

Members present: Robin Larson, AL; Julia Higgs, BA; Yash Bhagwanji, ED; Yalan Liu, EG; Terje Hill, HC; Michelle Broadbent, NU; Korey Sorge, SC; Sigal Rubin, SJ; Dan Meeroff, Undergraduate Studies; Mary Ann Gosser, Honors and Scholars Programs; Donna Chamely-Wiik, Office of Undergraduate Research and Inquiry (OURI); Lawrence Mello, Library; Marie Claire DeMassi, University Registrar; Maria Jennings and Salwa Warsi, Registrar's Office.

Guests: Anthony Ambrosio, Undergraduate Studies; Fred Bloetscher, Engineering and Computer Science; DaLaine Chapman, Music; Ted deChatelet, Theatre; Elizabeth Kennedy, University Advising Services; Myeongsub Kim, Ocean and Mechanical Engineering; Diana Mitsova, Urban and Regional Planning; Jeffrey Morton, Political Science; Evonne Rezler, Science; Peter Ricci, Hospitality and Tourism Management; Stacie Rossow, Music; Annina Ruest, Honors College; Melina Da Silva Matos Sharifan, Urban and Regional Planning; Kevin Wilt, Music.

The meeting, virtual as well as in-person, was called to order at 10:03 a.m.

I. APPROVAL OF MINUTES, VOTE FOR UUPC CHAIR AND ANNOUNCEMENTS

Chair Korey Sorge welcomed representatives and guests. Next, he discussed the vote for UUPC Chair. A request was made before the meeting to ask for UUPC chair candidates. RO Rep Maria Jennings confirmed Dr. Sorge was the only candidate. A vote was then called to reappoint Dr. Sorge as UUPC Chair. His reappointment passed unanimously. Chair Sorge then requested approval of the minutes from the April 21st meeting. He asked if there were any corrections and/or additions. There being no changes, the minutes were approved.

II. New Business

1. University-Wide

OURI Rep Donna Chamely-Wiik introduced the Vertically Integrated Projects (VIP) Research course. This course is part of the new VIP Research program that the University is implementing. This course will allow departments to track students conducting research as part of this initiative. Students in this program will have the opportunity to participate in summer research fellowships as an incentive to continue the program. This course will be offered at the graduate and undergraduate level. ED Rep Yash Bhagwanji asked if the courses would be cross-listed, which would allow the course to have one canvas page and would help keep better track of students enrolled. Dr. Chamely-Wiik responded that they had not discussed this originally but will consider cross-listing the courses. She also mentioned that she would like to update the registration control to permission of department instead of permission of instructor. **UUPC approved this course with the amended change.**

Undergraduate Studies Dean Dan Meeroff discussed the Bachelor of Professional Studies and General Education Curriculum program changes. The Bachelor of Professional Studies program is updating catalog language to better clarify degree and admissions requirements and including a revised advisement statement for online and honors options. Members of the committee noted that the link leading to the degree requirements webpage should link to the admissions page in the catalog. University Registrar Marie Claire DeMassi and RO Rep Jennings suggested that both the degree requirements and admissions catalog webpages should be linked. **UUPC approved this program change with the amended changes.** The General Education Curriculum program change consists of adding clarifying language regarding substitutions for ENC 1102 and changes involving SPC 2608. This will allow students transferring with SPC 2608 to receive additional enrichment credits and encourage current students to enroll in the course. Dean Meeroff noted that, as of now, there is only one course available as a substitution for ENC 1102, but they are in the process of adding two courses as an option for the 2026-2027 academic year. **UUPC approved this program change.**

