UCF Approved Motions
2013-2014

From UCF Steering Committee:

- Implementation of Approved Course and Program Proposals Policy

<table>
<thead>
<tr>
<th>TYPE OF UCF PROPOSAL</th>
<th>TIME FRAME FOR SIGN-OFF BY PROVOST/DESIGNEE</th>
<th>EFFECTIVE TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Programs &amp; New Minors</td>
<td>N/A</td>
<td>Depends on BOR Approval Date (Fall Semester Only)</td>
</tr>
<tr>
<td>Revised Programs, Revised Courses, &amp; Revised Minors</td>
<td>Sept 1st - Feb 1*</td>
<td>Fall semester of the next academic year</td>
</tr>
<tr>
<td>New Courses</td>
<td>Sept 1st - May 31st</td>
<td>Next student registration cycle</td>
</tr>
<tr>
<td>Revised Programs, Revised Courses, &amp; Revised Minors</td>
<td>Feb 2nd - May 31st</td>
<td>15-18 months later (Fall semester, 2 academic years later)</td>
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*Contingent upon timely distribution by UCF of approved proposals to implementation team: Registrar’s Office, Academic Affairs (for catalog), and Scheduling.

NOTE: Some complex proposals may not be implemented by the Fall semester.

Approved 2/20/14

- TAP Framework Implementation and Review Committee representative: Deb Weiss

Approved 3/6/14

- Pilot UCF and SCC Committee Restructuring for 2014-2015

Motion 1:
Modify School Curriculum Committee (SCC) tasks for AY 2014-2015 on a trial basis: SCCs will continue to approve New and Revised Program Proposals but not review New or Revised Course Proposals. SCCs will have access to all relevant materials associated with New and Revised Program Proposals (including New and Revised Course Proposals submitted simultaneously that are part of the program proposal). UCF Steering Committee will monitor the impact. If determined effective by an evaluation conducted by the UCF, the UCF Constitution will be amended prior to the end of the 2014-2015 academic year.

Motion 2:
Pilot the UCF Standing Committee Realignment plan in AY 2014-2015 and monitor impact. If determined effective by an evaluation conducted by UCF, UCF and committee by-laws and UCF Constitution will be amended prior to the end of the 2014-2015 academic year. The New and Revised Course Proposal forms will be edited to reflect this temporary change.

UCF Standing Committee Realignment plan for AY 2014-2015:
<table>
<thead>
<tr>
<th>Standing Committee</th>
<th>Tasks and Membership</th>
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</thead>
</table>
| NMC (2 co-chairs)  | Existing Tasks: New and Revised Course Proposals and Revised Program Plans  
|                    | New Task: LEP proposals  
|                    | Membership: ~20 (NMC + half of the existing UWIC membership to ensure expertise reviewing LEP proposals) |
| NPIC               | Merge with UWIC for AY 2014-2015; consider permanent suspension |
| UWIC               | Existing Tasks: Think tank for technology and other issues  
|                    | New Task: New Program Proposals  
|                    | Membership: ~10 (fold NPIC members into UWIC) |
| LEPC               | No change for AY 2014-2015  
|                    | Existing Tasks: Continue oversight of LEP policies, procedures and the document; address TAP related issues; continue to provide oversight of LEP assessment |
| WACC               | No change for AY 2014-2015  
|                    | Propose restructuring into a Writing Program Committee |
| PRAC               | Reinstate PRAC for AY 2014-2015  
|                    | Existing Tasks: Undergraduate Program Review  
|                    | Membership: ~15 |
| UCF Chair and UCF  | Existing Tasks: as stated in the UCF Constitution  
| Secretary          | New Task: Special Topics Courses (logging & monitoring the number of times offered with UCF Secretary) |

**Motion 3:**
Since LEPC is moving its meeting time to the UCF Standing Committee time slot, and since we are proposing a shift in which committee reviews LEP proposals from UWIC to NMC, the ex-officio attendance of the UWIC Chair at LEPC will be suspended for AY 2014-2015. UCF Steering Committee meetings will be used to ensure communication of relevant issues. UCF Steering Committee will monitor the impact. If effective, amend UCF and committee by-laws and UCF Constitution for a permanent change prior to the end of the 2014-2015 academic year.

Approved 4/24/14

- **Ad hoc Committee on Online Education Online Faculty Training Module**

Since faculty training is one component of the proposed policy in the ad hoc Committee on Online Education Report, and since SCSU does not currently have online training available for instructors interested in teaching online courses, Karen Musmanno will construct an Online Faculty Training Module that will be piloted by Online Committee members and the chairs of Graduate Council and UCF in Summer, 2014.

Approved 4/24/14

- **Choice of original or readmission academic requirements for incoming transfer students in Fall 2014**
Since HB 5050 (An Act Concerning College Completions) is likely to be approved this spring and since SCSU’s current policy creates barriers for some readmitted students by requiring them to follow the academic requirements in effect at the time of readmission, and since UCF cannot take up this policy in Spring, 2014, UCF supports the Provost or designee in choosing between the academic requirements in effect at original admission or readmission for readmitted students who enroll ONLY in the Fall, 2014 semester.

