ACCEPTED BY THE UPC 01/17/2025

UNIVERSITY of SOUTH FLORIDA
College of Education

UNDERGRADUATE PROGRAMS COMMITTEE

Friday, November 8, 2024 – 1:00 p.m. via TEAMS

MEETING MINUTES

Call to Order

Janet Outlaw called the meeting to order at 1:00 p.m.

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 10/11/2024 minutes were accepted as written with no corrections.

Curriculum Review

BA-BS Physical Education Program Change – Craigory Nieman
Athletic Coaching Minor -Concentration Change- – Craigory Nieman
Science of Physical Activity Minor – Concentration Change- Craigory Nieman

Craigory Nieman explained the changes to the program and concentrations APK 3120 was revised and approved moving back to their original PET 4380 course.

Candi Ashley made a motion to approve the three proposals and Robert seconded the motion.

- **A vote was taken and approved and approved unanimously by the UPC.**

BS in Exercise Science & Kinesiology – Program Change – Candi Ashley
Candi Ashley explained the changes to the current BS to a new CIP Code which means this becomes a new program at the university. Mandie Dunn made a motion to approve of the change to a new CIP and was seconded by Sam Buckner.

- **A vote was taken and approved and approved unanimously by the UPC.**

REPORTS

Undergraduate Education/Associate Dean's Report

Ann Cranston–Gingras reported the following:

- **General Education Revamping** is an evolving and constantly moving. We answer and then we get more returns and ask for more information with short turnaround times. We are trying to meet their deadlines. We can longer use any kind of internship or practicum as a Gen Ed course as of fall of 2025. Current students can continue to use those courses, but no new enrollees can use those courses to satisfy their Gen Ed requirements. Now we need to know how that applies to our transfer students who are incoming in Fall 2025 who began their bachelor's degree two years ago. This will impact many programs. We are awaiting the impact reports. SACCS experiential learning was emphasized and now we await how this all impacts from that side.
- Emphasis on looking at **faculty credentials** in preparation for the upcoming SACS visit. Do they have the credentials and are we documenting the alternative experience that qualifies them. Make sure CVs are up to date.
- **Ethics and Integrity Council** that is appointed by the USF President and looking for volunteers to serve.

- **Student Success Center** – links in the chat.

CAEP/FLDOE Report

Shaun provided the following report to the UPC that they are working on the Standard Detail Reports, and appointment verification.

Office of Clinical Education Report

Jennifer Jacobs shared the following report with UPC:

We will provide training for the new evaluation tool we are transitioning to this spring. This will be in collaboration with Hillsborough County schools. As with any transition, there will be bumps, and it will be a bit of time before we integrate the new tool throughout our programs. The one thing to remember is that this tool is connected to the FEAPs, so by continuing to focus on the FEAPs in our coursework, we are preparing students for this new tool. Additionally, this tool is not very different than the previous Danielson Evaluation tool.

On November 12 from 4:00-5:30 (see link below), we will have a training on Teams that will introduce the tool and talk about its structure. On January 9, from 4-5:30, we will get deeper into the tool to practice using it while watching videos. These training sessions will be for supervisors who are supervising this spring and any faculty who are interested. Both sessions will be recorded, and I will share them with you.

Here is the link for November 12.

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjYyNjhmMDYtMzY5OC00NWU4LWFhYWYtNGI1Njg2ZGRjNDMz%40thread.v2/0?context={"Tid"%3a"741bf7de-e2e5-46df-8d67-82607df9deaa"%2c"Oid"%3a"7c023eb9-3a47-4eb6-a530-6e77e8fb1ec6"}

On November 15 the fall elementary and secondary interns will present their practitioner research at noon in TECO at the Fall Practitioner Research conference. Practitioner inquiry is a signature pedagogy of clinical practice.

General Education Council Report

Jane Govoni shared the following report with the UPC from the Gen Ed Meeting on October 21st :

Provost P. Mohapatra spoke about the General Education courses and the requirements by the state for the approval process. The courses have not been finalized yet by the state. Our enhanced General Education curriculum does not align with the state requirements. The committee has been tasked to work with Kyna Betancourt to reimagine the Gen Ed program to meet the requirements and students' needs. Capstones and internships cannot be a part of Gen Ed curriculum.
Changes expected to be effective for FA25 even with moratorium for Curriculog. The Gen Ed Council members will receive a list of the courses submitted after the meeting. There will be a teach out for students pre-2025 catalog.
81 courses were initially submitted to the state. This was not a final list and additions will be submitted. The final list of courses is due by Dec 1, 2024. With two hurricanes, the deadline may be changed.
Discussion followed. Questions arose regarding the documentation for the rationale for being rejected. Faculty members requested this documentation.

NOTE: A sub-committee meeting will be held on Monday, Nov 4th to begin to discuss changes in Gen Ed courses.

Excellence in Undergraduate Education Award Report

Clarence Walker provided the following report:

Recent recipients of the Excellence in Undergraduate Education Award include:

Hope Zikpi
Heather Goebbert-Freet
Sara Knouse
Steven Royce
Jennifer Conley
Patti Folino
Joelle Young
Kelley Cummings
Indira Lawson
Keisha Albritton
Sandra Vernon-Jackson

Faculty Policy Council Report:

Janet Outlaw shared the following with the UPC from the 10/25 FPC Meeting:

- Budget for online course development was decreased for spring
- Secondary Ed moving to one SIP with different majors for subject areas
- Gen Ed courses can no longer be upper threshold courses, which means internships and practicums can no longer be gen ed. The courses need to be in 2000s or lower.

Undergraduate Council Report

Candi Ashley reported from the UGC also talked about the Gen Ed changes. There will be an annual review and approval of all Gen Ed Courses.

Student Academic Services Report

Jeany McCarthy did not have a report today.

Ad Hoc Committee on Completer Degree Status Report

There is not a report they are waiting on updates from Cindy and Ann.

New Business

A meeting on December 12th will be placed on the calendar as tentative to accommodate any last minute curriculum submissions.

Old/Unfinished Business

TBA

Informational Items

There were no informational items today.

For the Good of the Order/Announcements

There was nothing to share.

Important Dates

- **December 12 – UPC Meeting Tentative**
- **December 1 – Undergraduate Curriculog Closes**

Adjournment

The meeting was adjourned at 1:34 p.m.

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