Next, Dean Meeroff reviewed the Incomplete Grades Policy change. This change seeks to clarify the definition of an "incomplete" grade for students. This change states that an "F" is not the default

grade and suggests consulting with an academic advisor regarding incomplete grades. Science guest Evonne Rezler stated that this policy change does not work with the College of Science as they would need more restrictive language to suggest that an “incomplete” grade can only be given if the student is passing the course and that it is up to the discretion of the instructor. University Registrar Marie Claire DeMassi stated students cannot graduate with an “incomplete” on their record and added that if the course is not needed for the degree, the incomplete grade will revert to the default grade. Chair Sorge mentioned that these proposed changes supersede the instructor’s decision and eliminates their input regarding the grading. For this reason, he suggested that Dean Meeroff send this program change to the Steering Committee meetings in advance as their vote may not be favorable to these changes. **UUPC approved this program change with one vote from the College of Science against the changes.**

In addition, Dean Meeroff discussed the Orientation, Advisement and Registration for Entering Degree-Seeking Students program change. This change simplifies catalog language on orientation and advisement and removes outdated language on the specified College Academic Advising section in the catalog. Members of the committee suggested a statement should be included to ensure degree-seeking students use advising services as early as the first year and suggested that a collaboration between University Academic Services and College Academic Advising Services would help ensure students are seeking advisement by making it a requirement. **UUPC approved this program change.**

Lastly, Mary Ann Gosser, Assistant Dean for Honors and Scholars Programs, introduced the change in the University Honors Program (UHP). This change aims to clarify language for maintaining UHP standing and clarify General Education Curriculum language by removing the statement regarding the 1930 courses, as they are no longer being taught. RO Rep Jennings asked if these courses could be terminated if they are no longer in use. Dr. Gosser stated that it would be up to the individual departments to terminate these courses and that she would discuss it with them. **UUPC approved this program change.**

IDS 4917 Explanation	Vertically Integrated Projects (VIP) Research	0	New
Program Change	Bachelor of Professional Studies		Add clarifying language regarding admissions and degree requirements, notes about internships, and an advising statement for online and honors options
Program Change Core Curriculum Committee Approval	General Education Curriculum		Updating catalog language, adding communication to additional enrichment area, and removing SPC 2608 as a Group B course, clarifying that it is not a substitute for ENC 1102
Program Change	Incomplete Grades Policy		Clarifying policy and updating the definition of "incomplete"
Program Change	Orientation, Advisement and Registration for Entering Degree-Seeking Students		Simplifying language on orientation and advisement and removing outdated language on specified academic advising

Program Change Honors Approval	University Honors Program	Updating General Education Curriculum language and clarifying language on the requirements for maintaining University Honors standing
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2. Arts and Letters

Political Science guest Jeffrey Morton discussed the Comparative Politics course change. This course is being amended to be taught as a lower-level introductory course. Members of the committee questioned whether there are any issues changing the course to a lower level. Dr. Morton informed the committee that it would be beneficial at a lower level for transfer students who have taken the course since most universities offer it at the 2000 level. Dean Meerooff questioned if the course would be offered as part of the General Education Curriculum. Dr. Morton explained that as of now they do not plan to but may offer it in the future. Honors and Scholars Programs Rep Gosser noted that this course is offered at the Honors College and that the college has not been consulted regarding this change. Dr. Gosser suggested reaching out to Timothy Steigenga for the consultation. **UUPC approved this course, but it is held for the October meeting pending Honors College consultation.**

Music guest Stacie Rossow discussed several program changes, course terminations, course changes and additions. The Opera Workshop (MUO) course is reducing its credits from 2 to 1 and updating the course description, prerequisites, and registration controls. The credits are reducing to accommodate for course repeats and to align with other universities. RO Rep Jennings asked if there was a max repeat limit. Dr. Rossow offered to check with her colleagues and then would reply. **UUPC approved this course change.** The MUL course revisions consist of changing the titles and course descriptions to better reflect the content of each course. The prerequisites are also being removed for two of the courses. **UUPC approved these three course changes.**

The new Advanced Percussion Literature and Pedagogy will provide percussion majors with pedagogical education. The committee questioned the need for a registration control for this course. Dr. Rossow stated that due to the number of students and space needed, they would require students to have a background in percussion studies, hence it is only for Music majors. **UUPC approved this course change.**