Approved 4/24/14

From LEPC:

- **LEP credits beyond 48**

Any LEP credits a student earns beyond the program’s required 48 credits will be credited towards a student’s free electives.

Approved 10/24/13

- **TAP Framework Alignment for Community Colleges**

Approved 11/7/13

- **Revisions to the LEP Document for Tier 2 courses:**

Each Tier 2 course continues to develop and reinforce at least three of the competencies introduced in Tier 1. Courses should have appropriate enrollment caps and resources to accomplish this goal. (p. 8 of the document)

  - continue to develop and reinforce the competencies introduced in Tier 1,
  - have appropriate enrollment caps consistent with pedagogical needs, resource availability, and safety concerns and/or regulations, (p. 10 of the document)

- **LEP Document, Version 3 (including above revisions and grammatical edits)**

Approved 12/12/13

- **LEP Transition Course approval deadlines and extensions**

Polly Beals, LEP Director, will review all requests for extensions of Tier 2 transition deadlines and grant extensions to the deadline when justified. In all cases, the final time frame to submit proposals is the end of the Spring 2014 semester.

Approved 3/27/14

- **Waiver of LEP requirements for students with Bachelors degrees from an accredited college or university (referred to UWIC)**

The LEPC supports waiving LEP requirements for students with Bachelors degrees from an accredited college or university, with the exception of specific requirements associated with their chosen SCSU major. It is recommended that UWIC thoroughly vet issues that arose during the
LEP discussion and any others, especially regarding minimum GPA and meeting number of required credits for degrees.

Approved 3/27/14 and referred to UWIC for review and approval

- **Clarification of requirements for reinforcement of competency areas for Tier 2 courses**

LEP tier 2 course proposals must reinforce at least two Key Elements for each of the three selected competency areas. Directions: Insert an explanation of how students will continue to develop these three competencies. Identify the kind of instructional feedback and methods of evaluation you will use to reinforce at least two of the Key Elements for each competency.

Approved 3/27/14

- **Science TAP requirement for transfer students**

Students who complete their science TAP requirement at their previous institution will be considered to have completed their NW 1 and 2 requirements when they transfer to SCSU. However, students pursuing majors with specific Natural World 1 and 2 requirements at Southern must fulfill these specific requirements.

Approved 4/24/14

- **Early Childhood Education, Elementary Education, Special Education Collaborative, or Bilingual Education and second major in LBS/IDS**

Students who major in Early Childhood Education, Elementary Education, Special Education Collaborative, or Bilingual Education and complete a second major in Liberal Studies (LBS) or Interdisciplinary Studies (IDS) may use up to 9 LEP credits to fulfill requirements within the concentrations that comprise their LBS or IDS degree program.

Approved 4/24/14

- **LEP Problem-based learning definition**

Problem-based learning as a component of Tier II courses is a way to introduce problem-solving skills to LEP students. In PBL, the pedagogy is student-centered and content is introduced in the context of students seeking to solve a complex problem. In PBL, there are no simple, predetermined answers. Students, typically working in small groups, are required to assess their own state of knowledge concerning the problem, determine what additional knowledge is needed to solve the problem, access the additional knowledge, and decide how to use that knowledge to solve the problem. Helping to articulate the “question” may be part of the task. Students often do independent work on the problem between group meetings.

For LEP purposes:
1) Tier II courses are required to incorporate some problem-based learning.
2) Problem based learning requires
   a. That the problem be complex and not have a simple or pat answer.
   b. That the students have to seek “beyond the text book/beyond the lecture” knowledge on their own in order to solve the problem.
   c. That the role of the instructor is to facilitate the problem solving process as opposed to providing “answers”.
3) Group work need not be involved.

Approved 4/24/14

From UWIC:

• Temporary suspension of free elective requirement for EDU and NUR majors – revised

Whereas certification programs frequently require significantly more than 120 credits to graduate; and
Whereas the School of Education and Nursing Departments are in the process of reevaluating their programs to accommodate the LEP requirements;
Therefore, be it resolved that during the LEP transition period (Fall, 2011 – Spring, 2015) the requirement of 12 elective credits for the Teacher Certification and Nursing programs be suspended.

Approved 12/12/13

Note: UCF intends to discuss the requirement of electives for EDU, NUR and all undergraduate students in the spring semester. This revised existing motion is intended to clarify the end point of the LEP transition period to save confusion for now.

From NMC:

• Motion to approve revisions to three existing UCF forms and approve a new UCF form:

Revised forms: New Course Proposal Form, Revised Course Proposal Form, and the Revised Program Proposal Form
New form: Expedited Proposal for Minor Changes to Multiple Courses.

Approved 3/6/14

From the ad hoc committee charged with revising the Undergraduate Program Review document:

• Motion to approve the Revised Undergraduate Program Review Document (Version 2)

Approved 4/24/14