The meeting began at 8:00 a.m.

The Chair welcomed the Committee.

Consent Agenda:

The following items remained on the Consent Agenda and passed unanimously.

1. College of Aeronautics
   a. ANC - AVM 1000 - Introduction to Aviation
   b. ANM - B.A. Aviation Management (Online)

College of Engineering
2. Department of Electrical and Computer Engineering
   a. CRC - ECE 3551 - Microcomputer Systems 1

College of Psychology and Liberal Arts
3. School of Psychology
   a. CRC - CRM 1246 - Introduction to Law and the Legal System
   b. CRC - CRM 3511 - Introduction to Crime Analysis
   c. CRC - PSY 3012 - Research Methods in Applied Psychology
   d. CRC - PSY 3013 - Applied Psychology
   e. CRC - PSY 4712 - Professional and Ethical Issues
   f. CGR - B.A. Applied Psychology

Consent Agenda Discussion Items:

The following items were discussed and passed unanimously.

College of Science
4. Department of Mathematical Sciences
   c. CRC - MTH 1001 - Calculus 1
   d. CRC - MTH 1701 - College Algebra

It was discovered that the syllabi submitted to the Committee indicated that the students would engage in 3 hours per week of laboratory work, but the ANC forms indicated 4 hours per week. Dr. Knoll (Mathematical Sciences) was in attendance and said that the ANC forms were correct, that the students would be required to attend 4 hours per week of laboratory in addition to 1 hour per week of lecture.
A comment was made that the cover memo said that the Department of Mathematical Sciences suggested that MTH 1011 not be used for credit towards a degree program for technical majors, however any 1000-level and higher course can be used for free elective (at a minimum) by policy. The policy was confirmed.

Some questions arose regarding the placement of students into MTH 1011 or MTH 1000 (Precalculus). Dr. Knoll explained that the procedures that pertain to students who are currently placed directly into MTH 1000 will not change. For students who place into MTH 0111 (Intermediate Algebra) or MTH 1701 (College Algebra) for non-technical majors, the procedure will not change. Only for those students who currently place into MTH 0111 will the procedure change, and they will now be placed into MTH 1011. It was asked if a student could place directly into MTH 1012. Dr. Knoll indicated that, at present, with the possible exception of some students who transfer into Florida Tech, students would not place directly into MTH 1012. It was also asked if students would, in fact, be able to complete both MTH 1011 and 1012 in one semester. Dr. Knoll said that while all students would be given the opportunity to do so, she does not expect it will happen in many cases except perhaps for the most motivated students.

Informational Items:
The Chair noted the following items for the Committee.
Request for Undergraduate Online Course to Have the Same Number as an On-Campus Undergraduate Course:
- AVM 1000 – Introduction to Aviation
- AVT 2201 – National Airspace System
- AVS 2102 – Aerodynamics
- AVM 3201 – Aviation Planning
- AVM 3202 – Airport Design
- AHF 3101 – Introduction to Human Factors
- AVM 4301 – Aviation Safety
- AVM 4302 – Aviation Law
- AVM 4304 – General Aviation Operations
- AVM 4501 – Air Transportation Management
- AVM 4502 – Aviation Business Simulation
- AVM 4701 – Airport Management

Discussion:

1. University Definition for a Credit Hour (Dr. Archambault)
The Chair reminded the Committee of the main points of this discussion that started in the previous meeting, particularly comments related to online and hybrid courses, and opened the floor for additional discussion. It was noted that the Online Academic Chairs Committee met a couple weeks ago and was to meet again later in the day to specifically discuss the credit hour definition for online and hybrid courses. One comment was made where it was felt that it would be preferable if the definition of a credit hour for online/hybrid courses were the same as that for on-campus courses. In response, it was explained that while this would be ideal, it is not practical. For traditional courses, it is easy to use time to define a credit hour because it is possible to account for student attendance in a classroom, however this is not possible to do for online courses, which is why the Online Academic Chairs Committee’s discussion has turned to defining a credit
hour by demonstrating that the outcomes of an online course are the same as for an on-campus course. It was noted, though, that this becomes more difficult if there is no equivalent on-campus course.

The School of Arts and Communication announced that it was going to begin introducing hybrid versions of some of its lower-level courses (COM 1101, Composition and Rhetoric, for instance), and that it was going to use a time-based credit-hour definition since approximately 2/3 of the course would be video of traditional lectures, and the remaining 1/3 of the course would be traditional lectures.