Next, Dr. Rossow introduced the three new MUS courses. The two diction courses will allow students to study and apply pronunciation in Italian and French and German and English. The Methods of Musical Practice and Performance course teaches students how to practice and sequence music. **UUPC approved these three new courses.**

Lastly, Dr. Rossow discussed several program changes in the Bachelor of Music in Commercial Music and Bachelor of Music in Music. The Bachelor of Music in Commercial Music programs are being amended to include two General Education courses, updating music core courses, aligning degree-specific coursework with competencies, and reducing the total credits to obtain the degree to 120 credits. **UUPC approved these three program changes.** The Bachelor of Music in Music programs are being amended to include two General Education courses, updating their core courses, aligning degree-specific coursework with competencies, and increasing flexibility within the program. **UUPC approved these six program changes.**

Theatre and Dance guest Ted deChatelet reviewed the program changes for all BA, BFA and Minors in the Theatre program. The changes include clarifying language, adding several courses, and restoring the BA Technical Production Track. Due to these revisions, seven course terminations and eight new courses are needed. **UUPC approved this program change.** Next, Dr. deChatelet explained the course additions and terminations. The courses for termination are no longer relevant to the program and

the information covered will be incorporated into the new proposed courses. The new courses will serve as course options for all BA, BFA and Minors. **UUPC approved the seven course terminations and eight new courses.**

Lastly, Acting 4 and Acting 5 are undergoing prerequisite changes to increase flexibility and enrollment. **UUPC approved these two course changes.** The Audition and Career forum course is reducing credits from 3 to 2 to accommodate changes in the course evaluation method and reduced topics covered. The Music Theatre Craft course is updating its title to Music Theatre Vocal Craft 1 to be more specific and increasing credits from 1-2 to 2. The Music Theatre Performance course is revising its title to Music Theatre Vocal Craft 2 to serve as an addition to the first course and increasing its credits from 1-2 to 2. The Music Theatre Applied Studio/Voice 6 course is updating its title to Applied/Studio Music Theatre Voice and updating the course description to cover a broader set of foundational skills in Music Theatre and Voice. **UUPC approved these four course changes.**

<u>CPO 3003 to CPO 2002</u> (Approved but held until October meeting.)	Comparative Politics (New title: Introduction to Comparative Politics)	3	Change level, number and description
<u>DAA 3020</u>	Introduction to Dance	1	New
<u>MUE 4475</u>	Advanced Percussion Literature and Pedagogy	3	New
<u>MUL 4550</u>	Wind Instrument Literature (New title: Survey of Symphonic Wind and Percussion Literature)	3	Change title and course description
<u>MUL 4561</u>	Chamber Music Literature 1 (New title: Chamber Music Literature: Renaissance - Romantic)	3	Change title and course description; remove prerequisites
<u>MUL 4562</u>	Chamber Music Literature 2 (New title: Chamber Music Literature: Romantic - 21st Century)	3	Change title and course description; remove prerequisites
<u>MUO 4503</u>	Opera Workshop	2 to 1	Change credits, course description, prerequisites, and registration controls
<u>MUS 3254</u>	Italian and French Lyric Diction	1	New
<u>MUS 3255</u>	German and English Lyric Diction	1	New

<u>MUS 4611</u>	Methods Musical Practice and Performance	3	New
<u>THE 2002</u>	Theatre Foundations	1	New
<u>THE 3095</u> <u>Support</u>	Introduction to Playwriting	3	New
<u>THE 3115</u> <u>Support</u>	Early Theatre History	3	New
<u>THE 4176</u> <u>Support</u>	20th and 21st Century Theatre and Literature	3	New
<u>THE 4680</u>	Introduction to Dramaturgy	3	New
<u>TPA 2204L</u>	Production Foundations	1	New
<u>TPA 4923L</u>	Portfolio Development	1	New
<u>TPP 2740C</u>	Music Theatre Craft (New title: Music Theatre Vocal Craft 1)	1-2 to 2	Change title, credits and prerequisite
<u>TPP 4140</u>	Acting 4	3	Change prerequisite
<u>TPP 4224</u>	Audition and Career Forum	3 to 2	Change credits
<u>TPP 4265</u>	Acting 5	3	Change prerequisites

