

## Call to Order and Welcome New Representatives

Janet Outlaw called the meeting to order at 1:00 p.m. New Representatives were welcomed, and introductions were made.

## Meeting Attendance

Once approved, the meeting attendance is taken via the DocuSign document, which will be attached to these meeting minutes when uploaded onto Canvas.

## Approval of the Meeting Minutes

The 03/14/2025 minutes were accepted as written with no corrections.

## Elections of 2025-2026 UPC Leadership

- **Chair**
  - Nominations were taken for Chair 2025-2026
    - Robert Dedrick nominated Janet Outlaw, and James Hatten seconded the nomination.
      - By acclimation, Janet Outlaw is the UPC Chair for 2025-2026.
- **Vice Chair**
  - Nominations were taken for Vice Chair 2025-2026
    - Robert Dedrick nominated Clarence Walker, Jr., as Vice Chair, and Randi Latzke seconded the nomination.
      - By acclimation, Clarence Walker, Jr., is the UPC Vice-Chair for 2025-2026.

## REPORTS

### Undergraduate Education/Associate Dean's Report

Ann Cranston-Gingras reported the following:

- Mandate from the Interim Dean to improve our 2-year, 4-year, and 6-year **graduation rates**.
- The **Gen Ed Proposals** have started to be received. We currently have one.
- Reports
- **Fall admissions** look good.
- **Summer registration** is down slightly from last year, but it is probably only temporary.

### **CAEP/FLDOE Report**

Margaret and Shaun reported working with the Dean's office on **reports. Potential FLDOE site visit for next year**; waiting to hear which programs will be reviewed. We know Elementary Education will be reviewed, and we are waiting for the name of the second program to be sent to us (based on APPR Metrics).

### **Office of Clinical Education Report**

Jennifer Jacobs shared the following report with UPC:

We are excited to roll out several assessment measures aligned with accreditation requirements and foster continuous improvement.

For the first time, **final internship supervisors and mentor teachers** will utilize the new USF evaluation tool via campus folio.

We also engaged in the **second administration of our dispositions** assessment through the campus folio.

Additionally, we have a **final internship mentor teacher and intern survey**.

On May 2, from 11-2, we will hold the **Practitioner Research Conference** in TECO Hall. Please join us.

There have been several changes to the **fingerprinting requirements** as Florida has adopted the **Care Provider Background Screening Clearinghouse**. The districts are finalizing those adjustments and will update all websites and processes.

One of the options for certification from the **FLDOE is the Temporary Internship Certificate**. Undergraduates can get this temporary certificate and become teachers of record during their final internship. Several requirements include that the teacher candidate has passed all the subject area exams, has completed 60 hours, is enrolled in a clinical experience, and has a 2.5 GPA. The college must provide them with a letter to verify they are a student in a clinical experience. The OCE has worked with clinical coordinators to develop a draft process that would add more parameters to these requirements—such as evidence of successful performance in previous clinical experiences. Additionally, there should be some processes around collaboration with the district to find a position. The OCE would like feedback from UPC on this process and to discuss this certification option.

### **General Education Council Report**

Jane Govoni and Mo Chiodini shared the following report with the UPC **from Gen Education Council Meeting of April 7, 2025**

1. **PHC 4734 and PHC 4941** will be discontinued as of 2026-2027.
2. M. Bourgeois reported on **the Gen Ed process where there will be a statewide core and a General Ed core with curriculog submissions**

- open during Summer 2025.** This process will include the section for the pre-legislative review, and then the faculty will go back into the curriculog to submit for Gen Ed. Review.
3. There will only be **one** required Gen Ed assignment for at least the first year of review.
  4. If a course was not approved, faculty may contact Gerard Solis, General Counsel, to inquire why the course was denied.
  5. Members were asked to consider reviewing courses during the summer months. Anyone interested should contact the chair, Marie Bourgeois.
  6. **HSC 2100, HSC 2130, PHC 2100, and PHC 4720 had minor changes,** such as course objectives/learning outcomes to match new requirements. These courses were all approved.

