Minutes: 4/24/09 Undergraduate Curriculum Committee (UGCC) Meeting

Supporting documents can be found at the UGCC’s Web site at www.fit.edu/ugcc.

The following items (directly from the Consent Agenda) were approved.

- Humanities & Communication – Adding a New Course
  - HUM 2152 – Music Appreciation
  - HUM 2153 – Popular Music and Culture
  - LNG 1701 – Elementary Chinese Language and Culture 1
  - LNG 1702 – Elementary Chinese Language and Culture 2
  - HUM 2401 – Introduction to Law
  - HUM 3401 – Constitutional Law 1
  - HUM 3402 – Constitutional Law 2
- MAE 2024 – Changing Restrictions or Credits
- Psychology – PSY 2512 – Changing Restrictions or Credits

Regarding the four items that had been tabled at the 3/27/09 meeting:

- Adding a New Major or Minor – Individualized Studies (major) – Prelaw
  This item was tabled again due to the need for additional information, consultation, and revision. Discussed were 1) a recent SACS correspondence regarding programs that require fewer than 30 hours of upper-level courses, 2) the possibility of developing more 4000-level courses, and 3) the initiative to re-examine the Humanities major with this SACS correspondence in mind. Drs. Rosiene, Baloga, and R. Bonhomme will work together on changes to the proposed Individualized Studies major.
- Adding a New Major or Minor – Individualized Studies (minor combination option) – withdrawn from the agenda
- Adding a New Major or Minor – University College – Accounting AA – approved
  - EAC 3214 – Changing Restrictions or Credits in a Course (Junior Standing)
  - EAC 3331 – Changing Restrictions or Credits in a Course (Junior Standing)
- Adding a New Major or Minor – University College – Marketing AA – approved

The following items were approved after questions were answered and concerns were addressed.

- Business – Marketing
  - Adding a New Course
    - BUS 3602 – Consumer Behavior
    - BUS 3604 – Marketing Research
    - BUS 3606 – Entertainment & Sports Marketing
    - BUS 3607 – Hospitality & Tourism Marketing
    - BUS 4603 – Brand Management Marketing
  - Adding a New Major
  - Note: A consensus was reached regarding information to include when proposing a new course - course description, proposed text(s), topics to be covered with associated time per topic, and the grading basis (e.g. exams, quizzes, homework, papers) with percentages. It is recognized that the details of the proposed course may change with instructor. UGCC’s Policies & Procedures document will be updated.
- University College – Changing Graduation Requirements – MTH
- University College
  - Adding a New Course (selected readings are required for these courses)
EMG 4000 – Research 1
EMG 4001 – Research 2
EMG 4002 – Research 3

Changing Graduation Requirements
- Business Administration Accounting – 7600
- Business Administration CIS – 7601
- Business Administration Healthcare – 7602
- Business Administration Management – 7603
- Business Administration Marketing – 7604
- Accounting – 7610
- Computer Information Systems – 7630

Other:

The chair reminded everyone that chair-elect Mark Archambault will now become the chair. It was recommended that, when possible, UGCC members 1) email the chair a pdf of the paperwork and 2) submit the originals of the paperwork in advance of the meeting. Also, as was done so successfully this time, it is very helpful for members to clarify and/or work out as many details as possible prior to the meeting.

At 8:35, at the UGCC’s request, Provost McCay addressed the UGCC regarding the use of 8-week online courses. Dr. McCay began by saying that it is very important to him to communicate directly with the faculty and that he is always willing to do so. His remarks included the following:

- He is very concerned about allowing students who are under the age of 22 to take 8-week online courses.
- His concern is not related to quality because the onus is on the faculty to assure quality. Also data suggest that educational outcomes are very similar; the quality of online courses equals or exceeds classroom courses.
- Because he has to make certain that adequate resources are available, he always looks at financial ramifications. In the case of the 4-year engineering coop, he wanted to avoid losing revenue. Since the university makes considerably less money on online courses, he required that these students pay full tuition for these courses. He determined that this approach was financially viable.
- Many more requests than expected came in from students who were not part of the engineering coop. The responsibility for approval is the deans’.
- Special circumstances that are being considered are:
  - 4-year engineering coop students
  - international students who need to be in their own countries for some reason
  - other students who need to work elsewhere
- Students who are able, location-wise and schedule-wise, to take on-campus courses cannot take online courses.
- Retention (from freshmen to sophomore) is down to approximately 75%.
- The graduation rate is 52% - 56%.
- Previously approximately 2.5% of those Florida Tech undergraduate students who left the university transferred to community colleges. Now the percentage is 10% – 15%.
- A strong consideration in allowing students to take the 8-week online courses is improving the retention rate and the graduation rate.
• It is “dangerous” to start signing up on-campus students for these online courses. They are intended to be used sparingly – for special cases.
• In answer to a question about requiring the approval form to include a signature line for the department head, he said that it was omitted to speed up the approval process, but it could be re-considered. Dr. McCay will ask all deans to communicate to student advisers their approval guidelines.
• There was a short discussion about advisers encouraging Florida Tech students to take online courses, instead of community college courses. It was learned that some faculty already do that.
• A question was asked about the likelihood of all students – in the future – being allowed to take 8-week online courses. Dr. McCay reiterated that these courses are approved for special circumstances only, in keeping with the contractual agreement with Florida Tech’s online-learning partner. Currently there are 3544 students registered in online courses. It is estimated that this year’s revenues will be $2M over projections.
• In response to a question about pay equity matters, Dr. McCay stated that he is working on several aspects of that, including incentives for existing full-time faculty to teach online courses and salary improvement for adjunct faculty.

The chair thanked Dr. McCay for addressing the UGCC on this subject.

The chair was thanked for her two-year service to the UGCC.

The first Fall 2009 meeting of the Undergraduate Curriculum Committee is Friday August 28, at 8:00 a.m. in the F.W. Olin Physical Sciences Building 2nd-floor conference room. Agenda items are due Friday, August 21, to the chair, Mark Archambault (marchamb@fit.edu or x7749).

Other Fall 2009 meeting dates are September 25, October 23, and November 20.

Respectfully submitted,

Kathy Turner
Chair, Undergraduate Curriculum Committee