<u>TPP 4271C</u>	Music Theatre Performance (New title: Music Theatre Vocal Craft 2)	1-2 to 2	Change title, credits, prerequisites, and description
<u>TPP 4749C</u>	Music Theatre applied Studio/Voice 5 (New title: Applied/Studio Music Theatre Voice)	1-2	Change title, description and prerequisites
<u>THE 4335</u>	Shakespeare Stage and Screen	3	Terminate
<u>THE 4371</u>	20 th Century World Drama	3	Terminate
<u>TPP 2714C</u>	Music Theatre Applied Studio/Voice 1	1-2	Terminate
<u>TPP 2741C</u>	Music Theatre Applied Studio/Voice	1-2	Terminate
<u>TPP 3745C</u>	Music Theatre Applied Studio Voice 3	1-2	Terminate
<u>TPP 3747C</u>	Music Theatre Applied Studio/Voice 4	1-2	Terminate
<u>TPP 4748C</u>	Music Theatre Applied Studio/Voice 5	1-2	Terminate

<u>Program Change</u>	Bachelor of Music in Commercial Music, Commercial Music Composition Concentration	Including two Gen Ed courses, updating music core courses, aligning degree-specific coursework with competencies, and reducing total credits to 120
<u>Program Change</u>	Bachelor of Music in Commercial Music, Music Business Concentration	Including two Gen Ed courses, updating music core courses, aligning degree-specific coursework with competencies, and reducing total credits to 120

<u>Program Change</u>	Bachelor of Music in Commercial Music Technology Concentration	Including two Gen Ed courses, updating music core courses, aligning degree-specific coursework with competencies, and reducing total credits to 120
<u>Program Change</u>	Bachelor of Music in Music, Performance Concentration, Classical Guitar Option	Including two General Education courses as required, updating music core courses, aligning degree-specific coursework with competencies, and increasing flexibility
<u>Program Change</u>	Bachelor of Music in Music, Performance Concentration, Percussion Option	Including two General Education courses as required, updating music core courses, aligning degree-specific coursework with competencies, and increasing flexibility
<u>Program Change</u>	Bachelor of Music in Music, Performance Concentration, Piano (pedagogy) Option	Including two General Education courses as required, updating music core courses, aligning degree-specific coursework with competencies, and increasing flexibility
<u>Program Change</u>	Bachelor of Music in Music, Performance Concentration, Strings Option	Including two General Education courses as required, updating music core courses, aligning degree-specific coursework with competencies, and increasing flexibility
<u>Program Change</u>	Bachelor of Music in Music, Performance Concentration, Voice Option	Including two General Education courses as required, updating music core courses, aligning degree-specific coursework with competencies, and increasing flexibility
<u>Program Change</u>	Bachelor of Music in Music, Performance Concentration, Winds and Brass Option	Including two General Education courses as required, updating music core courses, aligning degree-specific coursework with competencies, and increasing flexibility
<u>Program Change</u>	All BA, BFA and Minors in Theatre	Clarifying catalog language, adding several courses and restoring the BA Technical Production track

3. Business

BA Rep Julia Higgs introduced Marketing Guest Peter Ricci who proposed the change in the Hospitality and Tourism Management Program. The program is being modified to include the addition of a Bachelor of Arts degree and adjusting the requirements needed for the BBA and BS degrees. This change aims to streamline the requirements needed for each degree and reduces the requirements needed for the BBA to create the BA. Dr. Ricci clarified that the program is just an addition and will not require new program paperwork as discussed with Provost's Office guest Debra Szabo. He explained that this initiative was brought about by a state review of the hospitality programs offered in the SUS and the need to remedy the shortage of hospitality workers in Florida. **UUPC approved this program change.**