The Department of Chemical Engineering also mentioned that it had sent the Chair a list of other delivery modes that it uses that do not fit well into any of the definitions in the current draft document. The Chair indicated he spoke with Dr. Baloga (Vice President of Institutional Effectiveness) about that list, and she indicated that she had seen the list, but was not able to specifically incorporate all the disparate delivery modes described on it into the definition without making the definition overly burdensome.

2. Language courses and the HU designation (Dr. Rosiene)

This topic was added to the Agenda during the meeting.

Dr. Rosiene (School of Arts and Communication) announced that the School was again considering the removal of the HU designation from LNG 1XXX courses. He recounted the experiences of this past summer where within about an hour after registration opened, LNG 1301 (Elementary Spanish 1) filled up with international students, particularly those of middle-eastern descent. A new section of the course was then opened, which filled up within about a half-hour, again predominantly with international students. Dr. Rosiene explained that courses with the HU designation traditionally have a significant reading and writing component, and that the LNG 1XXX courses are more about linguistics than reading and writing. He believed the reason why LNG 1301 filled up so quickly with mostly international students was because those students believed they could satisfy a Humanities Elective in their program while avoiding additional reading and writing which is often difficult for international students whose first language is not English. And this is a problem because not only is this not in the best interest of these students, but it also prevents students who actually want to learn a particular language from signing up for the course due in part to the registration priority students get during the registration period.

Dr. Rosiene indicated that the School was looking at different ways to address the problem, and indicated that another possibility would be that they will start to enforce the policy in the University Catalog that states that students with two or more years of a particular language in high school will not be permitted to register for the 1000-level courses for that same language (page 35, 2014-2015 University Catalog).

It was noted that in the past it was usually the engineering programs that were the staunchest opponents to removing the HU (and when it’s had been discussed, the SS) designation from the 1000-level language courses. In response, the Chair, who represents the Mechanical and Aerospace Engineering programs, said that yes, he and other engineering faculty had been against this in the past because it would mean fewer engineering students would take foreign languages. The Chair related that, in his own experience, when students are required to take a humanities elective and are presented with the choices, they indicate they are not interested in history or literature, and often look to the languages as a more interesting alternative. In addition, particularly with transfer students or those freshmen who require remedial coursework, a student might need to take a humanities elective much earlier than it is scheduled in their program, and
there often are not enough other 1000-level humanities courses with the HU designation that are offered or available, and again, the language courses provide flexibility and an alternative.

Dr. Rosiene reiterated that the School is looking at different way to address the problem, and that he brought the discussion before the Committee simply as a point of information.

3. Impending Graduate Policy Changes (Dr. Archambault)
This topic was added to the Agenda during the meeting.

The Chair announced that he had spoken with Dr. Baloga, and that she informed him of a coming change to Graduate Policy that may implicate 3000- and 4000-level courses, and the Chair said he is just bringing this before the Committee as a point of information.

At issue are policies that permit graduate students to take 3000- and 4000-level courses for credit towards completing a graduate degree. In many cases, the current practice is that a graduate student enrolled in an undergraduate course will complete the same coursework as the undergraduate students, but receive graduate credit. Dr. Baloga indicated that, in the future, instructors will have to modify their syllabi as they pertain to graduate students, for example giving a graduate student additional assignments, to justify the graduate student receiving graduate credit for an undergraduate course. She said that there will likely be a form that the course instructor will sign so that the instructor is aware that a graduate student is enrolled in the course.

A question was asked if this pertained to dual-numbered or bi-level courses. The Chair indicated that he did not know, that this subject was not discussed by himself and Dr. Baloga. A similar question was asked regarding deficiency courses. Again, the Chair did not know, but said that deficiency courses generally do not count towards graduate degree requirements, so he thought (though could not say for certain) that the policy change would not affect such courses. He reiterated that nothing had yet been finalized, and he was bringing this before the Committee only to give the faculty a heads-up.

Our next meeting is Friday, March 28 at 8:00 a.m. in the Physical Sciences conference room. Agenda items are due Friday, March 21.

The Chair wished everyone a happy Spring Break.

The meeting ended at 8:40 a.m.

Respectfully submitted,

Mark Archambault -- Chair