

Members present: Chair Jerry Haky, SC; Clifford Brown, AL; Ethlyn Williams, BA; Ellen Ryan, CDSI; Penelope Fritzer, ED; Yan Yong, EG; Michael Harrawood, HC; Joy Longo, NU; Alyse Ergood, Library; Edward Pratt, Undergraduate Studies; Wendy Kutchner, Maria Jennings and Nilce Maldonado, Registrar's Office.

Special Guests: Mary Ann Gosser-Esquilín, Chair of the University Honors Council; Laura Joella, AL, Department of Music.

Chair Jerry Haky called the meeting to order at 10:02 a.m.

I. MINUTES AND ANNOUNCEMENTS/DISCUSSION

1. MINUTES: The minutes of the September 6, 2013 meeting were reviewed and approved.

2. ANNOUNCEMENTS/DISCUSSION

a. General Physics/Engineering Physics Common Core

Undergraduate Studies Dean Edward Pratt informed the committee about a possible resolution regarding the state's General Education restructuring mandate and the common core issue for General Physics 1 (PHY 2048) raised at the UUPC's September 6 meeting. The Common Core was not approved by the committee on September 6. Among the reasons, it adversely affects Engineering students who would now have to take General Physics at 4 credits, instead of Physics for Engineers at 3 credits. Dean Pratt offered to solve this issue by suggesting that General Physics run in the schedule under two titles. The Engineering course would run as 3 credits with the Physics for Engineers title and the General Physics course would run as normal as 4 credits. PHY 2048 would have to be changed in the catalog and Banner to make it variable title and the description would change to include that Engineering students would take the course with the Physics for Engineers title. College restrictions would also be placed on the courses to avoid scheduling conflicts. Dean Pratt added that he is presenting these possible changes to Physics for that department's approval.

Engineering Representative Yan Yong agreed with the proposed changes, but expressed that all logistics prior to any implementation will have to be approved. Dr. Yong also noted that a representative from Engineering will have to be present at the meeting when this proposal is submitted to agree with this issue.

b. Effective Dates

Chair Haky and Registrar's Office Representative Maria Jennings reiterated that departments should specify on course forms the effective term for the course changes or new courses being submitted. If an effective term is not provided the course change or new course will become effective in the next available term.

c. Degree Inventory

RO Rep. Jennings informed the group about an initiative that the Registrar's Office is undertaking along with the Office of Information Technology (OIT) at the request of the Provost's Office and the Office of Strategic Planning and Information Technology. FAU degree programs have several concentrations in the degree code inventory in Banner that are included as majors rather than as concentrations. The Registrar's Office is identifying them and creating concentration codes in Banner. Once the changes are approved by the colleges, OIT will move the students out of the current major codes to the new concentration codes. Thus far, the project is complete for the College of Nursing. Currently, the RO and OIT are working on the College of Education. Once complete, advisors will be informed of the changes.

II. OLD BUSINESS

1. GRA 3456C – Technology Intensive

The syllabus for GRA 3435C was not complete; therefore, the course was tabled at the September 6 meeting, originally tabled at the April 19 meeting because the UUPC requested that the syllabus make clear how the curriculum was going to change due to the increase in credit options. Arts and Letters' Representative Clifford Brown explained the proposed credit increase from 1 credit to 1-4 credits, indicating that the course is adding more depth in the level of instruction and considering the expertise level of the students. Rep. Brown also noted the course has built a more descriptive and intense curriculum for students with various levels of expertise in design, music, computers, creative and critical thinking. **The UUPC approved the proposal.**

GRA 3435C Form Syllabus	Technology Intensive	1 (1-4)	Change credits	
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III. NEW BUSINESS FROM THE COLLEGES

1. DOROTHY F. SCHMIDT COLLEGE OF ARTS AND LETTERS

a. Languages, Linguistics and Comparative Literature Department New Program

Mary Ann Gosser-Esquilín, University Honors Council (UHC) Chair, explained that the Languages, Linguistics and Comparative Literature Department is seeking to reactivate the Honors in the Major program. The proposal was sent to the UHC and was returned to the department this past spring with some recommendations for further revisions. Gosser-Esquilín explained those revisions are now made. The curriculum and courses were given a thoughtful, in-depth assessment, considering all criteria that would serve to enrich and make the program successful without adding too much to the curriculum.