BA Rep Higgs discussed the program changes In Accounting, Management Programs, and Student Academic Services. In Accounting, the Business Law Minor program is clarifying language for Accounting majors obtaining the minor and adding a course to the list of electives. **UUPC approved this program change.** In Management Programs, the Health Administration Major is adding an additional course as an electives option. **UUPC approved this program change.** Lastly, Student Academic Services is updating the General Business BA to include a minimum 2.0 GPA as an admissions requirement. **UUPC approved this program change.**

Program Change	Business Law Minor		Clarifying language for accounting majors obtaining the minor and adding a course
Program Change	General Business BA		Adding admissions GPA
Program Change Support	Health Administration Major		Adding a course to the list of electives
Program Change	Hospitality and Tourism Management Program		Adding a BA degree offering for this major; making adjustments in the BBA and BS offerings

4. Engineering and Computer Science

EG Rep Yalan Liu introduced Ocean and Mechanical Engineering Guest Myeongsub Kim who reviewed the five BME courses. These courses will be offered at the graduate and undergraduate level, four of them serve as elective options and Applied Biorobotics will serve as a core course for students within the program. Members of the committee questioned if the registration control of senior standing would be an issue for these courses. Dr. Kim responded that they could provide overrides for students who are juniors and lower, if appropriate. Chair Sorge noted that the qualifications to teach the course are listed in the sense that someone without a specialized degree in the topic could teach the course and questioned if this was correct. Dr. Kim informed the committee that this was an oversight and he would correct on the forms and add the necessary qualifications needed to teach each course. **UUPC approved of these five courses with the amended changes.**

Engineering and Computer Science guest Fred Bloetscher discussed the SUR course changes and terminations. These Geomatics Engineering courses are being amended to include the 1-credit lab course within the lecture course, instead of having separate lecture and lab courses. What sometimes occurs is students pass the lab course and fail the lecture. This ensures that students are required to

pass the lecture and the lab as one course and ensures that students are taking the lab and lecture concurrently to retain the information better. As a result, the individual lab SUR courses are being terminated. These courses will change from 2 to 3 credits to account for the lab. **UUPC approved these four course changes and four course terminations.**

In addition, Dr. Bloetscher stated the program change in the Geomatics Engineering is a result of the changes in the SUR courses. The program is removing the lab courses from their list of courses, adding the newly combined courses to the list and updating the credits for these courses. **UUPC approved this program change.**

BME 4241C	Applied Biorobotics	3	New
BME 4323	Stem Cell Engineering: Research and Clinical Application	3	New
BME 4332	Tissue Engineering: Basic Concepts	3	New
BME 4404	Biomedical Engineering: Cell Biology and Physiology	3	New
BME 4740	Control for Biomedical Systems	3	New
SUR 3103 to SUR 3103C	Geomatics	2 to 3	Adding lab component to course and increasing credits from 2 to 3
SUR 3103L	Geomatics Lab	1	Terminate
SUR 3141 to SUR 3141C	Automated Surveying and Mapping	2 to 3	Adding lab component to course and increasing credits from 2 to 3
SUR 3141L	Automated Surveying and Mapping Lab	1	Terminate
SUR 3205 to SUR 3205C	Engineering Construction and Surveying	2 to 3	Adding lab component to course and increasing credits from 2 to 3
SUR 3205L	Engineering Construction and Surveying Lab	1	Terminate
SUR 4530 to SUR 4530C	Geodesy and Geodetic Positioning	2 to 3	Adding lab component to course and increasing credits from 2 to 3
SUR 4530L	Geodesy and Geodetic Positioning	1	Terminate
Program Change	Geomatics Engineering Program		Updating several SUR courses to include the lecture and the lab as one course and increasing the credits for each course from 2 to 3

5. Honors College

Honors College Rep Terje Hill discussed the two new courses, Honors Neurobiology of Mental Illness and Honors Public Policy Process. These two courses have been previously taught as Special Topics, and the Honors College would now like to offer them permanently. **UUPC approved these two new courses.** The program changes in the Neuroscience and Psychology concentrations consists of adding the new Honors Neurobiology of Mental Illness course to their list of required courses. **UUPC approved these two program changes.**

