvin Moore (OIE), Steve RiCharde (OIE)

The meeting convened at 3:03pm. Brianne Stanback thanked everyone for attending. Minutes of the January 13, 2014 meeting were approved as submitted.

1. Announcements

a. Termination/Suspension of Degree Programs – Steve RiCharde

Steve distributed a list of the 13 undergraduate degree programs and spoke to the termination/suspension of these programs that will be reflected in the official degree inventory. Last summer, the BOT requested that the university look at such programs. It was noted at the BOG meeting a couple weeks ago that 28 new programs were approved for USF and zero were terminated. The Governor and BOG want to see efficient oversight of USF programs through a termination list. Two categories are identified on the list of terminated/suspended programs: Termination/Suspension of Degree Program (with a unique CIP) and Termination/Suspension of Degree (within a CIP). The list was reviewed by the programs' departments and college deans. Today it is being reviewed by faculty academic councils (Graduate and Undergraduate), then ACEAC, ACE and the BOT Workgroup. Effective date of these terminations/suspensions is March 6th, the date of the BOT meeting. Every program termination has to be reported to SACS; there is a teach-out plan to go with it. If students are actively earning the degree for a program to be terminated/suspended, the department will continue to offer the program until the students graduate or shift them to the related BA or BS program, if offered. Most of the degree programs on the list do not have any students or there are very few students in the programs; all have had low-enrollment for over five years.

Steve said that this exercise is a starting point to keep the inventory up to date. It likely will be difficult now to get a new program through without terminating one. The distinction between a suspended program (a program that is inactive and can be reactivated if there is cause) and a terminated program (a program that is removed from the university offerings) was clarified for the Council. Once a program is terminated, a department would have to complete the entire program pre-proposal and proposal process if it wants to offer the degree program again.

Colleges will notify their students that are affected by this exercise. Total degree programs terminated/suspended from this list is 35, with 13 undergraduate and 22 graduate programs. (The graduate list was shared with the UGC.) Each year a list will be sent to the colleges after review for viability and productivity. The list is expected to go out in the Fall. A motion was made to approve the program termination/suspension list, and the Council unanimously approved the termination/suspension of the 13 undergraduate degree programs.

A discussion followed at the conclusion of the presentation. Members of the Council felt that if faculty objected to the termination/suspension of their degree programs, they should have a hearing to voice their objection. Brianne Stanback may convene an ad hoc committee, if necessary, to help the UGC develop a process for program review for viability and productivity, as the Council wants to be viewed as part of the process and would like a systemic way to do this. Brianne asked members to check with their graduate colleagues to see how they are dealing with this process. She will also reach out and then prepare a statement. In Fall 2014, Brianne will request that the UGC be furnished with any information regarding future programs identified for possible suspension or termination per the comments made by Dr. RiCharde.

b. 2014-2015 Catalog Deadline – Cynthia Brown Hernandez

Cynthia reminded Council that the deadline to get approved items in the Catalog is February 10th. Items approved after this time will not appear in the 2014-15 Catalog.

2. Consent Agenda

- a. [URS 3002 Introduction to Urban Studies](#) *course description changed.* **APPROVED**

3. Old Business

a. Discussion Item: Credit Hour Guidelines

Council will continue to review this issue. SACS requires us to state how we determine credit hours and how we identify them. Kathi Katz distributed a copy of the College of Nursing's recommendations to the guidelines for establishing the credit awarded for laboratory instruction. Other members were encouraged to do the same; Janet Moore will discuss with Dean Sullins. These are guidelines, not policy, and are part of defining how credit hours are determined for reports to SACS and other accrediting bodies.

b. Course Proposals

i. New Courses

1. [MVX 1001 Applied Studio Class](#) **APPROVED**

ii. Previously Tabled New Courses

1. [ITA 4930 Special Topics](#) TABLED – in communication with the Chair
2. [ITT 4531 Italian Food in Film](#) TABLED – in communication with the Chair
3. [MAR 3202 Supply Chain Management](#) **APPROVED** with amendments submitted

4. New Business

a. Need Review Assignments

i. New Courses

1. [ARH 4571 Themes in Islamic Art & Architecture](#) (DYKINS CALLAHAN)
2. [ECH 4944 Industry Internship](#) (TOOMEY)
3. [FIN 3005 Fundamentals of Business Finance](#) (PLANK)

ii. Curriculum

1. [BA/MA Religious Studies](#) Accelerated Program (deCHANT)

The meeting adjourned at 4:20pm.

The next meeting is scheduled for February 10th in SVC 5012.