University Registrar Wendy Kutchner asked how Honors in the Major completion would be denoted for the students. Gosser-Esquilín assured the group that once a student has completed the program, a completion letter is sent to the Registrar's Office. Rep. Jennings added that there is a note placed on the student's transcript stating the program has been successfully completed.

It was suggested that the program have specific advisors who will provide adequate guidance to the students, have a checklist to facilitate the progress of the courses as well as assign one staff member to officially make the notification of completion. **UUPC approved the proposal.**

b. Music Title Change

Laura Joella from the Department of Music explained that the proposed change of title to the Bachelor of Music with Major in Commercial Music: Creative Concentration is being recommended by The National Association of Schools of Music (NASM). The concentration's new title should be Commercial Music Composition. There are no curricular or credit changes to the degree associated with this change of title. **UUPC approved the proposal.**

c. Music Program Change

Professor Joella also presented the proposed addition of MUH 3801 (see link below) and the increase of credits by three to the Commercial Music: Music Business Concentration. This program is already approved by the Board of Governors at 137 credits, but Music is not requiring all those credits at this time. The program would go from the current 121 credits to 124 with the addition of this course. Joella added that the addition of this course is also being requested by NASM, Music's accrediting body, in order to comply with NASM's standards and add more music courses to this program.

Dean Pratt voiced concern about students finishing their four-year degree programs in a timely manner. He suggested that sometimes it is more beneficial to remove or replace a few courses, rather than adding courses, to avoid excess credits that would delay graduation. Professor Joella confirmed that students are completing the program and graduating on time. She reminded the group that Music is a very specific major; therefore, it requires more credits than usual. She also noted that not all students are admitted to the program. They need the skills to be able to qualify for admission. **The UUPC approved the proposal.**

d. New Course

Rep. Brown informed the committee that the English Department received a grant to develop an Asian Literature program and is looking forward to having a new faculty member with expertise in Asian Literature. The new course, LIT 4832, is the first of several courses to be proposed for the new concentration in Asian Literature that will be presented to the committee at a later date.

Honors College Representative Michael Harrawood suggested that the amount of writing required for the course is not indicative of a 4000-level course, but the committee noted it is not Writing Across Curriculum nor is it an honors. **The UUPC approved the course proposal.**

New Program	Honors in the Major for Languages, Linguistics and Comparative Literature	
Title Change	Bachelor of Music with Major in Commercial Music: Creative Concentration (Commercial Music Composition Concentration)	
Program Change	Bachelor of Music with Major in Commercial Music: Music Business Concentration	

LIT 4832 Form/Syllabus	Asian Literature in English	3	New	
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2. COLLEGE OF BUSINESS

a. New Certificates

Representative Ethlyn Williams explained the proposed new certificates: Digital Marketing and Healthcare Information Systems. Both of these certificates will allow non-degree seeking students as well as working professionals to expand their knowledge skills about the concepts, technologies and tools of Digital Marketing and Healthcare Information Systems. The certificates are offered in alignment with the existing Minor in Digital Marketing and Minor in Healthcare Information Systems; therefore, the required courses for the proposed certificates are already offered by the departments. **The UUPC approved the new certificates.**

b. New Course/Course Changes

Rep. Williams also presented the proposed new Special Topics course for the School of Accounting. It is being created so that Accounting may have a special topics course graded as satisfactory/unsatisfactory. The remaining changes for the College involve a title and description change to make ISM 4041 more relevant. Prerequisites are also being changed for ISM 4212 to add a prerequisite to the course that was previously removed. **The UUPC approved the course proposals.**

New Certificate	Digital Marketing	
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New Certificate	Healthcare Information Systems	
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ACG 4932	Special Topics	1-3	New	
ISM 4041 Form Syllabus	Social, Legal, Ethical Issues of Digital Data (Contemporary Issues of Digital Data Management)	3	Change title and Desc.	
ISM 4212 Form Syllabus	Database Management Systems	3	Add Prereqs.	

