	NEW/CHANGE PROGRAM REQUEST **Undergraduate Programs**	UUPC Approval 9/11/2023 UFS Approval _____ Banner _____ Catalog _____
FLORIDA ATLANTIC UNIVERSITY	**Department** **College**	

Program Name	**New Program***	**Effective Date** *(TERM & YEAR)*
	Change Program*	

Please explain the requested change(s) and offer rationale below or on an attachment.

*All new programs and changes to existing programs must be accompanied by a catalog entry showing the new or proposed changes.

Faculty Contact/Email/Phone	**Consult and list departments that may be affected by the change(s) and attach documentation**

Approved by	*Date*
Department Chair *Donna Chamely-Wiik*	9-1-23
College Curriculum Chair *Donna Chamely-Wiik*	9-1-23
College Dean *Dan Meeroff*	9-1-23
UUPC Chair *Korey Sorge*	9/11/2023
Undergraduate Studies Dean *Dan Meeroff*	9/11/2023
UFS President _____	_____
Provost _____	_____

Email this form and attachments to mjenning@fau.edu seven business days before the UUPC meeting.

FAUprogramchangeUG, revised Fall 2019

MEMORANDUM:

TO: Chair, University Undergraduate Programs Committee (UUPC)

FROM: Dr. Donna Chamely-Wiik
             Chair, Undergraduate Research Curriculum Committee (URCC)

DATE: September 1, 2023

RE: Add Item: Faculty teaching RI courses recommendation language to the URCC document.

The Undergraduate Research Curriculum Committee is requesting to add Faculty teaching RI courses recommendation language to the URCC document under Expectations for Faculty who teach courses with RI Designation. This additional language was reviewed and approved by the Undergraduate Research Curriculum Committee on Thursday, August 31, 2023.

Previous language:

C. Expectations of Faculty Who Teach Courses with RI Designation

1. RI designated course syllabi shall be reviewed at most once every three years by the URCC using a common rubric.
2. Each course that receives the RI designation will be evaluated periodically, to determine how students are performing in building skills related to undergraduate research. Information about these specific skills can be found here: http://www.fau.edu/ouri/researchdefined_SLOs.php.
   a) Faculty shall be notified prior to the start of the semester if their course has been selected for evaluation.
   b) Faculty will not be asked to have their classes participate in the assessment process more than once every three years.
   c) Faculty will be asked to provide the instructions for the assessment to their students.
   d) Students will be asked to complete a consent form and submit electronically student work-sample(s) for review.
   e) Feedback from the review process will be shared with the faculty member for continuous improvement purposes.
3. Faculty will also be encouraged to participate in professional development opportunities related to integrating URI into the curriculum offered by OURI and other programs on campus

Add Item:

4. For faculty teaching RI courses we recommend you complete a training module introducing RI designation offered through Canvas, to promote best practices for teaching RI designated courses.

Please find attached updated URCC document that includes the following:
  i. Added letter head
  ii. Added a line on page 2 about "promote and support students applying for UG Research Certificate"
  iii. Added UG Research Certificate language (Approved by UUPC on April 24, 2023)
  iv. Added Faculty teaching RI courses recommendation language

The committee asks the UUPC to consider these additions and give them its approval.