



Undergraduate Research curriculum Committee

Tuesday, September 23, 2025

Meeting Minutes

Chair: Donna Chamely-Wiik

Attendees

J. Fewkes, E. Bennett, L. Sloas, D. Mitsova, T. Hindle, E. Williams, , Jacqueline Fewkes, Ethlyn Williams (virtual) and L. Chiang-Hanisko (in person)

Other attendees: Jennie Soberon and Patricia Sampedro

I. Approval of August 26th meeting minutes:

Motion to approve: Evan Bennett, Second: Lincoln Sloas, all in favor.

II. Dr. S. Hart request for add'l reviewer of PGY 4420C RI: Advanced Photography (RI 5-year review) & discussion of meeting with dept chair and Dr. Hart

A Visual Arts course PGY 4420C under RI designation was reviewed. Concerns were raised about the technical nature of reviews. A third review was conducted by Dr. Jacqueline Fewkes. The department offered to provide standardized language on 'What research looks like' in the field of Visual Arts and Art History. The committee agreed to incorporate this language into future syllabi reviews.

III. Spring 2025 RI course 5-year review – Discussion on developing an improved reviewing and tracking process

Five courses from Spring 2025 remain outstanding.

- A&L – ART 4782C faculty retired, new faculty will submit course package
- A&L – ART 4403C Advanced Printmaking, was removed from the catalog and must be resubmitted
- A&L – 4420C Advanced Photography is under final review.
- SCI – URP 4979RI Planning Capstone and URP 4273 Web-based Applications in Planning, both courses have new faculty and will send the review packages by the end of the semester.

The committee discussed refining the review process and improving internal checks before sending incomplete packages.

a. Review System Proposal

Proposal to shift review process from email to SurveyMonkey Apply or Canvas. Canvas was suggested as a simpler alternative with rubric integration. DCW will test both systems to see which one works better before implementation.



IV. Revision of Undergraduate Research certificate Requirements

Proposal to change: Research Exposure: Up to 3 credits; Research Skill Building: Up to 6 credits. Committee agreed to update guidelines and submit to UUPC for formal approval.

Motion to approve: E. Bennett and E. Williams, all in favor.

V. UG Research Certificate – Substitution of Skill-building course for Research Exposure.

Two student petitions were approved:

- a. **R. Guide** – Petition for substitution of PSY 3213 Research Methos in Psychology, Research Skill building course for Research Exposure
Motion to approve: J. Fewkes and E. Bennet
- b. **Jonah Cohen** – petition for substitution of CHM 2210 Organic Chemistry 1 research skill-building course for Research Exposure
Motion to approve: J. Fewkes and L. Chiang-Hanisko

VI. Review requisites for A&L -Visual Art courses with enrollment under 15 students (GRC)

Faculty requested \$750 CEE (Course Enhancement Expenses) for a sculpture class with fewer than 15 students. The committee discussed revising policy to allow requests for classes under 15 with justification, implementing a sliding scale or 'up to \$750' model, requiring itemized budgets and purchase links, and updating website language and application forms accordingly.

Motion to approve: T. Hindle and L. Chiang-Hanisko

VII. Announcements:

- a. October 17 & 18: OURI is hosting the Florida Statewide Symposium (FSS)
 - Encourage faculty to register
- b. Jupiter Campus Homecoming Carnival
Proposal to host an OURI booth at the November 4 event. Jacqueline Fewkes and student mentor Abigail may staff the booth. Suggestions included using a Plinko game and distributing OURI swag. The committee agreed to support the initiative and explore purchasing materials.

Adjourn: 11:53 am.