3. COLLEGE OF ENGINEERING AND COMPUTER SCIENCE

a. Civil, Environmental and Geomatics Engineering Program Changes

Rep. Yong indicated that the changes to be presented were incomplete; therefore, he **tabled** the proposal for next meeting on November 1.

b. Leadership Change

Rep. Yong communicated that October 4, 2013 was his last UUPC meeting since he is now the new Interim Chair of Civil, Environmental and Geomatics Engineering. He expressed that he enjoyed his many years of being part of this committee. He will find a new representative for the next UUPC meetings.

4. HONORS COLLEGE

Rep. Harrawood informed the committee that there were no new items to share, but notified that the Honors College enrollment is increasing due to successful administrative efforts and Admission's reinforcement in the recruitment of students.

5. CHRISTINE E. LYNN COLLEGE OF NURSING

Representative Joy Longo reported that last spring the College of Nursing inadvertently sent its Professional Development course series through the approval process as lab courses when they should have been submitted as combined lecture/lab courses, "C" courses. The didactic component of the courses, the lecture portion, already exists for the courses that were approved. The College is just bringing the courses through again to change them from "L" courses to "C" courses. She also noted that NUR 3119 is no longer needed as the existing NUR 3119L, which should change to NUR 3119C, includes the lecture portion. **The UUPC approved the course changes.**

NUR 3119	Nursing Situations: Health Assessment and Technological Caring	3	Terminate	
NUR 3119L(C) Form&Syllabus	Foundations of Nursing Practice	2	Change "L" in course number to "C"	
NUR 4824L(C) Form&Syllabus	Professional Development in Nursing 1: Ethical/Legal Perspectives of Caring	1	Change "L" in course number to "C"	
NUR 4833L(C) Form&Syllabus	Professional Development in Nursing 2: Designer of Caring Environments	1	Change "L" in course number to "C"	

NUR 4860L(C) Form&Syllabus	Professional Development in Nursing 3: Leader/Coordinator of Caring Environments	1	Change "L" in course number to "C"	
NUR 4861L(C) Form&Syllabus	Professional Development in Nursing 4: Member of a Caring Profession	1	Change "L" in course number to "C"	

6. COLLEGE OF EDUCATION

Representative Penelope Fritzer presented the proposed new elective course that will be used by the college's two Early Childhood degree programs. She informed the committee that this course is supplementing programs in the College of Education and does not cause conflicts with the departments of Exceptional Student Education and Teaching and Learning.

Dean Pratt noted that the Florida Atlantic University Academic Integrity Regulation quoted in the syllabus needs to be corrected to: http://www.fau.edu/ctl/4.001_Code_of_Academic_Integrity.pdf. Chair Haky also advised to have in the future all required approval documentation attached to the proposal form for any possible clarification. Rep. Fritzer assured the group that she attached the approval documentation. Rep. Harrawood made a few suggestions for the syllabus, including explaining in detail how the students are being graded and providing more explanation in the section on "Reflections of the field trips" in order for it to be appealing to students. **The UUPC approved the proposal.**

EEC 4237 Form Syllabus Approvals	Exploring Natural Habitats as a Curriculum for Young Leaders	3	New	
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IV. NEXT MEETING/ADJOURNMENT

The next meeting of the UUPC will take place on November 1, 2013 from 10 am to noon in SU room 113.

Chair Haky adjourned the meeting at 10:56 a.m.