Lastly, the Concentration in Marine Biology program change consists of adding Honors Organic Chemistry 1 and Organic Chemistry 1 Lab as part of the list of electives as these two courses serve as prerequisites for many of the courses within the concentration and would allow students receiving federal aid to receive aid for these courses. **UUPC approved this program change.**

PSB 4072 Honors Approval Support	Honors Neurobiology of Mental Illness	3	New
PUP 3032 Honors Approval Support	Honors Public Policy Process	3	New
Program Change Honors Approval	Concentration in Marine Biology		Adding two honors chemistry courses to the list of electives
Program Change Honors Approval	Neuroscience Concentration		Adding new PSB course to the Cellular Track and Cognition and Behavior Track
Program Change Honors Approval	Psychology Concentration		Adding new PSB course to the Seminars and Advanced Coursework in Psychology concentration list of courses

6. Science

Science guest Diana Mitsova proposed the new Introduction to Urban Design Technology course. This course will give students an introduction to the common technology platforms used in Urban Design careers. ED Rep Bhagwanji asked whether the technology used would change overtime and if they would have to change the course description and objectives often. Dr. Mitsova confirmed that the platforms used have not changed in many years. Members of the committee asked if having this introductory course at a 4000 level is necessary. Dr. Mitsova stated that this course will be comprised of junior and senior standing students as students in the Urban Design program mainly take courses toward their specialization during this time. In the future, the department plans to offer this course as a core course and plans to make a programmatic change. Chair Sorge asked if the Engineering department was consulted about the technology used in the course. Dr. Mitsova stated that she did not consult Engineering and was not aware if it was necessary. Engineering and Computer Science

guest Fred Bloetscher stated that he had no objections to the addition of this course. **UUPC approved this new course.**

Chair Sorge discussed the Bachelor of Science in Mathematics program change. This change is necessary to comply with the Engineering Program changes from last year by replacing three courses in the Mathematical Cryptology and Data Science concentrations. These new courses align with the requirements of the program. **UUPC approved this program change.**

URP 4023	Introduction to Urban Design Technology	3	New
Program Change Support	Bachelor of Science in Mathematics		Replacing three courses in two of the Math concentrations

7. Social Work and Criminal Justice

SJ Rep Sigal Rubin introduced the new Criminal Justice Careers and Professional Development course. This course had been previously offered as a Special Topics course and now the department would like to offer it permanently. This course is not going to be a requirement for any of the programs offered but rather an option for students who would like to know what careers are available with a degree in Criminal Justice. **UUPC approved this new course.**

CCJ 2094	Criminal Justice Careers and Professional Development	3	New
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8. Discussion

During the meeting, Dean Meeroff made a note about the Artificial Intelligence (AI) Preamble on the Simple Syllabus platform. When submitting syllabi to the committee, members have noticed that the AI statement is missing or that only the preamble portion is included with no option chosen to indicate if the course allows the use of AI, is AI flexible, or if the use of AI is prohibited. As of now, the box in the platform is not required, but should be selected by faculty members so that students know where they stand regarding the use of AI. SJ Rep Rubin suggested that it be made required within the platform as this would enforce the AI preamble and an option to be selected. BA Rep Higgs questioned if there was an option to use AI for one of the assignments but not for the others. Members of the committee explained that the AI flexible option would cater to that and the syllabus should indicate which assignments would be AI flexible and which assignments would not allow AI use. Chair Sorge suggested that this topic should be reintroduced in a future meeting. The committee agreed.

9. Admissions, Education, Library, and Nursing had no reports.

III. FINAL DISCUSSION/NEXT MEETING/ADJOURNMENT

The next UUPC meeting is Monday, October 6, from 10 am to noon, in SU 132 and via zoom.

Steering meeting dates: <https://www.fau.edu/ufsgov/steering-committee/>

University Faculty Senate meeting dates: <https://www.fau.edu/ufsgov/calendar/>

Chair Sorge declared the meeting adjourned at 12:11 p.m.