

# UNIVERSITY OF SOUTH FLORIDA

## Undergraduate Council

Minutes for September 9, 2013

*Present:* Jennifer Bosson (CAS), Sara Dykins Callahan (CAS), Kathi Katz (CON), Jim King (COEDU), Hana Osman (COPH), Jackie Reck (COB) *for Richard Plank*, Brianne Stanback, Chair (CBCS), Lily Todorinova (LIB), Ryan Toomey (COENG)

*Absent:* Claudia Cooperman (CAS), Dell deChant (CAS), Richard Plank (COB), *all were excused*

*Guests/*

*Ex Officio:* Janet Moore (UGS), Sue RiCharde (UGS), Lesley Underwood (Pearson)

1. The meeting convened at 3:00pm.
2. Minutes of the April 22, 2013 meeting were approved with one abstention.
3. Announcements
  - a. PTE Academic – Lesley Underwood (Pearson)
    - i. Lesley Underwood presented a PowerPoint on the Pearson Test of English-Academic. She had previously presented this to the Graduate Council, which voted to accept it as another measure to demonstrate English proficiency in the graduate admissions process at USF. The UGC is to discuss and vote on September 23, 2013, as to whether it also approves of this test for undergraduate admissions. All documentation will be sent to council members for review.
  - b. Janet Moore pointed out to that council that there is a new deadline for course approvals listed on the Undergraduate Council Meeting Schedule for 2013-2014: <http://www.ugs.usf.edu/ugc/sch.htm>. **February 10, 2014** will be the last meeting for council approvals to be included in the 2014-2015 catalog copy. The council agreed to urge proposers to submit all proposals prior to the end of the Fall 2013 semester to avoid issues with this catalog deadline.
4. Old Business
  - a. Proposal Reviews
    - i. New Courses
      1. Previously Tabled Items
        - a. [GLY 3043 Earth and Space Science Fundamentals with Lab](#) **TABLED**
5. New Business
  - a. Review assignments were made as follows:
    - i. New Courses
      1. [CAP 4662 Introduction to Robotics](#) (TOOMEY)
      2. [MUT 4611 Form and Analysis](#) (OSMAN)
    - ii. Substantive Changes
      1. [AMS 4940 Internship in American Studies](#) (DeCHANT)
      2. [HUM 4940 Internship in Humanities](#) (DeCHANT)
      3. [SCE 4320 Teaching Methods in Middle Grade Science](#) (KING)
    - iii. Curriculum
      1. [B.A. in Dance Studies](#) (TODORINOVA)
      2. [B.F.A. in Dance Performance – Ballet Focus](#) (DYKINS CALLAHAN)
      3. [B.F.A. in Dance Performance – Modern Dance Focus](#) (DYKINS CALLAHAN)
      4. [BA/BS Accounting](#) (KATZ)
      5. [Bachelor of Science in Mechanical Engineering](#) (TOOMEY)

6. [BGS Public Administration and Leadership Studies](#) (COOPERMAN)
7. [BSAS Public Administration and Leadership Studies](#) (COOPERMAN)
8. [Leadership Studies Minor](#) (BOSSON)
9. [Nutrition Minor](#) (BOSSON)

b. New Council Member Orientation

- i. Janet Moore and Brianne Stanback handed out several documents to new council members to assist in their acclimation. These documents included: *Syllabus Guidelines*; *Moore's Checklist*; *Concurrence Definition*; *FL SCNS information*; and *How to Find a Course Number*. The group was also informed of where to find many of these documents on the Undergraduate Council website, which is housed in the Undergraduate Studies website <http://www.ugs.usf.edu/ugc/Proposals/Intro.cfm>.

The meeting adjourned at 5:00pm. The next UGC meeting will be September 23, 2013.