The next meeting is scheduled for April 21, 2025. At that time, a vote for the chair and vice chair for the upcoming year will be held. Anyone on the committee who is interested may reach out to Kyna Betancourt.

### **Excellence in Undergraduate Education Award Report**

Clarence Walker reported the recent April recipients include:

- **April 2025**
  - Mandie Dunn
  - Heather Goebbert-Freet

### **Faculty Policy Council Report:**

Janet Outlaw shared the following with the UPC from the FPC 3/28/25 Meeting.

- The College of Ed is again offering the Undergraduate Summer Research Academy for summer 25. Undergraduate students who participate will engage in mentored research experience and receive a stipend for completion. Applications due 4/21/25. Please reach out to Dr. Kathy Bradley-Klug for more information.
- The FPC discussed the importance of metrics in sustaining funding for our college. We need to find a mechanism for retaining our students to improve our 4-year and 6-year graduation rates. The 6-year graduation rate is better than our 4-year graduation rate, but they're still not up to university guidelines. It's essential to remember that FTIC students account for our metrics whether they matriculate into one of our teacher education programs or switch majors to another college. They still count on us.
- Discussions of the potential collapse of graduate programs based on available AI data.

## **DRAFT**

- FPC is working on constitutional updates. They are adding a budget committee to the constitution. FPC also wants to revisit/revise promotion and/or tenure guidelines for various faculty lines. FPC plans to send updates to the constitution to all faculty in early August for a vote then it will go to the provost and will take a year to go into effect.

### **Undergraduate Council Report**

Candi Ashley indicated that there is nothing to report at this meeting.

### **Student Academic Services Report**

Jeany McCarthy sent the following report:

#### **Registration**

- Students who have applied for admission to the college need to attend orientation to register
- contacted all students with AA holds in March and prompted them to make an advising appointment
- have held more than 300 advising appointments and walk-ins since March
- will lift AA holds for students in good standing and provide them with an academic plan for summer/fall registration
- created Degree Works plans (classes to register for this summer/fall) for all continuing students
- FWS will call students with holds NOT in EDU to get them to the right office for resolution

#### **Graduation**

- hosted a Graduation Information Session for all final interns and students who applied to graduate
- completed pre grad checks for all graduation applicants and notified those who have concern
- offered graduation applicants the ability to graduate without FTCE
- acting on list of 2021 FTIC students (n= 20) who need to graduate by summer to increase our 4-year grad rate; analysis will be shared next week

#### **Other activities**

- LLC hosted a student-led panel across all majors to discuss "A Day in the life of an intern"
- Partnering with the **Center for Career and Professional Development**
- Engaged with Exercise Science faculty who will open their new Exercise Science and Kinesiology program in the fall

- Reviewing 2025 UG Catalog

## **New Business**

### **General Education Curriculum Reviews-** Janet Outlaw

General education curriculum proposals are due 6/13. Proposals must receive college-level approval before the deadline. UPC must determine whether we will hold another meeting or create another plan to review the general education course proposals for the 26-27 catalog due 6/13.

**Process-** If Ann and Janet decide that a more extensive review is needed, the courses will be divided between review pairs if the changes are substantive. Those courses that have very minor changes will be treated as informational items.

### **Undergraduate Research Opportunities** – Janet Outlaw

Based on student feedback, Kathy and I have been discussing ways to enhance undergraduate research opportunities for the college. More information and ways for faculty to support undergraduate research will be provided in the future.

## **Old/Unfinished Business**

There was no old/unfinished business today.

## **Informational Items**

There were none today.

## **For the Good of the Order/Announcements**

Lora emailed a copy of the UPC meeting calendar for the 2025-2026 academic year. Please keep those dates on your calendar.

## **Important Dates**

- **Next UPC Meeting – September 12**

## **Adjournment**

The meeting was adjourned at 2:54 p.m.

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The attendance Sheet for this UPC meeting is attached to these meeting minutes as the attendance record.